



MEMORANDUM

TO: Mayor and City Council

FROM: June W. Catalano, City Manager

DATE: May 3, 2012

SUBJECT: **WEEKLY UPDATES**

GENERAL UPDATE

- CarFit Event – The Pleasant Hill Commission on Aging will host a CarFit event on Saturday, May 12th from 9:00 am to noon at The Church of Jesus Christ of Latter-Day Saints (555 Boyd Road) in Pleasant Hill. Carfit is a free program to help older adults check how their personal cars “fit” them. During 20-minute appointments, trained professionals lead older drivers through a 12-point checklist with their vehicle, recommend car adjustments and adaptations, and offer community-specific resources and activities that could make their cars “fit” better or enhance their safety. Reservations are required and can be made by contacting Lynn Boardman at (925) 671-5267.
- Downtown Merchant Meeting – Economic Development and Public Information staff participated in a recent Downtown Pleasant Hill Merchant Meeting to discuss upcoming events including: Farmers’ Market, Plaza Concert Series/Wine Walk events and Art, Jazz & Wine Festival. City staff will work with Downtown to coordinate a combined Special Event Permit for Summer/Fall events. Downtown representatives reported on employee parking in the Downtown and encouraged all merchants to continue to direct employees to park in the parking garage in order to reserve surface spaces for Downtown customers. Downtown Pleasant Hill has also recently developed a coupon book mailer that was sent to 5,000 customers and will also be available at the Farmers’ Market and Summer Concerts.
- Retail Marketing Incentive Program – The Retail Marketing Incentive Program has committed program allocations to six individual businesses and one neighborhood center for a total of \$20,000 in program allocations. There is a remaining balance of \$17,500 available for additional program allocations. Program applicants will have 90 days from acceptance of the application to implement the advertising component of the Retail Marketing Incentive Program.

- Training for Pleasant Hill Businesses – Economic Development is working with the County Workforce Development Board and the Small Business Development Center to coordinate training workshops at City Hall for Pleasant Hill businesses. The workshops will be scheduled for the summer months.

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Building Division

- Downtown Area (15 Crescent Drive #B) – Tenant improvement plans have been submitted for review and approval for Carter’s Babies and Kids. The previous tenant was Toys R Us Express.
- Downtown Area (25 Crescent Drive #C) – Tenant improvement plans have been submitted for review and approval for T & J Nails. The previous tenant was Blue Tomatoes Furniture.

Engineering Division

- I-680/Route 242 Downtown Pleasant Hill Informational Signs – City-hired contractor Farwest Safety, Inc. has installed three large “Downtown Pleasant Hill” directional signs as approved by the City Council. The signs are located at the following locations along the freeway: I-680 northbound, near the AAA building and prior to the Contra Costa Boulevard Exit; I-680 southbound, just south of the Willow Pass Road/Taylor Boulevard off-ramp; and Highway Route 242 southbound, just south of Willow Pass Road on-ramp. One additional and smaller directional sign was also installed on the Gregory Lane off-ramp from southbound I-680/242 approaching Contra Costa Boulevard. The signs were fabricated and installed per the City of Pleasant Hill’s approved encroachment permit with Caltrans.
- Recreation and Park District – New Senior Center – Off-site improvements for the new Senior Center on Gregory Lane are scheduled to begin next week. Demolition of the sidewalks/ramps is scheduled to begin on Monday, May 7th. Construction of new traffic pole foundations and an improved signalized intersection at Moiso and Gregory Lane will follow. Traffic control and pedestrian detours will be in place during construction.
- Oak Park Boulevard/Patterson Boulevard Intersection Signal Timing – Staff recently discovered and changed out a defective chip in the signal controller that slowed down the cycling of the traffic signal and caused unnecessary delays at the Oak Park Boulevard/Patterson Boulevard intersection. Despite the restoration of proper signal operation, it is anticipated that some level of traffic due to heavy volume demand during the short periods of time during the morning and afternoon peak commute will continue. Staff will continue to make regular field observations and minor signal

timing adjustments to accommodate the traffic demand at the intersection from the nearby schools and neighborhoods.

- Encroachment Permits Underway

Private

CER – New gas line service at 82 Collins Drive

Utilities

PG&E – Lid adjustment at 1901 Oak Park Boulevard

EBMUD – Hydrant repair at Geary Road and Dorothy Drive

Maintenance Division

- Curb Painting – Staff repainted red curbs throughout the City in response to an Engineering Division service request. The curbs were cleaned or blown off, and weeds were removed from the area prior to the painting. The City logo was also applied, signifying that the curb was painted by the City and where it starts and stops.
- Accident Clean Up – Staff assisted with cleaning up an accident at the intersection of Ruth Drive and Taylor Boulevard. Staff spread out absorbent material to clean up the fluids spilled from the accident. The hours and materials will be tracked for reimbursement from the insurance company.
- Street Lights – Staff received several phone calls about street lights that were not working in residential neighborhoods. These outages were reported to PG&E for bulb replacements.

Planning Division

- **Planning Commission**

No meeting scheduled.

- **Zoning Administrator**

No meeting scheduled.

Tree Removal Approved – A tree removal permit was approved for two Coast Redwoods (28” and 32” diameters) at 558 Kiki Drive.

- **Architectural Review Commission**

Contra Costa Interfaith Housing, Community Building Expansion (2387 Lisa Lane PLN 11-0117 (Continued from April 19, 2012) – Public hearing to consider approval for the expansion of the existing community building from 1,200 square feet to 3,938 square feet and adding a second-story caretaker’s residence, thus, adding an additional dwelling unit for potential residents (for a total of 29 dwelling units). Assessor’s Parcel Number: 148-010-029.

Action: Approved with conditions. Two members of the public spoke on the item.

Appeal Period: The appeal period will end on Monday, May 14, 2012 at 5:00 pm.

Contra Costa Center Specific Plan Amendment – Planned Unit Development #809 Amendment Request (2306-2344 Monument Boulevard and 2465 Buskirk Avenue PLN 12-0095 (Continued from April 19, 2012 Meeting) – Public hearing to consider recommendations to the Planning Commission for amendments to the Contra Costa Center Specific Plan and Planned Unit Development. The proposed amendments would include the following modifications to the Contra Costa Center Specific Plan:

1. Clarify and update parking requirements applicable to all Subareas of the Specific Plan (I, II and III), including consideration of a 20% reduction in parking requirements to not less than 3.2 parking spaces per 1000 square feet of development, consistent with the parking requirement currently applicable to the adjacent Crossroads Shopping Center;
2. Reduce the minimum square footage target of development in Subarea II from 115,000 sf. to 70,000 sf.;
3. Clarify provisions pertaining to Buskirk Avenue road improvements;
4. Clarify development thresholds for additional road/frontage improvements;
5. Specify that building heights, including architectural features, within Subarea II shall not exceed a height of 50 feet;
6. Clarify provisions pertaining to minimum landscape requirements;
7. Establish new provisions addressing signage for Subarea II;
8. Update the Specific Plan as needed to reflect changes that have occurred within the Plan Area;
9. Miscellaneous corrections and clarifications as needed to more accurately reflect the current intent of the Specific Plan.

Assessor’s Parcel Numbers: 148-041-020, -021, -024, -028, -029, -030, 148-042-005 and -008.

Action: The Commission determined they could make the appropriate findings and recommended approval of the Specific Plan Amendment to the Planning Commission and City Council. One member of the public spoke on the item.

Appeal Period: Not applicable until a final decision is made by the City Council.

Crowley New Single-Family Residence (65 McKissick Street) PLN 12-0066 (Continued from April 19, 2012) – Public hearing to consider approval to construct a new ranch/Craftsman style 2,699-square-foot, single-family, single-story residence with a 495-square-foot attached garage. Additionally, the project includes front-yard landscaping. The proposed lot coverage is 25% and floor area ratio is 0.20. Assessor's Parcel Number: 149-061-018.

Action: Approved with conditions. No members of the public spoke.

Appeal Period: The appeal period will end on Monday, May 14, 2012 at 5:00pm.

- **Code Compliance**

Selected highlights of weekly activity:

Accessory Structure without Permit – Staff investigated a complaint about an illegal accessory structure on Skander Court and confirmed that there is a wooden accessory building with a BBQ pit on-site. The agent for the property was contacted regarding the violation and indicated that the structure will be demolished before the property is sold. Staff will follow up with the agent to ensure that the violation is resolved.

Mud and Debris – A broken water pipe on Dawn Drive created mud and debris that was being tracked by vehicles into the nearby storm drain in violation of clean water (National Pollutant Discharge Elimination System) regulations. The attorney managing the property indicated that the broken pipe will be fixed and the surrounding area will be cleaned up.

Accessory Structure Damage Concerns – Staff investigated a complaint regarding a water-damaged accessory structure (detached recreation room) on Mercury Drive. Representatives of the property are deciding whether to repair/rebuild or tear the structure down. Staff will continue to monitor the situation.

Creek Pollution Fine Levied – As a result of the joint efforts of staff from the City, Contra Costa Sanitation District, and State Department of Fish and Game, a violator was fined \$22,000 by the District Attorney for violations of clean water (NPDES) regulations related to dumping paint into Ellinwood Creek.

Weed Abatement Notification – The Contra Costa Fire District has notified the City that weed abatement notices will be sent to properties with overgrown vegetation in the Pleasant Hill area on May 15th and requesting abatement by June 15th. Follow-up compliance inspections by Fire District personnel will occur starting June 18th.

Number of Tasks Completed This Week – 62 tasks completed (including 29 investigations, 1 courtesy notice, 7 sector patrols, 4 referrals to assist other agencies/divisions and various miscellaneous activities such as phone calls, emails, internal requests for service, counter coverage and attendance at training sessions.