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MEMORANDUM

TO: Mayor and City Council

FROM: June W. Catalano, City Manager

DATE: March 8, 2012

SUBJECT: **WEEKLY UPDATES**

**PUBLIC WORKS AND COMMUNITY DEVELOPMENT**

**Building Division**

- New Residence (327 Valley View Road) – A permit has been issued to rebuild a new residence. The original house suffered fire damage some years ago, but the foundation remained. The house will be built on the existing footprint. The original house was 1,439 square feet of living space with a garage of 395 square feet. The new residence will have 731 square feet added to make a total of 2,170 square feet of living space and a larger garage of 551 square feet.
- Northridge Apartments (235 & 265 Camelback Road and 131 Chilpancingo Parkway) – A permit has been issued to install a photovoltaic system on the rooftops of the three three-story buildings.
- Contra Costa Board of Education (77 Santa Barbara Road) – Plans have been submitted to review and approve the installation of a wireless facility on an existing rooftop with 7 equipment cabinets and 12 panel antennas within a new transparent screen.

**Engineering Division**

- Safeway Grocery Store and Fueling Center – Staff met with representatives from Safeway this week to address traffic stacking at the fueling station. Shorter queues are now being observed, and on-site operation has become more effective. A short-term solution being implemented now is to channelize traffic in front of the kiosk area. Currently, Safeway has three staff members directing traffic into each fueling lane, delineated with cones, to maximize the queue and reduce the impact to the parking area in front of CVS. Later this week, Safeway is scheduled to provide additional lane

striping in these areas. Staff will continue to monitor the traffic and operation in the coming weeks.

- Chilpancingo Parkway Electrical Underground Wiring and Conduit Repair – Pacific Gas and Electric Company (PG&E) crews were on site early this week to perform emergency repairs to a portion of their main electrical underground service conduit along Chilpancingo Parkway (Old Quarry Road – Contra Costa Boulevard) and one southbound lane on Contra Costa Boulevard (Chilpancingo Parkway – Cottonwood Drive). This electric service (wiring) run had become inoperable, and a temporary service feed was put in place by PG&E to provide continuous power to the surrounding commercial businesses and residents. Repairs to the existing electrical facilities necessitated PG&E to install both new wiring and underground conduits by boring and trenching methods. Extensive traffic control and signage during repairs were set up to help facilitate traffic access in this heavily-traveled area. In the coming weeks, PG&E repair crews will complete the concrete/pavement restoration in areas that were trenched.

### **Maintenance Division**

- Trip Hazard – Staff ground down a trip hazard in the sidewalk at Patterson Boulevard and Oak Park Boulevard in front of the liquor store. This work is being done in conjunction with the movement of the Pleasant Hill “City Limits” sign.
- Catch Basin Grate Inspections – Staff has started the Annual Catch Basin Grate inspections. The purpose of these inspections is to locate potential hazards where bicycle tires may fall through the openings in the grates. Any grate “bike proofing” that has come loose or fallen off completely will be secured by welding it back in place.
- Weeds – Staff has started on the roadside spraying program. A pre-emergent and systemic are sprayed to kill the existing weeds and lay down a barrier that stops the seed germination.

### **Planning Division**

- **Planning Commission**

No meeting scheduled this week.

- **Zoning Administrator**

No meeting scheduled this week.

- **Architectural Review Commission**

No meeting scheduled this week.

- **Code Compliance**

*Selected highlights of weekly activity:*

***Signs in Right of Way*** – Staff has been working with management of the new Safeway to address signs placed in the public right of way. The signs have now been relocated.

***Trash and Debris*** – Trash and debris were observed on various sites along Chilpancingo Parkway. Contact has been made with the appropriate parties to begin cleanup.

***Hazardous Materials*** – Staff responded to an inquiry from a real estate company regarding hazardous material monitoring in the area of Shirley and Doray Drives. The monitoring is occurring at the direction of the Regional Water Quality Control Board in connection with a remediation project in the area.

***Number of Tasks Completed This Week*** – 69 tasks completed (including 33 investigations, 6 sector patrols and various miscellaneous activities such as phone calls, emails, internal requests for service, counter coverage and attendance at training sessions).

- **Miscellaneous**

***Administrative Permit Activity*** – For the month of February, Planning staff reviewed the following applications: 14 Zoning Permits (2 new business, 3 commercial plan checks and 9 residential plan checks), 10 Home Occupation Permits, 3 Temporary Sign Permits, 3 Special Event Permits and 2 Tree Removal Permits.