



Design Review Committee Meeting Agenda

Monday, September 09, 2024 at 5:00 PM

33 Church Street, Sutter Creek, CA 95685

The Agenda can be found on the City's Website: www.cityofsuttercreek.org

The City of Sutter Creek Design Review Committee Meeting 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 Committee meeting.

Public Comment will not be taken from Zoom

Or Dial by phone: 301-715-8592 | Meeting ID: 956 852 0224

Unless stated otherwise on the agenda, every item on the agenda is exempt from review under the California Environmental Quality Act ("CEQA") per CEQA Guidelines Sections 15060(c), 15061(b)(3), 15273, 15378, 15301, 15323 and/or Public Resources Code Section 21065.

- 1. Call to Order and Establish a Quorum for Regular Meeting**
- 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. [Design Review Committee Minutes of June 10, 2024](#)**

[Recommendation: Approval of Minutes](#)

- B. [Design Review Committee Minutes of June 17, 2024](#)**

[Recommendation: Approval of Minutes](#)

5. Design Clearance Applications

A. 8 Greenstone Terrace (APN: 018-019-027)

Applicant: Jodi and Ken Wolcott

Recommendation: Review plans as presented and provide application direction for design clearance

B. 53 Main Street (Hotel Sutter) -(APN: 018-155-001)

Applicant: Marissa Ferreira- Amador County Arts Council

Recommendation: Review plans as presented and provide application direction for design clearance

6. Reports- *for information only*

A. City Planner

7. Adjournment



Design Review Committee Meeting Minutes

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1. Call to Order and Establish a Quorum for Regular Meeting

PRESENT

Chair Susan Peters

Vice-Chair John Otto

Committee member Sharyn Brown

Committee member Mike Neuschwanger

ABSENT

Committee member Sandi Baracco

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. Special Design Review Committee Minutes of May 17,2024

Recommendation: Approval of Minutes

Motion made by Vice-Chair Otto, Seconded by Committee member Brown.

Voting Yea: Chair Peters, Vice-Chair Otto, Committee member Brown, Committee member Neuschwanger

5. Design Clearance Applications

Chair Susan Peters noted that she has a proximity conflict for 83 Badger St. and requested that the item be reordered and heard last.

A. 170 Amador Road; Applicant: Antonini

RECOMMENDATION: Review plans as presented and provide applicant direction for design clearance.

Motion made by Vice-Chair Otto, Seconded by Committee member Brown to approve as presented.

Voting Yea: Chair Peters, Vice-Chair Otto, Committee member Brown, Committee member Neuschwanger

B. 230 Mill St.; Applicant: Perry

RECOMMENDATION: Review plans as presented and provide applicant direction for design clearance.

Motion made by Committee member Neuschwanger, Seconded by Vice-Chair Otto to approve as presented.

Voting Yea: Chair Peters, Vice-Chair Otto, Committee member Brown, Committee member Neuschwanger

C. 71 Main St.; Applicant: Violich

RECOMMENDATION: Review plans as presented and provide applicant direction for design clearance.

Motion made by Vice-Chair Otto, Seconded by Committee member Brown to approve as presented.

Voting Yea: Chair Peters, Vice-Chair Otto, Committee member Brown

Voting Nay: Committee member Neuschwanger

D. 53 Main St.; Applicant: Hotel Sutter

RECOMMENDATION: Review plans as presented and provide applicant direction for design clearance.

Motion made by Vice-Chair Otto, Seconded by Committee member Brown to approve as presented.

Voting Yea: Chair Peters, Vice-Chair Otto, Committee member Brown, Committee member Neuschwanger

E. Corner of Main St. and Gopher Flat- Applicant: City of Sutter Creek

RECOMMENDATION: Review plans as presented and provide applicant direction for design clearance.

Motion made by Vice-Chair Otto, Seconded by Committee member Brown to approve as presented with the John Sutter image removed.

Voting Yea: Chair Peters, Vice-Chair Otto, Committee member Brown, Committee member Neuschwanger

F. 83 Badger St.; Applicant: Ponce

RECOMMENDATION: Review plans as presented and provide applicant direction for design clearance.

Chair Susan Peters stepped down from this item due to a conflict of interest.

Motion made by Committee member Neuschwanger, Seconded by Committee member Brow to approve as presented

Voting Nay: Vice-Chair Otto

Voting Abstaining: Chair Peters

6. Adjournment

The meeting was adjourned at 5:59 p.m.

