

**MEETING OF THE DESIGN REVIEW COMMITTEE
MONDAY, MARCH 11, 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.

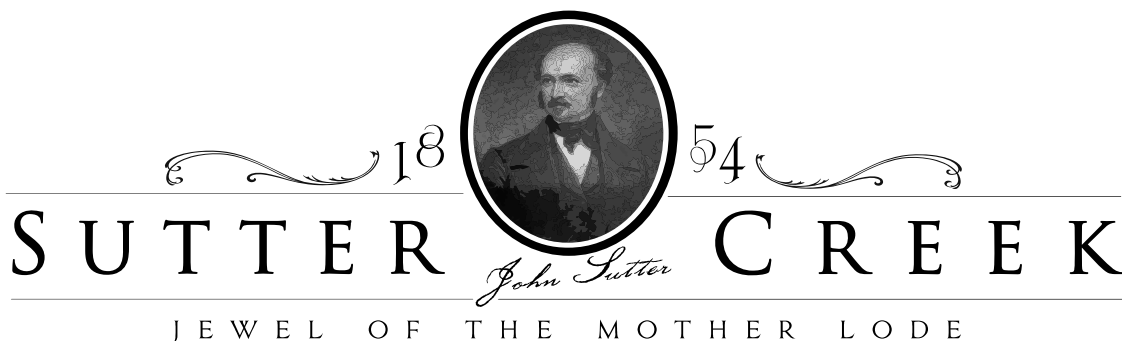
Join Zoom Meeting

<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 February 12, 2024.
- 5. DESIGN CLEARANCE APPLICATIONS:**
 - A. 40 Broad Street; Applicant: Campbell Construction
RECOMMENDATION: Review plans as presented and provide applicant direction for design clearance.
- 6. ADJOURNMENT**



MINUTES OF THE DESIGN REVIEW COMMITTEE

February 12, 2024

Committee Members present:

Baracco, Brown, Neuschwanger, Otto and Peters

Staff present: Erin Ventura and Karen Darrow

1. **CALL TO ORDER AND ESTABLISH A QUORUM FOR THE SPECIAL MEETING-5:00 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 November 20, 2023.
M/S Otto/Brown to Approve the Design Review Committee Minutes of November 20, 2023, as presented.

AYES:	Baracco, Brown, Neuschwanger, Otto and Peters
NOES:	None
ABSTAIN:	None
ABSENT:	None

MOTION CARRIED
5. **DESIGN CLEARANCE APPLICATIONS**
 - A. 60 Main Street; Applicant: Newland
RECOMMENDATION: Review plans as presented and provide applicant direction for design clearance
M/S Otto/Brown to Approve Design Clearance for 60 Main Street, as presented.

AYES:	Baracco, Brown, Neuschwanger, Otto and Peters
NOES:	None
ABSTAIN:	None
ABSENT:	None

MOTION CARRIED
6. **ADJOURNMENT**
The meeting was adjourned at 5:09 p.m.

Karen Darrow, City Clerk

Susan Peters, Chairperson

Date Approved:

DATE: March 11, 2024

TO: Design Review Committee

FROM: Erin Ventura, Contract Planner

RE: 40 Broad Street- Design Clearance: Demolition of a garage within the Historic District (APN: 018-163-013)
Zoning: R-1 One Family Dwelling
Design Standard District: Historic District
Applicant: Campbell Construction

RECOMMENDATION:

Approve Design Clearance, with conditions, for the demolition of an existing garage within the Historic District.

BACKGROUND:

The applicant, Campbell Construction, is proposing to demolish an existing garage at 40 Broad Street. The garage is in poor condition. Also, the property owners have applied for a Tentative Parcel Map (Attachment A) to subdivide the property. If the subdivision is approved, one of the conditions is that the garage be demolished. The reason for the condition is that if the subdivision is approved, the garage and the house would be on separate lots. An accessory structure (detached garage) is not permitted without a main structure (house).



