City of Pleasant Hill

M E M O R A N D U M

TO: Mayor and City Council

FROM: June Catalano, Manager

DATE: April 18, 2014

SUBJECT: **WEEKLY UPDATE**

GENERAL UPDATE

- **Tour of Recreation & Park District Facilities** - Economic Development staff is working with the Pleasant Hill Rec & Park District to schedule a tour of the new Rec & Park facilities for the general managers of the City's hotels. This outreach effort is being done to help inform and educate the hotel staffs on the available opportunities for collaboration with both the City and the District, and to increase the awareness of meeting and community space that is available in the City.

- **ADA Workshop for Businesses** – The Small Business Development Center is hosting an ADA Workshop at 500 Ellinwood Drive, 3rd Floor Conference Rooms on Wednesday, April 23 from 9:00 – 10:30. This workshop will help businesses learn responsibilities, rights and protections under the ADA and provide tools to help avoid lawsuits. This is a free workshop for those who complete a CDBG registration form or $10 for those who choose not to complete CDBG registration form. To RSVP call 510.215.3200.

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Building Division

- Oasis Christian Church (2551 Pleasant Hill Road) – Permit was issued to demolish the circular auditorium for a future addition and remodel to the church.

- Crossroads (2380 "B" Monument Boulevard) – Tenant improvement permit was issued to the Piology Pizza Parlor which was previously Fed-X Kinkos.

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 project activities include:

Ghilotti Brothers Stage 1C Project Improvements (Ongoing – May 2014) – Ghilotti continues to work on the curb, gutter and sidewalk improvements along Hookston Road between Geraldine Drive and Elmira Drive and along Elmira Drive between Hookston Road and Clarie Drive. Ghilotti is also working on installing new curb and gutter and a new bio filtration swale along the median of Buskirk Avenue.

Subcontractors work items include:
Saint Francis Electric continues to install traffic signal hardware at various locations. The contractor constructed a traffic signal pole base at the northeast corner of Buskirk Avenue and Clarie Drive. Saint Francis Electric will be trenching across the northbound side of Buskirk Avenue to install street light conduits the week of April 21st. 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 installation of irrigation laterals within the closed sections of the project.

Last week a project alert was issued due to disruption of AT&T service caused by contractor cutting active fiber and copper lines. AT&T was very responsive and completely restored all damaged AT&T communication lines as of 10:00 a.m. on Friday, April 11th.

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 completed the potholing for existing utilities within the project limit and has begun concrete sidewalk/curb/gutter demolition along the west side of Contra Costa Boulevard near the Viking Drive intersection. Sidewalk demolition is restricted to 200-foot long sections at a time, and pedestrian detour signs will be placed in advance of the sidewalk closure to guide on-coming pedestrians to alternate paths of travel. The contractor has also begun installation of irrigation lines along the back of existing sidewalk on the west side of Contra Costa Boulevard within the project limit. Lastly, temporary pavement striping has been implemented along the entire length of the project limit in preparation for future traffic control setup required during the course of project construction.

- **Golf Club Road Bridge Replacement Project** – The bid opening is planned for 2:00 p.m. on Thursday, April 24, 2014. Bid Documents are available for $100 purchase at the Engineering Division or viewable at the City's web site at http://www.ci.pleasant-

hill.ca.us/projects_under_bid. Only contractors who have purchased Bid Documents directly from the City may bid on the project. 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.

Utility Relocations – Scheduling issues have delayed AT&T's planned work to install two temporary utility poles north of the bridge to relocate existing electrical and communication lines off the bridge in preparation of the demolition of the north portion of the bridge planned later this year. AT&T crews are scheduled to continue work as early as next week to move the project along.

- **Geary Road Improvements** - The contractor has completed the clearing and grubbing along the north side of Geary Road, as well as the demolition of the median islands at the corner of Geary Road and Pleasant Hill Road. The City of Pleasant Hill entry monument (pagoda) will be salvaged by the Maintenance Division and a new gateway will be installed in its place to complement the new gateway structure on the west side. The contractor is scheduled to construct the median curbs for the new landscaped islands next week.

- **Drainage and Grading Permit** - The Engineering Division has issued a drainage and grading permit to Walton Engineering, for the removal of six underground storage tanks (4 – 12,000 gallons, 1 –10,000 gallon, 1 – 6,000 gallon) located at 220 Hookston Road (Haber Oil). This work is being mandated by the State Water Resources Control Board as these tanks have been abandoned but were not properly closed in accordance with the Health and Safety Code and the California Code of Regulations. As an initial cleanup effort, contractor has installed nine dual phase extraction wells on the site. Once the tanks are removed, soil testing will be performed to determine what, if any, additional efforts will be required to remediate the site. Walton Engineering has received the necessary permits from the Contra Costa County Fire Protection District and the Contra Costa Health Services Hazardous Materials Programs to proceed with tank extraction. The work is expected to begin on April 21, 2014 and be completed by mid-May 2014.

