



Design Review Committee Meeting Agenda

Monday, August 10, 2026 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 in person and LIVE on YouTube at <https://www.youtube.com/@CityofSutterCreek>.

You can also watch the meeting on Zoom (please note Zoom participation is only available for viewing.

<https://us02web.zoom.us/j/81391466458?pwd=4jXmBm1AP5bEbiID3iDwuxk4GpreRY.1>

Or Dial by phone: 301 715 8592 Webinar ID: 816 8589 0182 Passcode: 186036

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 July 8, 2026](#)

[Recommendation: Approval of Minutes](#)

5. Design Clearance Applications

- A. [110 Spanish Street - Design Clearance for exterior improvements to an existing home Zoning: R-1](#)
[Approve Design Clearance for exterior improvements at 110 Spanish Street- Applicant Grau](#)
[Construction](#)

6. Adjournment



Design Review Committee Special Meeting Minutes

Wednesday, July 08, 2026 at 5:00 PM

33 Church Street, Sutter Creek, CA 95685

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

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

The meeting was called to order at 5:00 p.m. by Chair Susan Peters.

Present: Chair Susan Peters, Vice Chair John Otto, and Committee Members Sandi Baracco, Sharyn Brown, and Shirla Lopez

Staff Present: Contract Planner Erin Ventura, City Manager Tom DuBois, and Interim City Clerk Alejandra Zambrano

2. Pledge of Allegiance to the Flag

Chair Peters led The Pledge of Allegiance.

3. Public Forum

There were no public comments.

4. Consent Agenda

There were no consent agenda items.

5. Design Clearance Applications

A. Review and Approve Historical Sign at 40 Gold Dust Trail - Continued from May 11, 2026

Recommendation: Approve a historical sign at 40 Gold Dust Trail (Kingdom Hall of Jehovah's Witnesses), which is located within the Historic District.

Vice Chair Otto expressed concerns regarding the visibility and location of the proposed sign and recommended revisions to the sign's text and materials. Committee discussion included using a fossil graphic-style sign with a historical image, incorporating revised historical wording for the sign, and orienting the sign to face Gold Dust Trail.

Chair Peters opened the item for public comment. There were no public comments.

Motion: Vice Chair Otto moved to approve the historical sign as a fossil graphic-style sign incorporating an image of the mine office, the revised historical wording for the sign, and placement facing Gold Dust Trail. The motion was seconded by Committee Member Baracco.

AYES: Chair Peters, Vice Chair Otto, and Committee Members Baracco, Brown and Lopez

NOES: None

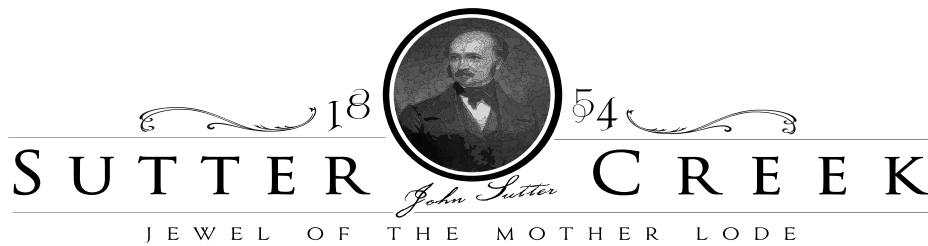
ABSENT: None

ABSTAIN: None

MOTION CARRIED 5-0

6. Adjournment

Chair Peters adjourned the meeting at 5:21 p.m.



DATE: August 10, 2026

TO: Design Review Committee

FROM: Erin Ventura, Contract Planner

RE: 110 Spanish Street - Design Clearance for exterior improvements to an existing home
 Zoning: R-1
 Design Standard District: Historic District
 Applicant: Donna Hirschfelt

RECOMMENDATION:

Approve Design Clearance for exterior improvements at 110 Spanish Street, which is located within the Historic District.

BACKGROUND:

The applicant, Grau Construction, is requesting Design Clearance for exterior improvements to the home located at 110 Spanish Street.

	<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:	8,712 sf	8,712 sf	--	
Set Back requirements:				
Front	--	--	--	
Side	--	--	--	
Rear	--	--	--	
Lot coverage	--	--	--	
Are there existing historic features?		Yes	Yes	Yes and they are proposing to maintain the existing style of the home
Structure Type	Residential	Residential	Yes	
Max Building height	--.	--	--	

DISCUSSION:

The applicant is proposing to make exterior and interior improvements to the home. The improvements including changing the roofing material to match the home at 130 Spanish Street (same owner). They

are also proposing to remove an existing breezeway at the house and install new front stairs and new windows.

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- The overall appearance of the existing structure will remain consistent with what is currently there.

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

3.3.4 Additions or Alterations to Existing Buildings

The applicant is maintaining the appearance and style of the existing building.

3.5 Additional Design Standards for Residential Structures in the Historic Districts

3.5.2 Exterior Finishes and Color Schemes

The applicant is not proposing to change the existing exterior color of the home.

3.5.3 Doors

No change

3.5.4 Windows

The applicant is proposing white wood windows.

3.5.5 Siding

The proposed siding is not changing.

3.5.6 Roofs

The existing roof is comp, the applicant is proposing to replace it with a metal roof.

3.5.7 Porches

The front porch will remain and stairs will be added.

Staff recommends the Design Review Committee approve the application as presented.

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: 7

TO: DESIGN REVIEW COMMITTEE

FROM:

REVIEWED and SUBMITTED BY: _____

Project Address: 110 Spanish St

#	Design Standard Reference	Design Criteria Requirements:		Existing:	Proposed:	Has design criteria been met? Y/N?	Recommendations, if any to meet Design Criteria:
1.		Zoning					
2.		District:	Historic				
3.		Lot Size:	N/A				
4.		Set Back requirements:					
5.		Front	25'				
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?					
11.		Structure Type					
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:
		Historical Style	National, shotgun, Victorian, or craftsman				
13.	3.3;3.5						
14.	3.5; 3.5.6; 3.5.11	Roof pitch	In new construction, reflect historic style	6/12 Comp	6/12 metal resemble adjacent house		
15.	3.5; 3.5.6; 3.5.11	Roofing material	Historic style				
16.	3.5; 3.5.2; 3.5.11	Exterior Finish and color scheme					
17.	3.5; 3.5.3; 3.5.11	Siding	Matching historic style				
18.	3.5; 3.5.3; 3.5.11	Doors	Consistent in shape and scale with building's style.				
19.	3.5; 3.5.4; 3.5.11	Windows		white aluminum	white wood to resemble main house		
20.	3.5; 3.5.7; 3.5.11	Porches	Match the home in historic character	Front deck	add stairs to front deck		

City of Sutter Creek
Design Review Application

For Residential Projects
Within the Historic District

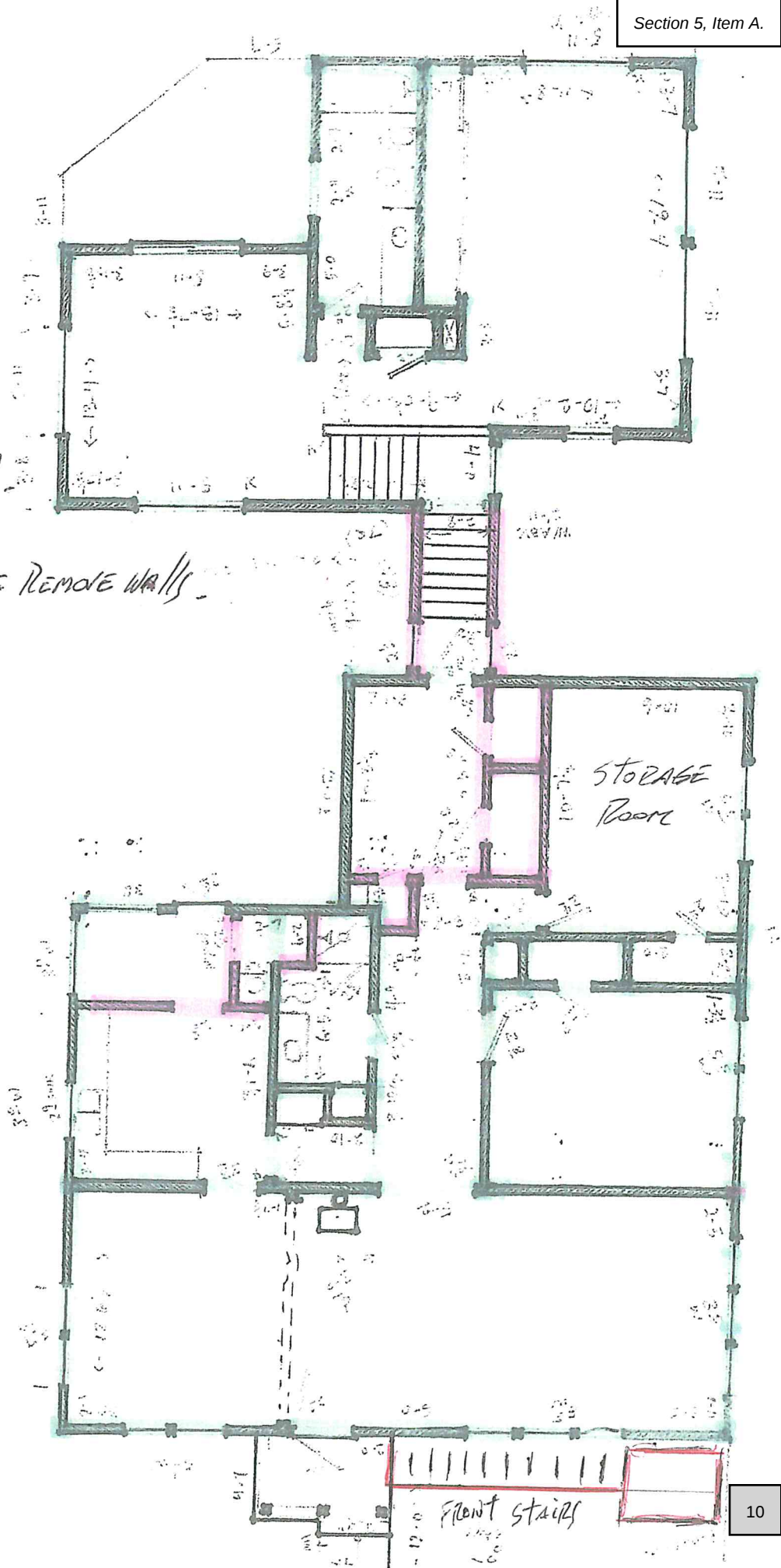
Design Standard Reference	Design Criteria Requirements:		Existing:	Proposed:	Has design criteria been met? Y/N?	Recommendations, if any to meet Design Criteria:
21. 3.5; 3.5.8	Lighting	Match architecturally				
22. 3.5.9	Existing fencing or rock walls?					
23. 3.5; 3.5.9; 3.5.10	Mechanical Equipment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

