



Planning Commission Meeting Minutes

**Monday, February 09, 2026 at 6:00 PM
33 Church Street, Sutter Creek, CA 95685**

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

The meeting was called to order at 6:00 PM.

PRESENT: Vice Chair Thomas Baggett, and Commissioners Lucy Mulvey and Meredith Hansen

ABSENT: Chair Michael Kirkley and Commissioner Robert Trudgen

STAFF: Contract City Planner Erin Ventura and City Clerk Pam Caronongan

A. Chair and Vice Chair Elections

Recommendation: Conduct annual nomination and election process for Planning Commission Chair and Vice-Chair.

This agenda item will be continued to the next regular meeting of the Commission when all Commissioners are present.

2. Pledge of Allegiance to the Flag

Vice Chair Baggett led the Pledge of Allegiance.

3. Public Forum

Zero (0) public comment was received.

4. Consent Agenda

A. Planning Commission Minutes of January 12, 2026

Recommendation: Approval of Minutes

B. 46 Main Street Sign Permit- Taylered Marketing

Recommendation: Approve Sign Permit Application.

C. Sign- MACT 321 Highway 49

Recommendation: Approve Sign Permit Application for MACT.

Motion made by Commissioner Mulvey, seconded by Commissioner Hansen. **Motion passed 3-0 to approve all Consent Agenda items.**

AYES: Vice Chair Baggett, and Commissioners Mulvey and Hansen

NOES: None

ABSENT: Chair Kirkley and Commissioner Trudgen

5. Public Hearings

- A. Site Plan- 551 Highway 49 (Italian Benevolent Society (Justin Velasquez): 2,062 square foot metal patio cover.

Staff recommends the following:

1. Conduct a public hearing and receive public input, and
2. Find that the project is Categorical Exempt under 15303 (New Construction or Conversion of Small Structures) CEQA Guidelines; and
3. Adopt Resolution 25-26-** approving a Site Plan Permit for Italian Benevolent Society to construct a 2,062 square foot metal patio cover, based on the proposed Findings and subject to the proposed Conditions of Approval for APN 044-020-086.

Contract City Planner Ventura provided the report before the Commission, and responded to inquiries and requests for clarification from the Commission.

Motion made by Commissioner Mulvey, seconded by Commissioner Hansen. **Motion passed 3-0 to adopt the Resolution approving the Site Plan Permit for the Italian Benevolent Society as presented by staff.**

AYES: Vice Chair Baggett, and Commissioners Mulvey and Hansen

NOES: None

ABSENT: Chair Kirkley and Commissioner Trudgen

6. Adjournment

Vice Chair Baggett adjourned the meeting at 6:13 PM.