

**TO:** CITY OF SUTTER CREEK PLANNING COMMISSION  
**MEETING DATE:** MAY 12, 2025  
**FROM:** ERIN VENTURA, PLANNING CONSULTANT  
**SUBJECT:** SITE PLAN PERMIT, 250 Hanford Street (APN 018-052-004)

**RECOMMENDATION:**

1. Conduct a public hearing and receive public input, and
2. Find that the project is Categorical Exempt under 15301 (Existing) CEQA Guidelines; and
3. Adopt Resolution 24-25-\*\* approving a Site Plan Permit for Sutter Creek Baptist Church to construct a 192 sf shed, based on the proposed Findings and subject to the proposed Conditions of Approval for APN 018-052-004.

**BACKGROUND:**

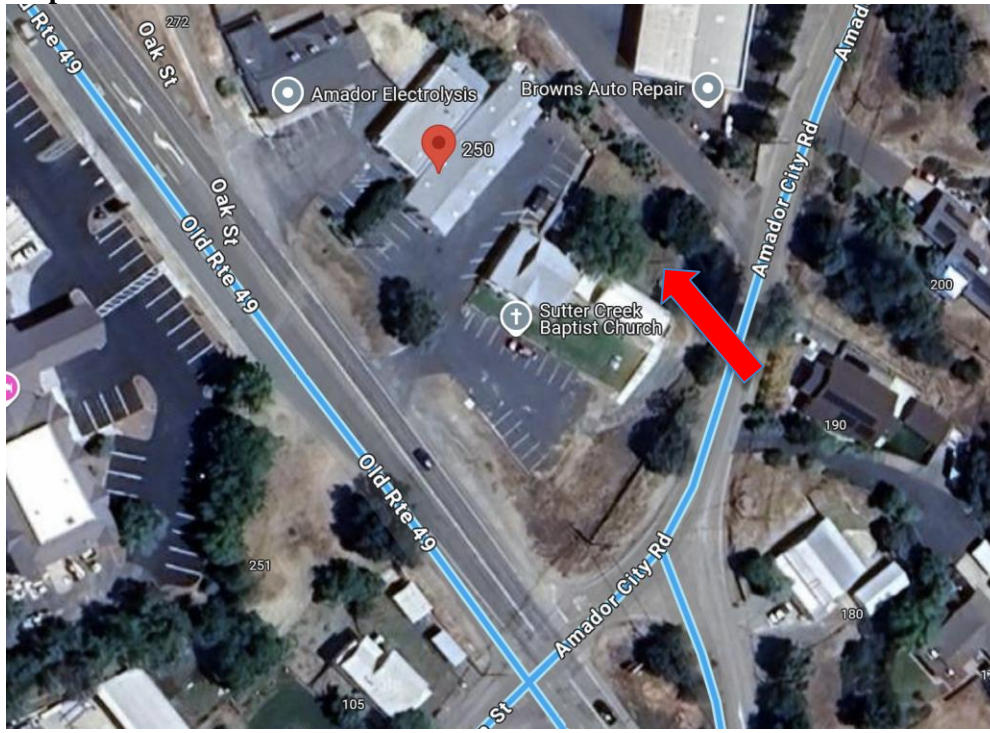
The applicant has submitted a Site Plan Permit application to construct a 16' by 12' shed, behind the existing hall on the property, located at 250 Hanford Street in Sutter Creek (Sutter Creek Baptist Church). The proposed shed is 192 sf.

The reason the applicant is required to obtain approval from the Planning Commission is because the property is located within the C-2 zoning district and they are constructing a building.

