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MEMORANDUM

TO: Mayor and City Council  
FROM: June Catalano, Manager  
DATE: July 19, 2013  
SUBJECT: **WEEKLY UPDATE**

**GENERAL UPDATE**

**Sunset by the Lake Summer Concert** – The Summer Concert Series continues on Sunday, July 21<sup>st</sup> on the lawn at City Hall from 6 p.m. to 8 p.m. The featured band is Patron Latin Rhythms with food provided by Zachary's Pizza & Cold Stone Creamery.

**PUBLIC WORKS AND COMMUNITY DEVELOPMENT**

**Building Division**

- Crossroads (2312 Monument Boulevard) – Permit has been issued to construct the Arcade, Sub Area II (between Marshalls, Dollar Tree and Dick's Sporting Goods).
- Crossroads (2314 Monument Boulevard) – Permit has been issued to construct Dick's Sporting Goods Store. It will be a two story, 73,651 square foot retail building. The building will include sales floor, offices, loading dock, receiving areas, and other support rooms.
- Butcher Shop (2391 & 2393 Pleasant Hill Road) – Permit has been issued to alter and improve the exterior facade of the building for a future butcher shop/meat market.
- Nordstrom's (703 Contra Costa Boulevard) – Permit has been issued for the racking and shelving installation for Nordstrom's.

## Engineering Division

- Buskirk Avenue Widening Phase 2 Improvement Project – The Project Contractor, Ghilotti Bros., Inc. removed the remaining three trees designated for removal that were in conflict with the roadway realignment improvements.

Ghilotti's subcontractor, Saint Francis Electric (SFE), continued installing PG&E electrical vaults and joint trench near the bus stop along Buskirk Avenue. A single lane closure will be set up at the southbound direction of Buskirk Ave. The lane closure will be typically from 9:30 a.m. to 4:00 p.m. Expect delays due to construction in the area.

AT&T is working to complete the relocation and cutover of the fiber optic line along Buskirk Avenue. AT&T is scheduled to work nights between 12:01 and 6:00 AM from July 15 to July 26. The locations of the work will be at AT&T manholes located on EB Monument Boulevard and Marcia Drive, NB Buskirk Avenue across from the Dollar Tree store and NB Buskirk Avenue near Hookston Road. There will be minimal traffic impacts at these locations since AT&T will be accessing their manholes. Additional information will follow in future Weekly Updates or on the City's website page for the project at [www.pleasant-hill.net/Buskirk](http://www.pleasant-hill.net/Buskirk).

- Taylor Boulevard/Norse Drive Signal Phasing Modification - With the assistance of County signal crew, staff modified the traffic signal phasing at the intersection of Taylor Boulevard and Norse Drive to incorporate a "split" phasing for the northbound/southbound directions. Previously traffic heading northbound and southbound would get the green phase concurrently, which makes it difficult for drivers to find the necessary gap in traffic to make a left turn onto Taylor Boulevard. With the new "split" phasing, each direction of traffic will get an exclusive green phase (with no conflict from the opposite direction of traffic), thus allowing drivers to drive through the intersection (left, straight, or right) with ease without the need for yielding to on-coming vehicle traffic. The downside to the "split" phasing is the increase in time needed for the signal to cycle through all the various phases, resulting in an increase in overall delay experienced and queuing (for all approaches) at the intersection. Staff will monitor the traffic flow through the intersection in the upcoming weeks as well as the beginning of the new school year and make minor field timing adjustments as needed to minimize the amount of additional delay experienced due to the new split phasing.
- Recreation and Park District – Pleasant Oaks Park Update – Grading of the sports fields continues on schedule. The contractor (Goodland) has begun trenching for the irrigation lines for the fields and construction of the storm drainage facilities.
- Encroachment Permits  
258 Kathleen Drive – Pavement repair for sewer lateral work  
248 Evelyn Drive – Sewer lateral repair scheduled this week  
2267 Pleasant Hill Road – EBMUD emergency work to repair water line. Approximately 7 residents may have had interrupted service during the repair.

