



Thank you for investing in Sutter Creek. We understand that you are making a commitment by investing in your property and we are here to help you understand the City's Design Review process.

The City of Sutter Creek and its residents are very proud of the city and its heritage. We have a passion for the area's history and strive to preserve the historic nature of the city and ensure that projects are compatible with others in the area. We too love Sutter Creek and want to continue to add value through implementation of our adopted design standards. To that end, we are here to help guide you through the process of improving your property while meeting the applicable City design standards.

Before permitting may begin, your application must meet the Design Standards, which can be found here: <https://cityofsuttercreek.org/2015-forms-documents/Complete%20Design%20Standards102315.pdf> . Your project will be reviewed by the Design Review Committee (DRC), which is responsible for reviewing your application to determine whether or not it conforms to the Design Standards.

The City's Design Standards apply to every project in the City that requires a building permit and/or a planning entitlement, unless exempted pursuant to Section 1.3.1, including but not limited to all of the following:

- a. New construction;
- b. Alteration to the exterior of an existing structure;
- c. Repair of exterior features on an existing structure;
- d. Addition to the exterior of an existing structure;
- e. Moving an existing structure;
- f. Demolition of an existing structure;
- g. New subdivisions.

In addition, within the Main Street Historic District, these design standards also apply to the repair, maintenance, and painting of existing structures and facilities when neither a building permit nor planning entitlement is required. *Every applicable project requires Design Clearance before it can move forward to permitting.*

By investing in our community, we are together ensuring that the look and feel of Sutter Creek remains intact and Sutter Creek continues to be the charming place we all love.

**City of Sutter Creek
Design Review Application**

**For INDUSTRIAL AND BUSINESS PARK USES
OUTSIDE OF the Historic District**

Please complete the application below. Please submit your plans in print ready.pdf to be printed as 11 x 17. Please show: elevations, site plan, spot grades, and include elevations at the corners of buildings and also include any existing historic features.

DATE: _____

TO: **DESIGN REVIEW COMMITTEE**

PROJECT ADDRESS: _____

APPLICANT : _____

#	Design Standard Reference	Description	Existing:	Proposed:
1.		Zoning		
3.		Lot Size:		
4.		Set Back requirements:		
5.		Front		
6.		Side		
7.		Rear		
	2.1	Overall Design Objectives		
8.	2.2	Siting:		
	2.2.1	Adjacent Development		

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	5.1	INDUSTRIAL AND BUSINESS PARK USES
	2.2 General Design Standards & 5.4.1 Design Objectives	<i>Please refer to Sections 2.2 and 5.4 of the Design Standards and outline the general design objectives of your project.</i>
	5.4.2 General Design Objectives	<i>Please discuss the parking and how parking will take the Design Standards into consideration.</i>
	5.4.3 Loading Facilities	<i>Please outline how the loading facilities will address the Design Standards.</i>

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	2.2.3 Landscaping & 5.4.4 Landscaping	<i>Please outline how the landscaping will address the Design Standards.</i>
	2.2.8 Fence and Wall Design & 5.4.5 Walls and Fences	<i>Please outline how the walls and fences will address the Design Standards.</i>
	5.4.6 Screening	<i>Please outline how the screening will address the Design Standards.</i>

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	2.3 General Building Design Standards & 5.4.7 Architectural Style	<i>Please outline how the architectural style will address the Design Standards. If a metal building is proposed, please explain how the building will specifically incorporate character and appeal. Please refer to Section 2.3.2 of the Design Standards.</i>

Other Comments: