



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 Residential Projects Outside the Historic Districts

Please complete the “Existing & Proposed” Columns to all applicable requirements. Please submit your plans in print ready.pdf to be printed as 11 x 17. Please show: ALL elevations, site plan, spot grades, and include elevations at the corners of buildings and also include any existing historic features. This application has first sentence of each requirement. See Design Standards for full descriptions.

DATE: 10/31/25
 TO: DESIGN REVIEW COMMITTEE
 FROM: Heather Westaby

Project Address: 110-165 Bryson Court, Sutter Creek
 REVIEWED and SUBMITTED BY: _____

#	Design Standard Reference	Design Criteria Requirements:					Existing:	Proposed:	Design criteria met? Y/N?	Recommendations to meet Design Criteria:	
1		Zoning	R1 <input type="checkbox"/>	R2 <input type="checkbox"/>	R3 <input checked="" type="checkbox"/>	R4 <input type="checkbox"/>	Vacant Lot	12 SFR's	Yes		
2		District:									
3		Lot Size:	N/A					4,463 sf - 8,332 sf	4,463 sf - 8,332 sf	Yes	
4		Set Back requirements:									
5		Front	25'	20'	15'	10'	N/A	15' house, 20' garage	Yes		
6		Side	5'	5'	5'	5'	N/A	5'	Yes		
7		Rear	15'	10'	10'	10'	N/A	10'	Yes		
8		Max Lot coverage	50%	75%	75%	75%	N/A	11.4% - 24.4%	Yes		
9	2.2	Site Design	All applications for projects subject to these Design Standards shall include information clearly demonstrating compliance with each of the applicable design standards that follow:					Existing Lots & Street	BUILDINGS ONLY	Yes	
10	2.2.1	Adjacent Development									
11		(a)	The land use and site organization of neighboring properties;					Residential	Residential	Yes	
12		(b)	The Architectural character, style, and scale of neighboring structures;					Duplexes & Trailer Park	2 Story Craftman Cottages	Yes	

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#	Design Standard Reference	Design Criteria Requirements:		Existing:	Proposed:	Design criteria met? Y/N?	Recommendations to meet Design Criteria:
13		(c)	The existing natural features (i.e., mature trees, landforms, etc.);	None	Front Yard Landscaping w/Trees	Yes	
14		(d)	Opportunities to preserve ridgelines and/or enhance views;	None	N/A		
15		(e)	Privacy and solar access of the site and neighboring properties;	None	Will not restrict neighbors solar access	Yes	
16		(f)	Links to adjacent development using sidewalks or pathways and shared access driveways and parking; and	Sidewalks	Use Existing Ste	Yes	
17		(g)	Use of construction and/or restoration materials in a manner that is consistent with the texture, color, geometry, and visual relationship of historic building materials.	None	Yes	Yes	
18	2.2.2	Building and Parking Locations					
19		(a) General placement.	Buildings should generally be oriented parallel to streets and placed as close to the street as established setbacks permit.	Existing Lots & Street	Existing Lots & Street	Yes	
20		(b) Pedestrian or vehicular orientation.	The orientation of buildings shall respond to the pedestrian or vehicular nature of the street.	Existing Lots & Street	Existing Lots & Street	Yes	
21		(c) Protection of views and natural features.	Buildings should be sited to preserve and enhance significant views, vegetation, existing landforms, and natural features.	Existing Lots & Street	Existing Lots & Street	Yes	