Encroachment Permits

- Camelback Road neighborhood – Pothole for PG&E underground cable replacement
- 2087 Norse Drive – Pothole for future Astound directional bore
- 116 St. Germain Lane – Remove and replace driveway approach
- 21 Elliott Drive – Trenchless sewer lateral repair
- 1742 Shirley Drive – Remove and replace driveway approach
- 518 Boyd Road – Repair pavement at sewer lateral
- 1978 Maybelle Drive – Replace PG&E cross arm on wooden pole
- Patterson Boulevard at Longfellow Drive – Access manholes to splice AT&T fiber cable
- 533 Masefield Drive – Excavate to repair leaking Diablo Vista Water System irrigation pipe

Maintenance Division

- Reclaimed Water Leak - Central Sanitary District discovered a leak in their 16" main line for reclaimed water last week and shut down the system. Staff took advantage of the water being off and made various repairs to the irrigation system supplied by the reclaimed system. The system was recharged on Monday.

- Sink Hole - Staff discovered a sink hole on Hoover Avenue by Sheila Court and determined that an abandoned corrugated metal storm drain pipe was the cause. USA (Underground Service Alert) service was used to locate any underground utilities that might be in the area and the repairs were made.

- Red Curb - Staff repainted the red curb on Norse Drive around DVC to help eliminate the illegal parking that is occurring and hindering the residents access to their driveways

Planning Division

Planning Commission

No meeting scheduled.

Zoning Administrator

Meeting canceled.

Tree Removals Approved:

- 1955 Lucille Lane – One Modesto Ash (dying)
- 528 Masefield Drive – One 40" diameter Valley Oak (root damage, improper pruning resulting in imbalance, hanging over home)

Architectural Review Commission

- ***PLN 14-0050, Pep Boys Remodel, 520 Contra Costa Blvd.***

  Public hearing to consider approval of an Architectural Review permit for a façade change, and other related exterior building improvements, to an existing 18,500 square foot retail/commercial tenant space. Proposed improvements include new wood grain paneling, new stone veneer wainscoting, a color change, and LED light strips. The project also includes a Sign Permit request for new wall signs and modifications to an existing double-face freestanding sign.

  Action: Approved with Conditions of Approval, no members of the public spoke on the item.

  Appeal Period: Through Monday, May 1, 2014

- ***PLN 14-0053, Tuscany Apartment Remodel – 1460 Contra Costa Blvd.***

  Study session to consider an Architectural Review permit to modify the exterior of an existing multi-family development. The proposed modifications include a new paint palette; new exterior siding material for existing leasing office/pool storage building, replacing the existing cloth awnings with glass/acrylic and aluminum awnings, new landscape and hardscape, and a new trash enclosure. Additionally, the project includes enhancing the drainage on the site. No additional square footage is proposed.

  Action: Study session only. No action taken.

  Appeal Period: Not applicable. No action taken.

- ***PLN 14-0042, Hilton Homewood Suites, 650 Ellinwood Way***

  Study session to review and provide feedback on a proposed concept plan for a long-term stay hotel, three to four stories (maximum building height approximately 50 feet with certain architectural features up to 55 feet), with approximately 131 guest rooms, at the site of the former Chevy's Restaurant.

  Action: Study session only. No action taken. Six members of the public spoke on the item.

  Appeal Period: Not applicable. No action taken.

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 – Case 1: 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.**

- Charlton Drive – Case 2: 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 was contacted by property owner and informed the trees will be trimmed this week. **Pending follow up inspection.**

- Cortsen Court: Complaint 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 Mesquite Abatement and Vector control to report the pool condition. Vector control confirmed the pool has been treated. Staff was contacted by property owner and informed the weeds will be removed next week. **Pending follow up inspection.**

- Elda Court: 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.**

- Elderwood Drive: Complaint regarding brush piles at the side of the property. Site inspection complete. Staff confirmed there is a brush pile at the side of the property. Staff left door hanger. **Pending follow up inspection.**

- Esther Drive: Complaint regarding a rooster on the property. Re-inspection complete. Staff confirmed the rooster has been removed. **Case closed.**

- Fair Oaks Drive: Complaint regarding issues associated with an adult care facility. Re-inspection complete. Staff confirmed that there are still violations present at the property. Staff contacted property owner and discussed remaining violations. Staff granted extension through this week to correct 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 continue to monitor property and coordinate final inspection with Planning Division.**

