



PLANNING COMMISSION MEETING MINUTES Richfield, Minnesota

Regular Planning Commission Meeting

February 23, 2026

CALL TO ORDER

The meeting was called to order by Chair Holmwig-Johnson at 7:00 p.m. in the Council Chambers.

Planning Commissioners Present: Eddie Holmwig-Johnson; Brendan Kennealy; Cole Hooey; Matt Taraldsen; Benjamin Surma; Stephanie Kowalkowski and Jeff Walz

Commissioners Excused: None

Staff Present: Sam Crosby, City Planner; and Ruby Villa, Planner I

Others Present: None

OPEN FORUM

There were no speakers.

APPROVAL OF THE AGENDA

M/Taraldsen, S/Kennealy, to move the order of the Planner's report after other business.

Motion carried: 7-0.

APPROVAL OF MINUTES

M/Taraldsen, S/Surma, to approve the minutes of the Regular Planning Commission Meeting of December 8, 2026.

Motion carried: 7-0.

ITEM #9a	ELECTION OF PLANNING COMMISSION CHAIRPERSON, VICE-CHAIRPERSON AND SECRETARY.
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M/Hooy, S/Kennealy, to elect Commissioner Holmwig-Johnson as Chairperson.

Motion carried: 7-0.

M/Surma, S/Hooy, to elect Commissioner Taraldsen as Vice-Chairperson.

Motion carried: 7-0.

M/Holmwig-Johnson, S/Taraldsen, to elect Commissioner Surma as Secretary.

Motion carried: 7-0.

ITEM #9b	APPOINTMENT OF LIAISONS TO THE CITY COUNCIL, COMMUNITY SERVICES ADVISORY COMMISSION, HOUSING AND REDEVELOPMENT AUTHORITY, SCHOOL BOARD, TRANSPORTATION COMMISSION, CHAMBER OF COMMERCE, AND SUSTAINABILITY COMMISSION.
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The Commission discussed and agreed upon the following liaison appointments:

- City Council: Commissioner Kowalkowski
- Community Services Advisory Commission: Vacant
- Housing and Redevelopment Authority (HRA): Commissioner Hooy
- Richfield School Board: Commissioner Walz
- Transportation Commission: Commissioner Surma
- Chamber of Commerce: Commissioner Holmwig-Johnson
- Sustainability Commission: Commissioner Taraldsen

ITEM #9c	REVIEW AND AMEND THE PLANNING COMMISSION BYLAWS.
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Planner Villa presented Staff Report No. 9c.

M/Taraldsen, S/Surma, to amend Part 1, Section 7 of the Planning Commission bylaws to change the format of meetings in order to conduct the Open Forum after the Approval of Agenda and Minutes.

In response to Commissioner Hooy, Planner Villa confirmed that similar bylaw changes were made in 2025.

Motion carried: 7-0.

ITEM #9d	ANNUAL RE-SCHEDULING TASK.
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Planner Villa presented Staff Report No. 9d.

M/Hooye, S/Surma, to (1) approve the rescheduling of the May Planning Commission meeting from Monday, May 25th to Wednesday, May 27th and (2) approve the rescheduling of the December Planning Commission meeting from Monday, December 28th to Monday, December 14th.

Motion carried: 7-0.

LIAISON REPORTS

- Community Services Commission: Commissioner Hooye had no report.
- City Council: Chair Holmwig-Johnson had no report.
- Housing and Redevelopment Authority (HRA): This liaison position is currently vacant.
- Richfield School Board: Commissioner Kennealy had no report.
- Transportation Commission: Commissioner Surma reported that the Commission received and discussed a presentation by Hennepin County regarding the proposed Penn Avenue reconstruction, which is due for 2028. Community engagement for that project is ongoing. Also, Nicollet Avenue is still scheduled to be reconstructed this summer.
- Chamber of Commerce: Commissioner Kowalkowski stated that the Chamber is beginning to discuss 4th of July and Penn Fest.
- Sustainability Commission: Commissioner Taraldsen reported that the Fix-It Hub is continuing each second and fourth Wednesday of the month through February. Also, there are several events coming up this year, including Earth Day, shredding and small appliances, recycling, and garden tools.

ITEM #11	CITY PLANNER’S REPORT
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Planner Crosby reviewed the Planner’s report and gave a presentation regarding land use and Planning along the Penn Avenue Corridor.

ITEM #12	NEXT MEETING TIME AND LOCATION
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The next regular meeting is scheduled for March 30, 2026, at 7:00 p.m. in the Richfield Council Chambers.

ITEM #13	ADJOURNMENT
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M/Kennealy, S/Taraldsen, to adjourn the meeting.

Motion carried: 7-0 and the meeting was adjourned at 7:40 p.m.

Submitted by:



Ruby Villa
Planner I



Benjamin Surma
Planning Commission Secretary