Karen Darrow, City Clerk

Susan Peters, Chairperson

Date Approved:



Special Design Review Committee Meeting Minutes

Monday, June 17, 2024 at 5:00 PM

33 Church Street, Sutter Creek, CA 95685

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1. Call to Order and Establish a Quorum for Regular Meeting

PRESENT

Chair Susan Peters

Vice-Chair John Otto

Committee member Sharyn Brown

Committee member Mike Neuschwanger

ABSENT

Committee member Sandi Baracco

2. Pledge of Allegiance to the Flag

Chair Susan Peters led the Pledge.

3. Public Forum

None.

4. Consent Agenda

- A. Design Review Committee Minutes of June 10, 2024

Recommendation: Approval of Minutes

The June 10, 2024, minutes were pulled and will be brought back at the next meeting.

5. Design Clearance Applications

- A. 71 Main St.; Applicant: Stark Construction

RECOMMENDATION: Review plans as presented and provide applicant direction for design clearance.

Motion made by Vice-Chair Otto, Seconded by Committee member Neuschwanger to Approve Design Clearance at 71 Main Street for exterior paint colors:

Nebulous White- Building body

Black of Night- Shop Doors

Courtyard - Iron Doors

Voting Yea: Chair Peters, Vice-Chair Otto, Committee member Brown, Committee member Neuschwanger

- B. 19 Main St.; Applicant: Neu

RECOMMENDATION: Review plans as presented and provide applicant direction for design clearance.

Motion made by Vice-Chair Otto, Seconded by Committee member Brown to Approve Design Clearance at 19 Main Street, as presented.

Voting Yea: Chair Peters, Vice-Chair Otto, Committee member Brown, Committee member Neuschwanger

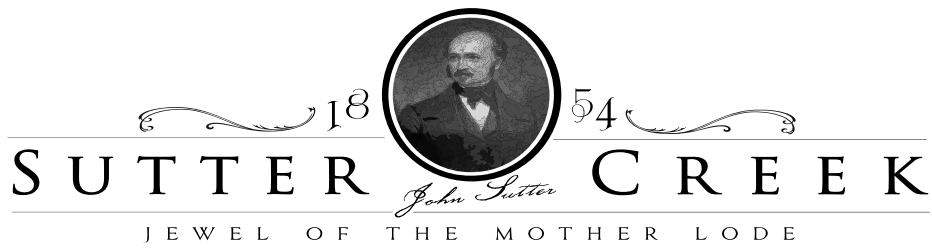
6. Adjournment

The meeting was adjourned at 5:14 p.m.

Susan Peters, Chairperson

Karen Darrow, City Clerk

Date Approved:



DATE: September 9, 2024

TO: Design Review Committee

FROM: Erin Ventura, Contract Planner

RE: 8 Greenstone Terrace - Design Clearance for a new residential structure within the Historic District
 (APN: 018-019-027)
 Zoning: C-2 Commercial
 Design Standard District: Historic District
 Applicant: Jodi and Ken Wolcott

RECOMMENDATION:

Approve Design Clearance for a new, two story, residential structure located within the Historic District.

BACKGROUND:

The applicants, Jodi and Ken Wolcott, are proposing to construct a new residential structure within the C-2 zoning district.

	<u>Requirements for Design Clearance:</u>	<u>Proposed:</u>	<u>Design Criteria met:</u>	<u>Recommendations, if any to meet Design Clearance:</u>
Zoning	C-2	C-2	Yes	
District:	Historic District			
Lot Size:	--	.21	N/A	
Set Back requirements:				
Front	5	--	Yes	
Side	5	--	Yes	
Rear	10	--	Yes	
Lot coverage	85%	--	Yes	
Are there existing historic features?	No			
Structure Type	SFR	SFR	Yes	
Max Building height	40ft	29.1ft	Yes	

DISCUSSION:

The applicant is proposing to construct a new two-story single-family residence of approximately 1,200 SF, with a 481 SF garage, and 307 sq. ft. covered porch. The lot is currently undeveloped.

The applicant is also requesting approval of a Conditional Use Permit, to allow for a new residential structure in a commercial zone (Sutter Creek Municipal Code 18.060.020 O) and a Site Plan permit. The CUP and Site Plan applications will be reviewed by the Planning Commission at a later date.

