



Planning Commission Meeting Minutes

Monday, December 8, 2025 at 6:00 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 Planning Commission meeting is available on YouTube at:

https://youtube.com/live/QXdcbTE_UXo

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

The meeting was called to order at 6:00 PM.

PRESENT: Chair Michael Kirkley, Vice Chair Thomas Baggett, and Commissioner Lucy Mulvey

ABSENT: Commissioners Laura Damiani and Robert Trudgen

STAFF: Contract Planner Erin Ventura and City Clerk Pam Caronongan

2. Pledge of Allegiance to the Flag

Chair Kirkley led the Pledge of Allegiance.

3. Public Forum

Zero (0) public comments were received.

4. Consent Agenda

A. Planning Commission Draft Meeting Minutes of October 14, 2025

Motion made by Vice Chair Baggett, seconded by Commissioner Mulvey. **Motion passed 3-0 to approve all Consent Agenda items.**

AYES: Chair Kirkley, Vice Chair Baggett, and Commissioner Mulvey

NOES: None

ABSENT: Commissioners Damiani and Trudgen

ABSTAIN: None

RECUSED: None

5. Administrative Agenda

A. Sign Permit - 1 Prosperity Court

Commissioner Mulrey recommended that if it is lit, that the lighting should be directed to the sign and the approval for the Sign Permit should indicate that. There was consensus to add this recommendation as a stipulation in the Sign Permit should it be approved by the Commission.

Motion made by Vice Chair Baggett, seconded by Commissioner Mulvey. **Motion passed 3-0, thereby approving the Sign Permit for 1 Prosperity Court with the recommended conditions as proposed above by the Commission.**

AYES: Chair Kirkley, Vice Chair Baggett, and Commissioner Mulvey

NOES: None

ABSENT: Commissioners Damiani and Trudgen

ABSTAIN: None

RECUSED: None

6. Public Hearings

None

7. Adjournment

The meeting was adjourned at 6:05 p.m.

Meeting Minutes Pending Approval on January 12, 2026

Pam Caronongan, City Clerk