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MEMORANDUM

TO: Mayor and City Council

FROM: June W. Catalano, City Manager

DATE: June 15, 2012

SUBJECT: **WEEKLY UPDATES**

**GENERAL UPDATE**

- Moonlight Movie at City Hall – Recreation & Park District hosts the first ‘Moonlight Movie on the lawn at City Hall on Friday, June 15<sup>th</sup> beginning at 8:30 p.m. The movie featured this week is “The Sandlot”. Moviegoers are encouraged to bring a lawn chair and blanket.
- Summer Concerts on City Channel – The City Channel is now broadcasting the Summer Concert Series at City Hall. Each concert will air for a two week period on the following schedule: Tuesdays at 9 p.m., Wednesdays at 4 p.m., Thursdays at 5 p.m., Fridays at 2 p.m., Sundays at 8 p.m. and Mondays at 8 p.m.

**PUBLIC WORKS AND COMMUNITY DEVELOPMENT**

**Building Division**

- Ellinwood Center (1300 Contra Costa Boulevard, #20) – A permit has been issued to demolish the interior of the facility for a future pizza restaurant.
- New Residence (65 McKissick Street) – Permit for a new one-story single family residence has been issued (living space: 2,699 square feet; garage: 495 square feet; and porches: 212 square feet).
- Downtown (15 Crescent Drive #B) – Tenant improvement permit has been issued for Carter’s Babies and kids.

- Pleasant Hill Shopping Center (552 Contra Costa Boulevard #40) – Tenant improvement permit has been issued for Metro PCS. They moved down a few doors from their previous location.
- Pleasant Hill Oncology Building (400 Taylor Boulevard #302) – Tenant improvement permit has been issued for Epic Care Administration.
- The Springs Townhouse Complex (Rock Creek Way, Sunspring Court, and Glenbridge Court) – Permits have been issued for 18 buildings in the complex to replace deck joist members as needed. The townhouse complex is located on the north side of Ellinwood Drive going towards Bank of America.

### **Maintenance Division**

- Used Tires - The Corporation Yard received a surprise inspection from the County Health Inspector checking on the proper storage and inventory of the used tires. Everything was in perfect order and we passed the inspection.
- Fallen Branch - Staff responded to a call from the Police Department about a branch that fell from a tree on Golf Club Road by the Contra Costa Canal. The large branch hit a FedEx truck and broke the windshield. The branch was cut up and discarded into the green waste bin at the Corporation Yard.
- Speed Limit Legends - Staff has started repainting the faded speed limit legends adjacent to the sign. Staff has started at the north end of the City.
- Unknown Manhole - Staff responded to a call from the Engineering Department about an unknown manhole that was discovered during excavation work on Diablo View Road at Barnett Circle. Staff identified the manhole as part of the City's storm drain system, so the work was able to be continued. The location of the manhole was entered into the Storm Drain Map Book program and updated pages were copied and forwarded to Engineering and the other books.

### **Engineering Division**

- East Bay Municipal Utility District - The Engineering Division has issued an encroachment permit to the East Bay Municipal Utility District for the removal and replacement of a new 16" water main on Pleasant Hill Road between Diablo View Road and Geary Road and a new 6" water main on Barnett Terrace between Pleasant Hill Road and Geary Road. The relocation of the water main is necessary along Pleasant Hill Road in order for planned improvements as part of the City's upcoming improvement project at the northwest corner of Pleasant Hill Road/Geary Road scheduled for late this year. During construction hours the free right turn lane from southbound Pleasant Hill Road to

westbound Geary Road will be closed for ongoing work. Construction activities in the upcoming weeks include traffic control, sawcutting and potholing for existing utilities and relocation work. All residents within 300 feet of the project were notified by flyer. All work is expected to be completed by late September 2012.

- Astound Phase 2 Telecommunication Network Installation Project - Astound and their installation contractors continue to work on Phase II, the work is 80% complete at this time, there has been minimal disruptions to residents and all its work is progressing satisfactory. The contractor will continue working over the next few weeks on the following streets: Doris Drive, Leslie Drive, Katherine Drive, Vivian Drive, Wendy Drive, Beth Drive, Doris Drive, Patricia Drive, Mazie Drive, Linda Drive, and Kathleen Drive in order to complete this phase of work. Staff is evaluating an encroachment permit request to bore along Vivian Drive from Linda Lane to Peggy Drive (across Contra Costa Boulevard), if approved, the work will require potholing a number of locations to identify existing utilities prior to boring operations. Staff would condition the permit to restore the street by providing pavement restoration and a slurry seal application along this segment.
- Encroachment Permits Underway

Mink Construction – Driveway, sidewalk, and curb at 1671 Stanmore Drive  
AT&T – Sidewalk repairs for new poles along Viking Drive and at Stubbs Road

## Planning Division

- Planning Commission

*PLN 12-0095 Contra Costa Center Specific Plan Amendment – Planned Unit Development #809 Amendment Request, 2306-2344 Monument Blvd & 2465 Buskirk Avenue* - Public hearing to consider recommendations to the City Council regarding proposed amendments to the Contra Costa Center Specific Plan and Planned Unit Development ordinance. 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.

Action: Recommended approval to the City Council for final consideration.

Appeal Period: None since the item will be reviewed by the City Council.

***Amendments to the Zoning Ordinance Pertaining to Emergency Shelter Facilities, Citywide*** - Public hearing to consider proposed ordinance amendments pertaining to emergency shelter uses (the following Zoning Ordinance Chapters would be affected: Chapter 18.15, 18.20, 18.25, 18.55). *Emergency shelters* are defined by State law (Health & Safety Code Section 5081(e)) as: “housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person....” The proposed ordinance amendment is to comply with State law (Section 65583 of the Government Code – SB2) that requires all jurisdictions to identify at least one zoning district where *emergency shelters* may be established by-right, subject to specific development standards. The amendment would also implement Housing Element Program 4.4 which requires the City to implement land use regulations for *emergency shelters* in compliance with State law. The proposed amendment would: a) designate *emergency shelters* as a use permitted by-right within the *LI-Limited Industrial* zoning district (note: *emergency shelters* are currently a conditionally allowed use within the *LI-Limited Industrial* zoning district); b) establish appropriate findings and development standards related to *emergency shelter* uses to ensure community compatibility; and c) incorporate various related amendments into corresponding sections of the Zoning Ordinance. The Planning Commission will also consider the suitability of alternative zone districts where “by-right” approval of *emergency shelters* could be allowed and provide further direction to staff regarding the proposed ordinance amendment.

Action: Continued the proposed ordinance to the June 26, 2012 meeting date. Nine people spoke on this item.

Appeal Period: None since the item was continued to the subsequent meeting.

- **Zoning Administrator**

***PLN 12-0102, Jones Reasonable Accommodation Permit, 2083 Pleasant Hill Road*** - Public hearing to consider approval of a request for a Reasonable Accommodation Permit to allow a second bedroom, to be added to an existing 504 square foot detached

secondary dwelling unit, where Section 18.20.100(A.3) of the Zoning Ordinance allows a maximum one bedroom in a secondary dwelling unit. In addition, Section 18.20.100(A.1) requires that secondary dwelling units be located within or attached to the primary structure with a common wall. Thus, the request is to (1) provide a 135 square foot second-bedroom in a secondary dwelling unit, and (2) allow for the request to be associated with a detached secondary dwelling unit to allow a caretaker for the legally-blind resident of the detached secondary dwelling unit. As a result, the secondary dwelling unit would be a total 639 square feet where Section 18.20.100(A.1) allows a maximum 640 square feet.

Action: The Zoning Administrator took the item under consideration and will make a decision within seven days of the hearing date. This item was taken into consideration due to input/comments received at the public hearing from both the applicant and interested parties (four members of the public spoke on the item). Once a decision is made, notice will be provided by the Zoning Administrator.

Appeal Period: None, since no decision was made.

- **Architectural Review Commission**

No meeting scheduled this week.

- **Code Compliance**

*Selected highlights of weekly activity:*

**Non-Permitted Fruit Vendors** - Fruit vendors have had their products confiscated by Environmental Health and staff also advised them to vacate the area. This will continue to be an ongoing issue throughout the coming months.

**Non-Permitted Structure** – Two non-permitted structures are in the process of being abated by the owner of the property in the Patterson Boulevard area of town.

**Vehicle Abatement** – Nine vehicles were abated from an apartment complex at the north end of town with the cooperation of the property management company.

**Tattoo Regulations** – Staff met with County Environmental Health and was advised that due to Assembly Bill 300, all people and businesses in the tattoo industry will require registration, yearly monitoring, site plans for new businesses, employees registration and a plan for (hazardous material) sharpie disposal.

*Number of Tasks Completed This Week:*

57 tasks completed (including 39 investigations, 2 courtesy notices, 6 sector patrols, 2

referrals to assist other agencies/divisions and various miscellaneous activities such as phone calls, emails, internal requests for service, and counter coverage).