



City of Northfield

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

Meeting Minutes - Final Planning Commission

Thursday, October 17, 2019

6:00 PM

Council Chambers

Rollcall

Present 7 - Joe Gasior, William Schroeer, Betsey Buckheit, Tracy Heisler, Terri Jensen, Greg Siems, and Aaron Swoboda

6:00 PM - REGULAR AGENDA

CALL TO ORDER AND APPROVAL OF AGENDA

Chair Gasior called the meeting to order at 6:00pm.

A motion was made by Heisler, seconded by Vice Chair Schroeer, to approve the agenda. The motion carried by the following vote:

Yes: 7 - Gasior, Schroeer, Buckheit, Heisler, Jensen, Siems, and Swoboda

APPROVAL OF MINUTES

1. [19-1142](#) Review Draft Planning Commission Meeting Minutes

Attachments: [1 - 09-19-2019 PC Minutes](#)

A motion was made by Vice Chair Schroeer, seconded by Heisler, to approve the 09-19-2019 PC meeting minutes. The motion carried by the following vote:

Yes: 7 - Gasior, Schroeer, Buckheit, Heisler, Jensen, Siems, and Swoboda

REGULAR AGENDA

2. [19-1143](#) Discussion on Planning Commission Work Plan

Attachments: [1 - LDC Issues to Address](#)
[2 - Planning Commission Priorities List](#)

Chair Gasior noted the two new youth representatives, Grant Boardman and Sofia Chihade, and had them introduced themselves.

Tempel started the discussion on the work plan. The commissioners and Tempel discussed areas where the work plan can help simplify / streamline the code, modify / eliminate / reduce costs and barriers, and enable or encourage development.

The items listed came from the conversation:

- changing the minor subdivision process to be staff approved,
- revisit planned unit developments (not to revive, but to create a better process to amend them along with data),
- affordable housing (grow and maintain it, identify elements to address, specific areas the

HRA would like assistance)

- parking regulations (minimum and maximum requirements, starting the conversation on the pros and cons of parking, utilize Katie St. Claire's parking tool from Carleton),*
- street chart adoption with the addition of a bike and pedestrian chart to show how and when to use different options for people vs. vehicles to accompany the street chart,*
- update data,*
- floating zone districts for several types of projects,*
- how the planning commission can contribute to the strategic plan,*
- future land use map or map where development of infrastructure is needed and where preservation of natural resources should occur (cost and return analysis on infrastructure costs),*
- climate action plan and how to adjust the Land Development Code,*
- technical revisions,*
- floodplain regulations,*
- change the phrase "work force" or "affordable housing" to "life cycle" or "diverse housing",*
- and growth in terms of how to teach and / or think about how development works and is needed (utilize the Urban3 study and how to gain housing).*

Chair Gasior summarized the list. He asked staff to review and deliberate on data needed, the potential for consultant work and if that would be in the budget. He noted next steps include packaging code changes by the next meeting and gathering data.

Tempel encouraged the commissioners to look at the code revisions in terms of the climate action plan items and what certain areas the commissioners would like to work on individually.

Chair Gasior asked staff to come forward with six key work plan items and then have the group discuss them at the next meeting. At the meeting the group could then split them up between the commissioners to move the work plan forward.

Schroeer exited at 7:31pm.

REPORTS AND DISCUSSION ITEMS

Heisler noted the Riverfront Enhancement Advisory Committee met twice this month. She stated two MN DNR employees came to discuss the dam and options around the dam. The DNR presentation included safety, general information about dams, dam removals in other communities and environmental benefits.

Chair Gasior noted there is board and commission member training is on Oct. 23rd. He encouraged everyone to attend and to RSVP. Chair Gasior also noted the December meeting date.

ADJOURNMENT

**A motion was made by Jensen, seconded by Buckheit, to adjourn the meeting.
The motion carried by the following vote:**

Yes: 6 - Gasior, Buckheit, Heisler, Jensen, Siems, and Swoboda

Not Present: 1 - Schroeer