



MEMORANDUM

TO: Mayor and City Council
FROM: June Catalano, Manager
DATE: July 26, 2013
SUBJECT: **WEEKLY UPDATE**

GENERAL UPDATE

- City Booth at Blues & Brews Festival: The City will set up a booth at the Pleasant Hill Blues & Brews festival on Saturday, July 27th from Noon to 5:00 p.m. Staff will be promoting the new Shop Pleasant Hill website with free merchandise and other giveaways.
- Health Care Act Workshop at City Hall: The City hosted a business workshop on July 17 that focused on business implementation of the Affordable Care Act. The Workshop was conducted by Colleen Callahan Insurance Services and Tim Krisch from Maze and Associates Accounting Firm, both Pleasant Hill businesses. The workshop had 12 attendees who gave positive feedback about the value of the information.

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Engineering Division

- Police Department (PD) Security Fence Phase II Project – The Phase I portion of this project installed approximately 480 feet of 7 foot tall black wrought-iron security fence along the rear (northern) perimeter of the PD rear parking lot in 2011. The Phase II portion of the project will install automated security gates at the parking lot driveways and any remaining fence along the Civic Drive side of the rear parking lot.

The new security gates will match the existing Phase I fencing style. The gates will feature voice intercoms, video surveillance and automated gate detection systems and key card readers for PD employees. Our contractor this week is finishing the installation of new power and communication conduits from the PD building out to the two locations of the security gates at the driveways.

Engineering staff is working on the biddable specifications for the remainder site work. It is expected that the Phase II project will be completed late Fall.

- 2013 Street Resurfacing Project, Phase I – MCK Services continues street resurfacing repairs on Hamilton Drive, Charlton Drive, Charlton Circle, Cumberland Drive, Cumberland Court, Random Way, Doulton Court, Lenox Court, Plato Court, Hero Court, Carpenter Court, Minton Court, Derby Court, and Stratford Court this week. All residents were notified of project work by hand delivered flyer. Remaining residential streets to be repaired include Ironwood Drive, Third Avenue, Fourth Avenue, Greenwood Drive and Christen Drive.
- Buskirk Avenue Widening Phase 2 Improvement Project – AT&T continues working on the relocation and cutover of their fiber optic lines along Buskirk Avenue. The new anticipated completion date is now August 2, 2013. Most of the AT&T cutover work is scheduled between 9:00 p.m. and 6:00 a.m. to minimize the disruption to motorists and their customers. The locations of the work are 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. This week AT&T provided for the temporary relocation of their conduits (within the construction work zone) that were in conflict with Storm Drain Improvements, this will allow the city contractor to continue with these tasks.

PG&E is completing the preparatory work in order to start switching power supply from the overhead power lines to the new underground system, called the “electrical cutover”. The first electrical cutovers will be for Crossroads Shopping Center tenants at the north end of the center (along the Monument Boulevard side). This cutover work will take about 4 hours during the night and is tentatively scheduled to occur the week of August 5, 2013. PG&E will be responsible for notifying the shopping center tenants that will be affected by the power interruption.

Ghilotti’s subcontractor, Saint Francis Electric (SFE), continues installing PG&E electrical vaults and additional joint trench. The last existing shopping center driveway near Elmira Avenue will be partially closed at times as SFE trenches across it. Traffic will be flagged in and out of the driveway during this work. Expect limited delays for driveway access typically from 9:30 a.m. to 4:00 p.m.

Additional information will follow in future Weekly Updates or on the City’s website page for the project at www.pleasant-hill.net/Buskirk.

Encroachment Permits

- 22 Cleopatra Drive – Sewer lateral repair in street.
- 2 Santa Barbara Road – Sidewalk and driveway repairs.

Maintenance Division

- Tree Removal - Staff worked closely with the contractor, Valley Crest Tree Service, to remove the large Stone Pine Tree on Golf Club Road at the entrance to the Contra Costa Country Club. The tree has been lifting the roadway and creating an unsafe condition for motorists and pedestrians. The tree roots will be removed and the damaged asphalt replaced.
- Fallen Tree - Staff cut up a dead Oak Tree that fell over in the City maintained open space behind 2021 Ellington Terrace. The tree fell towards the residence, but was short of making contact. Other trees were trimmed back as well.
- Street Light Outages - Staff is working with P.G.&E. to have the street lights repaired on Contra Costa Boulevard. Currently there are twelve lights out on Contra Costa Blvd.

