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MEMORANDUM

TO: Mayor and City Council  
FROM: June Catalano, Manager  
DATE: August 2, 2013  
SUBJECT: **WEEKLY UPDATE**

**GENERAL UPDATE**

- Sunset by the Lake Summer Concert – The Summer Concert Series continues on Sunday, August 4th on the lawn at City Hall from 6 p.m. to 8 p.m. The featured band is Dave Martin House Party.
- National Night Out – Pleasant Hill Police Department is hosting the 6<sup>th</sup> Annual National Night Out event on Tuesday, August 6<sup>th</sup> on the grounds of City Hall, 100 Gregory Lane, from 6:00 p.m. to 8:00 p.m. Participants in this year's event include American Medical Response and Contra Costa Fire District, and they will have a fire truck on site for families and kids to explore. Free food and refreshments will be served; and free entertainment for kids including face painting and a bounce house. The Pleasant Hill Police Department will perform a K-9 demonstration.

National Night Out is a nationwide celebration of the partnership between local communities and their police departments. Held annually across the country on the first Tuesday evening in August, National Night Out gives citizens and police officers the chance to interact in a relaxed atmosphere to celebrate accomplishments and work together to fight crime. For more details, contact Shel White at [swhite@ci.pleasant-hill.ca.us](mailto:swhite@ci.pleasant-hill.ca.us) or call (925) 288-4637.

- Community Service Day – The 9<sup>th</sup> Annual Community Service Day is scheduled to take place on Saturday, September 28<sup>th</sup> beginning at 7:30 a.m. at Pleasant Hill Park. Ten projects are now registered at [www.pleasant-hill.net/volunteer](http://www.pleasant-hill.net/volunteer) and volunteer registration is open at the same website. The Civic Action Commission (CAC) is seeking additional projects and encouraging volunteers to register online in advance of the event date.

The CAC is hoping to recruit volunteers this year to do landscaping and yard work at homes of senior residents who need assistance. Seniors in need of volunteer help should contact Martin Nelis at (925) 671-5229.

All volunteers receive a free T-Shirt and a free breakfast (courtesy of PH Lions Club) at Pleasant Hill Park on the morning of the event. For more details on Community Service Day go to [www.pleasant-hill.net/csd](http://www.pleasant-hill.net/csd) or contact Martin Nelis at [mnelis@ci.pleasant-hill.ca.us](mailto:mnelis@ci.pleasant-hill.ca.us).

## **ECONOMIC DEVELOPMENT**

- Promotional Videos - Economic Development staff is working with Hogan Media and Marketing on the development of two informational videos that can be used for both the consumer and business audience, one video to focus on Shopping, Dining and Things to do in Pleasant Hill, and the other focused more on business resources for business attraction, retention and expansion efforts.
- City Booth at Blues & Brews Festival – City staff operated a booth at the recent Blues & Brews Festival to promote the new Shop Pleasant Hill facebook and website campaign ([www.ShopPleasantHill.org](http://www.ShopPleasantHill.org)). Staff distributed notebooks with a QR code to the website as well as other free giveaways. Staff is currently working on the design elements of the ShopPleasantHill.org website to make it more dynamic, user friendly and incorporate social media and mobile device features.
- Master Landscape Plan for Downtown Pleasant Hill - UBS, owners of the Downtown, is working on development of comprehensive landscape plans that also incorporate improvements to the west plaza area near the Pasta Pomodoro patio. Other longer term identified improvements include additional enhancements to plazas, walkways, exterior lighting improvements and way-finding signage. UBS will be working with Planning on an initial plan submittal.
- Pleasant Hill Market building - The Pleasant Hill Produce Market located at 2397 Pleasant Hill Road is getting a facelift utilizing private investment and will be opening a new meat market and deli.

## **PUBLIC WORKS AND COMMUNITY DEVELOPMENT**

### **Building Division**

- Pleasant Hill Industrial Park (2493 Estand Way) – An interior demolition permit was issued to Trilabs, Inc. for future above ground swim spas (4), performance lab, storage rooms, offices, locker room, and reception area.

- Hookston Square (3478 Buskirk Avenue #1000) – An interior remodel permit was issued for the common areas, break room, mail room, three offices and one conference room.
- Pleasant Hill Rec & Park District (320 Civic Drive) – The construction of the new Community Center is progressing on schedule. The building insulation is 100% complete and the drywall is 50% complete at this stage.

### **Engineering Division**

- Buskirk Avenue Widening Phase 2 Improvement Project – AT&T completed the cutover of its fiber optic lines along Buskirk Avenue on July 31. The Project Contractor, Ghilotti Bros., Inc. is proceeding with underground storm drain improvements in places where they previously conflicted with the AT&T line.

