



## **Planning Commission Meeting Minutes**

**Monday, September 08, 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](http://www.cityofsuttercreek.org)**

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**The City of Sutter Creek Planning Commission meeting is available on YouTube at:**

<https://www.youtube.com/live/4nWhVc0jz-w>

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

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

**Present:** Chair Mike Kirkley, Commissioner Baggett, Commissioner Damiani, Commissioner Mulvey (arrived at 6:04 PM)

**Absent:** Commissioner Robert Trudgen

**Staff:** Erin Ventura – Contract Planner, Aaron Wolcott – City Clerk, Tom DuBois – City Manager

### **2. Pledge of Allegiance to the Flag**

The pledge of allegiance was led by Chair Mike Kirkley.

### **3. Public Forum**

There were no members of the public who chose to speak on items not appearing on the agenda.

### **4. Consent Agenda - Mulvey arrived at 6:04**

A. Planning Commission Minutes of July 14, 2025

**Motion to approve the Consent Agenda, by Baggett, seconded by Damiani.**

**AYES:** Baggett, Mulvey, Damiani

**NOES:**

**ABSENT:** Trudgen

**ABSTAIN:** Kirley

**MOTION CARRIED 3-0**

## 5. Public Hearings

### A. A. CONDITIONAL USE PERMIT FOR A SHORT-TERM RENTAL: 23 Main Street APN 018-232-011

Contract Planner, Erin Ventura, presented the application for a three-bedroom short-term rental (STR) in an R-1 single-family residential zone within the Main Street Historic District. Due to previous instructions from City Council regarding the need to be informed when a 20-unit threshold was reached, Ventura explained that Council had instructed staff to continue processing STR applications, while beginning to research longer-term solutions for the city. Staff recommended approval of the application.

During public comments, several adjacent neighbors, Quinton Taylor and Dr. Lisa Ronback, spoke in opposition to the application. Their concerns included the erosion of neighborhood character, loss of community cohesion on the historic street, reduced availability of long-term housing, potential for noise disturbances, and public safety issues. Other residents, Byron Damiani and Cort Strandberg, raised similar concerns.

Desiree Lundgren, representing the property owner, spoke in favor. She stated the intent is to keep the historic home in the family and is planning to use the income for upkeep. She also stated that she intends to host families with a minimum stay requirement to avoid nuisance guests.

Commissioner Laura Damiani expressed concern that a commercial-type use was inconsistent with the historic, residential character of Main Street. The commissioners discussed how the increasing number of STRs affects the community and Commissioner Kirkley pointed to the need for a formal city ordinance regarding STRs.

Commissioner Mulvey stated that she did not think the proposed use met the required findings for approval.

**Motion to deny the Conditional Use Permit application as it does not meet Finding #1 (The proposed use of the property is essential or desirable to the public convenience or welfare because it will provide an important tourist-related service to the community.) by Baggett, second by Damiani.**

**AYES:** Baggett, Mulvey, Damiani, Kirkley

**NOES:**

**ABSENT:** Trudgen

**MOTION CARRIED 4-0**

### B. *CONDITIONAL USE PERMIT FOR A SHORT-TERM RENTAL: 30 Bryson Drive APN 018-332-025*

Contract Planner, Erin Ventura, presented the application for a three-bedroom short-term rental (STR) in an R-3 multi-family zone.

During public comments, Robert, a resident in the neighboring Sutter Terraces community spoke in opposition, citing concerns about insufficient parking, increased traffic, and the potential for disruptive guests in a quiet neighborhood with many elderly residents. There was also a letter of opposition received by the commission.

Commissioner Damiani pointed out that the application was incomplete and contained errors. City Manager Tom DuBois advised the commission to consider property rights and apply standards consistently, noting that 50% of homes in the city are not primary residences. The commission again discussed the need for a formal ordinance to provide clear guidance.

**Motion to deny the Conditional Use Permit application as it does not meet Finding #1 (The proposed use of the property is essential or desirable to the public convenience or welfare because it will provide an important tourist-related service to the community.) by Mulvey, second by Baggett.**

**AYES:** Baggett, Mulvey, Damiani, Kirkley

**NOES:**

**ABSENT:** Trudgen

**MOTION CARRIED 4-0**

## **6. Adjournment**

The meeting was adjourned at 7:03PM