40 Broad Street- Existing Garage to be demolished

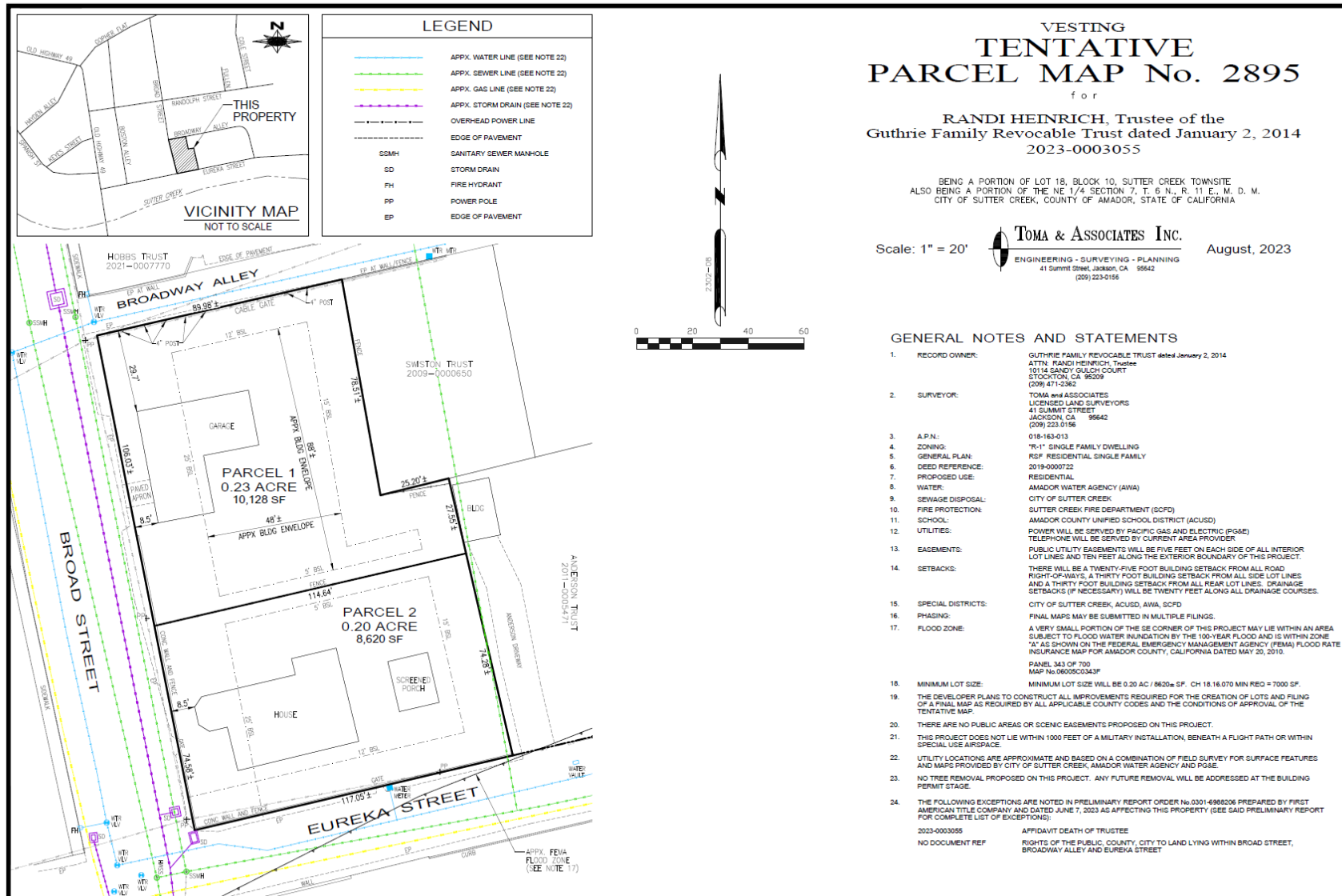
	<u>Requirements for Design Clearance:</u>	<u>Proposed:</u>	<u>Design Criteria met:</u>	<u>Recommendations, if any to meet Design Clearance:</u>
Zoning	R-1	R-1	Yes	
District:	Historic District			
Lot Size:	--	--	N/A	
Set Back requirements:				
Front	--	--	N/A	
Side	--	--	N/A	
Rear	--	--	N/A	
Lot coverage	--	--	N/A	
Are there existing historic features?		no	Yes	
Structure Type			Yes	
Max Building height	--	--	--	

DISCUSSION:

At this time no additional work is being proposed.

