



City of Pleasant Hill

MEMORANDUM

TO: Mayor and City Council
FROM: June Catalano, Manager
DATE: February 7, 2014
SUBJECT: **WEEKLY UPDATE**

GENERAL UPDATE

- **Economic Development Committee Monthly Report** – The monthly report from Economic Development staff for February 2014 is available at the link below:

[Monthly Report for February](#)

- **Business Seminar** – Along with the Chamber of Commerce, the City is co-hosting a “Business Runway” event on Thursday, February 13 from 11:00 a.m. to 2:00 p.m. at 500 Ellinwood Way. A panel of speakers will discuss the art of successful networking and provide critical information to help businesses grow and prosper. The cost is \$20 and pre-registration is available online [here](#) or by calling the Chamber of Commerce at (925) 687-0700.

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 currently working on Stage 1C (closed sections of Buskirk Avenue and Elmira Drive). Overall, the project is on schedule and anticipated to be completed by September 2014.

Current Buskirk Project Activities

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

AT&T completed their cutover for AT&T’s facilities on Hookston Road January 17, 2014. Removal of their overhead facilities and utility poles located on the east side of Buskirk Avenue is scheduled for next week.

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

Ghilotti continues to install the new storm drain improvements within this stage. Ghilotti will be closing a section of westbound Hookston Road near Elmira Drive the week of February 10th to install the new storm drain systems. During this work, Ghilotti will be performing one-way flagging of traffic on Hookston Road near Elmira Drive. Work hours are from 9:00 a.m. to 4:00 p.m. Residents should expect delays during these work hours or consider using alternate routes.

Hillside Drilling will start drilling holes for the sound wall piles at the east side of Elmira Drive between Clarie Drive and Hookston Road.

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.

- **Golf Club Road Bridge Replacement** – The project Bid Documents are now available to purchase at the Engineering Division or on the City's website [here](#). A Pre-Bid conference is scheduled for Thursday at 2:00 PM on February 13, 2014 at City Hall. The Bid Opening is scheduled for Thursday at 2:00 PM on February 27, 2014.

The City notified surrounding property owners and residents, encouraging them to attend a Public Informational meeting to be held on Tuesday evening at 6:30 PM on February 18, 2014 in the small Community Room at City Hall. Staff will be on hand to provide an overview of the project, answer questions and address any remaining concerns the public may have regarding bridge construction impacts to traffic and property access (driveways). For additional information on the Golf Club Road Bridge Replacement Project, please see the City of Pleasant Hill's project web page at <http://www.ci.pleasant-hill.ca.us/golfclub>.

- **Police Department Security Fence, Phase II Project No. 03-13** - On February 3, 2014, at its regularly scheduled meeting, the City Council awarded the Police Department Security Fence, Phase II project to Crusader Fence Company. The pre-construction conference is scheduled for February 10, 2014, at which time a Notice to Order Materials will be issued by the City for the new fence, gates and gate controllers. Installation of the new security fence is expected to begin early in March.

Encroachment Permits

- College Drive at Golf Club Road – Construct concrete valley gutter and paving repairs adjacent to the new gas regulating station (PG&E)
- 3019 Vessing Road – Sewer lateral pipe burst repair
- 2003 Norse Drive at Viking Drive – Sidewalk replacement and repairs
- Morello Avenue N/O Taylor Boulevard – Replace PG&E switch on existing pole
- Patterson Boulevard at Longfellow Drive – Sidewalk and driveway restoration (AT&T)

Planning Division

Planning Commission

No meeting scheduled.

Zoning Administrator

- **Update and Correction: Minor Exception PLN13-0438 – 606 Dove Court**

Minor Exception for an 8% reduction in the required 20 foot front yard setback to accommodate the construction of a new garage with conforming interior dimensions to replace the original non-conforming garage (20 feet wide and 20 feet six inches deep) that was recently severely damaged by a fire. The resulting front yard setback would be 18 feet six inches, one foot six inches less than required in order to accommodate the increased one foot six inch interior garage depth required to satisfy current zoning ordinance standards. The subject site is located at 606 Dove Court within the *R-10 Single Family Residential* zoning district. Assessor Parcel Number: 152-132-019.

Action: On January 27, 2014, the Zoning Administrator issued a notice of intent to approve the Minor Exception on or after February 3, 2014 unless a request for public hearing is received from any interested party by that date. No public comments were received and no public hearing was requested. On February 5, 2013 a notice of approval was issued by the Zoning Administrator.

Appeal Period/Call for Review: Through February 18, 2014.

