



City of Pleasant Hill

MEMORANDUM

TO: Mayor and City Council

FROM: June Catalano, Manager

DATE: January 24, 2014

SUBJECT: **WEEKLY UPDATE**

GENERAL UPDATE

- **Community Center Grand Opening** – The Grand Opening of the new Pleasant Hill Community Center at 320 Civic Drive will take place on Sunday, January 26, 2014 from 2:00 p.m. to 5:00 p.m. with the Ribbon Cutting Ceremony scheduled for 1:45 p.m. The Grand Opening will showcase the new center's programs and activities, and entertainment and light refreshments will be provided.

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Engineering Division

- **Buskirk Avenue Widening Phase 2 Improvement Project** – The Project Contractor, Ghilotti Bros., Inc. (Ghilotti) and their subcontractors are scheduled to switch over to the next construction Stage 1C. This next stage will include project improvements along the east side of Buskirk Avenue and Elmira Drive including Clarie Drive. Overall, the project is on schedule and anticipated to be completed by September 2014.

Current Buskirk Project Activities

Traffic Alert for Buskirk Avenue – New Traffic Configuration

Starting on January 27, 2014, Elmira Drive will be closed to traffic in the southbound direction and a day or two later in the northbound direction for approximately three months. This road closure duration may change depending on weather, field conditions and work conflicts. Buskirk Avenue traffic will be routed through single lane of two-way traffic through the newly constructed Buskirk Avenue (old S-curve) around the perimeter of the shopping center. One new traffic signal will be operational at Buskirk Avenue/Clarie Drive and two stop intersections will complete the detour along Buskirk Avenue; one at the south shopping center entrance and a second at Hookston Avenue (both of these are currently in place). The most inconvenience will be for motorists heading eastbound and westbound along Hookston Road to or from Walnut Creek. Detour signs will be in place to route traffic around the Elmira Drive road closure.

PG&E, Comcast, AT&T Utility Cutovers (Ongoing – January 2014) – On schedule
PG&E Utility and Comcast Utility Cutover was Completed in December.

AT&T completed final cutover on Hookston Road on January 17, 2014. Removal of overhead facilities and poles, located on the east side of Buskirk Avenue and the north side of Hookston Road, is pending. The City has notified AT&T to move their facilities by the end of January to avoid any conflicts with the next phase of construction.

Ghilotti Brothers Stage 1C Project Improvements (Ongoing – May 2014)

Ghilotti construction is preparing for the traffic switch-over scheduled for early next week and will be installing Changeable Message Sign boards, detour and informational signs on Buskirk Avenue and Hookston Road.

Bayside Stripe and Seal is grinding out pavement markings and installing temporary pavement markings and striping on Buskirk Avenue, Clarie Drive and Hookston Road.

Saint Francis Electric continued installation of traffic signal components at the two new signalized intersections on Buskirk Avenue. Saint Francis installed traffic signal poles at the east side of Elmira Drive and Clarie Drive and is installing temporary overhead wiring for these traffic signals to be partially operational during this next phase of construction.

For more project information, please see future Weekly Updates, visit the City's Buskirk Avenue web page at www.pleasant-hill.net/buskirk or contact the City's Construction Manager, Jeff Ocampo at (925) 671-5208 or by email at jeff@ghirardelliassoc.com.

- **Contra Costa Boulevard Improvement Project (Viking Drive to Chilpancingo Parkway) Bid Opening** - The City hosted a bid opening for the construction of the upcoming Contra Costa Boulevard (CCB) Improvement Project (Viking Drive to Chilpancingo Parkway). Four bids were received, and the apparent lowest bidder is Ghilotti Brothers, Inc. with a project bid of \$2,897,492.30 which is approximately 10% less than our Engineer's Estimate of \$3,225,987.

The project scope consists of intersection geometry modification at CCB/Golf Club Road intersection, new traffic signals at CCB/Golf Club Road and CCB/Viking Drive intersections, new curb/gutter, new median curb, new curb ramps, new landscaping, and new median/pedestrian street lights along the CCB project corridor. The project is primarily funded with Federal Highway Safety grant funds, countywide Measure J grant funds, and local funds. The project is anticipated to break ground in April 2014.

- **2013 Sidewalk Repair Project No. 01-14** - The Engineering Division is currently accepting bids for 2013 Sidewalk Repair Project No. 01-14. The Notice Inviting Bids was advertised on January 14, 2014 and the Pre-bid conference was held on January 22. This project will include the removal and replacement of approximately 25,000

square feet of sidewalk in sidewalk repair Zone 1 (highly travelled areas and routes to school); Assessment District 20 and limited curb and gutter repair, including tree-well enlargements in the downtown area. The bid opening is scheduled for February 13, 2014 and construction is expected to begin April 2014. This project Phase I (Commercial) is the first of the two phases in Zone 1. Phase II (residential) is tentatively scheduled for late 2014.

Planning Division

Planning Commission

No meeting scheduled.

Zoning Administrator

- ***PLN 13-0421, Architectural Review Permit for Christ the King Church Sanctuary Building Expansion, 199 Brandon Road***

The Zoning Administrator approved an Architectural Review permit for an approximate 120 square foot building expansion to the existing church sanctuary building to provide new bathrooms. Other improvements include a modified lobby area, building entrance improvements and landscape improvements to accommodate the building expansion.

Action: Approved with conditions.

Appeal Period: Through Monday, January, 27, 2014.

- ***PLN 13-0416, Borrero DDS Minor Use Permit, 675 Contra Costa Blvd.***

Public hearing to consider approval of a use permit for a *medical office* use in an existing 4,113 square foot stand-alone commercial building. The proposed use is located on a 4.67 acre site that consists of two other stand-alone buildings (Burger King Restaurant and JC Penney Home Store) with a 315-space shared parking facility. Section 18.25.020 of the Zoning Ordinance requires use permit approval for *medical office* use in a Retail Business (RB) zoning district. Assessor's Parcel Number: 153-250-007.

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

Appeal Period: Through Monday February 3, 2014.

Tree Removal Permits Issued:

- 89 Cleopatra Drive – Removal of one Modesto Ash tree
- 201 Southwind Drive – Removal of three pine trees (Exempt – Dead or dying)

Architectural Review Commission

No meeting scheduled.

Code Compliance

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

Follow-ups on Prior Inquiries:

- Astrid Drive: Complaint regarding vehicles stored on an unpaved surface. Re-inspection complete. Staff confirmed the vehicles have been removed from the property. **Case closed.**
- Banbridge Place: Complaint regarding junk and debris and no garbage service. Trash and debris removed at side yard. Garbage service active. Staff observed the exterior painting work is nearly complete and the trash at the rear yard has been removed. **Staff scheduled to re-inspect property next week.**
- Charlton Drive: Inquiry in reference to the status of an existing violation regarding the roof of a residence. Staff sent Violation Letter to property owner. Re-inspection complete. Roof condition and debris at front yard unchanged. **Case under review.**
- Cleopatra Drive: Complaint regarding lack of garbage service. Re-inspection complete. Staff confirmed the property owner has contacted the waste management company but has not yet obtained service. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Elinora Drive: Complaint regarding junk/debris on driveway. Re-inspection complete. Staff confirmed all debris removed except sofa. Staff contacted property owner and confirmed the sofa will be removed this week. **Staff scheduled to re-inspect property next week.**
- Fair Oaks: Complaint regarding issues with an adult care facility. Re-inspection complete. Staff met with tenant and sent an inspection request letter the property owners. **Staff scheduled to re-inspect property this week.**
- Foothill Place: Complaint regarding a damaged balcony and an active wild bee colony. Re-inspection complete. Staff observed the bee colony appears to have been removed. Damaged balcony unchanged. **Staff scheduled to re-inspect property next week.**

- Gladys Drive – Case 1: Complaint regarding junk/debris, vehicles stored on an unpaved surface and vehicles obstructing the public right-of-way. Re-inspection complete. Staff observed the vehicle obstructing the public right-of-way has been removed but there is still a vehicle stored on an unpaved surface. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Gladys Drive – Case 2: Complaint regarding an illegal home based business operating at the property. Re-inspection complete. Staff met with property owner and did not observe any signs of an illegal home based business operating from the residence. **Case closed.**
- Grayson Road: Complaint regarding an occupied recreational vehicle. Site inspection complete. Staff contacted property owner and discussed case. **Staff will coordinate final inspection with Building Division.**
- Harvard Drive: Complaint regarding junk/debris and possible illegal home based business. Re-inspection complete. Staff observed the junk/debris and commercial box trucks were not present at the property. **Staff will continue to monitor the property for one more week.**
- Helen Road – Case 1: Complaint regarding junk/debris, broken window and a vehicle stored on an unpaved surface. Re-inspection complete. Staff confirmed garbage service is active and junk/debris removed. Staff observed the front window has been repaired. Staff received additional complaint in reference to illegal repairs at the property. **Staff will coordinate final inspection with Building Division.**
- Helen Road – Case 2: Complaint regarding junk/debris. Re-inspection complete. Staff confirmed the junk/debris has been removed. **Case closed.**
- Helen Road – Case 3: Complaint regarding junk/debris. Re-inspection complete. Staff confirmed the junk/debris has been removed. **Case closed.**
- Hoover Avenue: Complaint regarding junk and debris and inoperable vehicles. Some vehicles and debris have been removed. **Case under review.**
- Kathryn Drive: Complaint regarding a vehicle parked on an unpaved surface. Site inspection complete. Staff confirmed there is a vehicle stored on an unpaved surface at

