



# 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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Wednesday, October 7, 2020

4:30 PM

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### Roll Call

*Chair Menard called the meeting to order at 4:30pm.*

*Also present: City Planner Mikayla Schmidt, Community Development Director Mitzi Baker, Administrative Associate Kari Bonde, Youth reps: Anna Nesseth and Basil Maciolek.*

**Present:** 6 - Chair Jason Menard, Barbara Evans, Clifford Clark, Jan Gilblom, Michael Meehan and Alice Thomas

### Call to Order and Approval of Agenda

**A motion was made by Thomas, seconded by Evans to approve the agenda.**

**Motion carried by the following vote:**

**Yes:** 6 - Chair Menard, Board Member Evans, Board Member Clark, Board Member Gilblom, Board Member Meehan and Board Member Thomas

### Approval of Minutes

1. [20-501](#) September 2, 2020 Meeting Minutes

**Attachments:** [9-2-2020 HPC Meeting Minutes](#)

**A motion was made by Evans, seconded by Thomas to amended minutes to include in item 2 "no new plans were submitted but plans were reviewed onsite with Northfield Construction to come up with a plan that will keep the steel support visible." All in favor. Motion passes.**

**A motion was made by Thomas, seconded by Gilbom to approve the amended minutes. All in favor. Motion passes.**

**Yes:** 6 - Chair Menard, Board Member Evans, Board Member Clark, Board Member Gilblom, Board Member Meehan and Board Member Thomas

### New Business Items

2. [BC 20-008](#) Signage Request for the Nutting Block - 220 Division St. S.

**Attachments:** [1 - Blast Soft Serve - Projecting Sign on Division St. S.](#)  
[2 - Blast Soft Serve - Nutting Block Sign](#)  
[3 - Blast Soft Serve - Menu Board](#)

*City Planner Mikayla Schmidt answered questions posed by the HPC commissioners.*

*A subcommittee and City Planner Mikayla Schmidt reviewed the adjustment to the original signage request with the applicant on September 17, 2020 and found the revised proposal to be acceptable.*

**A motion was made by Evans, seconded by Clark to approve the Signage Request for the Nutting Block - 220 Division St. S. Motion carried by the following vote:**

**Yes:** 6 - Chair Menard, Board Member Evans, Board Member Clark, Board Member Gilblom, Board Member Meehan and Board Member Thomas

**3. [20-502](#)** Consider the Draft Riverfront Enhancement Action Plan

**Attachments:** [1 - DRAFT Action Plan](#)  
[2 - REAC Webpage](#)

*Community Development Director Mitzi Baker gave a brief update and answered questions regarding the draft Riverfront Action Plan.*

*Commissioner Evans wanted to commend the Riverfront Enhancement Advisory Committee on their work and to let them know that the HPC is willing to help out where needed.*

*Staff will combine the statement from Commissioner Evans and the motion passed by the HPC and present this as feedback on behalf of the HPC.*

**A motion was made by Thomas, seconded by Gilblom to submit a statement regarding feedback on behalf of the HPC. Her statement reads, "Consistent with the preservation guidelines for the area within and adjacent to the Downtown Historic District on the National Register of Historic Places, projects will maintain the historical integrity of the area and buildings." The motion carried by the following vote:**

**Yes:** 6 - Chair Menard, Board Member Evans, Board Member Clark, Board Member Gilblom, Board Member Meehan and Board Member Thomas

## Reports and Discussion Items

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

*Commissioner reports:*  
*Commissioner Evans - Add shadowing reports to next months agenda.*

*Chair Menard: River wall is complete and looks good!*

*Staff reports:*  
*City Planner Mikayla Schmidt noted St. Olaf expansion is in the beginning phases.*

## Adjournment

**A motion was made by Clark, seconded by Meehan to adjourn the meeting at 5:24pm.**