

**MEETING OF THE DESIGN REVIEW COMMITTEE  
MONDAY, FEBRUARY 12, 2024**

**5:00 P.M.**

**Community Building  
33 Church Street  
Sutter Creek, CA 95685**

THE DESIGN REVIEW COMMITTEE WILL BE AVAILABLE VIA ZOOM AND IN PERSON.

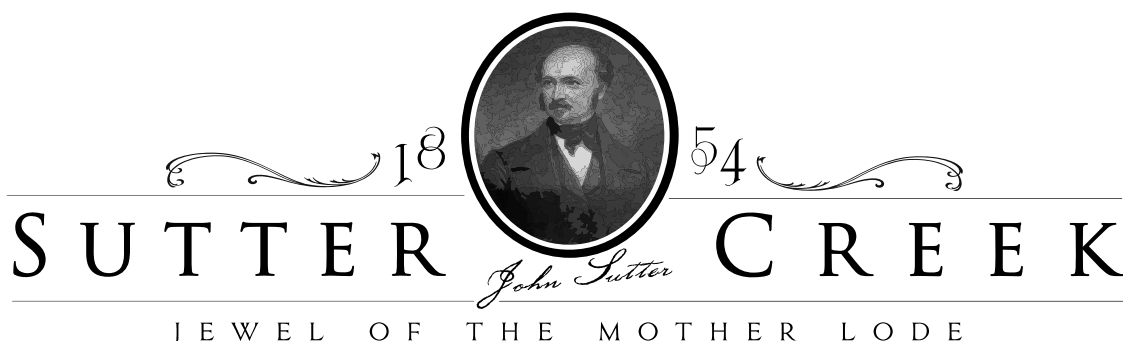
Join Zoom Meeting

<https://us02web.zoom.us/j/9568520224>

*Please note: Zoom participation is only available for viewing the meeting.*

*\*Public comment will not be taken from Zoom.\**

- 1. CALL TO ORDER AND ESTABLISH A QUORUM FOR REGULAR MEETING-5:00 P.M**
- 2. PLEDGE OF ALLEGIANCE TO THE FLAG**
- 3. PUBLIC FORUM** – *Any person may address the Committee regarding matters not on the agenda and within their purview.*
- 4. CONSENT AGENDA** – *Items listed on the consent agenda are considered routine and may be enacted in one motion. Any item may be removed for discussion at the request of the Committee or the Public.*
  - A. Approval of Design Review Committee Minutes of November 20, 2023.
- 5. DESIGN CLEARANCE APPLICATIONS:**
  - A. 60 Main Street; Applicant: Newland  
*RECOMMENDATION: Review plans as presented and provide applicant direction for design clearance.*
- 6. ADJOURNMENT**



## MINUTES OF THE DESIGN REVIEW COMMITTEE

November 20, 2023

Committee Members present:

Brown, O'Neill, Otto and Peters

Absent: Baracco

Staff present: Tom Dubois, Erin Ventura and Karen Darrow

1. **CALL TO ORDER AND ESTABLISH A QUORUM FOR THE SPECIAL MEETING-3:00 P.M**  
Chairperson Peters called the meeting to order.
2. **PLEDGE OF ALLEGIANCE TO THE FLAG**  
Chairperson Peters led the pledge.
3. **PUBLIC FORUM- None.**
4. **CONSENT AGENDA** – *Items listed on the consent agenda are considered routine and may be enacted in one motion. Any item may be removed for discussion at the request of the Committee or the Public.*
  - A. Approval of Design Review Committee Minutes of October 10, 2023.  
**M/S Otto/O'Neill to Approve the Design Review Committee Minutes of October 10, 2023, as presented.**

<b>AYES:</b>	<b>Brown, O'Neill, Otto and Peters</b>
<b>NOES:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Baracco</b>

**MOTION CARRIED**
5. **DESIGN CLEARANCE APPLICATIONS**
  - A. 5 Main Street; Applicant: Lanning  
*RECOMMENDATION: Review plans as presented and provide applicant direction for design clearance.*  
**M/S Otto/O'Neill to Approve Design Clearance for 5 Main Street, as presented.**

<b>AYES:</b>	<b>Brown, O'Neill, Otto and Peters</b>
<b>NOES:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Baracco</b>

**MOTION CARRIED**
  - B. 171 China Gulch Rd.; Applicant: Pechette  
*RECOMMENDATION: Review plans as presented and provide applicant direction for design clearance.*  
**M/S Otto/O'Neill to Approve Design Clearance for 171 China Gulch Rd., as presented.**

<b>AYES:</b>	<b>Brown, O'Neill, Otto and Peters</b>
<b>NOES:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Baracco</b>

**MOTION CARRIED**

**6. ADJOURNMENT**

The meeting was adjourned at 3:16 p.m.