Any changes required by the Design Review Committee shall be incorporated into the Site Plan and Conditional Use Permit application prior to the Planning Commission's review. Staff is still waiting on additional details regarding landscaping. The Planning Commission will review their proposed Landscape Plan at the time of review.

Since the project site is a vacant lot, no historical features currently exist. The applicant is proposing a structure that resembles the Victorian style. Included in this report are the Design Standards for Victorian style homes.

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 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.

3.3 Design Standards That Apply to All Historic District Project

3.3.1 Preservation and Treatment of Existing Historic Features- N/A

3.3.2 Removal and/or Replacement of Historic Buildings and Structures- N/A

3.3.3 New Construction

The applicant is proposing a Victorian Style house, which is listed as an approved style per the Design Standards. (3.5.11)

3.3.4 Additions or Alterations to Existing Buildings- N/A

3.5 Additional Design Standards for Residential Structures in the Historic Districts

Victorian Styles – Folk Victorian, Queen Anne, etc., (1870-1910)

- a. **General.** Throughout the nation, a variety of Victorian-era home styles developed between the mid-1800s and early 1900s. In the Sutter Creek area the “Folk” and “Queen Anne” styles predominated. Often the various Victorian period styles overlap without the clear-cut stylistic distinctions that tend to separate other major home style categories.

The Folk Victorian home represents an evolution from what may be called the National Folk styles of 1850-1890, with Victorian detail elements introduced or added. This home has much less decoration than other Victorian styles. Many of these examples are on narrow lots where the front elevation is the primary detailing surface. The Victorian details introduced are generally found at porches and cornice lines. In Sutter Creek these homes are predominantly one story.

The Queen Anne home is more elaborately detailed and is the most eclectic of the Victorian styles. This home has steeply pitched roofs of irregular shape, usually with a dominant front-facing gable; patterned shingles, cutaway bay windows, and other devices are used to avoid a smooth-walled appearance. The façade is commonly asymmetrical with a partial or full-width porch, which is usually one story high, extending along one or both sidewalls.

- b. **Roofs.** Victorian roofs are generally gabled with moderate to high slopes (5:12, 6:12 or steeper – particularly in Queen Anne examples) with front, side or front and side gables,

with overhangs. Cornice lines between ends of gables or at least partially extending past ends of gables are common. Overhangs are both open and soffited. Queen Anne homes occasionally sport circular towers, but examples in Sutter Creek are few. Folk Victorian homes occasionally have hip roofs.

The original roofing material was typically wood shingle; however, as a result of fire experience, corrugated metal was often used as replacement roofing. To meet current fire code requirements, heavy “composition” shingles are an acceptable alternative to wood shingles.

- c. **Siding.** Horizontal wood siding of various shiplap or rabbeted patterns typifies most Victorian homes. Vertical trim at corners is common. Shingle siding, plain or patterned, is rarely used in Folk Victorian homes but is common in Queen Anne examples where it is often used in the gable areas (e.g. to form a “fish scale” appearance). Queen Anne homes commonly employ a mixture of wall finishes and decorative detailing including spindle-work, half-timber, patterned masonry and “free classic.” Masonry materials are rarely used, being mostly limited to the foundations and chimneys.
- d. **Windows and doors.** Windows are rectangular in shape, taller than wider. Door and window surrounds are generally simple and without decoration, although Folk Victorian examples sometimes have simple pediments above. Queen Anne homes frequently have detailed windows which may have large panes of glass bounded by smaller panes, often colored. Bay windows are common in Queen Anne homes, as are diagonal corner windows with detailed cornices above. Queen Anne doors often have delicate decorative detailing with a single, large pane of glass set into the upper portion.
- e. **Porches.** Many Folk Victorian homes are built on narrow lots and exhibit front detailing only, thus porches are often full width on the front elevation. On larger lots porches may be “L”-shaped. Porch posts are commonly turned spindles or square posts with corners beveled (chamfered). Cornice brackets may be similar to Queen Anne examples, and lacy friezes are often suspended from porch overhangs between posts.

Porches on Queen Anne homes are used to accentuate the asymmetry of the façade, are often expansive, and may be provided at several elevations. Porch posts have considerable spindle work and delicate lace-like corner brackets and detailing between post and overhang headers.