Staff recommend that the Design Review Committee approve the proposed Design Clearance Application with the condition at any future development be brought back to the Design Review Committee for review and approval.

Attachment A Tentative Parcel Map #2895



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: CAMPBELL CONSTRUCTION

Project Address: 40 BROAD ST

APN: 018-163-013

Is this located in the Historic District? ☒ Yes No
If yes, please see checklist for Design Review.

Property Owner:

Name: ZELL ASSOCIATES

Mailing Address: 1777 HAMILTON AVE

City: SAN JOSE

State: CA

Phone: 510-516-0430

Email: _____

Zip: 95125

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

Name: JEFF CAMPBELL

Mailing Address: 175 SUTTER HILL RD

Email: amadorjett@yahoo.com

Licensed Contractor:

Name: CAMPBELL CONSTRUCTION

Mailing Address: 175 SUTTER HILL RD

City: SUTTER CREEK

State: CA

Phone: 209-267-5998

Email: _____

Zip: 95685

State License # & Class: 869042

City Business License #: 1739 Exp. Date: 6-30-24

PROJECT INFORMATION

Project Type:

New Construction: ☐

Alteration: ☐

Commercial

Addition: ☐

Demolition: ☒

Residential

Tenant Improvement: ☐

Other: _____

Fire Sprinkler? Yes ☐

No ☒

Area Determination:

1st Floor: _____ sf

2nd Floor: _____ sf

N/A

Total: _____ sf

Garage: _____ sf

Patio/Porch: _____ sf

Deck/Balcony: _____ sf

Job Description: DEMOLITION OF GARAGE AT
40 BROAD ST

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

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.

VALUATION: \$ 18,107

APPLICATION FOR PERMIT

Page 2 of 2

Applicant is:(circle one)

Property Owner

Contractor

Architect/Engineer

Other:

By my signature, I certify to each of the following statements: I have read this application and the information I have provided is correct. I agree to comply with all applicable City and County ordinances, rules, regulations, and State laws relating to building construction and purposes with any and all conditions of this permit. I authorize representatives of the City of Sutter Creek to enter the above-mentioned property for inspection purposes.

Signature: [Signature]

Print Name: JEFF CAMPBELL

Date: 3-5-2024

LICENSED CONTRACTORS DECLARATION

I hereby affirm that I am licensed under the provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect. I have secured permission from the property owner to obtain this permit.

Date 3-5-2024 Contractor CAMPBELL CONSTRUCTION License Class A License No. 869042

OWNER BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Sec. 7031.5 Business and Professions Code: Any city or county which requires a permit to construct, alter, improve, demolish, or repair any structure, prior to its issuance, also requires the applicant for such permit to file a signed statement that he or she is licensed pursuant to the provisions of the Contractor's License Law (Chapter 9, (commencing with Section 7000), of Division 3 of the Business and Professions Code) or that he or she is exempt therefrom and the basis for the alleged exemption. Any violation of Section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars (\$500).):

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Sec. 7044, Business and Professions Code: The Contractor's License Law does not apply to an owner of property who builds or improves thereon, and who does such work himself or through his or her own employees, provided that such improvements are not intended or offered for sale. If, however, the building or improvement is sold within one year of completion, the owner-builder will have the burden of proving that he or she did not build or improve for the purpose of sale).

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Sec. 7044, Business and Professions Code: The Contractor's License Law does not apply to an owner of property who builds or improves thereon, and who contracts for such projects with a contractor(s) licensed pursuant to the Contractor's License Law.).