the front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**

- Keats Circle: Complaint regarding overgrown trees and bushes obstructing the view of oncoming traffic. Re-inspection complete. Staff confirmed the trees and bushes have been trimmed. **Case closed.**
- Liahona Court: Complaint regarding junk and debris. Staff met with property owner and confirmed the exterior paint is complete, the fencing has been repaired and the refuse at front yard have been removed. Property owner requested an additional two weeks to finish removing the refuse and weeds from the rear yard. **Staff scheduled to re-inspect property this week.**
- Margie Drive: Complaint regarding inoperable vehicle. Re-inspection complete. Vehicle unchanged. Staff sent Second Notice to the property owner. **Staff scheduled to re-inspect property in two weeks.**
- Marvin Circle: Complaint regarding overgrown bushes obstructing the view of oncoming traffic. Site inspection complete. Staff confirmed there are bushes obstructing the view of oncoming traffic. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Marvin Drive: Complaint regarding junk/debris and possible illegal home based business. Site inspection complete. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property next week.**
- Maureen Lane – Case 1: Complaint regarding junk and debris. Re-inspection complete. Junk and debris unchanged. Staff sent second notice to property owner. Staff contacted property owner and discussed case. **Staff scheduled to re-inspect property next week.**
- Maureen Lane – Case 2: Complaint regarding a deteriorated fence. Re-inspection complete. Staff observed the fence has not been repaired. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Mazie Drive – Case 1: Accessory structures without approval in a rear yard. Plans submitted last week for review. Plans approved. Staff contacted tenant who stated are completing the structure and request final inspection with the Building Division. **Staff will continue monitoring progress and coordinate final inspection with Building Division.**

- Mazie Drive – Case 2: Complaint regarding a vehicle stored on an unpaved surface. Re-inspection complete. Staff observed the vehicle stored on the driveway. **Case closed.**
- McKissick Street: Complaint regarding a permanent basketball structure. Re-inspection complete. Structure unchanged. Staff contacted property owner and discussed case. Planning Commission denied the consideration on revising the zoning ordinance to allow such structures in the front yard setback. **Staff scheduled to contact property owner this week and inform them that the structure will have to be relocated.**
- Oak Park Boulevard – Case 1: Complaint regarding inoperable vehicles, vehicles obstructing the public right-of-way and possible auto repair business at single family residence. Re-inspection complete. Staff confirmed there is still a vehicle stored on an unpaved surface next to the driveway. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Oak Park Boulevard – Case 2: Complaint regarding junk/debris and grading issues. Site inspection complete. **Case under review with the Engineering Division.**
- Oakvue Road: Complaint regarding an inoperable vehicle. Vehicle unchanged. Staff sent vehicle abatement letter to property owner. **Staff has re-scheduled the vehicle abatement for next week pending property owner’s voluntary removal.**
- Patterson Blvd.: Complaint regarding overgrown weeds and debris. Re-inspection complete. Some progress made. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property this week.**
- Plato Court/Hamilton Drive: Complaint regarding overgrown bushes obstructing the view of oncoming traffic. Site inspection complete. Staff confirmed there are bushes obstructing the view of oncoming traffic and public sidewalk. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Pleasant Hill Road – Case 1: Complaint regarding junk and debris in a front yard and overgrown weeds. Staff observed conditions unchanged. **Case under review.**
- Pleasant Hill Road – Case 2: Complaint regarding junk and debris at front yard. Re-inspection complete. Staff observed some of the refuse and the inoperable vehicle have been removed. **Staff contacted property owner and scheduled a meeting at the property next week.**