Planning Division

Planning Commission

- ***DP 10-005, UP 10-014 & VAR 11-002, Oasis Christian Fellowship Church Expansion – 12-Month Time Extension, 2551 Pleasant Hill Road*** - Public hearing to consider a second 12-month time extension of Development Plan DP10-005, Use Permit UP10-014 and Variance VAR 11-002 to allow for the expansion of the existing Oasis Christian Fellowship Church at 2551 Pleasant Hill Road (Assessor Parcel Number: 164-030-005 & 008).

Action: Approved. No members of the public spoke.

Appeal Period: Through Monday, August 5, 2013.

- ***Study Session to Consider Tree Preservation Ordinance Update, City-Wide*** - A study session to consider a draft amendment to update the City's tree preservation ordinance (PHMC 18.50.110).

Action: No action taken. The Planning Commission provided comments and direction to staff concerning the proposed amendment. One member of the public spoke. The proposed amendment will be brought back to the Planning Commission for further consideration at a future date to be determined.

Appeal Period: Not applicable.

Zoning Administrator

Public Hearings:

- ***PLN 13-0071, Taoist Tai Chi Minor Use Permit, 2601 Pleasant Hill Road***

Public hearing to consider approval of a Minor Use Permit to allow a *fitness studio* (Tai Chi) use in an existing building in a RB- Retail Business zoning district. Note: Schedule 18.25.020 of the Zoning Ordinance requires use permit approval for *fitness studio* uses in an RB- Retail Business zoning district. Assessor's Parcel Number: 164-242-013.

Action: Approved. No members of the public spoke.

Appeal Period: Through Monday, August 5, 2013

Administrative Determinations:

- ***ARC 09-018 Safeway Fuel Station, Minor Amendment, 701 Contra Costa Boulevard***

Action: On July 19, 2013, the Zoning Administrator administratively approved revisions to the circulation plan for the existing Safeway fuel station. The changes include reversing the direction of traffic flow into the fuel station so that entry will occur from the south rather than from the north. Related minor changes to striping, directional signage and landscape reconfiguration were also approved. No changes to the existing number of fuel pumps, the existing canopy or existing fuel station signage were approved (those changes will require review and approval by the ARC and/or PC). The Zoning Administrator's approval allows Safeway to move forward with these circulation changes as soon as possible to remedy existing concerns regarding vehicle stacking/queuing onto public streets during peak periods.

Appeal: The deadline for any appeal or call for review for this item is Monday, July 29.

Architectural Review Commission

No meeting scheduled.

Miscellaneous

- ***Plan Bay Area (formerly the Regional Sustainable Communities Strategy)*** – On July 18, 2013, the boards of the Association of Bay Area Governments (ABAG) and Metropolitan Transportation Committee (MTC) voted to adopt Plan Bay Area, a regional plan/blueprint for creating sustainable communities throughout the Bay Area. Plan

highlights include policies for limiting urban sprawl for 30 years—100% of new growth will be encouraged within existing urban boundaries, limiting increases in Greenhouse Gas Emissions, encouraging nearly 80% of new homes and over 60% of new jobs to be located near public transit, a new One Bay Area Grant program that distributes funds for transportation and affordable homes to the communities that are doing the most sustainable and equitable development, and a conservation grant program dedicating funds for protecting natural and agricultural lands. Further information about Plan Bay Area can be found at <http://www.onebayarea.org/>.

