



City of Northfield

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

Meeting Minutes - Final Heritage Preservation Commission

Thursday, March 11, 2021

4:00 PM

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CALL TO ORDER AND ROLL CALL

Chair Evans called the meeting to order at 4:02pm and conducted Roll Call.

Also present: City Planner Mikayla Schmidt, Kari Bonde Administrative Associate

Present: 6 - Commissioner Jason Menard, Barbara Evans, Alice Thomas, Baird Jarman, Clifford Clark and Michael Meehan

Absent: 1 - Jan Gilblom

APPROVAL OF AGENDA

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

Yes: 6 - Commissioner Menard, Chair Evans, Commissioner Thomas, Commissioner Jarman, Commissioner Clark and Commissioner Meehan

APPROVAL OF MINUTES

1. [21-147](#) February 11, 2021 HPC Meeting Minutes

Attachments: [02-11-2021 HPC Minutes](#)

A motion was made by Commissioner Clark, seconded by Commissioner Thomas, to approve the amended February 11, 2021 HPC Minutes. Commissioner Clark amended the minutes to include on item #5, "HPC needs...". The motion carried by the following vote:

Yes: 6 - Commissioner Menard, Chair Evans, Commissioner Thomas, Commissioner Jarman, Commissioner Clark and Commissioner Meehan

NEW BUSINESS

2. [BC 21-007](#) Request for Modification to the Approved Projecting Sign for the Paper Petalum at the Northfield News Building - 313 Division Street South.

Attachments: [1 - Modified Paper Petalum Projecting Sign Proposal](#)

[2 - Proposed Colors](#)

[3 - Pages from Nfld Downtown Preservation Design Guidelines](#)

[4 - Image of Northfield News Building Fire](#)

City Planner Mikayla Schmidt introduce this item and answered questions posed by HPC members.

A motion was made by Commissioner Menard, seconded by Commissioner Thomas to approve the projecting sign. The motion carried by the following vote:

Yes: 6 - Commissioner Menard, Chair Evans, Commissioner Thomas, Commissioner Jarman, Commissioner Clark and Commissioner Meehan

A motion was made by Chair Menard, seconded by Commissioner Thomas, to approve the lights as installed. The motion carried by the following vote:

Yes: 6 - Commissioner Menard, Chair Evans, Commissioner Thomas, Commissioner Jarman, Commissioner Clark and Commissioner Meehan

3. [21-148](#) Discussion and Feedback on Draft Sign Checklist

Attachments: [1 - Draft Sign Checklist 2-12-21 from Commissioner Thomas](#)

Commissioner Thomas introduced this item and answered questions from HPC Commissioners.

A discussion was had regarding the Draft Sign Checklist and Commissioners suggested revisions.

REPORTS FROM COMMISSION MEMBERS AND CHAIR

4. [21-149](#) Commissioner Shadowing Reports

Attachments: [1 - 03-11-21 AT Shadowing Report](#)

Commissioner Clark: gave an update on the Downtown Design Committee.

Chair Evans: attended a seminar "Why Old Is Green" and talked about priorities regarding the HPC.

STAFF UPDATES

5. [21-150](#) Staff Updates

Attachments: [1 - Northfield Depot Designation Letter - SHPO](#)

City Planner Mikayla Schmidt gave updates on: Mural Policy, received SHPO site designation comments for Save the Northfield Depot, HPC web page has been updated with virtual meeting info, Council is working on updating their strategic plan which will make us revisit ours, Farmstead Bike sign and Neuger sign are up, National register is still on it way to be approved.

ADJOURNMENT

A motion was made by Commissioner Thomas, seconded by Commissioner Jarman, to adjourn the meeting at 5:01pm. The motion carried by the following vote:

Yes: 6 - Commissioner Menard, Chair Evans, Commissioner Thomas, Commissioner Jarman, Commissioner Clark and Commissioner Meehan