



City of Northfield

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

Meeting Minutes - Final Planning Commission

Thursday, January 21, 2021

6:05 PM

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6:00 PM - REGULAR AGENDA

ROLLCALL

Present 6 - Joe Gasior, Tracy Heisler, Greg Siems, William Schroeer, Betsey Buckheit, and Brian Nowak

Chair Gasior called the Planning Commission meeting to order at 6:26pm and welcomed Brian Nowak to the Planning Commission and Zoning Board of Appeals.

Also present: City Planner Mikayla Schmidt, Administrative Associate Kari Bonde, Community Development Director Mitzi Baker, George Zuccolotto, Youth rep: Sofia Chihade

APPROVAL OF AGENDA

A motion was made by Commissioner Buckheit, seconded by Commissioner Heisler, to adopt the agenda as amended. Item #4 (Postpone the Review and Recommendation of the Northfield Depot Reassessed as a Local Heritage Preservation Site until after the Heritage Preservation Commission has Reviewed) was be removed and "Develop a Work Plan" was added after item #5 (Brief Discussion Regarding Recommendations to Council from Planning Commission and staff). The motion carried by the following vote:

Yes: 6 - Gasior, Heisler, Siems, Schroeer, Buckheit, and Nowak

ELECTION OF OFFICERS

1. [21-052](#) Planning Commission 2021 Election of Officers

Attachments: [1 - PC Bylaws - 2018](#)

Commission Schroeer nominated Chair Gasior as Chair for 2021. All are in favor. Chair Gasior accepted the position and will remain Chair for 2021.

Commissioner Hesiler nominated Vice Chair Buckheit as Vice Chair for 2021. All are in favor. Vice Chair Buckheit accepted the position and will remain Vice Chair for 2021.

Chair Gasior noted that in the event that Vice Chair Buckheit and himself were absent the meeting would be run by either Commissioner Heisler or Commissioner Schroeer.

A motion was made by Commissioner Heisler, seconded by Commissioner Schroeer, to approve the Election of Officers for 2021. The motion carried by the following vote:

Yes: 6 - Gasior, Heisler, Siems, Schroeer, Buckheit, and Nowak

APPROVAL OF MINUTES

2. [21-053](#) 12-17-2020 PC Meeting Minutes

Attachments: [12-17-2021 PC Meeting Minutes](#)

A motion was made by Commissioner Buckheit, seconded by Commissioner Schroeer, to adopt 12-17-2020 minutes as amended. Commissioner Heisler amended the minutes to include this statement under the Paulson Property presentation: "Planning Commissioners expressed strong concerns about street design and the absence of street connectivity (with reference to the LDC). " Chair Gasior also wanted it noted that it was a discussion item only. The motion carried by the following vote:

Yes: 6 - Gasior, Heisler, Siems, Schroeer, Buckheit, and Nowak

NEW BUSINESS

3. [21-054](#) 2021 Proposed Planning Commission Meeting Schedule

Attachments: [2021 PC Meeting Schedule](#)

A motion was made by Commissioner Nowak, seconded by Commissioner Schroeer, to approve the 2021 Proposed Planning Commission Meeting Schedule. The motion carried by the following vote:

Yes: 6 - Gasior, Heisler, Siems, Schroeer, Buckheit, and Nowak

4. [BC 21-002](#) Postpone the Review and Recommendation of the Northfield Depot Reassessed as a Local Heritage Preservation Site until after the Heritage Preservation Commission has Reviewed.

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](#)

This was removed from the agenda.

DISCUSSION ITEM

5. [21-055](#)

Brief Discussion Regarding Recommendations to Council from Planning Commission and Staff.

Community Development Mitzi Baker introduced this item and answered questions posed by the Planning Commission.

REPORTS FROM CHAIR AND COMMISSION MEMBERS

None.

STAFF UPDATES

Community Development Mitzi Baker: The City is working on updating their strategic plan. Housing Study is in the final stages and will be presented to the HRA. Rental licensing program is being updated. Looking at moving the Riverfront Enhancement forward soon. Working on department layout. Bluffview is still looking at ideas that will work for them to bring forward. City Comprehensive Plan is also in the works to start around mid-year.

City Planner Mikayla Schmidt: Introduced Council Liaison George Zuccolotto

ADJOURNMENT

A motion was made by Commissioner Buckheit, seconded by Commissioner Schroeer, to adjourn the meeting at 7:52pm. The motion carried by the following vote:

Yes: 6 - Gasior, Heisler, Siems, Schroeer, Buckheit, and Nowak