3.5.2 Exterior Finishes and Color Schemes

The applicant is proposing the following colors for the exterior of the house:

1. Main house color: Alabaster
2. Trim and Shutters: Jasper



3.5.3 Doors

The applicant is proposing a six panel exterior door, in the color Autumn Enchantment.



3.5.4 Windows

The applicant is proposing white vinyl single hung windows. They are also proposing a two-story bay window on the north side of the house.

Per the Design Standards, bay windows are a common feature in the Queen Ann Vic Section 5, Item A.
home.

3.5.5 Siding

The proposed siding is Hardie Plank, with the front, right, and rear facades having shingles on the gable area, which is typical of the Queen Ann Victorian.

They have also incorporated decorative pieces at the roof peak and stone façade at the foundation.

3.5.6 Roofs

The proposed roof is a Truedefinition Duration Cool Shingle roof, in the color Mountainside.

3.5.7 Porches

The porch encompasses about 2/3 of the front façade of the house and wraps around the side, in an L shape.

Staff believes that the applicant has done a good job of reviewing and incorporating the Design Standards into the design of the new home. They have added details that incorporate Victoria design features.

**City of Sutter Creek
Design Review Application**

RECEIVED

JUN 26 2024

**For Commercial Projects
Within the Historic District**

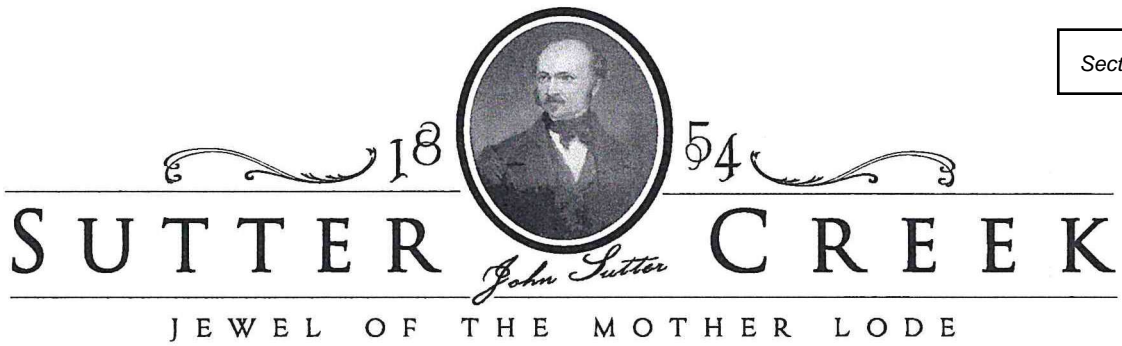
City of Sutter Creek

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: June 26, 2024
 TO: **DESIGN REVIEW COMMITTEE**
 FROM: Jodi & Ken Wolcott
 Project Address: 8 Greenstone Terrace

REVIEWED and SUBMITTED BY: _____

#	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	Commercial	vacant land			
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			30% approx.		
10.		Are there existing historic features?					
11.		Structure Type			Two story home		
12.		Max Building height	35'		27'		



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 Commercial Projects
Within the Historic District**

#	Design Standard Reference	Description	Design Criteria Requirements:	Existing:	Proposed:	Has design criteria been met? Y/N?	Recommendations, if any to meet Design Criteria:
13.		Roof pitch	In new construction, reflect historic style				
14.		Style	National, shotgun, Victorian, or craftsman		Victorian		
15.	3.4.2	Exterior Finish and color scheme			white exterior Black trim Black shutters		
16.	3.4.3	Doors	Consistent in shape and scale with building's style.		Six-panel exterior door color Autumn Enchantment		
17.	3.4.4	Windows	Match historic style with panes and trim.		White vinyl single hung		
18.	3.4.5	Lighting	Match architecturally		Matte Black LED wall light		
19.	3.4.6	Fences	Wood picket, masonry, simple iron or wire or dry stacked stone		Wood picket style fence w' tall around backyard		
20.	3.4.7	Mechanical Equipment			Located in backyard behind fence		
21.		Siding	Match historic style		Hardie Plank		
22.		Roofing material	Match historic style		Truedefinition Duration Cool Shingles color: Mountainside		

