



# City of Northfield

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

## Meeting Minutes - Draft Planning Commission

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Thursday, June 17, 2021

6:00 PM

Council Chambers

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### CALL TO ORDER AND ROLL CALL

*Chair Gasior called the meeting to order at 6:21pm.*

*Also present: City Planner Mikayla Schmidt, Administrative Associate Kari Bonde, Youth Rep: Sofia Chihade, Alice Thomas, George Zuccolotto.*

**Present** 6 - Joe Gasior, Tracy Heisler, William Schroeer, Betsey Buckheit, Brian Nowak, and Bill Kuhlmann

**Absent** 1 - Greg Siems

### APPROVAL OF AGENDA

**A motion was made by Commissioner Schroeer, seconded by Commissioner Nowak, to approve the agenda. The motion carried by the following vote:**

**Yes:** 6 - Gasior, Heisler, Schroeer, Buckheit, Nowak, and Kuhlmann

### APPROVAL OF MINUTES

1. [21-363](#) May 20, 2021 PC Meeting Minutes

**Attachments:** [1 - 05-20-2021 PC Minutes](#)

**A motion was made by Commissioner Nowak, seconded by Commissioner Heisler, to approve the May 20, 2021 PC Minutes. The motion carried by the following vote:**

**Yes:** 6 - Gasior, Heisler, Schroeer, Buckheit, Nowak, and Kuhlmann

### PRESENTATIONS

2. [BC 21-013](#) Review and Make a Recommendation of the Northfield Depot Reassessed as a Local Heritage Preservation Site to City Council.

**Attachments:** [1 - Cover Memo from STND](#)  
[2 - Local Designation Form - redacted](#)  
[3 - Appendix A](#)  
[4 - Appendix B](#)  
[5 - Appendix C - Part 1](#)  
[6 - Appendix C - Part 2](#)  
[7 - Appendix D](#)  
[8 - Appendix E](#)  
[9 - Appendix F - Part 1](#)  
[10 - Appendix F - Part 2](#)  
[11 - Save the Northfield Depot PowerPoint Presentation](#)  
[12 - Northfield Depot Designation Letter - MN SHPO](#)  
[13 - Memo to the Planning Commission on the Northfield Depot 03-15-2012](#)  
[14 - Northfield Depot and Comp. Plan Principles & Objectives](#)

*City Planner Mikayla Schmidt introduced this item and Alice Thomas with Save the Northfield Depot.*

*Alice Thomas with Save the Northfield Depot (STND), gave a presentation on Save the Northfield Depot project. She reviewed 4 objectives that are inline with regarding the comprehensive plan. She reviewed all of the changes that STND has accomplished over the years.*

**A motion was made by Commissioner Heisler, seconded by Commissioner Nowak, to move that we recommend approval of the Local Heritage Designation Site to the City Council. The motion carried by the following vote:**

**Yes:** 6 - Gasior, Heisler, Schroeer, Buckheit, Nowak, and Kuhlmann

## UNFINISHED BUSINESS

3. [21-364](#) Review of the Planning Commission Work Plan.

**Attachments:** [1 - 2021 PC Work Plan Cover Memo](#)  
[2 - 2021 PC Work Plan](#)  
[3 - Staff LDC Revision List 05.14.2021](#)  
[4 - Hyperlink to Land Use Training & Education Conf. by Fusion Learning Partners](#)

*Chair Gasior noted he would like to see training as a Planning Commission. Noted there is a training in July and to reach out to staff if you are interested.*

*Commissioner Heisler would like \$55,000 to go to the Land Development Code(LDC) revisions instead of comp plan.*

*Commissioner Nowark was in favor of LDC revisions first and mentioned possibly applying for grant money.*

*Commissioner Buckheit would like to see the comp plan and LDC updated together. Chair Gasior agreed and would like to drive the items in the comp plan that we know we are lacking.*

*Chair Gasior asked Commisioners to send their feedback (review the items that you are willing to commit to and participate in) to City Planner Mikayla Schmidt so that the Work Plan subcommittees can meet and bring something back for the July meeting.*

## **REPORTS FROM COMMISSION MEMBERS AND CHAIR**

*Commissioner Heisler - Arts and Culture Commission had a dozen applicants for submitting artwork!*

*Chair Gasior - Please RSVP to the Boards and Commission Appreciation Event.*

## **STAFF UPDATES**

*City Planner Mikayla Schmidt gave updates on Bluffview, Hillcrest Village and noted lots of new homes/additions happening.*

## **ADJOURNMENT**

**A motion was made by Commissioner Schroeer, seconded by Commissioner Kuhlmann, to adjourn the meeting at 7:18pm. The motion carried by the following vote:**

**Yes:** 6 - Gasior, Heisler, Schroeer, Buckheit, Nowak, and Kuhlmann