## Maintenance Division

- Street Light Outages - Staff has been working with P.G.&E. to keep up with the heavy amount of street light outages throughout the City. P.G.&E. has been very helpful with a shorter than usual turn around time on the repairs.
- Homeless Camps - Staff conducted an extensive homeless camp clean-up addressing seven sites throughout the City. Those sites were under the Chilpancingo Bridge, under the Cottonwood Bridge, under the Golf Club Bridge, at the rear of Pep Boys Automotive Parts Store, at the rear of Mattress Discounters, the south end of the Ellinwood Creek Area, and in the shrubbery at the Contra Costa Boulevard sound wall between Astrid Drive and Oak Park Boulevard.
- Graffiti - Staff has been covering up large graffiti tags on the Contra Costa Boulevard sound wall and in the south end of the City.

## Planning Division

**Planning Commission** - No meeting scheduled.

**Zoning Administrator** - No meeting scheduled.

Tree Removals Approved:

Three Canary Island Pine trees were approved to be removed, in association with the ongoing development of the new Community Center at 320 Civic Drive (Pleasant Hill Recreation & Park District). Six replacement trees will be planted off-site at Las Juntas Park open space (located on the west side of Lucille Drive just south of the intersection at Taylor Blvd and Lucille Drive). All six replacement trees will consist of 15-gallon Valley Oak and they will be planted in mid-October 2013.

- ***Cancer Community Support Architectural Review – Zoning Administrator Design Review Approval (1885 Oak Park Boulevard) PLN 13-0193*** – The applicant requested approval for exterior changes to one of the existing buildings on the site generally matching the features of another existing building on the site. The changes include: relocation and installation of new windows and doors, change roof line from shed roof to 4:12 pitched roof, installation of siding to match existing siding, removal of 221 square feet of landscape to accommodate minor changes to parking and a new accessible path of travel. The building will be repainted with the same colors that are currently on the building.  
Action: Approved with conditions.

Appeal Period: The appeal period will end on Monday, July 29, 2013 at 5:00pm.

## Architectural Review Commission

- ***Study Session for PLN 13-0176, Megan Terrace Subdivision, 41 & 55 Katie Court And 160 & 170 Cleaveland Road*** - Study session (continued from the July 11, 2013 meeting) to consider a proposed 28-unit, townhouse style, subdivision that would replace four existing single family residences on a site designated in the General Plan for medium density multi-family residential use (20-29.9 units per acre). The proposed density would be approximately 25.2 units per net acre when all four existing parcels are combined. Preliminary development plans for the site indicate that the residential units would be three stories in height (maximum proposed height of 39 feet) and located in six buildings, each with individual two car garages, with access from a newly improved private street on the project site. The zoning for the site is *Planned Unit Development PUD 410* and the site is comprised of Assessor's Parcel Number's: 149-100-042, 043, 062, 064.

Action: This item was a study session so no action was taken. The Commission made the following comments about the project:

- Generally, the building colors presented, including earth-tone colors, were considered acceptable.
- No objections to the removal of the existing trees as proposed.
- Revisions made to the project were generally positively received by the Commission.
- No design concerns with three story structures, provided that the overall building height will comply with the allowable 35 foot building height.
- Consider reduction in unit sizes (building depth), to increase open space, setback areas and meet other project zoning development standards.
- Due to space constraints and design proposed, recreational amenities may be difficult to provide unless the unit count/density is reduced, potentially by one unit.
- Consider the safety of the walkway and picnic area near the creek and provide appropriate fencing.
- Review walkways to ensure compliance with applicable ADA provisions.
- Concerns with the combined effect on solar access of the three story buildings and relatively narrow paseo's/driveways between buildings. A sun/solar access study was requested to provide additional information.
- Provide a cross section through the site that extends from east to west through the site.
- Consider increasing guest parking and providing motorcycle parking. Providing additional uncovered parking could also help to address resident parking requirements.
- Willingness to consider a reduction in open space to provide additional parking.
- Open to consider project deviations, as part of the Planned Unit Development provisions, to ensure a high-quality and well-thought site plan layout.
- Landscape Plan
  - Relocate and add additional evergreen trees to the landscape plan.
  - Provide (and preserve existing trees) additional trees in proximity to the creek area.
  - Provide usability in the area planned for bio-swales if possible.

