



# City of Northfield

City Hall  
801 Washington Street  
Northfield, MN 55057  
northfieldmn.gov

## Meeting Minutes - Final Heritage Preservation Commission

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Wednesday, April 3, 2024

6:00 PM

Council Chambers

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### 6:00 PM - REGULAR AGENDA CALL TO ORDER AND ROLL CALL

Chair Jarman called the meeting to order at 6:11 p.m.

**Present:** 6 - Baird Jarman, Commissioner Clifford Clark, Commissioner Jesse Steed, Commissioner Robert Stangler, Commissioner Barbara Evans and Commissioner Michael Meehan

**Absent:** 1 - Vice Chair Sean Allen

*Also present: Jake Reilly, Community Development Director; Mathias Hughey, Associate City Planner; David Bennett, Public Works Director and City Engineer; Matt Bailey, Meeting Associate; Anna Forbord, Youth Representative (non-voting).*

### APPROVAL OF AGENDA

A motion was made by Commissioner Clark, seconded by Commissioner Evans, to approve the agenda. The motion carried by the following vote:

**Yes:** 6 - Chair Jarman, Commissioner Clark, Commissioner Steed, Commissioner Stangler, Commissioner Evans and Commissioner Meehan

### APPROVAL OF MINUTES

1. [24-204](#) February 7, 2024 HPC Meeting Minutes

**Attachments:** [1 - February 7, 2024 HPC Meeting Minutes](#)

A motion was made by Commissioner Steed, seconded by Commissioner Stangler, to approve the February 7, 2024 HPC Meeting Minutes.

A motion was made by Commissioner Evans, seconded by Commissioner Stangler, to approve the February 7, 2024 HPC Meeting Minutes as amended to clarify the request for the Certificate of Appropriateness applicants from Robin's Egg Bakery to return at a later date. The motion carried by the following vote:

**Yes:** 6 - Chair Jarman, Commissioner Clark, Commissioner Steed, Commissioner Stangler, Commissioner Evans and Commissioner Meehan

### OPEN PUBLIC COMMENT

*No public comment was received.*

## REGULAR AGENDA

2. [HPC Res. 2024-003](#) Certificate of Appropriateness for Painting and Repairs to 109 4th St E, Lyceum Building.

**Attachments:** [1 - HPC Resolution 2024-003](#)  
[2 - Project Scope Illustration](#)  
[3 - Project Narrative](#)  
[4 - Property Survey Form 109 4th St E](#)

*Community Development Director Jake Reilly introduced Mathias Hughey, the new Associate City Planner. Hughey introduced the application for a Certificate of Appropriateness for Painting and Repairs to 109 4th Street East, Lyceum Building. The applicant, Dan O'Leary, responded to questions and comments from the HPC.*

**A motion was made by Commissioner Clark, seconded by Commissioner Meehan, to approve the Certificate of Appropriateness for Painting and Repairs to 109 4th St E, Lyceum Building. The motion carried by the following vote:**

**Yes:** 6 - Chair Jarman, Commissioner Clark, Commissioner Steed, Commissioner Stangler, Commissioner Evans and Commissioner Meehan

3. [24-205](#) 2024 State of the City.

**Attachments:** [1 - 2024 State of the City address](#)  
[2 - 2024 State of the City Program](#)

*Community Development Director Jake Reilly reviewed the 2024 State of the City address.*

## STAFF UPDATES

4. [24-206](#) Staff Updates.

**Attachments:** [1 - March Comprehensive Plan Update](#)

*Community Development Director Jake Reilly provided updates from City staff and reviewed upcoming updates and deadlines for the Comprehensive Plan process.*

## BOARD MEMBER AND COMMISSIONER REPORTS

*Commissioner Evans mentioned her upcoming class for the Elder Collegium on Northfield history and architecture focusing on buildings and parks.*

## ADJOURNMENT

*Chair Jarman adjourned the meeting at 6:34 p.m.*