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## STAFF REPORT

**TO: PLANNING COMMISSION**  
**MEETING DATE: MARCH 10, 2025**  
**FROM: ERIN VENTUA, PLANNING CONSULTANT**  
**SUBJECT: SIGN PERMIT APPROVAL**  
**32 MAIN STREET- RE/MAX FOOTHILL PROPERTIES**  
**APN 018-180-002**

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### RECOMMENDATION:

Approve a sign permit application for 32 Main Street, RE/Max Foothill Properties, for a double sided (each side 2'x 2' = 4 sq. ft.) 8 sq. ft. sign and a 16 sq. ft wall mounted sign for a total square footage of 20 sf.

### BACKGROUND:

Josh McEwen, from RE/Max Foothill Properties, submitted an application for a Sign Permit (Exhibit A) for 32 Main Street, Sutter Creek.

See Table 1 for proposed sign checklist.

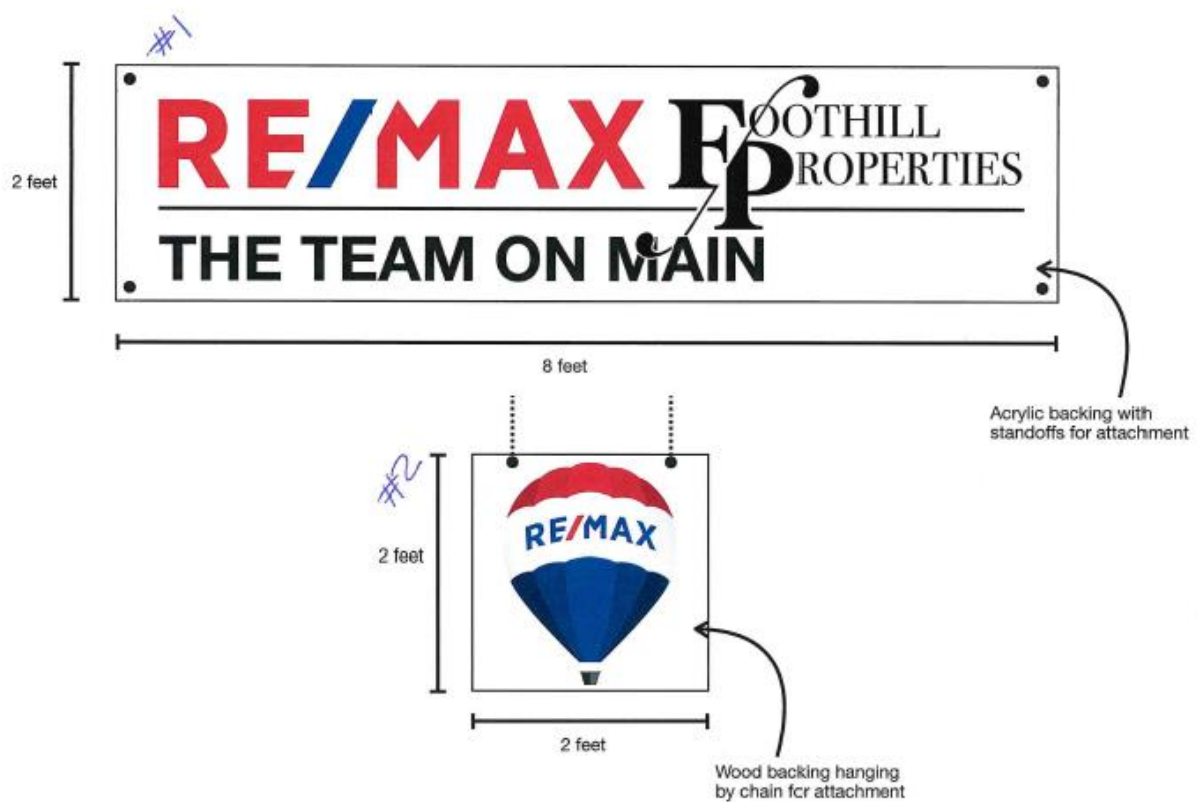
**Table 1. Proposed Sign Checklist**

Site	32 Main Street (018-180-002)
Building Plan	N/A
Lot Size	.09 acres / 4,206 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	24
Sign Preparer	Merzlak
Code Section	15.16 – Signs,
15.16.070 – Signs in Historical District	
A. Frontage length: 24 feet	Proposed: 24 sq. ft., Allowed: 25 sq. ft.
Property Owner Approval	Yes

**DISCUSSION:**

The sign as presented meets the Code requirements.

