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MEMORANDUM

TO: Mayor and City Council

FROM: June W. Catalano, City Manager

DATE: June 30, 2011

SUBJECT: **WEEKLY UPDATES**

**GENERAL UPDATE**

- 4<sup>th</sup> of July – This Monday, the 4<sup>th</sup> of July festivities will begin with the Firecracker 5K Fun Run at 8:00 am along Crescent Drive. As part of the City's 50<sup>th</sup> Anniversary celebration, the Civic Action Commission will have a float in the 4<sup>th</sup> of July Parade, which begins at 9:30 am on Contra Costa Boulevard and proceeds along Crescent Drive. The parade is followed by the festival at Pleasant Hill Park. There will be games, live musical entertainment, food from Back Forty Texas BBQ and many events to keep kids and grown-up entertained for hours.

Festivities continue later in the evening at College Park High School with concert music prior to the fireworks display, which is set to begin at 9:10 p.m. This year's display will contain a special fireworks tribute to the City's 50<sup>th</sup> Anniversary. Before the fireworks, the Diablo Valley College Pops Band will be playing popular and patriotic music, and food will be available for sale from Smokin Okie's BBQ Restaurant. More information about the day's activities is available at: <http://www.phjuly4.com>.

**PUBLIC WORKS AND COMMUNITY DEVELOPMENT**

**Building Division**

- Recreation & Park District (147 and 233 Gregory Lane) – A demolition permit has been issued for the Senior Center (7,250 square feet) and the Teen Center (1,200 square feet).
- Best Buy Center (3260 Buskirk Avenue) – Tenant improvement plans have been submitted to alter the interior of the store. Best Buy is decreasing their store space by 3,022 square feet for a future tenant.

## **Engineering Division**

- In-N-Out Burger – North (572 Contra Costa Boulevard) – The Engineering Division recently issued a grading permit to Regency Centers Corporation for the soil work at the In-N-Out Burger site next to Toys R Us. Construction activities to date include the installation of construction area fencing and potholing for existing on-site utilities. Work is expected to resume the week of July 11<sup>th</sup> and be completed in September 2011.
- Citywide Trail Crossing Enhancement Project Update – Working in conjunction with the City’s design consultant team, staff recently completed the safety analysis of the various trail crossings and identified specific trail crossing enhancements for the eight trail crossings to be improved with the project. The design team is now proceeding with engineering level design plans.

Several of the trail-crossing locations are adjacent to the Contra Costa Canal and property owned by the federal Bureau of Reclamation (BR) which is managed by the Contra Costa Water District (CCWD). Staff met with the CCWD staff to discuss the process to obtain the necessary construction and maintenance easements. New improvements require encroachment and license agreements with the BR in order to modify and build the proposed trail crossing improvements. Staff has submitted the required application and drawings in order to obtain a permit/license in anticipation of the future encroachment/construction of the project. The project design is on schedule to be completed in late Fall of this year.

- Encroachment Permits Underway

### Private

*Owner* – Install retaining wall in public right-of-way at 430 Doulton Court

*Roto Rooter* – Replace sewer lateral at 1812 Donna Court

### Utilities

*PG&E* – Repair gas lateral at 68 Fordham Court

## **Maintenance Division**

- Asphalt Repair – Staff removed a 330-square-foot area of deteriorating asphalt on Golf Club Road at the Contra Costa Country Club. The base was repaired and new asphalt replaced. The edge line was repainted and the roadside mulch was replaced.
- 4<sup>th</sup> of July – Staff is working with Police Department personnel in preparation for the unique traffic control required for the 4<sup>th</sup> of July Fun Run and Parade. Special traffic control must be set up between Woodsworth Lane and Monument Boulevard to divert the southbound traffic into the northbound lanes during the events.

- United States Flags – Flags will be installed along Contra Costa Boulevard on Friday and left up through the 4<sup>th</sup> of July weekend.