- ***PLN 13-0414, Verizon Wireless Zoning Permit, 2300 Contra Costa Boulevard*** - On January 31, 2014, the Zoning Administrator approved a Zoning Permit for various modifications to an existing roof-mounted telecommunications facility at “the Terraces” office building pursuant to the streamlined permit review process prescribed by Federal law involving the following:

Removal of :

Seven existing panel antennas

- Four are six feet in height
- Three are eight feet in height

Installation of seven new panel antennas with the following dimensions:

Equipment	Height	Width	Depth	Quantity
8ft Antenna Type 1 (SBNH) & (LNX)	96.42"	11.85"	7.1"	6
6ft Antenna (HBX)	74.88"	6.54"	3.3"	1
Ray Cap	13.5"	8.2"	10"	3
RRU	18"	18.5"	7"	3

Action: Approved with conditions.

Appeal Period/Call for Review: Through Monday, February 10, 2014.

Architectural Review Commission

- ***PLN 13-0431, Franzel Single Family Home Remodel – 2964 Bonnie Lane***

Public hearing to consider approval of an Architectural Review permit for a substantial remodel to an existing 945 square foot home. The project would include an addition of 909 square feet of living space; while the existing 592 square foot detached garage will remain unchanged. The resulting lot coverage and floor area ratio will be, 29% and .22, respectively. Assessor's Parcel Number: 170-231-024.

Action: Approved with conditions. One member of the public spoke.

Appeal Period: Through Tuesday, February 18, 2014.

- ***PLN 13-0400, New Multi-Tenant Freestanding Sign – Southeast Corner Of Contra Costa Blvd./Ellinwood Drive***

Study session to review a proposed Sign Permit for one new multi-tenant freestanding sign to replace an existing multi-tenant freestanding sign. In accordance with Section 18.60.090 of the Zoning Ordinance, the applicant is also requesting a *Minor Sign Adjustment* involving not more than a 20% change from any provision of Chapter 18.60 (Signs). Specifically, the minor sign adjustment consists of a proposed sign height of 9-foot 7-inches (115-inches) where the sign ordinance limits freestanding sign heights in the *Retail Business* district to a height of 96-inches (8 feet). As a result, the request includes an excess sign height of 19-inches, or a 20% height increase above the maximum 8-foot sign height allowed. The subject site is located within the public right-of-way on the southeast corner of Contra Costa Blvd. and Ellinwood Drive.

Action: Since this is a study session, no action will be taken. Direction for the applicant to: (1) maintain the "Ellinwood" sign copy as it provides *district identification* for this

portion of the community, (2) provide logistics information in regards to who is the curator of the sign (i.e. sign maintenance, etc.), and (3) poll other existing entities in the Ellinwood district whom may desire to exhibit sign copy on the freestanding sign. No members of the public spoke.

Appeal Period: Not applicable since no action taken.

Miscellaneous

- ***SyWest Development – Crossroads Shopping Center (Subarea II) – Compliance Review for Condition of Approval No. 1.25 (Commemoration Plan for Former Cineart’s Dome Theater), 2314-2316 Monument Boulevard:*** The applicant, SyWest, has submitted a commemorative plan for the former Cineart’s Dome Theater to comply with the condition of approval (No. 1.25) for the SyWest Development project. The plan includes a mural, plaque and concrete tile stamping in the walkway of the shopping center. The proposed commemorative plan will be reviewed by the Architectural Review Commission at its Thursday, February 20, 2014 public meeting at 5:00PM in the Large Community Room at City Hall. The plan can be viewed prior to the meeting at the Planning Division. Contact Troy Fujimoto, fujimoto@ci.pleasant-hill.ca.us, for further information.
- ***Hookah Palace Minor Use Permit Application in the City of Concord, 1120 Contra Costa Boulevard (on the east side of Contra Costa Blvd, near the intersections of Harriet Drive and Contra Costa Boulevard adjacent to the City of Pleasant Hill) –*** The City of Concord Planning Commission will be holding a public hearing for a minor use permit application to allow a hookah lounge at 1120 Contra Costa Boulevard. The public hearing will be held on February 19th, 2014 at 7:00pm in the Concord City Council Chambers at 1950 Parkside Drive, Concord, CA. All interested persons are invited to attend and/or provide comments. For further information, contact the project planner, Jason Hade, jason.hade@cityofconcord.org.
- ***PLN 13-0187, Addenmatten New Single Family Residence - 1941 Buttner Road (Appeal) –*** Appeal by Ron Wotus to the City Council of the Architectural Review Commission’s decision to approve an approximate 3,200 square foot two-story single family home with an 780 square foot attached 3-car garage. Assessor’s Parcel Number 164-051-020.