☐ I am exempt under Sec. _____, B. & P. C. for this reason _____

Date _____ Owner _____

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations:

☐ I have and will maintain a certificate of consent to self-insure for Workers' Compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☒ I have and will maintain Workers' Compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My Workers' Compensation insurance carrier and policy number are:

Carrier BESI Policy No. C5132089A

(This section need not be completed if the permit is for one hundred dollars (\$100) or less).

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the Workers' Compensation Laws of California, and agree that if I should become subject to the Workers' Compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Date _____ Applicant _____

WARNING: Failure to secure Workers' Compensation coverage is unlawful, and shall subject an employer to criminal penalties and civil fines up to one hundred thousand dollars (\$100,000), in addition to the cost of compensation, damages as provided for in Section 3706 of the Labor Code, interest and attorney's fees.

DEPOSIT PERMITS

Deposit applications may have a refund or additional fees due after the Final Inspection. Fees must be paid before the Certificate of Occupancy can be issued. Balances less than \$5.00 will not be refunded. I hereby acknowledge that any remaining deposit will be returned to:

Name _____ Address _____

City _____ State _____ Zip _____ Phone _____

Signature of Owner ☐ Contractor ☐ Agent ☐ _____ Date _____

CERTIFICATE OF OCCUPANCY

☐ Pick up at City of Sutter Creek 18 Main St.

☐ Mail to listed person and address:

Name _____ Phone _____

Address _____ City _____ State _____ Zip _____

CONSTRUCTION LENDING AGENCY

I hereby affirm that there is a construction lending agency for the performance of the work for which the permit is issued (Sec. 3097, Civ. C.).

Lender's Name _____ Lender's Address _____

HAZARDOUS MATERIALS DECLARATION

1) Does/will your business handle store or transport hazardous materials? Yes ☐ No ☒

2) Is/will your business be located within 1,000 feet of a school (Grades K-12)? Yes ☐ No ☐