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Karen Darrow, City Clerk

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Susan Peters, Chairperson

Date Approved:

DATE: February 12, 2024

TO: Design Review Committee

FROM: Erin Ventura, Contract Planner

RE: 60 Main Street- Design Clearance for alterations to railing on the interior courtyard of the existing building  
(APN: 018-161-003)  
Zoning: DTC- Downtown Commercial  
Design Standard District: Main Street Historic District  
Applicant: Russell Newland

**RECOMMENDATION:**

Approve Design Clearance for alterations to railings on the interior courtyard of an existing building within the Main Street Historic District.

**BACKGROUND:**

The applicant, Russell Newland, is proposing to make modifications to existing railings on the interior courtyard of an existing building located within the Main Street Historic District:

	<b><u>Requirements for Design Clearance:</u></b>	<b><u>Proposed:</u></b>	<b><u>Design Criteria met:</u></b>	<b><u>Recommendations, if any to meet Design Clearance:</u></b>
<b>Zoning</b>	DTC	DTC	Yes	
<b>District:</b>	Main Street Historic District			
<b>Lot Size:</b>	--	--	N/A	
<b>Set Back requirements:</b>				
<b>Front</b>	--	--	N/A	
<b>Side</b>	--	--	N/A	
<b>Rear</b>	--	--	N/A	
<b>Lot coverage</b>	--	--	N/A	
<b>Are there existing historic features?</b>		Yes	Yes	
<b>Structure Type</b>			Yes	
<b>Max Building height</b>	--	--	--	

## **DISCUSSION:**

The existing metal railings located around the interior courtyard of the existing buildings will be modified to be brought up to code. The front of the building, that fronts historic Main Street, will not be modified or changed.

### **Design Standards**

The City's Design Standards provide additional direction regarding consideration for adjacent development, building and parking locations, landscaping, accessory facilities, and building design. This project is located within the Main Street Historic District, so in addition to Chapter 2.0, Design Standards that Apply to all Project, Chapter 3.0, Historic District Design Standards, also apply.

Based on the scope of the project only certain standards apply and have been included in this report.

### **3.3 Design Standards That Apply to All Historic District Project**

#### **3.3.1 Preservation and Treatment of Existing Historic Features**

The applicant is not proposing to change any of the historic features on the front of the building. The interior courtyard of the building is not visible from the historic Main Street.

Staff recommend that the Design Review Committee approve the proposed application as presented.

# Figure 1- Application 60 Main Street

City of Sutter Creek  
18 Main Street  
Sutter Creek, CA 95685  
209-267-5647  
www.cityofsuttercreek.org

Submit completed application and three (3) sets of plans at:  
City Hall, 18 Main St., Sutter Creek

PERMIT #:  
DATE RECEIVED:

## APPLICATION FOR PERMIT

Page 1 of 2

Project Applicant: Russell Newland

Project Address: 60 Main Street Sutter Creek Ca 95685

✓ APN: 018-161-003 Is this located in the Historic District? (Yes) No  
Built in 1975 If yes, please see checklist for Design Review. ✓

### Property Owner:

✓ Name: Russell Newland  
Mailing Address: 8212 Dunisch Rd  
City: Elk Grove State: Ca

Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Zip: 95758

Is this person the project contact? If not, please specify who the contact person is.

Name: Donna Sammons Email: donnahehl@yahoo.com  
Mailing Address: PO Box 393 Sutter Creek Ca 95685 209.401.1554

### Licensed Contractor:

Name: Heim Property Maintenance  
Mailing Address: 11215 Sharment Ct INC.  
City: Wilton State: Ca  
State License # & Class: 0640131 B, C, D, C20 exp 5/31/25  
City Business License #: GNB 32011-53005 Exp. Date: Oct 4, 2026  
County of Sacramento General Business License

Phone: 916.997.4165  
Email: Karl@heimproperty  
maintenance.com  
Zip: 95693

### PROJECT INFORMATION

#### Project Type:

New Construction: ☐  
Alteration: ☐

Commercial ☒  
Addition: ☐  
Demolition: ☐

Residential ☒  
Tenant Improvement: ☐  
Other: repair/modify

Fire Sprinkler? Yes ☐ No ☐

#### Area Determination:

1st Floor: \_\_\_\_\_ sf 2nd Floor: \_\_\_\_\_ sf Total: \_\_\_\_\_ sf  
Garage: \_\_\_\_\_ sf Patio/Porch: \_\_\_\_\_ sf Deck/Balcony: \_\_\_\_\_ sf

Job Description: Metal railings will be updated to code by welding (mig)  
vertical spacers to bring metal railing to code. Like  
material of square tubing will be used to blend with  
existing materials.

The applicant shall provide an estimated permit value at time of application.

VALUATION: \$ 10,383.00

Permit valuations shall include total value of work, including materials and labor.

Valuations shall be based on FAIR MARKET VALUE for labor and materials, even if performing the work yourself.