Action: The City Council considered the appeal and continued the public hearing to March 10, 2014, to allow sufficient time for the applicant to provide revised plans in accordance with Council’s direction. Specifically, the Council requested that revised plans be submitted to modify: (1) placement and orientation of the home to respect the privacy of neighboring homes, and (2) placement and orientation of the home to respect the views of neighboring homes and the streetscape corridor. The City Council encouraged the applicant to work with the appellant to try to achieve agreement on the site plan revisions and noted that wholesale modifications to the architectural plans for

the home should not be necessary. Nine members of the public spoke in addition to the applicant and appellant.

Administrative Permit Activity: For the month of January, Planning staff reviewed the following applications: 26 Zoning Permits (5 new businesses, 7 commercial plan checks and 14 residential plan checks), 3 Home Occupation Permits, 2 Temporary Sign Permits, 0 Special Event Permits, and 4 Tree Removal Permits.

Code Compliance

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

Follow-ups on Prior Inquiries:

- Ardith Drive: Complaint regarding an occupied recreational vehicle located at the rear of the property. Site inspection complete. Staff confirmed there is a recreational vehicle stored at the rear of the property that appears to be occupied. In addition, staff observed a vehicle stored on an unpaved surface, junk and debris at the front of the property and a broken window located at the front of the house. Staff sent a Notify Letter to the property owner. **Staff scheduled to re-inspect property next week.**
- 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 next week.**
- 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 this week.**

- Evelyn Drive – Case 1: Complaint regarding a vehicle stored on the front lawn. Site inspection complete. Staff confirmed there is a trailer stored on an unpaved surface at the front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Evelyn Drive – Case 2: Complaint regarding a vehicle stored on the front lawn. 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.**
- Fair Oaks: Complaint regarding issues with an adult care facility. Re-inspection complete. Staff contacted property owner. Property own requested additional time. Staff granted extension. **Staff scheduled to re-inspect property at the end of the month.**
- 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: 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 next week.**
- Grayson Road – Case 1: Complaint regarding an occupied recreational vehicle. Site inspection complete. Staff contacted property owner and discussed case. **Staff will coordinate final inspection with Building Division.**
- Grayson Road – Case 2: 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. Property owner has applied for a Minor Exception with the Planning Division. **Staff will coordinate final inspection with Planning Division after action is taken on the Minor Exception.**
- Hardy Circle – Case 1: Complaint regarding Christmas lights on a tree. Site inspection complete. Staff confirmed there are Christmas lights on a Heritage tree, junk and debris at the front yard and an inoperable vehicle on the driveway. Staff left door hanger. **Staff scheduled to re-inspect property next week.**

- Hardy Circle – Case 2: Complaint regarding a Christmas lights tree left at the front of the property. Re-inspection complete. Staff confirmed the Christmas tree at the front of the property has been removed. **Case closed.**
- Helen Road: 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.**
- Hoover Avenue: Complaint regarding junk and debris and inoperable vehicles. Some vehicles and debris have been removed. **Case under review.**
- Kathleen Drive: Complaint regarding a vehicle stored on the front lawn. Site inspection complete. Staff confirmed there is a vehicle stored on an unpaved surface, junk and debris and a storage unit at the front of the property. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- 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 next 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 was informed by the property owner that the two individuals have vacated the shed. **Staff will coordinate final inspection with Building Division.**
- Marcia Drive: Complaint regarding a large number of cats at the property. Site inspection complete. Staff confirmed there are five adult cats kept at the property. According to the property owner there are a large number of cats in the neighborhood and she has fed them in the past along with her own animals. Staff instructed the property owner to maintain a maximum of five adult cats and notify Contra Costa Animal Control in regards to other stray cats. **Case closed.**

