



STAFF REPORT

TO: PLANNING COMMISSION
MEETING DATE: JUNE 10, 2024
FROM: ERIN VENTUA, PLANNIGN CONSULTANT
SUBJECT: SIGN PERMIT APPROVAL
11 Randolph Street- Foothill Conservancy
APN 018-132-160

RECOMMENDATION:

Approve the sign permit application for 11 Randolph Street (Foothill Conservancy), for two signs,

BACKGROUND:

The Foothill Conservancy submitted an application for a Sign Permit (Exhibit A) for 11 Randolph Steet, Sutter Creek. They are proposing two signs, one located on the door and one hanging from existing chains from the building’s overhang roof.

See Table 1 for proposed sign checklist.

Table 1. Proposed Sign Checklist

Site	11 Randolph Street (018-132-160)
Building Plan	N/A
Lot Size	2,261 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	80
Sign Preparer	Merzlak Signs
Code Section	15.16 – Signs,
15.16.070 – Signs in Historical District	
A. Frontage length: 80 feet	Proposed: 20.9 sq. ft., Allowed: 25 sq. ft.
Property Owner Approval	Yes

DISCUSSION:

The signs as presented meets the Code requirements.

Sign Type	Measurements	Sq. ft.		Total sq. ft.
Wood with Green, black and white Hanging from building's overhang roof from existing chains.	4'x 2.5' =	10 sf	Double sided	20 sf
Door Sign	16" x 9"	.94 sf	Single sides	.94
			Total Square Feet	20.94 sf

The proposed sign will serve the Foothill Conservancy which is located within the Downtown Commercial Zoning District.

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
11 RANDOLPH STREET SIGN APPLICATION**

City of Sutter Creek
18 Main Street
Sutter Creek, CA 95685
209-267-5647
www.cityofsuttercreek.org

RECEIVED: 5.2.2024
FEE PAID: \$100

Submission Requirements

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

SIGN PERMIT APPLICATION

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Project Applicant: Foothill Conservancy

Project Address: 11 Randolph Street

Phone: 209-223-3508 Email: _____

APN: 018-132-160

Is this located in the Historic District? Yes No
If yes, please see checklist for Design Review.

Is this located in the Historic Corridor? Yes No
Commercial Industrial

Property Owner:

Name: City of Sutter Creek Phone: _____
Mailing Address: 11 Main Street Email: _____
City: Sutter Creek State: CA Zip: 95685

Is this person the project contact? If not, please specify who the contact person is.
Name: Craig Baracco
Mailing Address: 11 Randolph Street
Phone: 805-305-0419 Email: Craig@Foothillconservancy.org

SIGNS TO BE PREPARED BY: Existing / Merzlak Signs, Jackson

BUILDING FRONTAGE @ PRIMARY ENTRANCE: 80 in LINEAL FEET

EXISTING SIGNS: TO BE UTILIZED FOR THIS BUSINESS: *(INCLUDE NUMBER OF SIDES AND DIMENSIONS FOR EACH SIGN)*

PROPOSED SIGNS: FOR EACH PROPOSED SIGN ATTACH A SKETCH/PHOTO SHOWING THE FOLLOWING:
(CHECK EACH BOX UPON COMPLETION)

Sign design: _____
(Attached lettering and graphics, drawn to scale)

Type of Materials to be used _____
(briefly describe)

Total signage requested: _____ Sq.Ft.

Method of attachment: _____

Total allowable signage: _____ Sq.Ft.
(Per Sign Ordinance)

Total number of sides: _____

Location of sign(s): _____

Colors: _____
(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.

Craig Baracco 5/2/24
APPLICANT'S SIGNATURE DATE

[Signature] 5/5/24
PROPERTY OWNER SIGNATURE DATE

PLANNING COMMISSION ACTION:

APPROVED: DENIED: MEETING DATE: _____