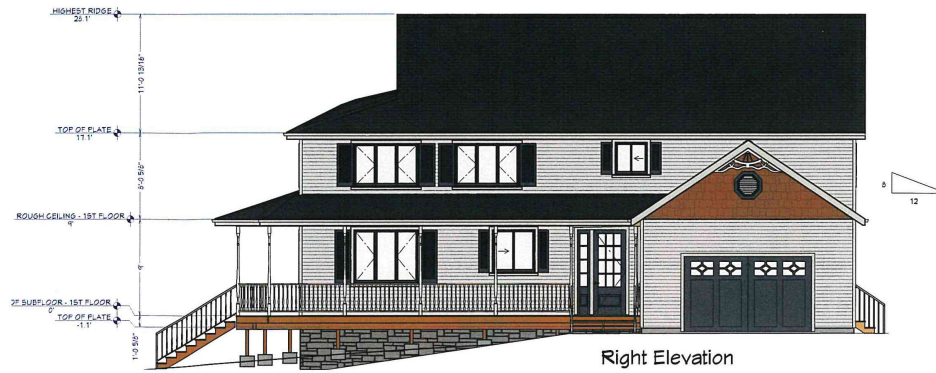
**City of Sutter Creek
Design Review Application**

**For Commercial Projects
Within the Historic District**

23.		Porches	Match the building in historic character		West facing Front Porch		
24.		Does the structure blend as proposed?			wrap around to south facing porch		

Other Comments:

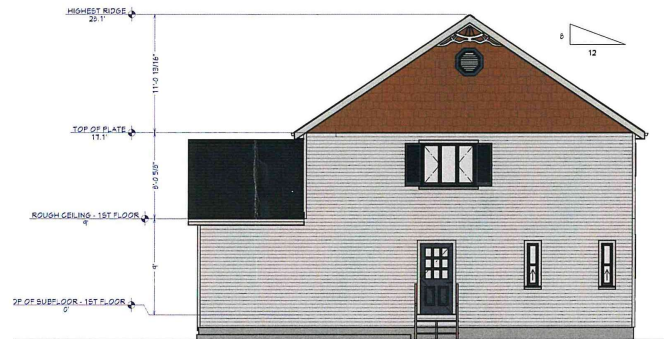
Exterior Elevations



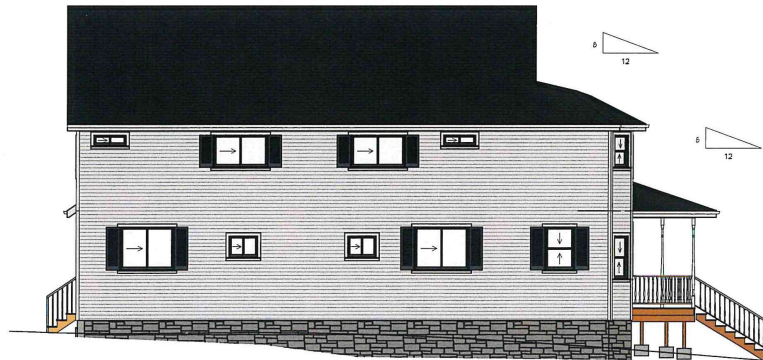
Right Elevation



Front Elevation



Back Elevation



Left Elevation

NO.	REVISION	DATE

Building Site:
8 Crepanzano Terrace
Sutter Creek, CA 95665
APN# 018-019-027

Owner:
Ken & Joal Polcott
PO Box 716
Sutter Creek, CA 95665

Engineer of Record

Drawing by: Matthew Duffett
Matthew Duffett
32471 Valley Springs, CA 95252
209-112-8722
mattduff@duffettdrafting.com



DATE:
6/25/2024

SCALE:
3/16" = 1'