Sutter Creek, California
Google Street View
Jun 2023 See more dates

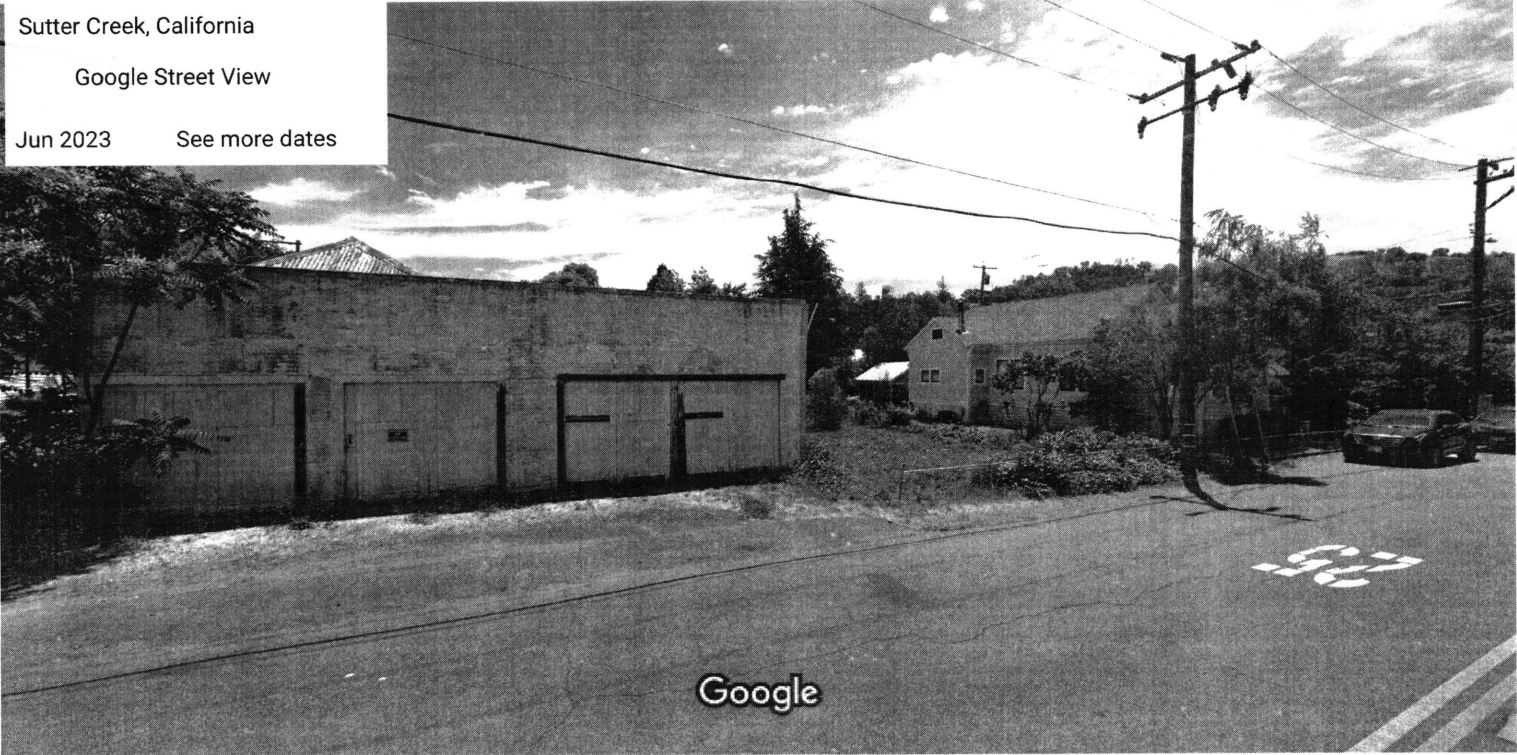


Image capture: Jun 2023 © 2024 Google



**City of Sutter Creek
Design Review Application**

**For Residential 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: 3-5-2024
TO: DESIGN REVIEW COMMITTEE
FROM: CAMPBELL CONSTRUCTION
GENERAL ENGINEERING

REVIEWED and SUBMITTED BY: _____

Project Address: 40 BROAD STREET SUTTER CREEK

A.P.N. 018-163-013

#	Design Standard Reference	Design Criteria Requirements:		Existing:	Proposed:	Has design criteria been met? Y/N?	Recommendations, if any to meet Design Criteria:
1.		Zoning		<i>R1</i>	<i>R1</i>	<i>Y</i>	
2.		District:	Historic				
3.		Lot Size:	N/A				
4.		Set Back requirements:		<i>N/A</i>	<i>N/A</i>		
5.		Front	25'	<i>↓</i>	<i>↓</i>		
6.		Side	5'				
7.		Rear	10'				
8.	2.2; 3.5	Siting:					
9.		Lot coverage					
10.	3.0; 3.3.1;3.3.5;	Are there existing historic features?	<i>NO</i>				
11.		Structure Type	<i>GARAGE</i>				
12.		Max building height	35'				

**City of Sutter Creek
Design Review Application**

**For Residential Projects
Within the Historic District**

	Design Standard Reference	Design Criteria Requirements:		Existing:	Proposed:	Has design criteria been met? Y/N?	Recommendations, if any to meet Design Criteria:
21.	3.5; 3.5.8	Lighting	Match architecturally		N/A		
22.	3.5.9	Existing fencing or rock walls?			N/A		
23.	3.5; 3.5.9; 3.5.10	Mechanical Equipment and Service Areas			N/A		
24.	3.2; 3.3	Does the structure blend as proposed? Compatability Objectives?			N/A		

Other Comments:

THIS DESIGN REVIEW APPLICATION IS FOR THE DEMOLITION AND REMOVAL OF THE GARAGE STRUCTURE AT 40 BROAD ST. TO BRING THE LOT SPLIT INTO COMPLIANCE FOR A SECOND RESIDENTIAL PARCEL. THE FINISHED PRODUCT IS AN EMPTY, GRADED, GRASS COVERED LOT READY FOR FUTURE BUILDING.