Other Comments:

~~110 SPANISH ST.~~
110 SPANISH ST.
S. CREEK.
TONY CAVAGNARO.

EXISTING = GREEN

PROPOSED = PINK = REMOVE WALLS



Holly Boehme <hboehme@cityofsuttercreek.org>

Re: 110 Spanish St. Permit Application

1 message

Gaston Grau <gagrau@gmail.com>

Thu, Jul 2, 2026 at 12:03 PM

To: Holly Boehme <hboehme@cityofsuttercreek.org>

Holly,

I failed to provide the photos of both homes.



110 Spanish St.



110 Spanish St.



110 Spanish St.



130 Spanish St.



130 Spanish St.



130 Spanish St.
Thank you,
Gaston Grau, Owner
Grau Construction
(209) 304-5490

On Thu, Jul 2, 2026 at 11:36 AM Gaston Grau <gagrau@gmail.com> wrote:
Hello Holly,

I have attached the permit application, design review application and drawing. If you have any questions please let me know. The goal here is to update while insuring the resemblance of the adjacent home. Have a great holiday weekend!

Thank you,
Gaston Grau, Owner
Grau Construction
(209) 304-5490

 **110 Spanish St. Grau Construction.pdf**
2245K

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: GRAM CONSTRUCTION.

Project Address: 110 SPANISH ST SUTTER CREEK CA 95685

APN: 018-122-035-000

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

Property Owner:

Name: TONY CAVAGNARO

Mailing Address: 130 SPANISH ST

City: SUTTER CREEK

State: CA

Phone: (707) 478-3227

Email: CAVAGNARO@HOTMAIL.COM

Zip: 95685

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

Name: GASTON GRAM

Email: GGRAM@GMAIL.COM

Mailing Address: 14555 RIDGE RD SUTTER CREEK CA 95685.

Licensed Contractor:

Name: GRAM CONSTRUCTION

Mailing Address: 14555 RIDGE RD

City: SUTTER CREEK

State: CA

State License # & Class: CA 7031609 - B

City Business License #: _____ Exp. Date: _____

Phone: (209) 304-5490

Email: GGRAM@GMAIL.COM

Zip: 95685

PROJECT INFORMATION

Project Type:

New Construction: ☐

Alteration: ☒

Commercial ☐

Addition: ☐

Demolition: ☐

Residential ☒

Tenant Improvement: ☐

Other: _____

Fire Sprinkler?

Yes ☐

No ☒

N/A REMODEL.

Area Determination:

1st Floor: 2,000 sf

2nd Floor: _____ sf

Total: 2,000 sf

Garage: _____ sf

Patio/Porch: _____ sf

Deck/Balcony: _____ sf

Job Description:

SEPARATE BUILDINGS (FRONT & BACK), INTERIOR REMODEL
REMOVE WALLS AS PER DRAWINGS, NEW KITCHEN CAB.
REPLACE WINDOWS TO MATCH EXISTING.
ADD FRONT STAIRS, NEW METAL ROOF, NEW HVAC SYSTEM.

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: \$ 250 K.

APPLICATION FOR PERMIT

Page 2 of 2

Section 5, Item A.

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: Gaston Alarcon Print Name: GASTON ALARCON Date: 6-30-26

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 6-30-26 Contractor Gaston Alarcon License Class B License No. 1031609

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 _____ Policy No. _____

(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 6-30-26 Applicant Gaston Alarcon

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 ☐