### **Planning Division**

- **Planning Commission**

*AT&T Wireless Telecommunication Facility – Use Permit Request (0 Paso Nogal)* – This matter was originally heard by the Commission on February 22, 2011 and continued so that the applicant could provide additional information and conduct a neighborhood meeting with interested parties. On June 29<sup>th</sup>, the Planning Commission conducted a public hearing to consider approval of a Use Permit to install a wireless telecommunication facility on a new 35-foot-tall artificial tree, including associated electronic equipment, on an undeveloped, vacant parcel. The project site is located in the *R-7 Single Family – 7,000 square foot lots* residential zoning district.

Action: Approved with minor modifications to the staff-recommended conditions of approval (i.e., added a requirement to conduct annual noise and radio frequency emission studies in order to monitor compliance with City and Federal standards, and specified that the Architectural Review Commission shall determine the most appropriate method for stealthing and camouflaging the facility). The Planning Commission also recommended that the Architectural Review Commission maximize the landscaping and screening, to the extent feasible, as part of its review of the project. Nine members of the public spoke.

Appeal Period: The appeal period will end on Monday, July 11<sup>th</sup> at 5:00 pm.

*T-Mobile Wireless Telecommunication Facility – Use Permit Request (801 Golf Club Road)* – Public hearing to consider approval of a Use Permit to install a wireless telecommunication facility consisting of six panel antennas (60” tall x 14” wide x 4” deep) installed on an 85-foot-tall artificial pine tree. In addition, the proposed project would include four equipment cabinets (4’-6” wide x 5’ tall x 3’ deep), inside a fenced area (15’ long x 32’ wide). The project site is located at 801 Golf Club Road (Contra Costa Country Club). The 153-acre-site is located in Planned Unit District PUD 723.

Action: Continued without discussion to July 26, 2011.

Appeal Period: Not applicable.

*Oasis Christian Fellowship Church Expansion – Development Plan, Use Permit and Variance Request (2551 Pleasant Hill Road)* – The Commission conducted a public hearing to consider approval of a Development Plan, Use Permit and Variance as follows: Demolition and removal of an existing 1,150-square-foot circular

building; expansion of the existing parking lot on the west end of the site and construction of a new parking lot on the eastern end of the site for a combined capacity of 68 parking spaces; reduction in parking lot entrance landscape medians; and various requests related to landscaping and wall height. The project site is located at 2551 Pleasant Hill Road at the southern corner of Pleasant Hill Road and Taylor Boulevard. The property is zoned *R-10 – Single Family – 10,000 square foot lots*.

Action: Approved with conditions (including all requested variances and modifications with the exception of the request for waiver of the requirement for an eight-foot solid fence/wall along the southern property line). The Commission approved a reduced variance for this fence/wall, requiring that it be at least four feet in height and interspersed with landscaping as determined through the design review process by the ARC. One member of the public spoke.

Appeal Period: The appeal period will end on Monday, July 11<sup>th</sup> at 5:00 pm.

- **Zoning Administrator**

No meeting scheduled.

- **Architectural Review Commission**

No meeting scheduled.

- **Code Compliance**

***Selected highlights of weekly activity:***

- Worked with property managers to control the placement of signs and banners at certain strip malls.
- Currently reviewing a property in the area of Maureen Lane regarding a home occupation permit, as well as operating shuttles.
- Addressed an unsightly awning in a strip mall area on Contra Costa Boulevard.

***Number of Tasks Completed This Week*** – 61 (including 33 investigations, 2 courtesy notices, 6 sector patrols, 2 referrals to assist other departments or agencies, and various miscellaneous activities such as phone calls, emails, internal requests for service, attendance at training sessions and other assignments).

- **Miscellaneous**

***Tree Removals*** – The following tree removals have been approved: 1) One multi-trunked blue gum eucalyptus at 1948 Lucille Lane and 2) one 22-inch diameter Elm tree at 6 Eric Court.