



Design Review Committee Meeting Minutes

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

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

Chair Susan Peters called the regular meeting to order at 5:00 p.m.

PRESENT: Chair Susan Peters and Committee Members Sandi Baracco, Sharyn Brown, and Shirla Lopez

ABSENT: Vice Chair John Otto

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

2. Pledge of Allegiance to the Flag

Chair Susan Peters led the Pledge of Allegiance.

3. Public Forum

There were no public comments.

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

**Committee Member Baracco moved to approve the Design Review Committee minutes of July 8, 2026.
Committee Member Brown seconded the motion.**

AYES: Peters, Baracco, Brown, Lopez

NOES: None

ABSTAIN: None

ABSENT: Otto

MOTION CARRIED (4-0-1)

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

The Committee reviewed the proposed exterior improvements, including the roofing material and stair design. The Committee discussed using a non-glare, powder-coated finish for the metal roof and placing the stairs underneath the front porch, consistent with the submitted sketch.

Committee Member Brown moved to approve the Design Clearance as presented, with the condition that the metal roof have a non-glare finish. Committee Member Baracco seconded the motion.

AYES: Peters, Baracco, Brown, Lopez

NOES: None

ABSTAIN: None

ABSENT: Otto

MOTION CARRIED (4-0-1)

6. Adjournment

Chair Peters adjourned the meeting at 5:13 p.m.