- Incorporate low level/accent lighting for landscaping and walkway areas throughout the site.
- Project lighting should minimize impacts to adjacent properties (use of high quality cut-off luminaires that would help to reduce light pollution).
- Consider location of mail facilities (mail boxes) and utilities to ensure usability and avoid visual impacts.
- Consider trash facilities (whether individual or common) and the issues associated with each method. Consider ventilated areas for storage of individual trash facilities.
- Provide additional clarity on the amount of proposed fill/grading to provide a better understanding on impacts to project buildings.

Three members of the public spoke to express concerns about various aspects of the project (height, privacy, number of stories, flooding, landscaping, open space, parking, modifications, density, creek access, compatibility with surrounding development and related concerns).

Appeal Period: Not applicable.

## Code Compliance

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

### Follow-ups on Prior Inquiries:

- Beatrice Road: Complaint regarding tree removal without a permit. Contacted property owner. Tree removal permit being submitted with arborist report. **Monitor progress until permit is approved.**
- Belle Avenue: Complaint regarding commercial vehicle stored in residential area. Site inspection complete. Vehicle not removed. I discussed the issue with the property owner and they requested an additional two weeks to find storage. Extension granted. **Re-inspect property this week.**
- Buxton Circle: Complaint regarding debris and lack of garbage service. Re-inspection complete. Conditions unchanged. Message left for property owner. **Re-inspect property this week.**
- Charlton Drive. Inquiry in reference to the status of an existing violation regarding the roof of a residence. Re-inspected property this week and tried to make contact with owner. No contact made. Observed wood debris pile next to driveway. **Case under review.**

- Cortsen Road: Complaint regarding trash and debris and possible inhabitants residing at residence without active electrical service. Property posted, “Do Not Enter, Unsafe to Occupy” at public entrances. Bank contacted and in process of hiring a vendor to remove trash and debris. Vendor on site to provide estimate for debris removal. **Continue to monitor property and coordinate future actions with Building and Police Department.**
- Elinora Drive: Complaint regarding vegetation obstructing line of site. Re- inspection complete. Two out of the four hedges trimmed. Left business card. **Re-inspect property this week.**
- Gregory Lane: Complaint regarding overgrown weeds. Site inspection complete. Violations included overgrown weeds, inoperable vehicles and debris. Inoperable vehicles and debris removed. **Case closed.**
- Hook Avenue: Complaint regarding accessory structure converted without a Building permit. Site inspection complete. Illegal structure converted without permit located at the rear yard. Property owner instructed to contact Building Department and obtain permit. **Continue to monitor property and coordinate future actions with Building Department.**
- Hoover Ave: Complaint regarding junk and debris and inoperable vehicles. Some vehicles and debris have been removed. Electrical service panel inspected by Building Department and approved. Electrical service reinstated by PG&E. Contact made with tenant who is continuing to remove debris from the property. **Re-inspect property this week.**
- Masfield Drive: Site inspection conducted this week. Observed crews beginning to clean up property. Additional clean-up observed this week. **Continue to monitor progress on a monthly basis until violations are corrected.**
- Maureen Lane: Complaint regarding overgrown hedge located next to driveway and at front yard. Site inspection complete. Left door hanger. **Re-inspect property next week.**
- Mayhew Way: Complaint regarding overgrown vegetation and poor exterior paint condition. Site inspection complete. Notify Letter sent to new property owner. **Re-inspect property next week.**

- Mazie Drive: Accessory structures without approval in a rear yard. Plans submitted last week for review. Plans approved. Contacted tenant who stated they may remove the structure per the owner's request. **Continue monitoring progress and coordinate final inspection with Building Department.**
- Mohar Court: Complaint regarding inoperable vehicle and debris at front yard. Re-inspection complete. Debris removed. No garbage service. **Re-inspect property next week.**
- Odin Place: Complaint regarding overgrown weeds and debris at the rear yard. Violations include overgrown vegetation, hedges obstructing the public sidewalk and peeling exterior paint. Contact made with property owner. Hedges trimmed and overgrown weeds removed from front yard. **Re-inspect property this week.**
- Orin Lane: Complaint regarding a basketball stand blocking the public sidewalk. Site inspection complete. Left door hanger. **Re-inspect property next week.**
- Patricia Drive: Complaint regarding junk and debris and lack of garbage service. Re-inspection complete. Garbage service active. Fire damage at the residence. Owner stated the insurance claim is being processed. Storage container on site for personal belonging during repairs. **Monitor property during cleanup and repairs and coordinate final inspection with Building Department.**
- Pleasant Hill Road: Complaint regarding junk and debris in a front yard and overgrown weeds. Contact made with owner's daughter who stated she will have the debris and weeds removed. **Re-inspect property this week.**
- Pleasant Hill Road: Complaint regarding junk and debris at front yard. Site inspection complete. Violations consist of junk and debris throughout the property and an inoperable vehicle at the front yard. Notify Letter sent to property owner. **Re-inspect property next week.**
- Pleasant Valley Drive: Complaint regarding RV stored on unpaved surface and junk at side yard. Site inspection complete. RV and junk removed. **Case closed.**
- Santa Lucia Drive: Complaint regarding multiple boarders and debris. No progress made in reducing the number of boarders. Letter sent to property owner instructing them to bring it into compliance. **Re-inspect property next week.**