Sutter Creek, California

Google Street View

Jun 2023

[See more dates](#)

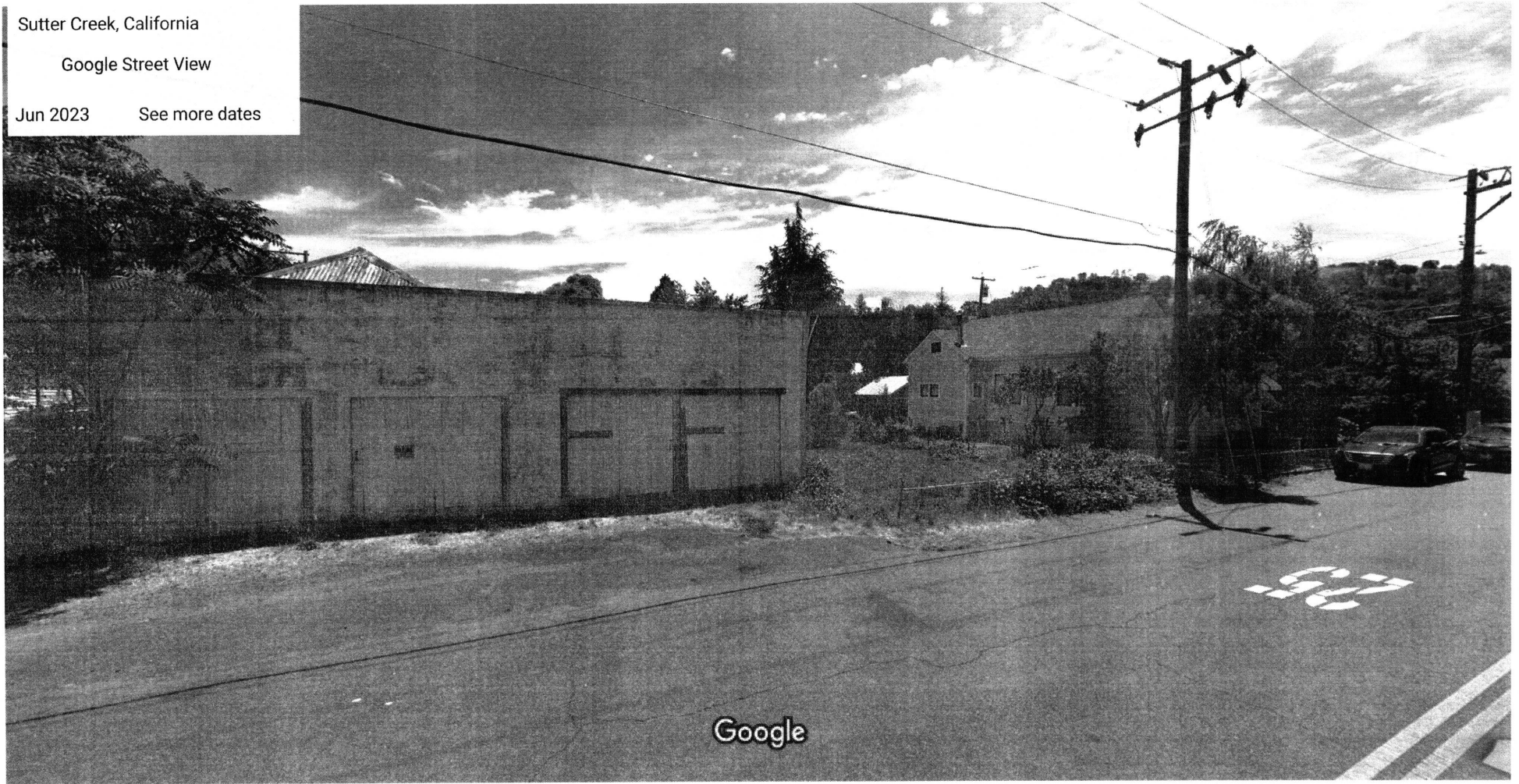


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