



Planning Commission Meeting Minutes

Monday, January 13, 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 Was available via Zoom and in person.

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

PRESENT: Andrea Macon, Thomas Baggett, Lucy Mulvey, Mike Kirkley, Lisa Ryan

STAFF: Erin Ventura, Tom DuBois

2. Pledge of Allegiance to the Flag

Led by Chair Kirkley

3. Public Forum

4. Consent Agenda

A. Planning Commission Minutes of Dec 9, 2024

Recommendation: Approval of Minutes

Motion Baggett, Second Mukvey

Passed 5 - 0

5. Public Hearings

A. Planning Commission City Council Joint Session Planning

Discussion item to create Planning Commission Update for Council

City Manager DuBois thanked Susan Peters for her letter. Clarified that the planning session was to focus on process discussion, not any specific projects. Discussion was about city priorities and the planning commission's role as an advisory body to City Council. A joint session is planned for March 3.

Commission Kirkley discussed a general plan update through a grant and felt there was a need to clean up zoning maps. He mentioned favoring infill and not annexation.

Commissioner Macon felt signs could be approved by staff but STR should return to the planning commission. Saw a need for smaller houses, community resources, shared gardens, and encouraging more of a mix of housing types.

Commissioner Mulvey wanted clear information on potential contamination and for environmental reports to be provided.

Commission Ryan would like packet information when notices are sent to neighbors. Staff releases packets 7 days before meetings but notices go out 10 days ahead of time. One option would be for commissioners to also get notices. Also felt we should determine if STRs approved before were still active.

Commissioner Baggett wanted to be careful not to influence planning commission decisions through pre screenings. Agreed that STR should come to the planning commission.

PUBLIC Comment

Susan Peters - doesn't recommend pre screenings in general. Public hearing de novo. Jackson uses a Priority allocation process which allows for some screening. Projects are submitted in the first part of the year, get scored by planning commission, There is policy work required with the Housing element, a lot of implementation measures that could be reviewed by planning commission , and some new policies needed.

6. Adjournment 6:43PM