



Design Review Committee Minutes

Monday, 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 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 5:00 PM by Acting Chair John Otto.

Present: John Otto, Sandi Baracco, Sharyn Brown, and Shirla Lopez

Absent: Susan Peters (Committee Member John Otto to preside as Acting Chair for this meeting)

Staff: Contract Planner Erin Ventura and City Manager Tom DuBois

2. Pledge of Allegiance to the Flag

Acting Chair John Otto led The Pledge of Allegiance.

3. Public Forum

Zero (0) public comment was made.

4. Consent Agenda

A. Design Review Committee Minutes of September 8, 2025

Motion made by Committee Member Lopez, second by Committee Member Brown. Motion passed to approve all items on the Consent Agenda. Committee Member Baracco abstained, citing that she was not in attendance for the September 8, 2025 meeting.

AYES: Acting Chair Otto, and Committee Members Brown and Lopez

NOES: None

ABSENT: Chair Peters

ABSTAIN: Committee Member Baracco

MOTION CARRIED 3-0, with one (1) absent and one (1) abstention.

5. **Design Clearance Applications**

- A. 150 Spanish Street - Design Clearance for Exterior Improvements to an Existing Home.

The Committee discussed the application. The applicant was present and discussed her intentions to keep the look exactly “as is.”

Committee Member Brown commented that she preferred powder coated roofs to reflective surfaces.

Motion made by Committee Member Lopez, second by Committee Member Brown. Motion passed to approve the application.

AYES: Acting Chair Otto, and Committee Members Baracco, Brown, and Lopez

NOES: None

ABSENT: Chair Peters

ABSTAIN: None

MOTION CARRIED 4-0, with one (1) absent.

6. **Adjournment**

The meeting was adjourned at 5:12pm