



City of Northfield

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

Meeting Agenda

Heritage Preservation Commission

Thursday, August 17, 2017

4:30 PM

Council Chambers

I. Call to Order and Approval of Agenda

II. Approval of Minutes

1. [17-954](#) June 15, 2017 HPC Minutes

Attachments: [06-15-17 HPC Minutes](#)

IV. New Business Items

2. [17-955](#) Discussion of City Council presentation

V. Reports and Discussion Items

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

VI. Adjournment



City of Northfield

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

Legislation Text

File #: 17-954, **Version:** 1

DATE: July 20, 2017

TO: Members of the Northfield Heritage Preservation Commission

FROM: Barb Neitzel, Recording Secretary

June 15, 2017 HPC Minutes



City of Northfield

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

Meeting Minutes - Draft Heritage Preservation Commission

Thursday, June 15, 2017

4:30 PM

Council Chambers

I. Call to Order and Approval of Agenda

Also Present: Scott Tempel - City Planner, Michael Koop - State Historic Preservation Officer, Barb Neitzel - Recording Secretary

Present: 5 - Jason Menard, Barbara Evans, Dan O'Leary, Alice Thomas and Stephen Mohring

Absent: 1 - Randy Lutz

II. Approval of Minutes

1. [17-860](#) May 18, 2017 HPC Minutes

Attachments: [05-18-2017 HPC Minutes](#)

A motion was made by Board Member Thomas, seconded by Board Member Mohring, to approve the May 19, 2017 HPC Minutes as amended: Page 1, New Business Items, Item 2, 1st paragraph, last line, to change the spelling of compliment to complement. The motion carried by the following vote:

Yes: 5 - Board Member Menard, Evans, Board Member O'Leary, Board Member Thomas and Board Member Mohring

IV. New Business Items

2. [17-861](#) Discussion with SHPO

Michael Koop, State Historic Preservation Office (SHPO), was present to discuss the CLG program, designation of properties and historic preservation in general. He has worked in SHPO for 20 years and mainly assists heritage preservation commissions and those that are certified local governments (CLG). He noted the SHPO office will be moving to an undetermined location and will report to the Department of Administration. Introductions by HPC members were made.

He first spoke about the CLG program. There are 43 Certified Local Governments in the state of MN. The program was set up in 1986 and is a partner between local communities, the state office and the federal government. Grant dollars come from the federal government and if funds are not used they go back to the National Park Service. CLG grants are more for educational purposes and not brick and mortar projects. CLG grants require matching funds which could also be in the form of in-kind services.

A discussion ensued regarding the possibility of designating individual or residential districts and the difference between local and national designation. Local designation does not have the requirement to be sent to the State Board for review. They would be sent to M. Koop for comments but they do not restrict the designation from moving

forward. Local designation requires a certificate of appropriateness and City Council approval. Nationally designated properties require a Section 106 review for any proposed changes but do not require City Council approval. Local designation has more "teeth." M. Koop added that Redwing, Winona and Hastings have successfully locally designated homes and the HPC could reach out to them for the process they used.

A. Thomas reported on the Mainstreet Conference she attended. M. Koop noted Redwing has taken advantage of the Mainstreet program but added that it is very relevant to have buy in from the Chamber group and businesses for it to take off.

M. Koop supplied a copy of the Preservation Plan from 1992 that was prepared by Carole Zellie. He distributed a Local Designation Form drafted by Steve Edwins and also a brochure related to the Statewide Historic Preservation Conference to be held September 13-15, 2017 in Albert Lea.

V. Reports and Discussion Items

Chair Menard stated he met with the owners of the Armory to discuss the expansion of the historic district. The City Council will discuss this issue at their July 11, 2017 Work Session. Staff will include educational information in his staff report to explain any misconceptions.

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

B. Evans stated she is working on bringing architectural historians to Northfield for a fall or spring tour.

J. Menard noted Dave Hvistendahl would like to speak to the HPC regarding numbers/phone numbers on buildings.

VI. Adjournment

A motion was made by Board Member Thomas, seconded by Board Member O'Leary, to adjourn the meeting at 6:26 p.m.. The motion carried by the following vote:

Yes: 5 - Board Member Menard, Evans, Board Member O'Leary, Board Member Thomas and Board Member Mohring



City of Northfield

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

Legislation Text

File #: 17-955, **Version:** 1

DATE: August 17, 2017

TO: Members of the Northfield Heritage Preservation Commission

FROM: Scott Tempel, City Planner

Discussion of City Council presentation

SUMMARY AND ACTION REQUESTED:

The HPC is requested to provide input on the presentation to City Council on expanding the Historic District. Draft presentation slides will be presented at the meeting.