SHEET:
A3

Autumn Enchantment
2001-1A

NV114F

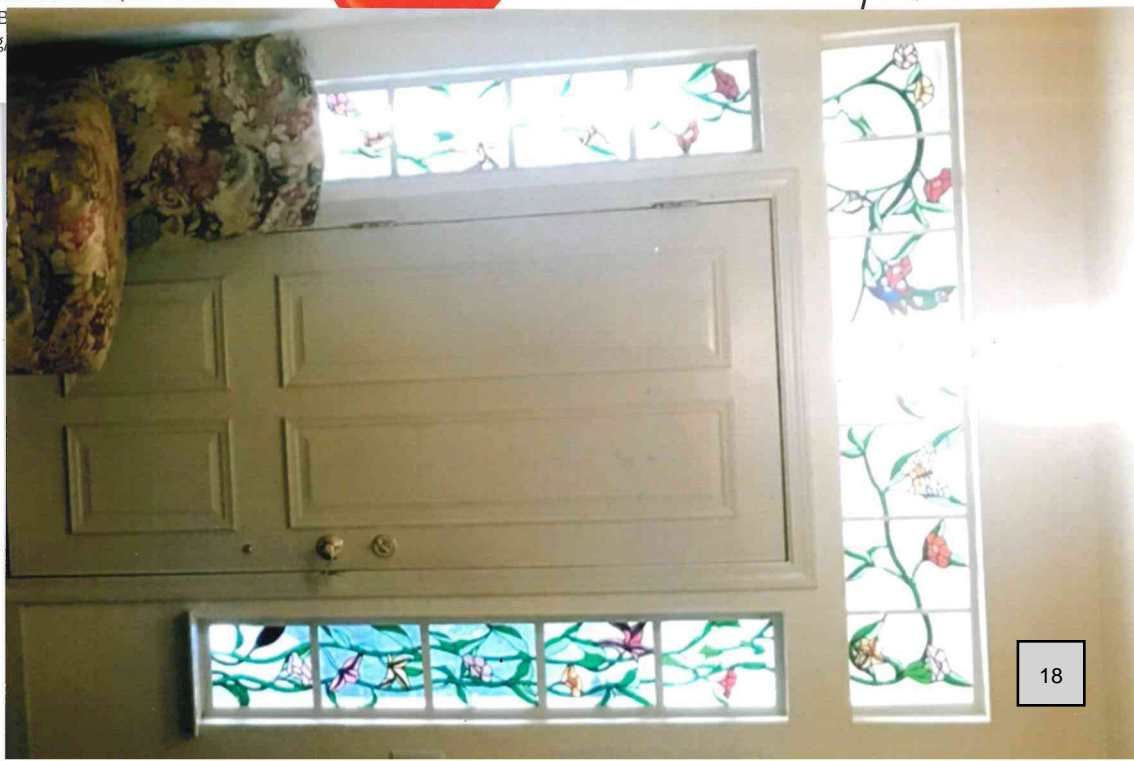


front door
color

SCARLET SUN, 1011-1

Trim/Exterior
Siding

Front door style and



Open until 10 PM 95691

ts / Windows & Doors / Exterior Shutters & Accessori

Trending Now

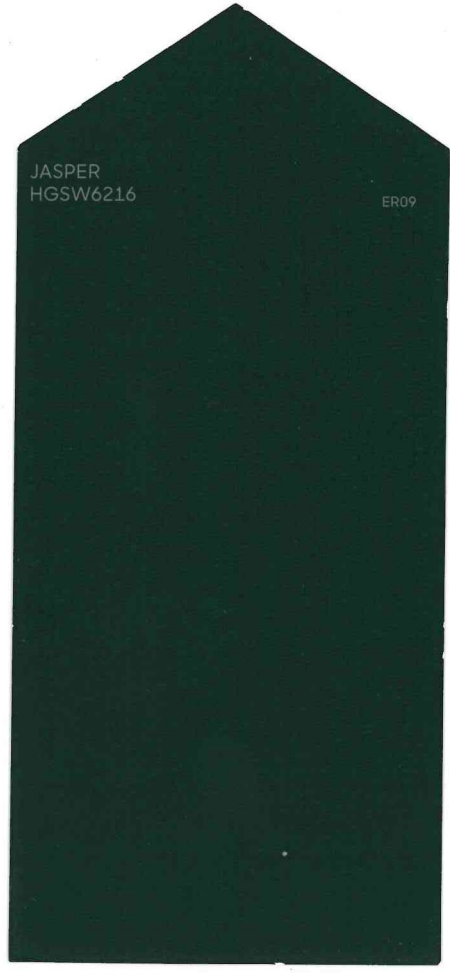


Vantage 14.53-in W x 38.88-in H Black Exterior Shutters (2-Pack)

Overview Specifications Product Fea >

- 1 +

Add to Cart





Open until 10 PM

95691

ng Fans / Outdoor Lighting / Outdoor Wall Lighting /



Uolfin 1-Light 8.3-in H Matte Black LED Outdoor Wall Light

Item #5106270 | Model #J13QZU-LWS2878W-Z8

[Shop Uolfin](#)

★★★★★ 1

Overview

Specifications

Compare



Section 5, Item A.



