



Design Review Committee Agenda

Tuesday, October 14, 2025 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 September 8, 2025](#)**

[Recommendation: Approval of Minutes](#)

5. Design Clearance Applications

A. [150 Spanish Street - Design Clearance for Exterior Improvements to an Existing Home](#)

6. Adjournment



Design Review Committee Minutes

Monday, September 08, 2025 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 is available to view on YouTube at <https://www.youtube.com/@CityofSutterCreek>.

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

The meeting was called to order at 5:00PM by Susan Peters.

Present: John Otto, Susan Peters, Sharyn Brown, Shirla Lopez

Absent: Sandi Baracco

Staff: Erin Ventura – Contract Planner, Aaron Wolcott – City Clerk, Tom DuBois – City Manager

2. Pledge of Allegiance to the Flag

The Pledge of Allegiance was led by Susan Peters.

3. Public Forum

No public comment was made regarding items not on the agenda.

4. Consent Agenda

- A. Design Review Committee Minutes of August 11, 2025

Motion to approve the Consent Agenda by Otto, seconded by Brown.

AYES: Otto, Peters, Brown, Lopez

NOES:

ABSENT: Baracco

MOTION CARRIED 4-0

5. Design Clearance Applications

- A. Design Clearance for Exterior Paint at 3 Randolph Street

Contract Planner, Erin Ventura, explained that the application was to repaint an existing building on Randolph Street. The building is currently empty following a fire at the property next to it. The owner wishes to repaint the building with the following colors (provided to the committee) Dried Thyme body, Napery trim, and Turkish Coffee doors.

Motion to approve the design clearance for exterior paint at 3 Randolph Street by Otto, seconded by Brown.

AYES: Otto, Peters, Brown, Lopez


NOES:

ABSENT: Baracco

MOTION CARRIED 4-0

6. Adjournment

The meeting was adjourned at 5:05pm



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SUTTER CREEK
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DATE: October 14, 2025

TO: Design Review Committee

FROM: Erin Ventura, Contract Planner

RE: 150 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 150 Spanish Street, which is located within the Historic District.

BACKGROUND:

The applicant, Donna Hirschfelt, is requesting Design Clearance for exterior improvements to the home located at 150 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:	3,659 sf	3,659 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 complete some deferred maintenance on the home, which includes replacing the roof, repairing siding and repainting.

The roof will be replaced in kind (metal), the siding will match the existing siding and the paint will be the same as the existing paint color.



Staff recommend that the Design Review Committee approve the proposed 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: Sept 29, 2025
 TO: DESIGN REVIEW COMMITTEE
 FROM: Donna Hirschelet
 Project Address: 150 Spanish St
 REVIEWED and SUBMITTED BY: Donna Hirschelet

#	Design Standard Reference	Design Criteria Requirements:	Existing:	Proposed:	Has design criteria been met? Y/N/?	Recommendations, if any to meet Design Criteria:
1.		Zoning	IA	IA	Y	
2.		District:	Historic			
3.		Lot Size:	N/A			
4.		Set Back requirements:	HISTORIC 3659 ft ²	HISTORIC 3659 ft ²	Y	
5.		Front	25'	NO CHANGES	Y	
6.		Side	5'	NO CHANGES	Y	
7.		Rear	10'	NO CHANGES	Y	
8.		Siting:				
9.		Lot coverage	28%	28%	Y	
10.	3.0; 3.3.1,3.3.5;	Are there existing historic features?	home structure	home structure	Y	
11.		Structure Type	single family	home	Y	
12.		Max building height	35'	NO CHANGE	Y	

**City of Sutter Creek
Design Review Application
For Residential Projects
Within the Historic District**

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Design Standard Reference	Design Criteria Requirements:	Existing:	Proposed:	Has design criteria been met? Y/N?	Recommendations, if any to meet Design Criteria:
13. 3.3,3.5	Historical Style	National, shotgun, Victorian, or craftsman	No Change	Y	
14. 3.5.5; 3.5.6; 3.5.11	Roof pitch	In new construction, reflect historic style	No Change	Y	
15. 3.5.5; 3.5.6; 3.5.11	Roofing material	Historic style	Rusty grey metal	Y	
16. 3.5.5; 3.5.11	Exterior Finish and color scheme	Brown-Beige structure white + black trim, Brickered stairs.	Grey metal New like for like	Y	
17. 3.5.5; 3.5.3; 3.5.11	Siding	Mismatched - Old wood garage has siding cement - same as neighboring homes	Alura Fiber	Y	
18. 3.5.5; 3.5.3; 3.5.11	Doors	Keeping old front door	No Change	Y	
19. 3.5.5; 3.5.4; 3.5.11	Windows	Replacing side door on side porch in kitchen door	Replace kitchen door on side porch	Y	Like for like
20. 3.5.5; 3.5.7; 3.5.11	Porches	Match the home in historic character	Wrap around few sides	Y	Will paint in spring 2026 + same colors

← current paint but dirty

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	March architecturally	NO Change	Y	
22. 3.5.9	Existing fencing or rock walls?	NO FENCE 1 OR 2 AVERAGE PICKET - WOOD PLASTIC ON SIDE	NO Change	Y	
23. 3.5; 3.5.9; 3.5.10	Mechanical Equipment and Service Areas	NA	NA	Y	
24. 3.2; 3.3	Does the structure blend as proposed? Compatibility Objectives?	Yes!	Yes!	Y	

Other Comments:

I plan to keep the house as close to its former self as possible, I am just completing a lot of deferred maintenance and repairs. My house was built before 1890 and I hope to maintain as much history as possible.