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 of three electrical cutovers will be for Crossroads Shopping Center tenants at the north end of the center (along the Monument Boulevard side). The PG&E cutover work is tentatively scheduled on August 17, 2013 between 12:00 a.m. and 6:00 a.m. PG&E will be responsible for notifying the shopping center tenants that will be affected by the power interruption. Cutover work by PG&E is scheduled to be completed by October 10, 2013

Ghilotti’s subcontractor, Saint Francis Electric (SFE), continues to install PG&E electrical vaults and joint trench within the closed/construction section of Buskirk Avenue.

Overall the project is on schedule and anticipated to be completed within the Ghilotti’s allotted contract working days and by September of 2014.

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

- Geary Road Improvement Project – Phase 3A (Pleasant Hill Road/Geary Road Intersection) - Prism Engineering, Inc. (City’s contractor) has completed the installation of the new curb and gutter along the new curb return at the northwest corner of the Pleasant Hill Road/Geary Road intersection, and the installation of the new concrete sidewalk is proceeding and is scheduled to be completed by the middle of next week. Construction of new signal conduits and a new concrete retaining wall are the next order of work, and they are scheduled to be constructed in the upcoming two weeks. The work is progressing on schedule.
- Contra Costa Boulevard Downtown Corridor Power Outage – On Friday (July 26<sup>th</sup>) afternoon, a major power outage in the Pleasant Hill Downtown area affected the operation of over eleven traffic signals along Contra Costa Boulevard (between Boyd

Road and Vivian Drive), Monument Boulevard, Cleveland Road, and Gregory Lane (near the Downtown area). Traffic backup quickly formed along Monument Boulevard and Contra Costa Boulevard, since all the intersections were operating in 4-way STOP controlled mode. After PG&E restored power later on Friday afternoon, the County signal crew was on hand to restore basic signal operation at all of the affected traffic signals. City staff was able to restore the “signal coordination” along the Contra Costa Boulevard corridor by Tuesday (July 30<sup>th</sup>) morning. Staff will continue to monitor the traffic flow and signal operation in the upcoming week to ensure that all traffic signals are operating properly.

### Encroachment Permits

2 Santa Barbara Road – Sidewalk and driveway repairs  
233 Boyd Road – Construct replacement sidewalk  
20 Kevin Court – Concrete repairs

### Maintenance Division

- Intersection Repair - Staff has installed a temporary lane edge and double yellow striping on Golf Club Road at MacGregor where a pine tree was removed. This intersection is not illuminated so reflective paint was installed. A 25 mph speed limit sign will be installed in the west bound direction.
- Dumped Debris - Staff received calls about a large amount of debris that had been dumped on the roadside at Chilpancingo Parkway and Ironwood Drive. Staff found a mattress and box spring along with couch cushions and a large shop vacuum. The items have been removed and disposed of properly.
- Stop Sign – In response to a call from the Police Department, staff reinstalled a stop sign at Cleopatra Drive and Ramona Drive which had been pulled out of the ground and thrown up on a resident’s lawn.

### Planning Division

**Planning Commission** - No meeting scheduled.

### **Zoning Administrator**

Public Hearings:

- ***PLN 13-0195, #Bouncefarm Use Permit, 510 Contra Costa Boulevard***

Public hearing to consider approval of an indoor children’s play facility (*Commercial Recreation* use) in an existing multi-tenant building located in an *RB-Retail Business* zoning

district. Assessor's Parcel Numbers: 125-050-025 and 125-050-028.

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

Appeal Period: Through Monday, August 12, 2013.

Tree Removals Approved: None.

### **Architectural Review Commission**

Public Hearings:

- ***PLN 13-0156, Valley Property New Single Family Residence - 1900 Buttner Road (Continued From July 18, 2013)***

Public hearing to consider approval of an Architectural Review Permit for a new 4,346 square foot two-story single family home (3,508 square feet of living space, 748 square feet of garage area, and 90 square feet of covered porch). The proposed lot coverage would be 14%, where the maximum allowed is 30% and the proposed floor area ratio (FAR) would be .18 where the maximum allowed is .40. Assessor's Parcel Number 164-052-001.

Action: Approved with conditions. Six members of the public spoke.

Appeal Period: Through Monday, August 12, 2013.

- ***PLN 13-0187, Addenmatten New Single Family Residence - 1941 Buttner Road***

Public hearing to consider approval of an Architectural Review Permit for a new 3,278 square foot two-story single family home (not including a 768 square foot attached 3-car garage and a 432 square foot detached garage). The project also includes a 103 square foot covered front porch area and new landscape improvements for the front yard. Assessor's Parcel Number 164-051-020.

Action: The Commission provided feedback on the proposed design and continued the hearing to September 5, 2013. Four members of the public spoke.