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#	Design Standard Reference	Design Criteria Requirements:		Existing:	Proposed:	Design criteria met? Y/N?	Recommendations to meet Design Criteria:
22	(d)	Consideration of views in project design.	Visually Sensitive Areas (VSAs), scenic views and the natural environment surrounding the project site shall be considered early during the conceptual design stage of a project.	Existing Lots & Street	Existing Lots & Street	Yes	
23	(f)	Corner building.	The primary mass of the building should not be placed at an angle to the corner.	Existing Lots & Street	Existing Lots & Street	Yes	
24	(g)	Projects with multiple structures.	Multiple buildings in a single project should create a positive functional relationship with one another.	None	3 plans, 2 elevations each 6 total	Yes	
25	(h)	Open space areas.	Open space areas shall be accessible from the majority of structures and shall be landscaped and oriented to take advantage of sun or shade as appropriate.	None	N/A		
26	(i)	Pedestrian walkways.	Projects shall connect the on-site pedestrian circulation system to the off-site public sidewalk at intervals of at least one connection for each 200 lineal feet (or fraction thereof).	Existing Lots & Street	Existing Lots & Street	Yes	
27	(j)	Off-site views, solar access.	Building placement should optimize off-site views to ridgelines, hillsides, mountains, open space, or watercourses whenever possible.	Existing Lots & Street	Existing Lots & Street		
28	(k)	Buildings on slopes.	Buildings constructed on hillsides should step to follow the natural terrain whenever possible.	Existing Lots & Street	Existing Lots & Street	Yes	

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#	Design Standard Reference	Design Criteria Requirements:		Existing:	Proposed:	Design criteria met? Y/N?	Recommendations to meet Design Criteria:
29	(1)	Parking facilities					
30		1)	The visual impact of parking lots shall be minimized by locating such facilities in a portion of the site least visible from the street and by providing adequate screening and parking lot landscaping.	None	N/A		
31		2)	Parking areas should be located to the rear of buildings or should be screened so that they do not dominate the streetscape.	None	N/A		
32		3)	When parking occurs on sloping terrain, consider stepping the parking areas to follow the terrain rather than allowing the lot surface to extend significantly above or below natural grade.	None	N/A	Yes	
33		4)	Enclosed parking structures should be designed with screening and landscaping to minimize their visual impact.	None	N/A		
34	2.2.3	Landscaping					
35		(a)	Landscaped areas shall be planned as an integral part of the overall project and not simply located in “left-over” areas of the site.	None	Front Yard Landscaping + Trees	Yes	
36		(b)	Landscaping shall be used to help define outdoor spaces, soften a structure’s appearance, and where feasible to screen parking, loading, storage, trash enclosures, and equipment areas.	None	Agreed	Yes	

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#	Design Standard Reference	Design Criteria Requirements:		Existing:	Proposed:	Design criteria met? Y/N?	Recommendations to meet Design Criteria:
37		(c)	The use of on-site pedestrian amenities (e.g., benches, shelters, drinking fountains, lighting, and trash receptacles) is encouraged.	Existing Lots & Street	Existing Lots & Street	Yes	
38	2.2.4	Solar Exposure, Collectors and Skylights					
39		(a)	Building placement and landscaping should accommodate solar designs wherever possible.	Existing Lots & Street	Yes	Yes	
40		(b)	New developments and structures should be oriented to maximize solar access opportunities to the greatest extent feasible.	Existing Lots & Street	Yes	Yes	
41		(c)	Roof-mounted solar collectors should be placed in the most inconspicuous location without reducing the operating efficiency of the	Existing Lots & Street	Yes	Yes	
42		(d)	Roof-mounted collectors should be installed at the same angle as or as close as possible to the pitch of the roof.	Existing Lots & Street	Yes	Yes	
43		(e)	Appurtenant equipment, particularly plumbing and related fixtures, should be installed in the attic or screened from public view.	Existing Lots & Street	Yes	Yes	
44		(f)	Exterior surfaces of solar collectors and related equipment should have a matte finish and should be color coordinated to harmonize with roof materials and other dominant colors of the structure wherever feasible.	Existing Lots & Streetvne	Yes	Yes	

