



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
ci.northfield.mn.us

Meeting Minutes - Draft Heritage Preservation Commission

Thursday, February 11, 2021

4:00 PM

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4:00 PM - REGULAR AGENDA CALL TO ORDER AND ROLL CALL

Chair Menard called the meeting to order at 4:05pm. He noted that Commissioner Gilblom will be absent for the next few months but will be returning in May.

Also present: City Planner Mikayla Schmidt, Administrative Associate Kari Bonde, Youth Reps: Anna Nesseth and Basil Nacolek, Jim Bohnhoff - Jim Bohnhoff Design, Brianna Lane - owner of Farmstead Bike Shop.

Present: 6 - Chair Jason Menard, Barbara Evans, Alice Thomas, Baird Jarman, Clifford Clark and Michael Meehan

Absent: 1 - Jan Gilblom

APPROVAL OF AGENDA

A motion was made by Commissioner Clark, seconded by Commissioner Thomas, to move Election of Officers to after Item 4 (Request for Signage and Addition of Brackets for the Paper Petalum) and add Request for Signage for Farmstead Bike Shop at 310 Division St. after the Paper Petalum item. The motion carried by the following vote:

Yes: 6 - Chair Menard, Commissioner Evans, Commissioner Thomas, Commissioner Jarman, Commissioner Clark and Commissioner Meehan

APPROVAL OF MINUTES

1. [21-081](#) 1-14-2021 HPC Meeting Minutes

Attachments: [01-14-2021 HPC Minutes](#)

A motion was made by Commissioner Thomas, seconded by Commissioner Evans, to approve the January 14, 2021 HPC minutes. The motion carried by the following vote:

Yes: 6 - Chair Menard, Commissioner Evans, Commissioner Thomas, Commissioner Jarman, Commissioner Clark and Commissioner Meehan

NEW BUSINESS

3. [BC 21-005](#) Signage Request for Health Therapies - 106 4th Street East

Attachments: [1 - Signage Proposal](#)
[2 - Sign w. Building View](#)

City Planner Mikayla Schmidt introduced this item and answered questions posed by commissioners.

A motion was made by Commissioner Thomas, seconded by Commissioner Clark, to approve the Signage Request for Health Therapies - 106 4th St. E. The motion carried by the following vote:

Yes: 6 - Chair Menard, Commissioner Evans, Commissioner Thomas, Commissioner Jarman, Commissioner Clark and Commissioner Meehan

4. [BC 21-006](#)

Request for Signage and Addition of Brackets for the Paper Petalum at the Northfield News Building - 313 Division Street South.

Attachments: [1 - Signage Proposal](#)
[2 - Proposed Colors](#)
[3 - Pages from Nfld Downtown Preservation Design Guidelines](#)
[4 - Image of Northfield News Building Fire](#)

City Planner Mikayla Schmidt introduced this item and answered questions posed by commissioners.

Chair Menard and HPC Commissioners decided to split the Request for Signage and Addition of Brackets for the Paper Petalum into two separate motions.

A motion was made by Commissioner Meehan, seconded by Commissioner Evans to approve the signage for the Paper Petalum. The motion carried by the following vote:

Yes: 6 - Chair Menard, Commissioner Evans, Commissioner Thomas, Commissioner Jarman, Commissioner Clark and Commissioner Meehan.

A motion was made by Commissioner Thomas, seconded by Commissioner Clark, to deny the flag brackets for the Paper Petalum. The motion carried by the following vote:

Yes: 6 - Chair Menard, Commissioner Evans, Commissioner Thomas, Commissioner Jarman, Commissioner Clark and Commissioner Meehan

7. Request for Signage for Farmstead Bike Shop at 310 Division St.

City Planner introduced this item and answered questions posed by commissioners.

Brianna Lane, owner of Farmstead Bike Shop was also present to answer questions from the commissioners.

A motion was made by Commissioner Thomas, seconded by Commissioner Evans to approve the Farmstead Bike Shop sign as proposed. The motion carried by the following vote:

Yes: 6 - Chair Menard, Commissioner Evans, Commissioner Thomas, Commissioner Jarman, Commissioner Clark, Commissioner Meehan.

A motion was made by Commissioner Evans, seconded by Commissioner Clark, to approve the repainting of the two wooden transom panels, above the storefront windows, to match the adjoining wooden panels to the south at

Content Bookstore. The motion carried by the following vote:

Yes: 6 - Chair Menard, Commissioner Evans, Commissioner Thomas, Commissioner Jarman, Commissioner Clark and Commissioner Meehan

2. [BC 21-004](#) Heritage Preservation Commission 2021 Election of Officers

Attachments: [1 - HPC Bylaws](#)

A motion was made by Commissioner Thomas, seconded by Commissioner Clark, to approve Commissioner Evans as Chair and Chair Menard as Vice Chair. The motion carried by the following vote:

Yes: 6 - Chair Menard, Commissioner Evans, Commissioner Thomas, Commissioner Jarman, Commissioner Clark and Commissioner Meehan

REPORTS FROM COMMISSION MEMBERS AND CHAIR

5. [21-082](#) Commissioner Shadowing Reports

Attachments: [1 - 02-01-2021 AT Shadowing Report](#)

Commissioner Thomas noted to keep track of the development of the mural policy.

STAFF UPDATES

6. [21-083](#) Staff Updates

Attachments: [1 - 2021 HPC Meeting Schedule](#)
[2 - The Blast Window Adjustment](#)
[3 - Letter from Rick Estenson w. Photo & Door Design](#)

City Planner Mikayla Schmidt noted the change was fixed on the meeting schedule, addressed The Blast window adjustment, submitted SHPO report, 509 Division St. will be moving forward with their EDA grant facade update, watch for email coming with lots of Board/Commission events/programs.

ADJOURNMENT

A motion was made by Commissioner Clark, seconded by Commissioner Meehan, to adjourn the meeting at 5:29pm. The motion carried by the following vote:

Yes: 6 - Chair Menard, Commissioner Evans, Commissioner Thomas, Commissioner Jarman, Commissioner Clark and Commissioner Meehan