- 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 this week.**
- Marvin Drive: Complaint regarding overgrown bushes obstructing the view of oncoming traffic. Re-inspection complete. Staff confirmed the bushes have been trimmed. **Case closed.**
- Marvin Drive: Complaint regarding junk/debris and possible illegal home based business. Re-inspection complete. Staff confirmed there is no home based business and much of the junk and debris has been removed from the property. Staff contacted property owners. Property owners requested an additional two weeks to remove the remaining junk and debris. Extension granted. **Staff scheduled to re-inspect property in two weeks.**
- Maureen Lane: Complaint regarding a deteriorated fence. Re-inspection complete. Staff contacted property owner. Property own requested additional time. Staff granted extension. **Staff scheduled to re-inspect property in two weeks.**
- Mazie Drive: 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.**
- 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 left message for property owner this week and informed 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 next week.**
- 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 was contacted by property owner who requested an additional two weeks to correct the violations. **Staff scheduled to re-inspect property next week.**
- Plato Court/Hamilton Drive: Complaint regarding overgrown bushes obstructing the view of oncoming traffic. Re-inspection complete. Staff confirmed the bushes have been trimmed down at the corner but still need to be trimmed away from the sidewalk path. Staff contacted the property owner who confirmed they will have the bushes trimmed out of the sidewalk this week. **Staff scheduled to re-inspect property next week.**
- 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 met with property owner at site and reviewed the violations. Property owner committed to have the violations corrected within the next two weeks. **Staff scheduled to re-inspect property in two weeks.**
- Pleasant Hill Road – Case 3: Complaint regarding dead vegetation, deteriorated roof damaged fence and illegal garage conversion. 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 contacted the property owner. The property owner requested an additional two weeks to find an alternate location to move the commercial vehicle off the property. Extension granted. **Staff scheduled to re-inspect property in two weeks.**
- Price Lane: Complaint regarding junk and debris, inactive garbage service and a recreational vehicle stored on an unpaved surface. Site inspection complete. Staff confirmed the recreation vehicle is stored on a paved surface, there is junk and debris at

the front and rear yards and there is no active garbage service. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property next week.**

- 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. Staff confirmed the junk and debris has been removed and the garbage cans have been stored away from the collection point. **Case closed.**
- 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 Second Notice to property owners. **Staff scheduled to re-inspect property next 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.**
- Starlyn Drive: 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 next week.**

- Taylor Boulevard – Case 1: Complaint regarding a home in disrepair. Staff observed painting preparation work in progress. **Staff scheduled to re-inspect property next week.**
- West Hookston Road: Complaint regarding junk and debris in public view. Re-inspection complete. Staff confirmed some of the junk and debris has been removed. **Staff scheduled to re-inspect property next week.**

New Inquiries:

- Elinora Drive – Case 1: Complaint regarding a vehicle stored on the front lawn. Site inspection complete. Staff confirmed there is a vehicle stored at the front of the property on an unpaved surface. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Elinora Drive – Case 2: Complaint regarding a vehicle stored on the front lawn. Site inspection complete. Staff confirmed there are two vehicles stored at the front of the property on an unpaved surface. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Elinora Drive – Case 3: Complaint regarding a vehicle stored on the front lawn. Site inspection complete. Staff did not observe a vehicle stored at the front of the property on an unpaved surface. **Staff scheduled to re-inspect property in two weeks.**
- Marcia Drive: Complaint regarding a vacant house with junk and debris. Site inspection complete. Staff did not observe any junk or debris at the property and confirmed garbage service was started at the property last month. **Case closed.**
- Maureen Lane: Complaint regarding junk and debris in a trailer at the front of the property. Site inspection complete. Staff confirmed there is debris in a utility trailer located on the driveway. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Taylor Blvd.: Complaint regarding a fence in disrepair. Site inspection complete. Staff confirmed there is a fence falling over with missing boards at the front of the property. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**

Proactive Work:

- Ardith Drive – Case 1: Proactive case opened for two vehicles stored on an unpaved surface at the front yard. Re-inspection complete. Staff confirmed the two vehicles are still stored on an unpaved surface. Staff contacted the tenant/vehicle owner. The tenant/vehicle owner requested a two week extension to find an alternative paved location to store the vehicles. Extension granted. **Staff scheduled to re-inspect property in two weeks.**
- Ardith Drive – Case 2: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Re-inspection complete. Staff confirmed the vehicle has been removed from the property. **Case closed.**
- Ardith Drive – Case 3: Proactive case opened for junk and debris at the front yard. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- 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 confirmed the vehicle is unchanged. **Staff scheduled to re-inspect property next week.**
- Elinora Drive: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- 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 contacted property owner. Property own requested additional time. Staff granted extension. **Staff scheduled to re-inspect property at the end of the month.**
- Geraldine Drive – Case 1: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Geraldine Drive – Case 2: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**

- Geraldine Drive – Case 3: Proactive case opened for an inoperable vehicle stored on the driveway. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Marcia Drive – Case 1: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Marcia Drive – Case 2: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Marcia Drive – Case 3: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Mazie Drive: Proactive case opened for an inoperable vehicle stored in public view. Re-inspection complete. Vehicle unchanged. Staff sent Second Notice to property owners. **Staff scheduled to re-inspect property next week.**

Graffiti Removal:

No graffiti removed this week.