**Table 1. Relevant Summary of Proposed Site**

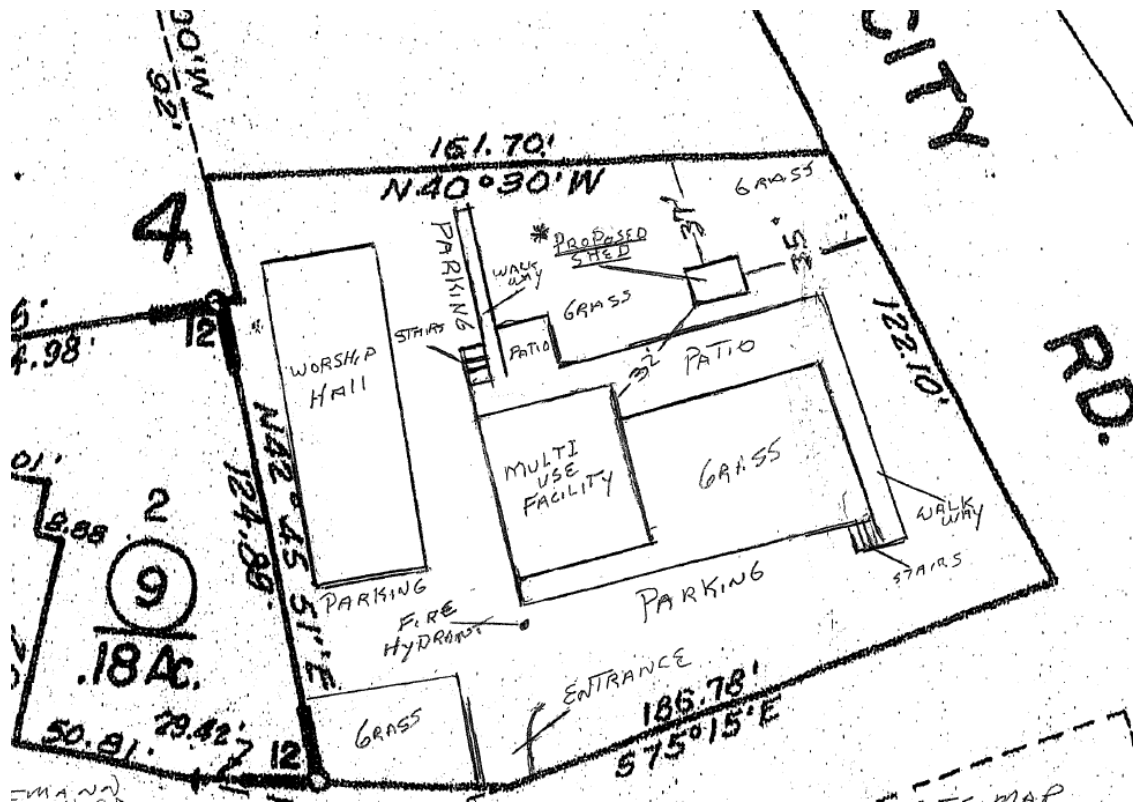
Description	Proposed	Meets Requirements?
Site	250 Hanford Street	-
Building Plan	16' x 12' (192 sf)	Yes
Lot Size	30,969 SF	Yes
Zoning	C-2	Yes
General Plan Land Use Description	Commercial	Yes
Is this in the Main Street Historic District?	No	-
Historic District?	Yes	-
Parking	No impact to parking	-
Access	Existing	Yes
Fencing	None proposed	-
Trees and Landscaping per 13.24.120	none	-

### Map 1. Aerial Photo



### DISCUSSION:

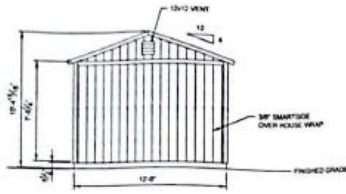
The proposed shed will be located behind an existing building in the rear of the property. They are not proposing any electrical or plumbing.



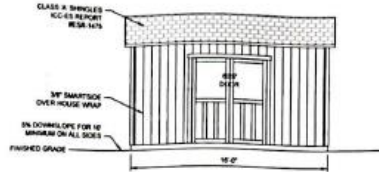
The application was reviewed and approved by the Design Review Committee.

ACCESSORY BUILDING  
12' X 16' = 192 SQ FT

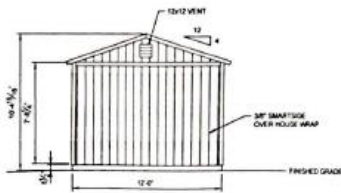
DRAWING INDEX  
S1 - PROJECT NOTES ELEVATIONS  
S2 - PLANS SHEAR WALL SCHEDULE  
S3 - SECTIONS DETAILS



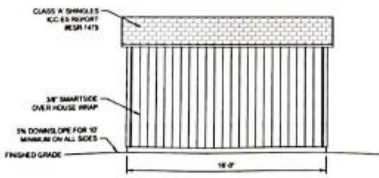
WALL A ELEVATION



WALL B ELEVATION



WALL C ELEVATION



WALL D ELEVATION

**General Plan:** The use of the site is not changing and is consistent with the General Plan Land Use of Commercial.

**Zoning:** The site is zoned C-2 and the existing use is permitted. The proposed use is consistent with the uses of neighboring properties.

**Parking:** Not applicable.

**Access:** Access is not changing or being impacted.

**Landscaping:** At this time the applicant is not changing the existing landscaping.

**California Environmental Quality Act (CEQA) Guidelines:** This application qualifies for a Categorical Exemption under 15301 (Existing Facilities).

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Staff recommends approval of the Site Plan application as presented, with the following Findings and Conditions of Approval:

**FINDINGS:**

1. The proposed use of the property is essential or desirable to the public convenience or welfare.

2. The proposed use is in compliance with the Sutter Creek General Plan goals, policies, and Commercial C-2 designation.
3. The proposed use will not impair the integrity and character of the zoning district because the use is consistent with activities within the C-2 Zone and the existing adjacent uses.
4. The proposed use would not be detrimental to public health, safety or general welfare because appropriate conditions of approval have been attached to the project.
5. The proposed use of the property implements the Sutter Creek General Plan and the purposes of the Planning Title.

**CONDITIONS OF APPROVAL:**

1. Obtain a building permit prior to starting construction.