Milgard Style Line New Construction 47-1/2 x 59-1/2-in x 2-7/8-in Jamb White Vinyl Low-e.

Item #507945 | Model #6210-4050

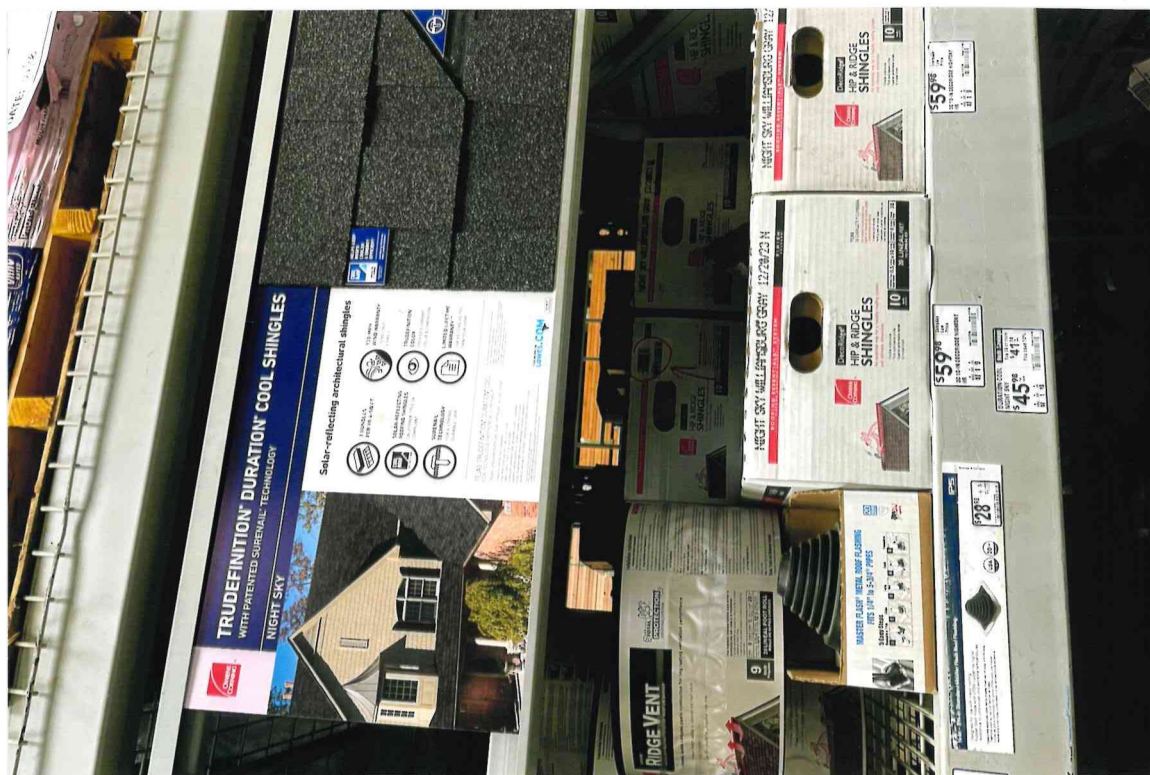
[Shop Milgard](#)

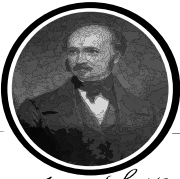
★★★★★ 1893

Overview

Specifications

Compare





 1854
SUTTER CREEK
John Sutter
 JEWEL OF THE MOTHER LODGE

DATE: September 9, 2024

TO: Design Review Committee

FROM: Erin Ventura, Contract Planner

RE: 53 Main Street (Hotel Sutter)- Design Clearance for a mural
 (APN: 018-155-001)
 Zoning: DTC- Downtown Commercial
 Design Standard District: Main Street Historic District
 Applicant: Marissa Ferreira- Amador County Arts Council

RECOMMENDATION:

Approve Design Clearance for the installation of a mural on the wall of the Hotel Sutter building.

BACKGROUND:

The applicant, Marissa Ferreria- Amador County Arts Council, is proposing a mural on the side of the Hotel Sutter building which is located within the Main Street Historic District. The approximate size of the mural is 8ft by 9ft.

