



MEMORANDUM

TO: Mayor and City Council

FROM: June W. Catalano, City Manager

DATE: October 4, 2012

SUBJECT: **WEEKLY UPDATES**

GENERAL UPDATE

- Broadcast of City Council Candidates Forum – The Pleasant Hill Chamber of Commerce hosted a Forum for Pleasant Hill City Council Candidates on October 3rd. A video recording of the Forum can be viewed at <https://vimeo.com/50848458>. The Forum also will be broadcast on Comcast Channel 28, Astound Channel 29 and U-verse Channel 99 on the following dates and times:

Monday, October 8 at 10:30 p.m.
Tuesday, October 9 at 3:00 p.m.
Wednesday, October 10 at 7:30 p.m.
Thursday, October 11 at 5:00 p.m.
Friday, October 12 at noon
Sunday, October 14 at 10:00 a.m.

Wednesday, October 24 at 7:30 p.m.
Thursday, October 25 at 5:00 p.m.
Friday, October 26 at noon
Sunday, October 28 at 10:00 a.m.

Tuesday, October 16 at 9:00 p.m.
Thursday, October 18 at 5:00 p.m.
Friday, October 19 at noon
Saturday, October 20 at 7:00 p.m.
Sunday, October 21 at 10:00 a.m.

Wednesday, October 31 at 7:30 p.m.
Thursday, November 1 at 5:00 p.m.
Friday, November 2 at noon
Sunday, November 4 at 10:00 a.m.

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Engineering Division

- Geary Road Improvement Project – Phase 3A (Pleasant Hill Road/Geary Road Intersection) – On September 27th, Engineering staff hosted a public information meeting for the upcoming Geary Road Improvement Project – Phase 3A (Pleasant Hill Road/Geary Road Intersection). The purpose of the meeting was to introduce the

project scope and to solicit input. Notifications for the meeting were sent to residents and business owners in both Pleasant Hill and Walnut Creek within a 300-foot radius of the project limit. The project was well received by the residents who attended, and their comments will be reviewed and incorporated into the final design as appropriate. The project design is expected to be completed by the end of October 2012, with construction tentatively scheduled for February 2013.

- Underground Storage Tank Removal at Fair Oaks Market Site – Staff issued the contractor, Pantano Excavating, a Notice to Proceed with the demolition of the gas station and removal of the underground storage tanks at the Fair Oaks Market site this week. This work is required to be completed prior to commencement of the Buskirk Avenue Phase II Improvement Project. The contractor is scheduled to begin the demolition work on Tuesday of next week.
- Astound – Construction activities for the week of October 1st included Phase 3 Communication potholing on Cleaveland Road and Gregory Lane.
- Encroachment Permits

Resident – Replace curb and gutter in front of 25 Mazie Drive

DCM (Central Contra Costa Sanitary District) – Soil borings at Kathleen Drive and Ardith Drive

Planning Division

- **Planning Commission**

No meeting scheduled.

- **Zoning Administrator**

No meeting scheduled.

- **Architectural Review Commission**

Sprint Wireless Communication Facility (2800 Pleasant Hill Road) PLN 12-0170 – A public hearing was conducted to consider an Architectural Review Permit request to: a) remove and replace four mechanical cabinets within the existing office building, b) remove six of the six existing Sprint Antenna panels, c) replace three of the six existing Sprint Antenna panels and d) install six new Remote Radio Units (RRU's). Assessor's Parcel Number 152-023-024.

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

Appeal Period: The appeal period will end on Monday, October 15, 2012 at 5:00 pm.

Jack's Restaurant and Bar Expansion (60 Crescent Drive, Suite A) PLN 12-0353 – A public hearing was conducted to consider an Architectural Review Permit request for an expansion to the existing Jack's Restaurant and Bar, adding an approximate 156-square-foot storage room and an approximate 254-square-foot, second-level deck above the storage room. The project proposes to match the existing building for materials, colors and features. Assessor's Parcel Number 152-300-004.

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

Appeal Period: The appeal period will end on Monday, October 15, 2012 at 5:00 pm.

- **Miscellaneous**

Tree Removal Permit – A tree removal permit was issued for removal of two Coast Redwood trees (both exceeding 24" diameter) at 107 Buxton Circle.

Administrative Permit Activity – For the month of August, Planning staff reviewed the following administrative permit applications: 18 Zoning Permits (6 new businesses, 8 commercial plan checks and 4 residential plan checks), 3 Home Occupation Permits, 4 Temporary Sign Permits, 3 Special Event Permit and 2 Tree Removal Permits.

- **Code Compliance**

Selected highlights of weekly activity:

Political Signs – Code Enforcement staff addressed various reported political sign violations.

Unpermitted Structure – Staff contacted a property renter on Mazie Drive regarding an unpermitted structure. The renter is now in the process of obtaining an after-the-fact permit with the Planning and Building Divisions.

Smoking Issues – Staff received complaints from apartment renters in the Longbrook area regarding smoking-related issues. Each complaint was addressed and, as a courtesy, the current code section related to smoking was provided to each renter.

Number of Tasks Completed This Week – 38 tasks completed (including 12 investigations, 3 sector patrols, 1 referrals to assist other agencies/divisions and various miscellaneous activities such as phone calls, emails, internal requests for service, counter coverage and attendance at training sessions).