- Shirley Drive: Complaint regarding damaged garage door. Garage door replaced. **Case closed.**
- Skander Drive: City Attorney contacted listing agent. Property scheduled to have escrow close this week. Illegal accessory structures to be removed by new owner. **Continue to monitor progress on a weekly basis until violations are corrected.**
- Stevenson Drive: Site inspection conducted this week. Additional clean-up observed this week. Property completely clear of any debris, vehicles or dead vegetation. **Continue to monitor progress on a monthly basis until violations are corrected.**
- Strand Avenue: Complaint regarding junk and debris at front and side yards and inoperable vehicles. Site inspection complete. Notify Letter sent to property owner. **Re-inspect property next week.**
- Taylor Blvd.: Complaint regarding a home in disrepair. Violations include overgrown weeds and deteriorating exterior paint. Exterior paint unchanged. **Re-inspect property next week.**
- Twinview Drive: Owner requested additional time to donate vehicle. Contacted owners who stated they have paperwork from DMV and will donate the vehicle next week. **Re-inspect property this week.**
- Waterberry Drive: Complaint regarding vehicles parked on an unpaved surface and commercial vehicle stored at residence. No signs of commercial vehicle. Vehicle stored on unpaved surface scheduled to be removed. **Re-inspect property this week.**

New Inquiries:

- Charles Avenue: Complaint regarding an occupied RV on the property. **Initial inspection scheduled for next week.**
- Helen Road (case 1): Complaint regarding junk and debris. **Initial inspection scheduled for next week.**
- Helen Road (case 2): Complaint regarding junk and debris. **Initial inspection scheduled for next week.**
- Helen Road (case 3): Complaint regarding vehicles and a trailer stored illegally at side yard. **Initial inspection scheduled for next week.**

- Maria Drive: Complaint regarding a rooster at the property. **Initial inspection scheduled for next week.**
- Maricopa Court: Complaint regarding graffiti on side of building. **Initial inspection scheduled for next week.**
- Scarlet Oak Court: Complaint regarding junk and debris. **Initial inspection scheduled for next week.**
- Western Hills Drive: Complaint regarding a trailer stored on an unpaved surface. **Initial inspection scheduled for next week.**

Proactive Work:

- Barbara Court: Proactive case opened for junk and debris on driveway. Contact made with tenant. Extension granted to remove remaining items and paint house. **Re-inspect property in two weeks.**
- Contra Costa Blvd.: Proactive case opened for trash and debris at front yard and driveway and no garage service. Re-inspection complete. Most of the debris has been removed. Property appears vacant. **Re-inspect property this week.**
- Santa Cruz (case 1): Proactive case opened for inoperable vehicle. Vehicle removed. **Case closed.**
- Santa Cruz (case 2): Proactive case opened for inoperable vehicle and debris in truck bed. Re-inspection complete. Conditions unchanged. Contacted property owner. Granted extension. **Re-inspect property next week.**
- Santa Cruz (case 3): Proactive case opened for inoperable vehicle, debris and overgrown weeds. Re-inspection complete. Weeds and debris removed. Vehicle unchanged. **Re-inspect property next week.**
- Santa Cruz (case 4): Proactive case opened for debris on driveway and side yard. Re-inspection complete. Conditions unchanged. **Re-inspect property next week.**
- Santa Cruz (case 5): Proactive case opened for vehicle stored on an unpaved surface. Vehicle stored on paved surface. **Case closed.**

Graffiti Removal:

No graffiti removal this week.