Final building permit valuation shall be set by the building official.

**City of Sutter Creek  
Design Review Application**

**For Commercial Projects  
Within the Historic District**

Please complete the "Existing & Proposed" Columns. 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: 1-29-2024

TO: **DESIGN REVIEW COMMITTEE**

FROM: RUSSELL NEWLAND

REVIEWED and SUBMITTED BY: \_\_\_\_\_

Project Address: 60 Main Street Sutter Creek Ca 95685

#	Design Standard Reference	Description	Design Criteria Requirements:	Existing:	Proposed:	Has design criteria been met? Y/N?	Recommendations, if any to meet Design Criteria:
1.		Zoning	<u>DTC</u>				
2.		District:	Historic				
3.		Lot Size:	N/A				
4.		Set Back requirements:					
5.		Front	25'				
6.		Side	5'				
7.		Rear	10'				
8.		Siting:					
9.		Lot coverage					
10.		Are there existing historic features?					
11.		Structure Type					
12.		Max Building height	35'				

13.		Roof pitch	In new construction, reflect historic style				
#	Design Standard Reference	Description	Design Criteria Requirements:	Existing:	Proposed:	Has design criteria been met? Y/N?	Recommendations, if any to meet Design Criteria:
14.		Style	National, shotgun, Victorian, or craftsman				
15.	3.4.2	Exterior Finish and color scheme		<u>black railing</u>	<u>black railing</u>		
16.	3.4.3	Doors	Consistent in shape and scale with building's style.				
17.	3.4.4	Windows	Match historic style with panes and trim.				
18.	3.4.5	Lighting	Match architecturally				
19.	3.4.6	Fences	Wood picket, masonry, simple iron or wire or dry stacked stone				
20.	3.4.7	Mechanical Equipment					
21.		Siding	Match historic style				
22.		Roofing material	Match historic style				

23.		Porches	Match the building in historic character				
24.		Does the structure blend as proposed?					

Other Comments: Metal railing will be updated to code by welding(mig)  
Vertical spacers to bring railings to code with correct spacing  
Like material of square tubing to be used to blend with existing materials



to main St Plaza looking toward Main St



close up of railing upstairs. square tubing to be installed in between decorative knobs  
Spindles vertically and as needed



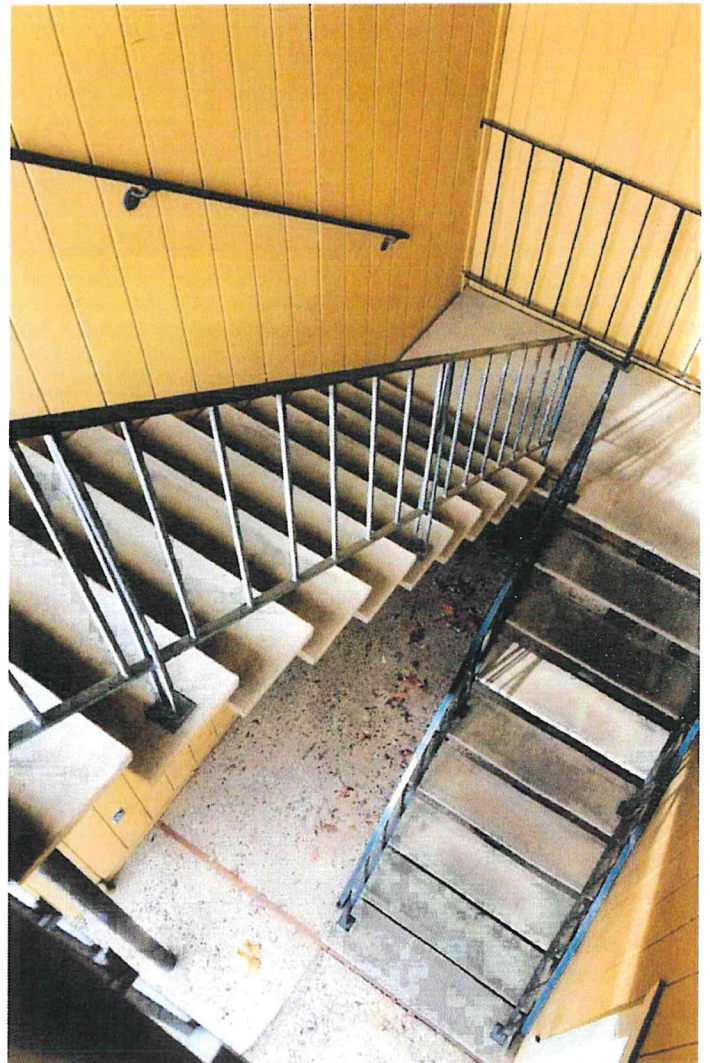
apartment balcony railing example on back  
of building Boston Alley



60 main St Plaza looking toward Boston Alley



Stair case # 1



Staircase #2