- Pleasant Hill Road – Case 3: Complaint regarding dead vegetation, deteriorated roof damaged fence and illegal garage conversation. Site inspection complete. Staff contacted property manager and discussed violations. Staff received information the property is involved in litigation. **Case under review.**
- Pleasant Hill Road – Case 4: Complaint regarding a commercial vehicle stored on a residential property. Re-inspection complete. Staff observed the commercial vehicle is still stored at the front of the property. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Rose Lane: Complaint regarding a storage container on the property. Site inspection complete. Staff met with property owner and confirmed the container is being stored on the property in conjunction with a planning/building permit approval. **Case on hold pending Planning consideration.**
- Shelly Drive – Case 1: Complaint regarding two trees removed without proper permits. Re-inspection complete. Staff was contacted by property owner confirming they will obtain a tree removal permit from the Planning Division this week. **Staff will continue monitoring progress and coordinate final inspection with Planning Division.**
- Shelly Drive – Case 2: Complaint regarding junk/debris and garbage cans left out near collection point. Re-inspection complete. Conditions unchanged. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property this week.**
- Shelly Drive – Case 3: Complaint regarding a tree removed without proper permits. Site inspection complete. Staff contacted company removing the tree and discussed the issue. Owner to provide arborist report associated with the removal of the tree to the Planning Department. **Staff will continue monitoring progress and coordinate final inspection with Planning Division.**
- Sherman Drive: Complaint regarding an unsecure structure. Site inspection complete. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property this week.**
- Skander Court: Illegal accessory structures. City Attorney contacted listing agent. Property has not been sold. Staff contacted bank and discussed the removal of the structures. **Case under review.**

- Sky Ranch Lane: Complaint regarding overgrown weeds and debris. Re-inspection complete. Some progress made in reference to the removal of the junk and debris. Property owner contacted staff and requested extension. Staff granted extension. **Staff scheduled to re-inspect property this week.**
- Southwind Drive: Complaint regarding three trees removed without proper permits. Site inspection complete. Staff was contacted by property owner confirming they will obtain a tree removal permit from the Planning Division this week. Permit exemption issued by Planning Division. **Case Closed.**
- Starlyn Drive – Case 1: Complaint regarding a basketball stand left out on the public street. Re-inspection complete. Staff observed the basketball stand is still located on the public street. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Starlyn Drive – Case 2: Complaint regarding a basketball stand left out on the public street. Re-inspection complete. Staff observed the basketball stand has been moved to the driveway. **Case closed.**
- Taylor Boulevard – Case 1: Complaint regarding a home in disrepair. Staff observed painting preparation work in progress. **Staff scheduled to re-inspect property this week.**
- Taylor Boulevard – Case 2: Complaint regarding shopping carts at the front yard. Site inspection complete. Staff contacted businesses associated with the shopping carts and instructed them to have the carts removed. **Staff scheduled to re-inspect property next week.**
- West Hookston Road: Complaint regarding junk and debris in public view. Site inspection complete. Staff confirmed there is junk and debris located at the front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**

New Inquiries:

- Byron Drive: Complaint regarding overgrown bushes obstructing the view of oncoming traffic. Site inspection complete. Staff confirmed there are bushes obstructing the view of oncoming traffic. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Grayson Road: Complaint regarding an illegal fence built at the front of the property. Site inspection complete. Staff observed a newly constructed fence built over the allowable height limit in the front yard setback. Staff sent a Notify Letter to the property owner. **Staff scheduled to re-inspect property in two weeks.**

- Hillsdale Drive: Complaint regarding a sewer backup. Site inspection complete. Staff contacted property owner and instructed them to clear obstruction and clean up overflow. Property owner immediately sent out plumbing contractor and addressed the problem. **Staff scheduled to re-inspect property this week.**
- Luella Drive: Complaint regarding an occupied shed at the rear yard. Site inspection complete. Staff met with Police Officers and Building staff at the residence and confirmed the shed at the rear of the property was occupied and constructed without a building permit. Building staff posted the shed and instructed the occupants to reside in the primary dwelling. **Staff will coordinate final inspection with Building Division.**

Proactive Work:

- Ardith Drive: Proactive case opened for two vehicles stored on an unpaved surface at the front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Diablo View Road: Proactive case opened for junk/debris at front yard and inoperable vehicle stored on driveway. Re-inspection complete. Staff observed the junk and debris has been removed. Staff contacted property owner and confirmed they are in the process of obtaining new paperwork to provide to the towing company. **Staff scheduled to re-inspect property next week.**
- Esther Drive: Proactive case opened for junk and debris on driveway and side of garage. Re-inspection complete. Staff confirmed the junk and debris is still in public view. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Mazie Drive – Case 1: Proactive case opened for an inoperable vehicle stored in public view. Re-inspection complete. Vehicle removed. **Case closed.**
- Mazie Drive – Case 2: Proactive case opened for an inoperable vehicle stored in public view. Re-inspection complete. Vehicle unchanged. **Staff scheduled to re-inspect property next week.**

Graffiti Removal:

No graffiti removed this week.