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#	Design Standard Reference	Design Criteria Requirements:	Existing:	Proposed:	Design criteria met? Y/N?	Recommendations to meet Design Criteria:
45		(g) Skylights and solar panels should be installed as unobtrusively as possible.	None	Yes	Yes	
46	2.2.5	Exterior Lighting				
47		(a) Exterior lighting shall be designed to be compatible with the Architectural and landscape design of the project.	None	Agreed	Yes	
48		(b) An appropriate hierarchy of lighting fixture types and intensity shall be considered when designing the lighting for the various elements of a project (i.e., building entrances, site entrances, walkways, parking areas, landscaping, monuments, signage, and other areas of the site).	None	Agreed	Yes	
49		(c) The use of exterior lighting to accent a building's architecture is encouraged.	None	Agreed	Yes	
50		(d) To achieve the desired lighting level for parking and pedestrian areas, the use of shorter, low intensity fixtures is encouraged over the use of tall fixtures that illuminate large areas.	N/A	N/A	Yes	
51	2.2.6	Screening				
52		(a) Screening is a technique used to protect and separate uses and site functions from one another for the purpose of decreasing adverse noise, wind, or visual impacts and to provide privacy.	N/A	N/A	Yes	

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53		(b) The method of screening shall be compatible with adjacent structures in terms of overall design, materials, and color.	None	Agreed	Yes	
54		(c) Where screening is required at the ground level, a combination of elements should be considered including solid masonry walls, wood fences, berms, and landscaping.	None	Agreed	Yes	
55	2.2.7	Refuse, Storage and Equipment Areas				
56		a. Refuse containers, service areas, loading docks, and similar facilities shall be located in areas out of view from the general public.	None	Agreed	Yes	
57		b. Trash bins shall be fully enclosed within a structure that is compatible with the structure it is associated with.	None	Agreed	Yes	
58		c. Trash storage areas that are visible from the upper stories of adjacent structures should, where feasible, have an opaque or semi-opaque horizontal cover or screen to mitigate unsightly views.	None	Agreed	Yes	
59		d. Screening facilities shall be of adequate size for their intended purpose without dominating the site, blocking sight distances, or creating unnecessary barriers.	None	Agreed	Yes	

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#	Design Standard Reference	Design Criteria Requirements:		Existing:	Proposed:	Design criteria met? Y/N?	Recommendations to meet Design Criteria:
60		e.	Utility equipment (e.g., electric and gas meters, electrical panels, backflow prevention devices, junction boxes, and public utility equipment) shall be located in a utility room within the structure, in enclosed utility cabinets, in an appropriately screened area at the rear of the structure, or in the most inconspicuous location available that still provides for efficient access, operation and maintenance.	None	Agreed	Yes	
61		f.	Mechanical equipment (e.g., compressors, air conditioners, pumps, heating and ventilating equipment, generators, satellite dishes, pool equipment, communications equipment) and other mechanical equipment for the building shall be concealed from view of public streets and neighboring properties whenever possible.	None	Agreed	Yes	
62		g.	Mechanical equipment should not be located on the roof of a structure unless the equipment can be hidden by building elements that are an integral part of the building's design.	None	Agreed	Yes	

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#	Design Standard Reference	Design Criteria Requirements:		Existing:	Proposed:	Design criteria met? Y/N?	Recommendations to meet Design Criteria:
63	2.2.8	Fence and Wall Design	The design of fences and walls should harmonize with the site and with the buildings in both scale and materials.	None	6' Tall Redwood Good Neighbor Privacy Fencing	Yes	
64	2.3.1	Architectural Style	<u>Review the Design Standards. Describe how the project meets each requirement.</u>				
65		a.	Desirable character elements. New projects should incorporate as many as possible of the following “character-defining elements” of the historic buildings of Sutter Creek into new designs: See 1-7 in the Design Standards.	None	Wood Siding, Exposed Wood, Stone Facades, Comp Shingles, Multi-pane windows, etc.	Yes	
66		c.	Multi-tenant structures. Multi-tenant structures should emphasize the individuality of units by variations in rooflines and wall planes.	None	N/A - SFR's		
67		d.	Residential compatibility. New buildings along the edge of a commercial district should step down to a height and scale similar to the abutting residential structures.	None	Agreed	Yes	
68	2.3.2	Façade					
69		a.	Façade design. Building façades shall be designed to provide visual interest and relief.	None	Agreed	Yes	
70		b.	Façade elements. Building façade elements (e.g., windows, doors, and eaves) should be in proportion with and relate to one another.	None	Windows, Doors, Rooflines, etc.	Yes	

