



Item #

**STAFF REPORT**

**TO:** PLANNING COMMISSION  
**MEETING DATE:** NOVEMBER 12, 2024  
**FROM:** ERIN VENTUA, PLANNING CONSULTANT  
**SUBJECT:** SIGN PERMIT APPROVAL  
**16 Eureka Street- Dunham Associates CPAs, Inc.**  
**APN 018-180-027**

**RECOMMENDATION:**

Approve the sign permit application for 16 Eureka Street- Dunham Associates CPAs, Inc., for a double sided sign.

**BACKGROUND:**

The applicant submitted an application for a Sign Permit (Exhibit A) for 16 Eureka Street, Sutter Creek. They are proposing one sign, which is double sided and located on the front of the building.

See Table 1 for proposed sign checklist.

**Table 1. Proposed Sign Checklist**

Site	16 Eureka Street (018-180-027)
Building Plan	N/A
Lot Size	2,261 sq. ft.
Zoning	DTC- Downtown Commercial
General Plan Land Use Designation	DTC- Downtown Commercial
Main Street Historic District	Yes
Historic District	No
Building Frontage in Lineal Feet	30
Sign Preparer	Merzlak Signs
Code Section	15.16 – Signs,
15.16.070 – Signs in Historical District	
A. Frontage length: 80 feet	Proposed: 5.25 sq. ft., Allowed: 6 sq. ft.
Property Owner Approval	Yes

**DISCUSSION:**

The signs as presented meets the Code requirements.

<b>Sign Type</b>	<b>Measurements</b>	<b>Sq. ft.</b>		<b>Total sq. ft.</b>
Blue and white	18"x21" =	2.625 sf	Double sided	5.25 sf
			Total Square Feet	5.25 sf

The proposed sign will serve the Dunham Associates, Inc. which is located within the Downtown Commercial Zoning District.

**ENVIRONMENTAL:**

The project is Class 11 CEQA exempt based on section 15311(a) On-premise signs. No further environmental review is required.

**BUDGET IMPACT:**

None.

\* \* \* \*

**EXHIBIT A  
16 EUREKA STREET SIGN APPLICATION**

RECEIVED  
OCT 23 2024  
RECEIVED: City of Sutter Creek  
FEE PAID: \$100

City of Sutter Creek  
18 Main Street  
Sutter Creek, CA 95685  
209-267-5647  
www.cityofsuttercreek.org

**Submission Requirements**  
1- Application\*  
2- Sketch or Image of Sign(s)\*  
3- Fees (Refer to current fee schedule. All Fees must be paid at City Hall)  
\*All documentaion must be submitted via the application portal on the City website

**SIGN PERMIT APPLICATION**

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**Project Applicant:** Dunham Associates CPAs, Inc.  
Project Address: 16 Eureka St. Sutter Creek, CA 95685  
Phone: (408) 260-9600 Email: Rick@DunhamCPAs.com  
APN: 018-180-027-00V

Is this located in the Historic District? Yes  No   
*If yes, please see checklist for Design Review.*  
Is this located in the Historic Corridor? Yes  No   
Commercial  Industrial

**Property Owner:**  
Name: Sue and Rodney Hobbs Phone: 209-418-5748  
Mailing Address: 837 Vogen Toll Rd. Jackson Email: SUEM.HOBBS@GMAIL.COM  
City: Jackson State: CA Zip: 95642

Is this person the project contact? If not, please specify who the contact person is.  
Name: Rick D. Dunham  
Mailing Address: 1884 The Alameda San Jose, CA 95126  
Phone: (408) 260-3040 Email: Rick@DunhamCPAs.com

SIGNS TO BE PREPARED BY: Merzlak Signs  
BUILDING FRONTAGE @ PRIMARY ENTRANCE: 30' in LINEAL FEET

EXISTING SIGNS: TO BE UTILIZED FOR THIS BUSINESS: (INCLUDE NUMBER OF SIDES AND DIMENSIONS FOR EACH SIGN)  
1 sign 2 sides

PROPOSED SIGNS: FOR EACH PROPOSED SIGN ATTACH A SKETCH/PHOTO SHOWING THE FOLLOWING:  
(CHECK EACH BOX UPON COMPLETION)

Sign design: attached. (Attached lettering and graphics, drawn to scale)  
 Type of Materials to be used: aluminum composite overlay (briefly describe)  
 Total signage requested: 2.625 Sq.Ft.  Method of attachment: bolt.  
 Total allowable signage: 6.00 Sq.Ft. (Per Sign Ordinance)  Total number of sides: 2  
 Location of sign(s): see address  Colors: Blue / White / Black. (Including letters, graphics, & background)

I hereby certify that I am the Owner of the business applying for this Sign Permit (or the Owner's authorized representative) and agree to abide by the requirements of the Sutter Creek Sign Ordinance as codified in Chapter 15.16 of the Sutter Creek Municipal Code.

APPLICANT'S SIGNATURE: [Signature] DATE: 7-19-2024  
PROPERTY OWNER SIGNATURE: [Signature] DATE: 7-27-2024

PLANNING COMMISSION ACTION:  
APPROVED:  DENIED:  MEETING DATE: