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MEMORANDUM

TO: Mayor and City Council

FROM: June W. Catalano, City Manager

DATE: March 28, 2013

SUBJECT: **WEEKLY UPDATES**

**PUBLIC WORKS AND COMMUNITY DEVELOPMENT**

**Engineering Division**

- Buskirk Avenue Widening Improvement Project (Phase II) – A general pre-construction meeting for the project was held on March 21<sup>st</sup> in the Community Room. The City and Ghirardelli Associates staff met with Ghilotti Bros., Inc., (Ghilotti), the general construction contractor and their subcontractors. The City has hired Ghirardelli to perform construction management, inspection and testing material services for the construction of the project. Subcontractors present included 16 individuals from St. Francis Electric (electrical), Asphalt Impressions (slurry sealing), Bayside Strip and Seal (traffic striping), Bond Blacktop (slurry sealing) and Takehara Landscaping (landscaping).

The Phase II construction scope and complexities will necessitate the hosting of multiple targeted pre-construction issue meetings. Ghilotti is currently providing Ghirardelli all of the required project technical submittals for review. Some technical submittals include but are not limited to: Project Schedule; Traffic Control Plans; Construction Staging Plans; Pothole Location and Investigation Plan; Storm Drainage Structures; Traffic Signal and Street Lighting; and Hot Mix Asphalt Concrete and other various materials. The Project will be constructed in phases to minimize the impact to the surrounding neighborhood, the Crossroads shopping center and motorists. It is anticipated that Ghilotti will begin construction after April 15, 2013 and continue working over the next 18 months.

- Stormwater Management Program – The Contra Costa Clean Water Program Management Committee recently met to discuss the FY 2013/14 budget. The proposed \$2.45 million operating budget for the next fiscal year is approximately \$82,000 less

than the previous year's budget. This means that the pro-rated amount charged to each City to participate in the County-wide program is slightly less than last year. The City's pro-rated portion (\$76,834) is paid from the Stormwater Utility Assessment (Fund 19). Participation in the program is required for the City to remain in compliance with the State's National Pollutant Discharge Elimination System (NPDES) permit.

- **PG&E Encroachment Permit** – The Engineering Division has issued an encroachment permit to PG&E for a project along Oak Park Boulevard between Douglas Lane and Patterson Boulevard. The scope of work will include: boring a new electrical conduit from the power pole at the north side of Oak Park Boulevard and Douglas Lane to an existing electrical box approximately 500 feet west along Oak Park Boulevard; trenching across Oak Park Boulevard to install new conduit between two existing electrical boxes; installation of a new electrical box on the south side of Oak Park Boulevard adjacent to the Senior Care Center; boring a new conduit from the new electrical box adjacent to the Senior Care Center west along Oak Park Boulevard to an existing box on Putman Boulevard; sidewalk, driveway, curb and gutter repair; and the pulling of all new wiring. PG&E has scheduled the trenching work across Oak Park Boulevard to occur the week of April 1<sup>st</sup> to April 5<sup>th</sup>, while Pleasant Hill Elementary School is on Spring break, to minimize disruptions to pedestrians and vehicles accessing the school. All residents within 300 feet of the project will be notified by PG&E via hand-delivered flyers.

- **Planning Commission**

***Sywest Redevelopment – Crossroads Shopping Center – Subarea II, Development Plan and Use Permit (2314 & 2316 Monument Boulevard), PLN 12-0417*** – Public hearing to consider approval of a Development Plan and Use Permit for the project as described below:

- Demolish the existing CineArts theater building and remodel the former Bally's Gym building.
- Construct a new, 73,176-square-foot, two-story retail building up to 50 feet in height, in place of the CineArts theater, and renovate the existing (+/-) 21,527-square-foot, single-story building (the site of the former Bally's gym) adding 261 square feet to the building, resulting in a total of 94,924 square feet of commercial space.
- Refurbish the existing parking lot and provide 396 parking spaces in Subarea II; the project would also add four additional parking spaces in Subarea I.
- Remove all existing trees from the site and provide new landscaping (including tree replacements) throughout the parking lot and surrounding area within Subarea II.
- Provide wall, monument and pylon (35 feet in height) signage for Subarea II.

The proposed Use Permit is requested to obtain adjustments to the following development standards applicable to the project:

- Waive a requirement to provide a 50-foot landscape median strip at the entrances to the parking lot.

- Allow parking lot light standards to exceed the maximum permitted height to match the height of existing light standards in Subarea I.
- Reduce the required width of perimeter parking lot planters that abut the adjacent street property line consistent with the reduced width perimeter planters in Subarea I.
- Reduce the required width of landscape areas affected by vehicle overhang.
- Reduce required interior parking lot landscaping to less than 10%.
- Increase maximum allowable sign area wall signs and monument/freestanding sign.
- Increase maximum allowable sign height for one monument/freestanding sign.

The subject site is located at 2314 and 2316 Monument Boulevard on the southern half of the Crossroads shopping center. The property is zoned PUD 809 and is located within Subarea II of the Contra Costa Center Specific Plan (CCCSP). Assessor's Parcel Numbers: 148-041-020, -021 & -024.

Action: The Planning Commission resumed its discussion of the project from the March 19<sup>th</sup> meeting. After further review, the Commission approved the Development Plan and Use Permit request with various conditions of approval, including, but not limited to: a reduction in requested sign area; a restriction on sign letter height (6-foot maximum letter height for "Dick's" text facing west and 4-foot maximum letter height for "Dick's" text facing east); a prohibition on wall signage on the south-facing side of the Dick's Sporting Goods building; a requirement that the perimeter landscape strip along the north-east portion of the Buskirk frontage be increased to at least 4.5 feet in width; and a requirement for a security plan to address the pedestrian arcade area leading to the "Dollar Tree" store.

Appeal Period: The appeal period will end on Monday, April 8, 2013 at 5:00 pm.

***Salvation Army Portable Collection Container Use Permit (1806 Linda Drive), PLN 12-0266*** – Public hearing to consider approval of a Use Permit for the location of a portable container that will be used to collect and store donations. The proposed metal storage container would be 20 feet long by eight feet wide and seven feet in height and is proposed to be placed against the north exterior wall of the building (along Doris Drive). The container would only be opened for public use when a Salvation Army employee is present. Assessor's Parcel Number: 150-102-014.

Action: The Planning Commission received testimony and then directed staff to prepare a draft resolution with findings and conditions for approval of the project. The public hearing was continued to April 9, 2013.

Appeal Period: Not applicable as no action was taken.

- **Zoning Administrator**

No meeting scheduled.

- **Architectural Review Commission**

No meeting scheduled.

- **Miscellaneous**

*Plan Bay Area Update* – The Association of Bay Area Governments and the Metropolitan Transportation Commission have released the Draft “Plan Bay Area” document and the associated draft Environmental Impact Report (EIR) for public review. Both documents can be viewed at [www.onebayarea.org](http://www.onebayarea.org). “Plan Bay Area” is intended to serve as the Sustainable Communities Strategy for the nine-county Bay Area region to fulfill the requirements of State law (SB 375). The Plan seeks to coordinate regional land use, transportation and housing planning in order to encourage development patterns that result in reduced greenhouse gas emissions from cars and light trucks. Multiple public hearings will be held throughout the region to receive community input on the Plan and the accompanying draft EIR. The public hearing for the Contra Costa County area will be held in the City of Walnut Creek at the Marriott Hotel (2355 North Main Street) on Monday, April 22<sup>nd</sup> 2013 from 7:00 pm to 9:00 pm. Specific public hearings for input on the Draft EIR will also be held in multiple locations with the nearest meeting scheduled for Tuesday, April 16<sup>th</sup> from 7:00 pm to 9:00 pm at the Joseph P. Bort MetroCenter Auditorium (101 8<sup>th</sup> Street in Oakland). The comment period for both documents will conclude on May 16, 2013.

Public comments on both documents can be provided as follows:

1. Oral and written comments can be provided at any of the public hearings noted above.
2. Comments on the Draft Plan Bay Area can be submitted via e-mail to [info@OneBayArea.org](mailto:info@OneBayArea.org) or comments on the Draft EIR to [eircomments@mtc.ca.gov](mailto:eircomments@mtc.ca.gov).
3. Comments can be made through an online forum; please see Plan Bay Area Town Hall ([http://onebayarea.org/misc/open-town-hall.html?pd\\_url=http%3A%2F%2Fwww.peakdemocracy.com%2Fportals%2F120%2Flogin%3Fa%3D132%26question\\_list\\_name%3Dpd\\_login](http://onebayarea.org/misc/open-town-hall.html?pd_url=http%3A%2F%2Fwww.peakdemocracy.com%2Fportals%2F120%2Flogin%3Fa%3D132%26question_list_name%3Dpd_login)).
4. Comments can be submitted through mail to MTC, Plan Bay Area Public Comment, 101 Eighth Street, Oakland, CA 94607.

- **Code Compliance**

Inquiries received and follow-up items being addressed this week include the following:

- Stevenson Drive: Request for re-check on the progress of clean-up of a residential property previously declared a public nuisance. A follow-up visit was made to the site by Planning staff. The property owner will be re-contacted to request further clean-up. Re-inspection pending. **Will monitor progress on a monthly basis.**
- Skander Drive: Follow up with a property owner’s representative regarding correction of unpermitted construction. **Contacted owner representative. Follow-up site inspection next week.**

- Charlton Drive: Inquiry regarding the status of an existing violation regarding the roof of a residence. Site visit conducted. Violation not resolved. **Follow-up notice will be prepared.**
- Pleasant Valley Road: Second anonymous complaint regarding the condition of a residential property and potential use of a trailer as a dwelling. Re-inspected. Property has junk and debris located on the driveway and side yard. RV observed on driveway with possible occupancy. Talked to friend of tenants and he is removing debris from rear yard. No garbage service. Contacted owner/tenants to discuss violations and corrective actions. **Continue monitoring progress as clean up progresses.**
- Claire Drive: Complaint regarding vehicles/trash/carts in a front yard of a residence. Planning staff visited the site. Notice of violation sent. Site re-checked. Trash and debris located at front yard next to driveway and in utility trailer stored on driveway. No garbage service. **Contact owner/tenants to discuss violations and corrective actions.**
- Ellinwood and Contra Costa Boulevard: Inquiry regarding contractor sign placed on new fence. **Large sign removed. Close case.**
- Masefield Drive: Dilapidated residence. Re-checked and yard clean up in progress. Will monitor progress on a monthly basis. **Appears that property has sold and plans will be submitted shortly by the new owner to remodel the building.**
- Mazie Drive: Accessory structures without approval in a rear yard. Plans approved. Re-inspection conducted and observed construction of structure. **Will continue to monitor progress.**
- Belinda Drive: Vehicle parked on a lawn in the front yard. Scheduled for site visit next week. Re-checked and vehicle remains. **Owner contacted and corrective action discussed. Re-inspect next week.**
- Twinview Drive: Complaint regarding junk in front yard and overgrown vegetation at a residence. Planning staff conducted a site visit. Notice of violation sent. Owner contacted staff and stated cleanup in progress. Owner requested and was granted time extension to complete clean up. Site visit indicated progress being made. Unregistered, possible non-operative, vehicle observed stored on driveway. Vegetation noted obstructing public sidewalk. **Contacted owner and will grant one week extension.**
- Jeffrey Drive: Complaint regarding possible squatters/hoarders and junk in the front yard. Site visit conducted. Re-checked and violations remain. Notice of violation sent to occupant and property owner (Fannie Mae owned). **Contacted tenant who stated cleanup should be complete by next week. Re-inspect next week.**
- Shelly Drive: Complaint regarding odor and overflowing trash containers. Re-inspection conducted. Junk and debris found on driveway and garbage container left near collection point. **Re-opened in response to new complaint. Notify Letter sent to owner.**
- Scottsdale Road and Chilpancingo Parkway: Follow-up inquiry regarding a damaged trash enclosure and related debris. Planning staff previously contacted the homeowner association to request them to repair the trash enclosure and clean up the debris. Staff re-contacted the association to determine when the work will be completed. The association indicated that they are waiting for an insurance claim to

