



City of Pleasant Hill

MEMORANDUM

TO: Mayor and City Council
FROM: June Catalano, Manager
DATE: April 4, 2014
SUBJECT: **WEEKLY UPDATE**

GENERAL UPDATE

- **PG&E Pipeline Pathways Tree Removal Program** - PG&E's Pipeline Pathways Project proposes to clear all vegetation within 10 feet on each side of their gas transmission pipeline that runs throughout the City. The area impacted includes Contra Costa Boulevard (from Pacheco to Boyd Road area), Hookston Road and along the Iron Horse Trail near Lisa Lane.

A total of 180 trees are proposed for removal - 95 trees in the City's public right of way and 85 trees on a combination of privately owned property and land controlled by various public agencies (MDUSD, CalTrans, and East Bay Regional Parks); 105 trees are proposed for pruning and 40 units of brush are also proposed for removal.

The City has informed PG&E of its objections to this project and has been in contact with PG&E staff to seek its cooperation to address the community's concerns about the tree removal program. In addition, the City Council will be discussing the City's response to PG&E's proposed tree removals at its meeting on Monday, April 7, 2014.

PG&E representatives have recently agreed that tree removals on public property will not proceed at this time so that further discussions can occur between the City and PG&E to address the City's objections to the program.

Tree Removals on Private Property

PG&E has indicated that tree removals proposed on private property can also be halted at the private property owner's request. Property owners affected by this program who have already signed a document granting PG&E consent to remove any trees, can contact PG&E and rescind the consent.

Tree removals on private property must comply with the City's tree ordinance requirements. Property owners should confirm in writing with PG&E that it will only remove trees after submitting a tree removal permit application or exemption request to the City for review and approval. Failure to obtain a tree removal permit is a violation of the Municipal Code and could result in criminal penalties against the property owner.

PG&E Contact Information

Further information concerning the PG&E Pipeline Pathways program can be obtained from PG&E by emailing Tom Guarino tgg3@pge.com or calling Greg Gillis at 415.973.2137.

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

Ghilotti Brothers Stage 1C Project Improvements (Ongoing – May 2014) – Due to rains the week of March 31st, the ground surface was too wet for major work to occur. Ghilotti is scheduled to resume with the subgrade work for the concrete curb/gutter and sidewalk improvements the week of April 7th.

Subcontractors work items (weather permitting):

Saint Francis Electric continues with the installation of underground conduits for the modified traffic signals at Buskirk/Crossroads and Buskirk/Lamkin Lane. A single lane closure will be set up at the northbound direction of Buskirk Avenue between Crossroads and Lamkin Lane. The lane closure will be from 8:00 a.m. to 3:00 p.m. Expect delays due to construction in the area.

Takehara Landscape continues installing irrigation sleeves within the closed sections of the project.

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) - Ghilotti Brothers, Inc. has begun site preparation work this week, including the potholing of existing utilities in the roadway and the removal of 36 trees that are in conflict with the proposed project improvements. Smaller shrubs behind the back of existing sidewalk will also be removed as needed. The majority of the tree removal is taking place along the west side of Contra Costa Boulevard, and behind the existing sidewalk along the fence line between Golf Club Road and Viking Drive. The rest of the tree removal will

take place along the existing median island, near the various left turn pockets along the project corridor.

As specified in the project documents, all construction activities between Chilpancingo Parkway and Golf Club Road will take place at night between 9:00 pm and 6:00 am, and construction activities between Golf Club Road and Viking Drive (near the residential properties) will take place during the day between 7:00 am and 4:00 pm with lane closures between 9:00 am and 3:00 pm. New replacement trees, consistent with the project enhanced corridor design, will ultimately be planted at the end of the project construction throughout the project corridor. The Contractor is scheduled to begin demolition of the existing concrete facilities starting the week of April 14th (weather permitting).

- Golf Club Road Bridge Replacement Project – The City Council at their March 24, 2014 meeting rejected all bids because of bid irregularities and directed staff to rebid the project as there is still enough time in 2014 construction season to demolish the north side of the bridge and replace it as planned this year.

The local Contractor Exchanges have been notified of the new project bid date. The project was advertised for bids in the Contra Costa Times on Thursday, April 3rd and Bid Documents are available for \$100 purchase at the Engineering Division or viewable at the City's web site (http://www.ci.pleasant-hill.ca.us/projects_under_bid). The new bid opening is planned for Thursday at 2:00 p.m. on April 24, 2014.

Utility Relocations - ATT and PG&E continue their joint utility relocations to remove the last of their public utilities facilities that are attached to the north side of the Golf Club Road Bridge (GCRB). ATT has installed two new junction boxes in the sidewalk to intercept their underground lines. The utility line will be temporarily transferred from these boxes to above ground aerial lines on temporary poles that will span the creek, with PG&E relocation work to follow. Street lights along the north side of Golf Club Road have been temporarily turned off as they are part of the PG&E relocation work. Additionally PG&E repaired an electrical outage that had temporarily shut off street lights along the south side of Golf Club Road too. For additional general project 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>.

Encroachment Permits

- 205 Twinview Drive – Trenchless sewer lateral repair
- 518 Boyd Road – Trenchless sewer lateral repair
- 1742 Shirley Drive – Remove & replace modified rolled curb & gutter driveway approach
- 1760 Ruth Drive – Trenchless sewer lateral repair
- 879 Wedgewood Court – Trenchless sewer lateral repair
- 1985 Peggy Drive – Excavate in roadway to repair sewer main

Planning Division

Planning Commission

- *Firearms And Ammunition Sales Zoning Ordinance Amendment, City-Wide*

A public hearing to consider a recommendation to the City Council on a proposed ordinance to amend Sections 18.15.040 (Commercial Use Classifications), 18.20.070 (Home Occupations) and 18.25.020 (Land Use Regulations for all Commercial, Retail Business, Neighborhood Business, Office and Light Industrial Districts) of the Pleasant Hill Zoning Ordinance (Title 18 of the Municipal Code) to conform as needed to the provisions of Chapter 9.35 of the Pleasant Hill Municipal Code regulating firearms and ammunition sales.

Action: The Planning Commission conducted a public hearing, received testimony from 31 members of the public, closed the public hearing and then continued deliberations on the proposed ordinance amendment to a special meeting on May 6, 2014. The Planning Commission requested staff to provide information concerning the following:

- Provide background information regarding the basis for the suggested distance/spacing requirements, including any model ordinance/template that may have been used. Also, the Commission requested further background information concerning why massage uses are proposed to be included as a use triggering a distance/spacing requirement.
- Consider revisions to the proposed ordinance that would prohibit home occupation activities involving firearms sales under any circumstances.
- Review the provisions of the proposed ordinance to determine if further clarifications are needed concerning nonconforming use/structure issues.
- Address whether the proposed ordinance would affect transfer of a firearms sales business to a new operator.

Appeal: Not applicable.

Zoning Administrator

No meeting scheduled.

Tree Removals Approved: None.

Architectural Review Commission

Meeting canceled.

Miscellaneous

- ***Administrative Permit Activity:*** For the month of March, Planning staff reviewed the following applications: 22 Zoning Permits (3 new businesses, 4 commercial plan checks and 15 residential plan checks), 11 Home Occupation Permits, 1 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:

- Camelback Road: Complaint regarding lack of garbage service. Site inspection complete. Staff confirmed the property does not have active garbage service. Staff was contacted by property owner requesting additional time to obtain service. Extension granted. **Pending follow up inspection.**
- Charlton Drive: Inquiry in reference to the status of an existing violation regarding the roof condition at the residence. Staff sent Violation Letter to property owner. Re-inspection complete. Roof condition and debris at front yard unchanged. **Case under review.**
- Cortsen Court: Compliant regarding overgrown weeds and dirty swimming pool. Site inspection complete. Staff observed overgrown weeds throughout the property and a swimming pool at the rear yard. Staff confirmed there was fencing preventing the general public access to the rear yard and contacted Contra Costa Mesquito Abatement and Vector control to report the pool condition. Vector control confirmed the pool has been treated. Staff sent Notify Letter to property owner. **Pending follow up inspection.**
- Croyden Drive: Complaint regarding junk and debris. Re-inspection complete. Staff confirmed some of the junk and debris remains on the driveway. **Pending re-inspection.**
- Elinora Drive: Complaint regarding junk and debris. Site inspection complete. Staff observed junk and debris on the driveway and front porch. Staff left door hanger. **Pending follow up inspection.**
- Esther Drive: Complaint regarding a rooster on the property. Site inspection complete. Staff contacted property owner and discussed the case. The rooster is scheduled to be removed from the property next week. **Pending re-inspection.**

- Fair Oaks Drive: Complaint regarding issues associated with an adult care facility. Re-inspection complete. Staff confirmed there are still violations present at the property. Staff contacted property owner and discussed remaining violations. **Pending re-inspection.**
- 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. Property owner has applied for a minor exception with the Planning Division. **Staff will coordinate final inspection with Planning Division.**
- 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 re-inspected the property with Building Division and confirmed there are building code violations present at the property. Property owner has been instructed to obtain the required building permit to complete the repairs. **Staff will continue monitoring progress and coordinate final inspection with Building Division.**
- Hoover Avenue – Case 1: Complaint regarding junk and debris and inoperable vehicles. Some vehicles and debris have been removed from the property. Staff sent Second Notice to property owner. **Pending re-inspection.**
- Hoover Avenue – Case 2: Complaint regarding an occupied recreational vehicle. Site inspection complete. Staff contacted property owner. Property owner informed staff the recreational vehicle is not occupied. **Pending re-inspection.**
- Keats Circle: Complaint regarding overgrown bushes obstructing the view of oncoming traffic. Re-inspection complete. Staff confirmed some of the overgrown bushes have been trimmed. Staff contacted the property owner to discuss case. Remaining bushes scheduled to be trimmed next week. **Pending re-inspection.**
- Kinder Lane: Complaint regarding an illegal home occupancy. Site inspection complete. Staff did not observe any signs of a home occupancy. Staff sent Inspection Request Letter to property owner. **Pending re-inspection.**
- Luella Drive: Complaint regarding an occupied shed at the rear yard. 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 re-inspected the shed with Building Division and confirmed that it was not occupied. Property owner was instructed to obtain a building permit to complete the construction of the shed. **Staff will continue monitoring progress and coordinate final inspection with Building Division.**

- Mazie Drive: Accessory structure built without approval at the rear yard. Plans have been submitted to Building Division for review. Recent inspection with Building noted project not yet ready for final and new debris in rear yard area. Staff instructed the tenant to remove all junk and debris and complete the structure per building code regulations. **Staff will continue monitoring progress and coordinate final inspection with Building Division.**
- Oak Park Boulevard – Case 1: Complaint regarding junk/debris and grading issues. Re-inspection complete. Staff confirmed the violations have not been corrected. Staff sent Second Notice to property owner. **Pending re-inspection.**
- Oak Park Boulevard – Case 2: Complaint regarding junk and debris. Re-inspection complete. Staff confirmed the violations have not been corrected. Staff sent Second Notice to property owner. **Pending re-inspection.**
- Oakvue Road: Complaint regarding an inoperable vehicle. Re-inspection complete. Staff confirmed the vehicle has not been repaired or removed. Staff sent vehicle abatement letter to property owner. Vehicle owner contacted staff and confirmed the inoperable vehicle will be removed this week. **Pending re-inspection.**
- Old Vine Court: Complaint regarding an illegal home occupancy. Site inspection complete. Staff left business card requesting the property owner make contact to discuss the matter. **Pending follow up inspection.**
- Patterson Boulevard: Complaint regarding overgrown weeds and debris. Re-inspection complete. Staff observed some progress has been made cleaning up the property. Staff left message with property owner to discuss case. **Pending re-inspection.**
- Pleasant Hill Road – Case 1: Complaint regarding junk/debris and overgrown weeds at the front yard. Staff observed the conditions are unchanged. Staff contacted property owner and was informed the violations will be corrected. **Pending re-inspection.**
- 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 observed no further progress. Staff contacted property owner and discussed case. **Pending re-inspection.**

- 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 that the property was no longer involved in litigation. Staff sent Notify Letter to new property owner. **Pending re-inspection.**
- Pleasant Hill Road – Case 4: Complaint regarding a commercial vehicle stored on a residential property. Re-inspection complete. Staff observed the commercial vehicle has not been removed. Staff contacted property owner and discussed case. **Pending re-inspection.**
- Shelly Drive: 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 next week. **Staff will continue monitoring progress and coordinate final inspection with Planning Division.**
- Sherman Drive: Complaint regarding an unsecure structure. Staff sent Second Notice to property owners. Second Notice Letter returned. Re-inspection complete. Staff confirmed the property appears secure. Staff left door hanger to address damaged section of fencing. **Pending re-inspection.**
- Skander Court: Complaint regarding 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 junk and debris. Site inspection complete. Staff observed junk and debris on the driveway and front porch and overgrown weeds at the front yard. Staff sent Notify Letter to property owner. **Pending follow up inspection.**
- Taylor Boulevard: Complaint regarding a home in disrepair. Staff observed painting preparation work in progress. Staff contacted property owner. Property own requested additional time to complete repairs. Staff granted extension. **Pending re-inspection.**
- Theo Lane: Complaint regarding auto repairs and an illegal home occupancy. Re-inspection complete. Staff confirmed the inoperable vehicle has been repaired and the utility trailer is stored on gravel. **Case closed.**

New Inquiries:

- Charlton Drive: Complaint regarding low hanging tree branches over the public thoroughfare. Site inspection complete. Staff observed low hanging branches over the public street and sidewalk. Staff left door hanger. **Pending follow up inspection.**
- Dexter Avenue: Complaint regarding multiple vehicles parked on the public street for several months. Staff contacted the Police Department and forwarded the vehicle information to the traffic division. **Case closed.**
- Garnett Terrace: Complaint regarding a vehicle parked on the public street for several months. Staff contacted the Police Department and forwarded the vehicle information to the traffic division. **Case closed.**
- Poshard Street: Complaint regarding barking dogs. Site inspection complete. Staff observed two barking dogs at the property. Staff left business card requesting the owner contact them to discuss the issue. **Pending follow up inspection.**
- Slater Avenue: Complaint regarding abandoned house. Site inspection complete. Staff contacted the bank responsible for the property and instructed them to remove all trash and debris, cut and remove overgrown weeds and install fencing around the property. **Pending follow up inspection.**
- Treadway Lane: Complaint regarding an illegal fence. Site inspection complete. Staff confirmed fencing along the side of the property is in violation of the City's fence height ordinance. Staff sent Notify Letter to property owner. **Pending follow up inspection.**
- Vincent Road: Noise complaint. Staff contacted the business manager and discussed the issue. Staff instructed the manager to adhere to the city ordinance referencing construction noise. The manager assured staff they would abide by the ordinance. **Case closed.**

Proactive Work:

- Ardith Drive: Proactive case opened for junk and debris on driveway. Staff left door hanger. **Pending follow up inspection.**
- Astrid Drive – Case 1: Proactive case opened for junk/debris and an inoperable vehicle. Staff sent Notify Letter to property owner. **Pending follow up inspection.**

- Astrid Drive – Case 2: Proactive case opened for an inoperable vehicle stored at the front yard. Staff left door hanger. **Pending follow up inspection.**
- Doray Drive: Proactive case opened for a trailer stored on an unpaved surface at the front yard. Staff left door hanger. **Pending follow up inspection.**
- Elinora Drive: Proactive case opened for a vehicle stored on an unpaved surface. Staff left door hanger. **Pending follow up inspection.**
- 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 to remove junk and debris from the property. Staff granted extension. **Pending re-inspection.**
- Kathleen Drive – Case 1: Proactive case opened for vehicle stored on an unpaved surface. Staff left door hanger. **Pending follow up inspection.**
- Kathleen Drive – Case 2: Proactive case opened for an inoperable vehicle and junk/debris at front yard. Staff left door hanger. **Pending follow up inspection.**
- Kathleen Drive – Case 3: Proactive case opened for a vehicle and trailer stored on an unpaved surface at front yard. Staff left door hanger. **Pending follow up inspection.**
- Mazie Drive: Proactive case opened for an inoperable vehicle stored in public view. Re-inspection complete. Staff confirmed the vehicle is unchanged. Staff will contact property owner to discuss the case. **Pending re-inspection.**
- Price Lane: Proactive case opened for a junk/debris and overgrown weeds throughout the property. Staff sent Notify Letter to property owner. **Pending follow up inspection.**
- Ramona Drive: Proactive case opened for an inoperable vehicle. Staff left door hanger. **Pending follow up inspection.**
- Sherman Drive – Case 1: Proactive case opened for vehicle stored on an unpaved surface at front yard. Re-inspection complete. Staff confirmed the vehicle is still stored on the unpaved area at the front yard. Staff sent Second Notice to property owner. **Pending re-inspection.**

- Sherman Drive – Case 2: Proactive case opened for vehicle stored on an unpaved surface at front yard. Staff left door hanger. **Pending follow up inspection.**

Graffiti Removal:

No graffiti removal this week.