



# City of Northfield

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

## Meeting Minutes - Final Heritage Preservation Commission

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Thursday, July 11, 2019

4:30 PM

Council Chambers

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### Rollcall

*Also present: City Planner Scott Tempel and Comm. Dev. Specialist Mikayla Schmidt.*

**Present:** 5 - Jason Menard, Barbara Evans, Alice Thomas, Clifford Clark and Jan Gilblom

**Absent:** 1 - Stephen Mohring

### I. Call to Order and Approval of Agenda

*Chair Menard called the meeting to order at 4:32PM.*

**A motion was made by Board Member Thomas, seconded by Board Member Clark, to amend the agenda to include discussion on residential designation as Item 3 and to move the Central Block update before the By All Means sign review. The motion carried by the following vote:**

**Yes:** 5 - Board Member Menard, Board Member Evans, Board Member Thomas, Board Member Clark and Board Member Gilblom

### II. New Business Items

#### 1. [19-970](#) Update on Central Block building

**Attachments:** [1 - Sheet Metal Data](#)  
[2 - Spec Mix Data](#)  
[3 - Fabricated Letter Data](#)

*Dan O'Leary updated the HPC on the work occurring to fix the sign and brick on the top of the Central Block building and requested to be on the agenda for next month.*

#### 2. [BC 19-002](#) Sign Permit - 17 Bridge Square - By All Means

**Attachments:** [1 - By All Means Graphics Sign](#)

*The HPC recommended, upon preliminary review of the By All Means Graphics signage, the front center sign be rectangular and the entire graphic in the rectangle, and would support a shaped projecting hanging sign.*

**A motion was made by Board Member Evans, seconded by Board Member Thomas, to table the sign permit review for By All Means Graphics until the August meeting. The motion carried by the following vote:**

**Yes:** 5 - Board Member Menard, Board Member Evans, Board Member Thomas, Board Member Clark and Board Member Gilblom

### 3. Residential Designation Discussion

*Thomas suggested forming a subcommittee to help lay out the process for historic residential designation and to create a framework / outline of a work plan for the HPC. Thomas, Evans and Gilblom were willing to serve on the subcommittee.*

**A motion was made by Board Member Clark, seconded by Board Member Menard, to approve the creation of a subcommittee containing Thomas, Evans and Gilblom to outline a work plan for the HPC. The motion carried by the following vote:**

**Yes:** 5 - Board Member Menard, Board Member Evans, Board Member Thomas, Board Member Clark and Board Member Gilblom

### 4. [19-971](#) Commissioner Board Tracking Reports

**Attachments:** [1 - July 2019 Shadow Report](#)

*Thomas noted the Transit Committee survey results are on the city website and the Arts & Culture Commission is having their sidewalk poetry event. Thomas shared that she noticed there is no signage directing traffic to the downtown historic district and would like to add that to the work plan.*

*Tempel noted the 5th Street Lofts will be on a future agenda. He updated the group that the downtown Garlie Vet Clinic building was not safe and they were unable to save it. The original facade was preserved and will be placed back on the building.*

## III. Reports and Discussion Items

- a) Commissioner Comments and Reports
- b) Staff Updates and Reports
- c) Comments from the Chair

## IV. Adjournment

**A motion was made by Board Member Thomas, seconded by Board Member Gilblom, to adjourn the meeting. The motion carried by the following vote:**

**Yes:** 5 - Board Member Menard, Board Member Evans, Board Member Thomas, Board Member Clark and Board Member Gilblom