Commission comments included: provide a grading plan; reconsider the detached third car garage; reduce the extent of impervious surface in the front yard area; consider modifying the site plan to improve compatibility with neighboring properties; re-visit window design and details; study the massing of the second story to integrate better with the overall design and composition of the residence; review landscaping to provide improved screening/buffering with adjacent properties; address energy conservation in

the siting and design of the residence; re-visit proposed colors and more clearly indicate the colors on the plans; re-study porch and fence/gate details; study the transition from the building to adjacent grade and identify areas where decks, landings or steps may be necessary; examine whether reversing the orientation of the residence and garage may be feasible.

Appeal Period: Not applicable. No action was taken.

- ***ARC 10-016 & S 11-001, Oasis Christian Fellowship Church Expansion – 12-Month Time Extension, 2551 Pleasant Hill Road***

Public hearing to consider a request by the property owner for a second 12-month time extension of Architectural Review Permit ARC 10-016 and Sign Permit 11-001. The project includes expanding the existing facility, site improvements (parking lots, grading and landscaping) and a new freestanding sign. The subject site is located at 2551 Pleasant Hill Road. Assessor Parcel Number's: 164-030-005 & 008.

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

Appeal Period: Through Monday, August 12, 2013.

- ***PLN 13-0120, Irvin Deutscher Family YMCA – Swimming Pool and Building Addition, Architectural Review Permit, 350 Civic Drive***

Public hearing to consider a request by the property owner for an Architectural Review Permit PLN 13-0120. The proposed project includes: relocating and expanding the existing approximate 2,250 square foot pool to approximately 6,300 square foot pool, relocating the existing sport courts, remove one of the two sport courts, and construct a new 830 square foot building addition. The subject site is located at 350 Civic Drive. Assessor Parcel Number: 153-050-066.

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

Appeal Period: Through Monday, August 12, 2013.

## **Code Compliance**

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

### Follow-ups on Prior Inquiries:

- Belle Avenue: Complaint regarding commercial vehicle stored in residential area. Commercial vehicle unchanged. Contacted property owner again to discuss the

- removal of the commercial vehicle. **Re-inspect property next week.**
- Buxton Circle: Complaint regarding debris and lack of garbage service. Some junk and debris have been removed. Garbage service still not active. Left additional message for property owner to correct the violations. **Re-inspect property next week.**
  - Charles Avenue: Complaint regarding an occupied RV on the property. Site inspection complete. Notification letter sent to property owner. **Re-inspect property next week.**
  - Charlton Drive: Inquiry in reference to the status of an existing violation regarding the roof of a residence. Contact made with property owner and the roof issue was discussed. **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 junk and debris. Site inspection complete. Left door hanger. **Re-inspect property next week.**
  - Helen Road: Complaint regarding junk and debris. Initial inspection complete. Left door hanger. **Re-inspect property next week.**
  - 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-inspect property this week.**

- Liahona Court: Complaint regarding junk and debris. Initial inspection complete. Violations include junk/debris, inoperable vehicles, damaged fencing and peeling exterior paint on house. Notification letter sent to property owner. **Re-inspect property in two weeks.**
- 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.**
- Mayhew Way: Complaint regarding overgrown vegetation and poor exterior paint condition. Re-inspection complete. Violations corrected. **Case closed.**
- 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.**
- 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 – Case 1: 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 – Case 2: 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. Left notice at property. **Re-inspect property in two weeks.**

- Pleasant Hill Road – Case 3: Complaint regarding a dead tree. Initial inspection complete. Property owner scheduling removal of tree. **Re-inspect property next week.**
- Ruth Drive: Complaint regarding overgrown weeds. Site inspection complete. Notification letter sent to property owner. **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 next week.**
- Scarlet Oak Court: Complaint regarding junk and debris. Secondary complaint received. Re-inspection conducted and debris found at rear yard. Re-inspection complete. Debris and weeds removed. **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 next week.**
- Taylor Blvd.: Complaint regarding a home in disrepair. Violations include overgrown weeds and deteriorating exterior paint. Exterior paint unchanged. Contacted property owner. Debris scheduled to be removed this week and exterior paint next week. **Re-inspect property next week.**
- 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 next week.**

### New Inquiries:

- Agnes Way: Complaint regarding vehicle repairs. **Site inspection scheduled for this week.**
- Charlton Circle: Complaint regarding debris and overgrown weeds. Site inspection complete. Notification letter sent to property owner. **Re-inspect property in two weeks.**
- Diablo Court: Complaint regarding junk and debris. **Site inspection scheduled for this week.**
- McKissick Street: Complaint regarding a permanent basketball stand. **Site inspection scheduled for this week.**

### 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. Additional items removed. Exterior paint unchanged. **Re-inspect property next week.**
- 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:

No graffiti removal this week.