be processed and will commence work shortly. **Site visit conducted. Debris cleaned up. Trash enclosure scheduled to be repaired. Re-inspect next week.**

- Elinora Drive: Complaint regarding vision obstruction. Site visit conducted. Violation confirmed and owner contacted. **Removal of vegetation in progress. Re-inspect next week.**
- Alhambra Avenue: Complaint regarding residence being used for landscape business. Investigated and notice sent to property owner concerning applicable City Home Occupation regulations. **Scheduled for re-inspection this week.**
- Santa Cruz Road: Complaint regarding a junk car parked in a driveway at a residence. Scheduled for site visit. **Notify Letter mailed to owner.**
- Santa Cruz Road: Complaint regarding an unsightly yard at a residence. Scheduled for site visit. **Notify Letter mailed to owner.**
- Charles Avenue: Complaint regarding junk cars and trash in a front yard. Staff visited the site and confirmed the violation. **Notify Letter mailed to owner.**
- Starbridge Court: Complaint regarding trash being accumulated by the front door of an apartment. Site visit completed. Items located under tarp on patio. **Contact owner/tenants to discuss violation and corrective action.**
- Gregory Village Shopping Center: Report of a large “For Lease” sign blocking intersection visibility. Referred to Engineering Division. Site visit conducted and real estate agent requested to relocate the sign. Re-contacted property manager to request relocation of sign. **Contacted leasing agent and he will move the sign out of the sight triangle. Re-inspect next week.**
- Monivea Road: Trash and debris located at side yard and on driveway, camper in public fire on driveway, overgrown weeds at front yard, vegetation obstructing the public sidewalk, low hanging branches over sidewalk, poor exterior paint condition and no garbage service. Violations confirmed. **Notify Letter mailed to owner.**
- Gregory Lane: Leaf-blower noise in early morning on weekends. **Contacted property owner/manager and discussed noise issue.**
- Hookston and North Main Street: Business possibly without permits/license. Permit application now in progress. Overgrown weeds and vehicle stored on unpaved surface on-site. **Tenant contacted and informed of violations and corrective actions. Zoning clearance issued for the business.**

#### New Inquiries:

- Pleasant Hill Road: Complaint regarding junk and debris in a front yard and overgrown weeds. Site visit completed. **Contact property owner or representative.**
- Hoover Avenue: Complaint regarding junk and debris and inoperable vehicles. Site visit completed. **Inspection request mailed to property owner.**
- Byron Drive: Complaint regarding overgrown vegetation and unregistered vehicles. Site inspection complete. **Notify Letter sent to owner.**
- Woodsworth Lane: Complaint regarding junk and debris and occupied accessory structures. Site inspection conducted. **No access to rear yard; inspection request mailed to property owner.**

- Corner of Grayson Road and Taylor Boulevard: Complaint regarding illegal banner. **Contacted organization and instructed them to remove banner. Re-inspect next week.**
- Mazie Drive: Complaint regarding home occupation operating in violation of approved permit conditions. Site inspection complete. **Contact owner to discuss issue.**
- Best Road: Complaint regarding trash and debris at front yard. Site inspection complete. **Notify Letter sent to owner.**