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71		c.	Wall features. Wall design features should not be overly decorative; however, blank side and end walls should be avoided.	None	Windows, Doors & Window Articulations	Yes	
72		d.	Balconies and porches. Balconies and porches, like other wall features, should be simply designed and are encouraged where appropriate	None	Porches, Porticos	Yes	
73		e.	Awnings and Canopies. Awnings and canopies	None	N/A		
74	2.3.3	Fenestration					
75		a.	Windows. Windows and doors should be of a simple, uncluttered design.	None	Clean Window Designs Carried Throughout	Yes	
76		b.	Decorative windows. Decorative windows should be used in limited quantities.	None	Clean Window Designs Carried Throughout Doors & Windows	Yes	
77		c.	Doors. Doors should be located in a manner that complements the design of the building while serving their intended function.	None	Doors w/complimentary colors & placement	Yes	
78	2.3.4	Roofs and Rooflines					
79		a.	Roof materials should be selected to be	None	?		
80	2.3.5	Equipment Screening					
81		a.	Roof equipment should be used judiciously and should be screened from public view wherever feasible.	None	Agreed	Yes	
82		b.	Roof penetrations (e.g., plumbing and exhaust vents) should be grouped together or otherwise arranged or located to minimize their visual impact.	None	Agreed	Yes	

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#	Design Standard Reference	Design Criteria Requirements:		Existing:	Proposed:	Design criteria met? Y/N?	Recommendations to meet Design Criteria:
83	2.3.6	Parapets					
84		a.	Parapet walls should be treated as an integral part of the structure's design.	None	Agreed	Yes	
85	2.3.7	Entries					
86		a.	Entries should be protected from the elements and should create a focal point for the building.	None	Front Porches	Yes	
87		b.	Wall recesses, roof overhangs, canopies, arches, signs, and similar architectural features should be integral elements of the building's design, calling attention to the importance of the entry.	None	Agreed	Yes	
88	2.3.8	Additions to Existing Structures					
89		a.	Building additions shall follow the same general scale, proportion, massing, and detailing as the original structure and should not be in stark contrast to the original.	None	N/A		
90		b.	The design of a new addition shall incorporate the main characteristics of the existing structure.	None	N/A		
91	2.3.9	Building Materials					
92		a.	Artificial or decorative façade treatments, where one or more unrelated materials appear to be simply applied to the surface of a building rather than an integral part of its design, shall be avoided.	None	Agreed	Yes	
93		b.	The composition of materials should avoid creating the impression of thinness and artificiality.	None	Agreed	Yes	

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#	Design Standard Reference	Design Criteria Requirements:		Existing:	Proposed:	Design criteria met? Y/N?	Recommendations to meet Design Criteria:
94		c.	Natural building materials (e.g., wood, stone, and brick) that blend with the natural surroundings are encouraged.	None	Wood & Stone	Yes	
95	2.3.10	Colors					
96		a.	Colors should be compatible with existing colors of the surrounding area but need not duplicate existing colors.	None	See attached color schemes	Yes	
97		b.	Accent colors should be used carefully.	None	See attached color schemes	Yes	
98		c.	The transition between base and accent colors should relate to changes in building materials or the change of building surface planes.	None	Agreed	Yes	
99		d.	Accent colors on wall surfaces can enliven buildings.	None	Agreed	Yes	
100		e.	Exterior wall colors should harmonize with the site and surrounding buildings.	None	Agreed	Yes	

OTHER COMMENTS: This is a very challenging site with restrictive lots for home design. The intention is to build for sale "workforce" housing at reasonable prices.