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. Permit obtained and approved. **Case closed.**
- Belle Avenue: Complaint regarding commercial vehicle stored in residential area. Commercial vehicle unchanged. Contact property owner to discuss the removal of the commercial vehicle. **Re-inspect property next week.**
- Buxton Circle: Complaint regarding debris and lack of garbage service. Re-inspection complete. Conditions unchanged. Contacted property owner. Owner to remove junk and debris and obtain garbage service. **Re-inspect property next week.**
- Charles Avenue: Complaint regarding an occupied RV on the property. Site inspection complete. Notify letter sent to property owner. **Re-inspect property in two weeks.**
- 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. Contacted property owner. Remaining hedges to be trimmed next week. **Re-inspect property next week.**
- Helen Road: Complaint regarding vehicles and a trailer stored illegally at side yard. Site inspection complete. No violation. **Case closed.**
- Helen Road: Complaint regarding junk and debris. Site inspection complete. Left door hanger. **Re-inspect property in two weeks.**
- Helen Road: Complaint regarding junk and debris. Site inspection complete. Property under construction with active building permits. **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. Building Department issued a “stop work” notice for additional violations. **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. Re-inspection scheduled for next week. **Re-inspect property next week.**
- Maria Drive: Complaint regarding a rooster at the property. Initial inspection complete. No rooster round on property. **Case closed.**
- Maricopa Court: Complaint regarding graffiti on side of building. Initial inspection complete. Contacted property manager. Graffiti removed. **Case closed.**
- 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. Hedges trimmed. **Case closed.**

- Mayhew Way: Complaint regarding overgrown vegetation and poor exterior paint condition. Re-inspection complete. Weeds removed and exterior paint almost complete. **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. Message left for property owner to provide update on correcting violations. **Re-inspect property next week.**
- Orin Lane: Complaint regarding a basketball stand blocking the public sidewalk. Site inspection complete. Basketball stand removed from public sidewalk. **Case closed.**
- 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. Construction work in progress for interior 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. Additional contact made with owner's daughter who stated she will have the debris and weeds removed. **Re-inspect property next 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-inspection complete. Violations unchanged. **Re-inspect property next week.**

- Santa Lucia Drive: Complaint regarding multiple boarders and debris. No progress made in reducing the number of boarders. Final boarders to be moved out by end of the month. **Re-inspect property in two weeks.**
- Scarlet Oak Court: Complaint regarding junk and debris. Site inspection complete. No violation. **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. Re-inspection complete. Debris removed. Property owner in progress repairing vehicles. Extension granted. **Re-inspect property in two weeks.**
- Taylor Blvd.: Complaint regarding a home in disrepair. Violations include overgrown weeds and deteriorating exterior paint. Exterior paint unchanged. Message left for property owner to provide update on correcting violation. **Re-inspect property next week.**
- Twinview Drive: Owner requested additional time to donate vehicle. Vehicle removed. **Case closed.**
- 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 by the end of the month. **Re-inspect property in two weeks.**
- Western Hills Drive: Complaint regarding a trailer stored on an unpaved surface. Re-inspection complete. Trailer removed. **Case closed.**

New Inquiries:

- Helen Road: Complaint regarding junk and debris. Initial inspection complete. Left door hanger. **Re-inspect property in two weeks.**

- Liahona Court: Complaint regarding junk and debris. Initial inspection complete. Violations include junk/debris, inoperable vehicles, damaged fencing and peeling exterior paint on house. Notify letter sent to property owner. **Re-inspect property in three weeks.**
- Pleasant Hill Road: Complaint regarding a dead tree. Initial inspection complete. Property owner scheduling removal of tree. **Re-inspect property in two weeks.**
- Ruth Drive: Complaint regarding overgrown weeds. Site inspection complete. Notify letter sent to property owner. **Re-inspect property in two weeks.**

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 next week.**
- Contra Costa Blvd.: Proactive case opened for trash and debris at front yard and driveway and no garage service. Trash and debris removed. **Case closed.**
- Santa Cruz (case 1): Proactive case opened for inoperable vehicle and debris in truck bed. Re-inspection complete. Conditions unchanged. **Re-inspect property next week.**
- Santa Cruz (case 2): Proactive case opened for inoperable vehicle, debris and overgrown weeds. Re-inspection complete. Weeds and debris removed. Vehicle unchanged. Left business card requesting property owner contact me to discuss inoperable vehicle violation. **Re-inspect property next week.**
- Santa Cruz (case 3): Proactive case opened for debris on driveway and side yard. Re-inspection complete. Conditions unchanged. Contacted tenant. Debris scheduled to be removed next week. **Re-inspect property next week.**

Graffiti Removal:

Camelback & Old Quarry - Utility box.

Contra Costa Blvd. & Taylor Road - Utility Box

Patterson Blvd. - Utility Box