Table 2 Sign Specifications				
Sign Type	Measurements	Sq. ft.		Total sq. ft.
Red, White, and blue wood and acrylic	2'x 2' =	8 sf	Double sided	8 sf
	2'x 8' =	16 sf	Single sided	16sf
			Total Square Feet	24 sf



The proposed sign will serve the RE/Max Foothill Properties, a business located on Main Street within the Downtown Commercial Zoning District. The double sided sign will hang from the underside of an existing second story deck.



**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.

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**EXHIBIT A**  
**32 MAIN STREET SIGN APPLICATION**

<b>City of Sutter Creek</b> 18 Main Street Sutter Creek, CA 95685 209-267-5647 www.cityofsuttercreek.org		RECEIVED: <u>2/10/25</u> FEE PAID: <u>1100</u> <u>CC 091</u> <u>2/10/25</u>
<b>Submission Requirements</b>		
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		
<b>SIGN PERMIT APPLICATION</b>		
Page 1 of 9		
<b>Project Applicant:</b> <u>JOSH MCEWEN - RE/MAX FOOTHILL PROPERTIES</u>		
Project Address: <u>32 MAIN ST, SUTTER CREEK, CA 95685</u>		
Phone: <u>(209) 660-0078</u>	Email: <u>REALTOR@JOSHMCWEN.COM</u>	
APN: <u>018-180-002-000</u>	<div style="border: 1px solid black; padding: 2px;">Is this located in the Historic District? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <small>If yes, please see checklist for Design Review.</small></div>	
		<div style="border: 1px solid black; padding: 2px;">Is this located in the Historic Corridor? Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Industrial <input type="checkbox"/></div>
<b>Property Owner:</b>		
Name: <u>DEIDRE MEATH</u>	Phone: <u>(209) 304-0948</u>	
Mailing Address: <u>PO BOX 9915</u>	Email: <u>DMEATH9@HOTMAIL.COM</u>	
City: <u>SUTTER CREEK</u>	State: <u>CA</u>	Zip: <u>95685</u>
Is this person the project contact? If not, please specify who the contact person is.		
Name: <u>JOSH MCEWEN</u>		
Mailing Address: <u>32 MAIN ST, SUTTER CREEK, CA 95685</u>		
Phone: <u>(209) 660-0078</u>	Email: <u>REALTOR@JOSHMCWEN.COM</u>	
<b>SIGNS TO BE PREPARED BY:</b> <u>MERZLUK</u>		
<b>BUILDING FRONTAGE @ PRIMARY ENTRANCE:</b> <u>110 FEET</u> in LINEAL FEET		
<b>EXISTING SIGNS:</b> TO BE UTILIZED FOR THIS BUSINESS: (INCLUDE NUMBER OF SIDES AND DIMENSIONS FOR EACH SIGN) <u>N/A</u>		
<b>PROPOSED SIGNS:</b> FOR EACH PROPOSED SIGN ATTACH A SKETCH/PHOTO SHOWING THE FOLLOWING: (CHECK EACH BOX UPON COMPLETION)		
<input checked="" type="checkbox"/> Sign design: <u>ATTACHED GRAPHICS</u> (Attached lettering and graphics, drawn to scale)	<input checked="" type="checkbox"/> Type of Materials to be used: <u>WOOD/ACRYLIC</u> (briefly describe)	
<input checked="" type="checkbox"/> Total signage requested: <u>20</u> Sq.Ft.	<input checked="" type="checkbox"/> Method of attachment: <u>STAND-OFFS / CHAIN</u>	
<input type="checkbox"/> Total allowable signage: _____ Sq.Ft. (Per Sign Ordinance)	<input checked="" type="checkbox"/> Total number of sides: <u>3</u>	
<input checked="" type="checkbox"/> Location of sign(s): <u>ON BUILDING AND HANGING ABOVE WALKWAY</u>	<input checked="" type="checkbox"/> Colors: <u>RED, WHITE, BLUE</u> (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 <u>Deidre Meath</u>		DATE <u>1/30/25</u>
PROPERTY OWNER SIGNATURE		DATE <u>02/07/25</u>
<b>PLANNING COMMISSION ACTION:</b>		
APPROVED: <input type="checkbox"/>	DENIED: <input type="checkbox"/>	MEETING DATE:

