PLANNING COMMISSION
MONDAY, JANUARY 9, 2017
COMMUNITY BUILDING
33 CHURCH STREET
Sutter Creek, California
7:00 P.M.
AGENDA

1. Call to order at 7:00 p.m.

2. The Pledge of Allegiance.

3. PUBLIC MATTERS NOT ON THE AGENDA
Any person may address the Planning Commission regarding matters not on the agenda and within the purview of the Commission.

4. PLANNING COMMISSION MATTERS – Discussion/Action
   A. WELCOME NEWLY APPOINTED PLANNING COMMISSIONER. Alan Ross will serve as City Council Member Josie Cadieux-Faillers’ representative for the term expiring in 2020.
   B. ELECTION OF OFFICERS. Annual Nomination and Election of Planning Commission Chairman and Vice Chairman for 2017.

5. INFORMATION/CORRESPONDENCE – For Information Only.

6. ADMINISTRATIVE MATTERS – Discussion/Action
   A. Planning Commission Meeting Minutes of December 12, 2016.

7. PUBLIC HEARINGS – 7:00 P.M. OR AS SOON THEREAFTER AS THE MATTERS MAY BE HEARD. Discussion/Action.
   A. HOME OCCUPATION PERMIT – MELENE SMITH - Discussion/Action
      17 Main Street – Melene Smith – APN 018-203-002
      Melene Smith has submitted an application for approval of a Home Occupation permit to conduct a home office for real estate services. Zoning & General Plan Designations = Residential (R1) (RSF). The Commission will review the findings, conditions of approval, and CEQA compliance and provide direction to staff.
   B. HOME OCCUPATION PERMIT – THOMAS REID - Discussion/Action
      41 Anna Avenue – Thomas Reid – APN 018-171-010
      Thomas Reid has submitted an application for approval of a Home Occupation permit to conduct a home office for technology consulting services. Zoning & General Plan Designations = Residential (R1) (RSF). The Commission will review the findings, conditions of approval, and CEQA compliance and provide direction to staff.
   C. VESTING TENTATIVE PARCEL MAP #2861 and a VARIANCE (reduced lot size) for Hazel Joyce, by Cramer Hills, LLC. Adam Allen, Lot 52, Sutter Creek, CA 95685 (APN 018-010-042).
      This matter is being continued to the next meeting of the Planning Commission on Monday, January 23, 2017.

8. REPORTS
   A. Planning Commissioner Reports – Discussion Item Only
   B. Design Review Committee Update – Discussion Item Only
   C. Planning Department Reports – Discussion Items Only

ADJOURNMENT

The next meeting of the Planning Commission will be held on Monday, January 23, 2017

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact City Hall staff at (209) 267-5647 or (209) 267-1655(fax).
Requests must be made as early as possible and at least two-full working days before the start of the meeting.
Any writing that is distributed to a majority of the Commission by any person in connection with an agenda item is a disclosable public record (subject to any exemption under the Public Records Act) and is available for inspection at City Hall, 18 Main Street, Sutter Creek, CA 95685 during regular business hours.
Any public documents distributed to the Commission less than 72 hours prior to a meeting will be posted at City Hall.
<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 01, 2017</td>
<td>Wednesday</td>
<td>1:00 PM - 2:00 PM</td>
<td>Design Review Committee -- Auditorium</td>
</tr>
<tr>
<td>February 03, 2017</td>
<td>Friday</td>
<td>All Day</td>
<td>Planning Commission Completed Agenda Posting &amp; Distribution</td>
</tr>
<tr>
<td>February 13, 2017</td>
<td>Monday</td>
<td>7:00 PM - 10:00 PM</td>
<td>Planning Commission Regular Meeting</td>
</tr>
<tr>
<td>February 15, 2017</td>
<td>Wednesday</td>
<td>1:00 PM - 2:00 PM</td>
<td>Design Review Committee -- Auditorium</td>
</tr>
<tr>
<td>February 16, 2017</td>
<td>Thursday</td>
<td>All Day</td>
<td>Applicant submittal of final documents - Staff determination of completeness and prep for Architectural Review</td>
</tr>
<tr>
<td>February 17, 2017</td>
<td>Friday</td>
<td>All Day</td>
<td>Planning Dept. completion of Staff Report for Public Hearing Matters</td>
</tr>
<tr>
<td>February 23, 2017</td>
<td>Thursday</td>
<td>All Day</td>
<td>APPLICATION DEEMED COMPLETE - ALL REQUIREMENTS HAVE BEEN MET - Continue to Architectural Review</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>COMPLETED Sign Permit Applications Due</td>
</tr>
<tr>
<td>February 27, 2017</td>
<td>Monday</td>
<td>All Day</td>
<td>Public Hearing 500' Adjacent Property Owner Notification</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Public Hearing Notification to ALD</td>
</tr>
<tr>
<td>Date</td>
<td>Time</td>
<td>Event Description</td>
<td></td>
</tr>
<tr>
<td>---------------</td>
<td>-----------------</td>
<td>------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>March 01, 2017</td>
<td>1:00 PM - 2:00 PM</td>
<td>Design Review Committee -- Auditorium</td>
<td></td>
</tr>
<tr>
<td>March 03, 2017</td>
<td>All Day</td>
<td>Planning Commission Completed Agenda Posting &amp; Distribution</td>
<td></td>
</tr>
<tr>
<td>March 13, 2017</td>
<td>7:00 PM - 10:00 PM</td>
<td>Planning Commission Regular Meeting</td>
<td></td>
</tr>
<tr>
<td>March 15, 2017</td>
<td>1:00 PM - 2:00 PM</td>
<td>Design Review Committee -- Auditorium</td>
<td></td>
</tr>
<tr>
<td>March 16, 2017</td>
<td>All Day</td>
<td>Applicant submittal of final documents - Staff determination of completeness and prep for Architectural Review</td>
<td></td>
</tr>
<tr>
<td>March 17, 2017</td>
<td>All Day</td>
<td>Planning Dept. completion of Staff Report for Public Hearing Matters</td>
<td></td>
</tr>
<tr>
<td>March 27, 2017</td>
<td>All Day</td>
<td>Public Hearing 500' Adjacent Property Owner Notification</td>
<td></td>
</tr>
<tr>
<td>March 30, 2017</td>
<td>All Day</td>
<td>APPLICATION DEEMED COMPLETE - ALL REQUIREMENTS HAVE BEEN MET - Continue to Architectural Review</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>COMPLETED Sign Permit Applications Due</td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td>Time</td>
<td>Event</td>
<td></td>
</tr>
<tr>
<td>-------------</td>
<td>------------</td>
<td>----------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>April 05, 2017</td>
<td>1:00 PM - 2:00 PM</td>
<td>Design Review Committee -- Auditorium</td>
<td></td>
</tr>
<tr>
<td>April 07, 2017</td>
<td>All Day</td>
<td>Planning Commission Completed Agenda Posting &amp; Distribution</td>
<td></td>
</tr>
<tr>
<td>April 10, 2017</td>
<td>7:00 PM - 10:00 PM</td>
<td>Planning Commission Regular Meeting</td>
<td></td>
</tr>
<tr>
<td>April 19, 2017</td>
<td>1:00 PM - 2:00 PM</td>
<td>Design Review Committee -- Auditorium</td>
<td></td>
</tr>
<tr>
<td>April 20, 2017</td>
<td>All Day</td>
<td>Applicant submittal of final documents - Staff determination of completeness and prep for Architecutural Review</td>
<td></td>
</tr>
<tr>
<td>April 21, 2017</td>
<td>All Day</td>
<td>Planning Dept. completion of Staff Report for Public Hearing Matters</td>
<td></td>
</tr>
<tr>
<td>April 24, 2017</td>
<td>All Day</td>
<td>Public Hearing 500’ Adjacent Property Owner Notification</td>
<td></td>
</tr>
<tr>
<td>April 27, 2017</td>
<td>All Day</td>
<td>APPLICATION DEEMED COMPLETE - ALL REQUIREMENTS HAVE BEEN MET - Continue to Architectural Review</td>
<td></td>
</tr>
<tr>
<td></td>
<td>All Day</td>
<td>COMPLETED Sign Permit Applications Due</td>
<td></td>
</tr>
</tbody>
</table>
1. Call to order. Chairman Cunha called the meeting to order at 7:00 p.m.

MEMBERS PRESENT:
Frank Cunha, Chairman
Ed Arata, Vice Chairman
Michael Kirkley
Mark Koenig
Dennis Larson
Mary Beth Van Voorhis, Administrative Analyst

2. The Pledge of Allegiance. Chairman Cunha led the Pledge of Allegiance.

3. PUBLIC MATTERS NOT ON THE AGENDA. None.

4. INFORMATION/CORRESPONDENCE – Accepted.

5. ADMINISTRATIVE MATTERS
   A. Planning Commission Meeting Minutes:
      i. March 14, 2016
         M/S Koenig/Larson to approve as presented. Motion carried 4-0-1 with the following vote:
         AYES: Cunha, Arata, Koenig, Larson.
         NOES: None.
         ABSENT: None.
         ABSTAIN: Kirkley.
      ii. September 12, 2016
          M/S Koenig/Larson to approve as presented. Motion carried 4-0-1 with the following vote:
          AYES: Cunha, Kirkley, Koenig, Larson.
          NOES: None.
          ABSENT: None.
          ABSTAIN: Arata.
   B. Sign Permits:
      i. Buffalo Chips at 76 Main Street (APN 018-270-010-501). Zoning = DTC. Request by Ashley Putz for approval of one (1) 4’ x 2’ double sided (16 sq.ft.) hanging sign.
      ii. Finishing Touches Boutique at 30 Main Street (APN 018-180-003). Zoning = Downtown Commercial. Request by Cindy Brady for approval of one 26” x 42” double sided hanging sign, and one window decal totaling 18.66 sq.ft.
      iii. Tigby Hill Vintage at 65 Main Street (APN 018-154-002). Zoning = Downtown Commercial. Request by Peter Torres & Mary Panzariro for approval of one 22” x 50” double sided wooden hanging sign totaling 15.277 sq.ft.
M/S Arata/Larson to approve as presented. Motion carried 5-0 with the following vote:

NOES: None.
ABSENT: None.
ABSTAIN: None.

6. PUBLIC HEARING
A. HOME OCCUPATION PERMIT – JULIE M.C. WATSON
   370 GOLD STRIKE COURT – APN 018-331-024
Julie Watson has submitted an application for approval of a Home Occupation permit to conduct an internet pest report writing business. Zoning & General Plan Designations = Residential (R1) (RSF). The Commission will review the findings, conditions of approval, and CEQA compliance and provide direction to staff.

The public hearing opened and closed at 7:05 p.m. with no public comment.

M/S Larson/Koenig to approve as presented. Motion carried 5-0 with the following vote:

NOES: None.
ABSENT: None.
ABSTAIN: None.

7. REPORTS
A. Planning Commissioner Reports
Commissioner Kirkley asked for review of staff approval of Sign Permits and Home Occupation Permit on the next available meeting agenda.
Commissioner Kirkley advised of his placement as a committee member to Amador County Pedestrian/Bicycle task force where they will be reviewing priority issues throughout the County include connectivity from Gopher Flat Road.
Commissioner Cunha inquired about a trailer parked in a driveway on Patricia Drive.
As his last meeting seated on the Planning Commission, Commissioner Larson expressed his thanks to the Planning Commission and staff. Stating he has enjoyed serving as a member.

B. Design Review Committee Update.
Staff indicated DRC will be performing a six month review of the “Chinese Red” door at 76 Main Street.

C. Planning Department Reports. None.
ADJOURNMENT: The meeting adjourned at 7:40 p.m.

Respectively submitted,
Mary Beth Van Voorhis, Administrative Analyst
MEETING DATE: January 9, 2017
FROM: Mary Beth Van Voorhis, Administrative Analyst
SUBJECT: HOME OCCUPATION PERMIT – Melene Smith
17 Main Street (APN 0148-203-002) Sutter Creek, CA 95685
AGENDA TYPE: Public Hearing
ATTACHMENTS: Yes

RECOMMENDATION:

1) Conduct a public hearing and receive public input, and;
2) Approve Resolution #16-17-** for a Home Occupation Permit with the attached Conditions of Approval for Melene Smith, to conduct a home office for real estate business services.

BACKGROUND:

Melene Smith has submitted the attached application for a Home Occupation Permit to conduct a home office for her real estate business services.

The home based business will be located at 17 Main Street (APN 018-203-002). The property is zoned Single Family Residential (R-1) and carries a Residential Single Family (RSF) General Plan Land Use Designation.
Chapter 18.08.260 describes a Home Occupation as “an occupation carried on by the occupant of a dwelling as a secondary use in connection with a personal business in which there is no display; no stock in trade nor commodity sold upon the premises; no person employed on the premises; and no mechanical equipment on the premises used except such electrical or electronic devices utilized for the business. Also includes individuals who conduct ‘telecommuting’ in conjunction with regular employment”.

The procedures outlined in Municipal Code Chapter 18.06 have been met; however, Municipal Code Chapter 18.60.050 – Home Occupation Use Permits directs applications for a home occupation use permit to be processed in the same manner as site plan permits pursuant to Chapter 18.50. The issue with processing under Chapter 18.50 is that 18.50.020(A) states “provisions of this chapter shall apply to all R-3, R-4, commercial and industrial zones” and the application before the Commission is for a single family residence in the R1 zone.

**DISCUSSION:**

The application meets the standards established in Chapter 18.08.260 and this Chapter does not limit the zone in which a home occupation may be conducted. The procedures of Chapter 18.60.050 have been met including processing per Chapter 18.50. The Staff interprets that the application meets the requirements of the zoning code for Home Occupations and the processing requirements of Chapter 18.50. The staff recommends that the requirement of 18.50.020 (A) is not applicable to the processing of Home Occupation permits. It is recommended the Planning Commission approve the Home Occupation permit and direct the City Attorney to review the provisions of the Municipal Code and recommend modifications to clarify the processing of Home Occupation permits.

The project qualifies for a California Environmental Quality Act Categorical Exemption under Section 15300.1 – Ministerial Projects.

**BUDGET IMPACT:**

No impact.
HOME OCCUPATION PERMIT APPLICATION

Name of Applicant: Melene D. Smith Phone #: 209-662-4805

Address: 17 Main Street City: Sutter Creek State: CA

Property Owner (if different than applicant)

Address: City: State:

PROPERTY OWNER AUTHORIZED AGENT: I have read this application, and consent to its filing.

Signed: Date:

Zoning: General Plan (land use designation):

Notes:

Applicant certification, signature(s), and agreement to pay application processing costs.

I hereby certify that the statements furnished herein and on any attached pages present the data required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.

I hereby certify that I own or am the authorized representative of the owner of the land hereby requesting Home Occupation Permit approval and that I am aware of and do agree to pay the hourly rates as established by Resolution of the City of Sutter Creek for the time spent by the City staff as necessary to process, review and provide consultation to the City concerning this application. I am also aware that said hourly charges are in addition to set fees required for preliminary review and administration and may also include charges to monitor compliance with conditions of approval if my request is approved.

Melene D. Smith 12/01/2016

Signed

HOME OCCUPATION PERMIT FEE: $175.00 Deposit *plus Staff Costs

*20% City Administrative cost will be added to professional fees.

Clerical $50.00/hour
City Sanitary Engineer $135.00/hour
City Planner $150.00/hour
City Engineer $150.00/hour
City Attorney $175.00/hour

Payment: $175.00 (22500) Check #: 1759 Date: 12/1/16 By:

Page 1 of 2
July 1, 2015
Home Occupation Permit
HOME OCCUPATION PERMIT AND CONDITIONS OF APPROVAL

Your application for Home Occupation Permit No. _______ to operate a business within your residence is hereby approved subject to the following conditions:

1) The requirements of all concerned governmental agencies having jurisdiction by law, including but not limited to the issuance of appropriate permits, shall be met.

2) The approval of this permit constitutes approval only to the extent that the project complies with the City of Sutter Creek Zoning Ordinance Section 18.60.050 and 18.50 and other applicable City of Sutter Creek Municipal Code regulations.

3) Discarded items, junk or inoperable machinery shall not accumulate or be stored on the property.

4) The home occupation activities shall be limited as follows:
   A. There shall be no exterior evidence of the conduct of the home occupation, including, but not limited to, deliveries, outside storage, electrical interference, dust, smoke, vibration, noise, odors, or fumes.
   B. It is conducted in the home, an attached garage, or in a residential accessory building.
   C. It shall be conducted only by persons residing at the dwelling unit in which the home occupation exists. Employees not residing at the dwelling unit shall be prohibited from working on the property, or meeting at the property for business purposes.
   D. It will generate no customer vehicle trips.

5) The permit shall not be transferable if ownership of the property changes.

6) No advertisement signs shall be allowed for this project.

7) Maintain a valid City business license.

8) If any of the above conditions are violated, revocation proceedings to revoke your permit will be initiated immediately.

9) If the use or activity of this planning permit is, or has been unused, abandoned, or discontinued for a period of twelve months, said planning permit shall become null and void and of no effect.

APPLICANT

I, ____________________________, the undersigned and applicant for Home Occupation Permit No. __________ located at ____________________________, do hereby agree to all of the conditions stated above.

______________________________  ____________________________
Applicant Signature          Date

Page 4 of 7
Melene Smith
Home Occupation Permit
WHEREAS, the Planning Commission of the City of Sutter Creek did on Monday, January 9, 2017 hold a public hearing on a Home Occupation Permit for Melene Smith at 17 Main Street (APN 018-203-002); and

WHEREAS, the Planning Commission did at said public hearing receive a report from the planning staff, receive input from the Applicant and members of the public in attendance at said public hearing, and at the closing of said public hearing did deliberate and consider the same; and

WHEREAS, the Planning Commission does find the proposal is exempt from environmental review in compliance with Section 15300.0 - Ministerial Projects; and

WHEREAS, the Planning Commission does find the Project is consistent with the General Plan and Zoning Code.

NOW, THEREFORE BE IT RESOLVED that the Planning Commission of the City of Sutter Creek hereby approves a Home Occupation Permit for 17 Main Street by Melene Smith based on the Findings attached hereto as "Exhibit A," and subject to the Conditions of Approval attached hereto as "Exhibit B."

PASSED AND ADOPTED by the Planning Commission of the City of Sutter Creek on this Monday the 9th Day of January 2017 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

____________________________
[Signature], Chairman

Mary Beth Van Voorhis, Secretary
EXHIBIT A

FINDINGS

1. The proposed use of the property is essential or desirable to the public convenience or welfare because it will continue to provide local-related service to the community.

2. The proposed use is in compliance with the Sutter Creek General Plan goals and policies.

3. The proposed use will not impair the integrity and character of the zoning district because the use is permitted within the R1 - Single Family Residential Zone.

4. The proposed use meets the standards established in Chapter 18.08.260.

5. The procedures of Chapter 18.60.050 have been met including processing per Chapter 18.50.
EXHIBIT B

CONDITIONS OF APPROVAL

1) The requirements of all concerned governmental agencies having jurisdiction by law, including but not limited to the issuance of appropriate permits, shall be met.

2) The approval of this permit constitutes approval only to the extent that the project complies with the City of Sutter Creek Zoning Ordinance Section 18.60.050 and 18.50 and other applicable City of Sutter Creek Municipal Code regulations.

3) Discarded items, junk or inoperable machinery shall not accumulate or be stored on the property.

4) The home occupation activities shall be limited as follows:
   
   A. There shall be no exterior evidence of the conduct of the home occupation, including, but not limited to, deliveries, outside storage, electrical interference, dust, smoke, vibration, noise, odors, or fumes.

   B. It is conducted in the home, an attached garage, or in a residential accessory building.

   C. It shall be conducted only by persons residing at the dwelling unit in which the home occupation exists. Employees not residing at the dwelling unit shall be prohibited from working on the property, or meeting at the property for business purposes.

   D. It will generate no customer vehicle trips.

5) The permit shall not be transferable if ownership of the property changes.

6) No advertisement signs shall be allowed for this project.

7) Maintain a valid City business license.

8) If any of the above conditions are violated, revocation proceedings to revoke your permit will be initiated immediately.

If the use or activity by this planning permit is, or has been unused, abandoned, or discontinued for a period of twelve months, said planning permit shall become null and void and of no effect.
MEETING DATE: January 9, 2017
FROM: Mary Beth Van Voorhis, Administrative Analyst
SUBJECT: HOME OCCUPATION PERMIT – Thomas Reid
41 Anna Avenue (APN 018-171-010) – Sutter Creek, CA  95685
AGENDA TYPE: Public Hearing
ATTACHMENTS: Yes

RECOMMENDATION:
1) Conduct a public hearing and receive public input, and;
2) Approve Resolution #16-17-** for a Home Occupation Permit with the attached Conditions of Approval for Thomas Reid, to conduct a home office for his technology consulting services.

BACKGROUND:
Thomas Reid has submitted the attached application for a Home Occupation Permit to conduct a home office for his technology consulting business.

The home based business will be located at 41 Anna Avenue (APN 018-171-010). The property is zoned Single Family Residential (R-1) and carries a Residential Single Family (RSF) General Plan Land Use Designation.

Parcel Map
Chapter 18.08.260 describes a Home Occupation as “an occupation carried on by the occupant of a dwelling as a secondary use in connection with a personal business in which there is no display; no stock in trade nor commodity sold upon the premises; no person employed on the premises; and no mechanical equipment on the premises used except such electrical or electronic devices utilized for the business. Also includes individuals who conduct ‘telecommuting’ in conjunction with regular employment”.

The procedures outlined in Municipal Code Chapter 18.06 have been met; however, Municipal Code Chapter 18.60.050 – Home Occupation Use Permits directs applications for a home occupation use permit to be processed in the same manner as site plan permits pursuant to Chapter 18.50. The issue with processing under Chapter 18.50 is that 18.50.020(A) states “provisions of this chapter shall apply to all R-3, R-4, commercial and industrial zones” and the application before the Commission is for a single family residence in the R1 zone.

DISCUSSION:

The application meets the standards established in Chapter 18.08.260 and this Chapter does not limit the zone in which a home occupation may be conducted. The procedures of Chapter 18.60.050 have been met including processing per Chapter 18.50. The Staff interprets that the application meets the requirements of the zoning code for Home Occupations and the processing requirements of Chapter 18.50. The staff recommends that the requirement of 18.50.020 (A) is not applicable to the processing of Home Occupation permits. It is recommended the Planning Commission approve the Home Occupation permit and direct the City Attorney to review the provisions of the Municipal Code and recommend modifications to clarify the processing of Home Occupation permits.

The project qualifies for a California Environmental Quality Act Categorical Exemption under Section 15300.1 – Ministerial Projects.

BUDGET IMPACT:

No impact.
HOME OCCUPATION PERMIT APPLICATION

Name of Applicant: THOMAS REID Phone #: 510 289 1594
Address: 41 ANNA AVE City: SUTTER CREEK State: CA
Property Owner (if different than applicant) CAROL CROFTS
Address: 41 ANNA AVE City: SUTTER CREEK State: CA

PROPERTY OWNER AUTHORIZED AGENT: I have read this application, and consent to its filing.

Signed: N/A Date: 

Zoning: C1 General Plan (land use designation): CSF

Notes: USE IS FOR TECHNOLOGY CONSULTING SERVICES

Applicant certification, signature(s), and agreement to pay application processing costs.

I hereby certify that the statements furnished herein and on any attached pages present the data required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.

I hereby certify that I own or am the authorized representative of the owner of the land hereby requesting Home Occupation Permit approval and that I am aware of and do agree to pay the hourly rates as established by Resolution of the City of Sutter Creek for the time spent by the City staff as necessary to process, review and provide consultation to the City concerning this application. I am also aware that said hourly charges are in addition to set fees required for preliminary review and administration and may also include charges to monitor compliance with conditions of approval if my request is approved.

THOM REID

Printed Name

Signature

Date: 12/5/2016

HOME OCCUPATION PERMIT FEE: $175.00 Deposit *plus Staff Costs
*20% City Administrative cost will be added to professional fees.
*Clerical $50.00/hour
*City Sanitary Engineer $135.00/hour
*City Planner $150.00/hour
*City Engineer $180.00/hour
*City Attorney $175.00/hour

Payment: $175.00 (225500) Check #: 1238 Date: 12/7/14

By:筋

Page 1 of 2
July 1, 2015
Home Occupation Permit
HOME OCCUPATION PERMIT AND CONDITIONS OF APPROVAL

Your application for Home Occupation Permit No. ______ to operate a business within your residence is hereby approved subject to the following conditions:

1) The requirements of all concerned governmental agencies having jurisdiction by law, including but not limited to the issuance of appropriate permits, shall be met.

2) The approval of this permit constitutes approval only to the extent that the project complies with the City of Sutter Creek Zoning Ordinance Section 18.60.050 and 18.50 and other applicable City of Sutter Creek Municipal Code regulations.

3) Discarded items, junk or inoperable machinery shall not accumulate or be stored on the property.

4) The home occupation activities shall be limited as follows:
   A. There shall be no exterior evidence of the conduct of the home occupation, including, but not limited to, deliveries, outside storage, electrical interference, dust, smoke, vibration, noise, odors, or fumes.
   B. It is conducted in the home, an attached garage, or in a residential accessory building.
   C. It shall be conducted only by persons residing at the dwelling unit in which the home occupation exists. Employees not residing at the dwelling unit shall be prohibited from working on the property, or meeting at the property for business purposes.
   D. It will generate no customer vehicle trips.

5) The permit shall not be transferable if ownership of the property changes.

6) No advertisement signs shall be allowed for this project.

7) Maintain a valid City business license.

8) If any of the above conditions are violated, revocation proceedings to revoke your permit will be initiated immediately.

9) If the use or activity of this planning permit is, or has been unused, abandoned, or discontinued for a period of twelve months, said planning permit shall become null and void and of no effect.

APPLICANT

I, THOM REID, the undersigned and applicant for Home Occupation Permit No. ______ located at 41 AUNA AVE SUTTER CREEK CA, do hereby agree to all of the conditions stated above.

Applicant Signature ___________________________ Date 12/5/2015

Page 2 of 2
July 1, 2015
Home Occupation Permit
WHEREAS, the Planning Commission of the City of Sutter Creek did on Monday, January 9, 2017 hold a public hearing on a Home Occupation Permit for Thomas Reid at 41 Anna Avenue (APN 018-171-010); and

WHEREAS, the Planning Commission did at said public hearing receive a report from the planning staff, receive input from the Applicant and members of the public in attendance at said public hearing, and at the closing of said public hearing did deliberate and consider the same; and

WHEREAS, the Planning Commission does find the proposal is exempt from environmental review in compliance with Section 15300.0 - Ministerial Projects; and

WHEREAS, the Planning Commission does find the Project is consistent with the General Plan and Zoning Code.

NOW, THEREFORE BE IT RESOLVED that the Planning Commission of the City of Sutter Creek hereby approves a Home Occupation Permit for 41 Anna Avenue by Thomas Reid based on the Findings attached hereto as "Exhibit A," and subject to the Conditions of Approval attached hereto as "Exhibit B."

PASSED AND ADOPTED by the Planning Commission of the City of Sutter Creek on this Monday the 9th Day of January 2017 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

________________________
Mary Beth Van Voorhis, Secretary
EXHIBIT A

FINDINGS

1. The proposed use of the property is essential or desirable to the public convenience or welfare because it will continue to provide local-related service to the community.

2. The proposed use is in compliance with the Sutter Creek General Plan goals and policies.

3. The proposed use will not impair the integrity and character of the zoning district because the use is permitted within the R1 - Single Family Residential Zone.

4. The proposed use meets the standards established in Chapter 18.08.260.

5. The procedures of Chapter 18.60.050 have been met including processing per Chapter 18.50.
EXHIBIT B

CONDITIONS OF APPROVAL

1) The requirements of all concerned governmental agencies having jurisdiction by law, including but not limited to the issuance of appropriate permits, shall be met.

2) The approval of this permit constitutes approval only to the extent that the project complies with the City of Sutter Creek Zoning Ordinance Section 18.60.050 and 18.50 and other applicable City of Sutter Creek Municipal Code regulations.

3) Discarded items, junk or inoperable machinery shall not accumulate or be stored on the property.

4) The home occupation activities shall be limited as follows:
   A. There shall be no exterior evidence of the conduct of the home occupation, including, but not limited to, deliveries, outside storage, electrical interference, dust, smoke, vibration, noise, odors, or fumes.
   B. It is conducted in the home, an attached garage, or in a residential accessory building.
   C. It shall be conducted only by persons residing at the dwelling unit in which the home occupation exists. Employees not residing at the dwelling unit shall be prohibited from working on the property, or meeting at the property for business purposes.
   D. It will generate no customer vehicle trips.

5) The permit shall not be transferable if ownership of the property changes.

6) No advertisement signs shall be allowed for this project.

7) Maintain a valid City business license.

8) If any of the above conditions are violated, revocation proceedings to revoke your permit will be initiated immediately.

If the use or activity by this planning permit is, or has been unused, abandoned, or discontinued for a period of twelve months, said planning permit shall become null and void and of no effect.