- Ilene Drive: Complaint regarding a vehicle stored on an unpaved surface. Site inspection complete. Staff observed a vehicle stored on an unpaved surface and a brush pile at the front yard. Staff left door hanger. **Pending follow up inspection.**

- Helen Road – Case 1: Complaint regarding junk/debris, broken window and a vehicle stored on an unpaved surface. Re-inspection complete. Staff received an 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. Staff confirmed the property is being sold. Staff contacted the listing agent and informed them of the violations and corrective actions. Agent confirmed they will disclose the active code case and required corrections in the sale. **Staff will continue to monitor property and coordinate final inspection with Building Division.**

- Helen Road – Case 2: Complaint regarding lumber at the front of the property. Site inspection complete. Staff confirmed there are pieces of lumber located in the gutter at the driveway entrance. Staff left door hanger. **Pending follow up inspection.**

- 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. Staff conducted re-inspection and confirmed the violations have not been corrected. Staff left additional message with property owner requesting an update. **Pending re-inspection.**

- Hoover Avenue – Case 2: Complaint regarding an occupied recreational vehicle. Site inspection complete. Staff contacted property owner. Staff scheduled to meet with property owner next week. **Pending re-inspection.**

- Hubbard Avenue: Complaint regarding a permanent basketball structure built within the front yard setback. Site inspection complete. Staff was contacted by the tenant and informed they will forward the information onto the property owner. **Pending follow up 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. Staff granted extension through this week to correct violations. **Pending re-inspection.**

- Kinder Lane: Complaint regarding an illegal home occupancy. Re-inspection complete. Staff met with property owner at site and did not observe any signs of a home occupancy. **Case closed.**

- Luella Drive: Complaint regarding an occupied shed at the rear yard. Staff re-inspected the shed with Building Division and confirmed it 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. Re-inspection complete. Staff met with the tenant and a Building Department staff member and observed the structure is not complete, and there is junk and debris throughout the rear yard. 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.**

- McKissick Street: Complaint regarding a permanent basketball structure built within the front yard setback. 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 scheduled to inspect the property with the Engineering 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 at the end of the month.**

- Oak Park Boulevard – Case 2: Complaint regarding junk and debris. Re- inspection complete. Staff confirmed the junk and debris has been removed. **Case closed.**

- 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. Staff sent Inspection Request letter to property owner. **Pending inspection.**

- Patterson Boulevard: Complaint regarding overgrown weeds and debris. Re- inspection complete. Staff observed some progress has been made cleaning up the property. Staff was contacted by property owner informing them the brush pile at the rear should be completely removed this week, and he is in the process of starting the exterior paint work. Staff will continue to monitor property. **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 conducted re-

inspection and confirmed the violations have not been corrected. Staff left additional message with property owner requesting an update. **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. Clean up of the property is pending approval for a new construction project at the site. The building plans are being reviewed by the Engineering Division. Staff will continue to monitor property and coordinate final inspection with Building and Planning Divisions. **Pending re-inspection.**

- Pleasant Hill Road – Case 3: Complaint regarding dead vegetation, deteriorated roof damaged fence and illegal garage conversation. Re-inspection complete. Staff confirmed the fencing has been repaired and the debris, weeds and overgrown vegetation have been removed. Staff was contacted by the property management company and informed they are in the process of correcting the remaining violations. **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 the property owner and discussed the case. The property owner confirmed the vehicle will be removed this week. **Pending re-inspection.**

- Pleasant Hill Road – Case 5: 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 contacted listing agent and confirmed the property is vacant. Staff reviewed the violation and the listing agent is scheduled to have it corrected. **Pending follow up inspection.**

- Pleasant Hill Road – Case 6: Complaint regarding an open/failing septic tank. Staff was also contacted by Contra Costa County Health Department informing them the area around the septic tank was contaminated. Site inspection complete. Staff confirmed there is an open septic tank located at the front yard. Staff sent Notify Letter to property owner. **Pending follow up inspection.**

- Poshard Street – Case 1: Complaint regarding barking dogs. Re-inspection complete. Staff met with property owner at site and discussed the issue. The property owner agreed to monitor the dogs and reduce the barking. **Case closed.**

- Poshard Street – Case 2: Complaint regarding a permanent basketball structure built within the front yard setback. Site inspection complete. Staff reviewed the issue with the property owner. **Pending follow up inspection.**

- Shelly Drive: Complaint regarding two trees removed without proper permits. Re-inspection complete. Staff did not receive information required for tree removal permit. Staff left additional message for property owner to contact them and provide update. **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 observed the driveway and front porch have been cleaned up but the fence still needs to be repaired. **Pending re-inspection.**

- Skander Court: Complaint regarding illegal accessory structures. The City Attorney contacted the listing agent. The property has not been sold. Staff contacted the bank and discussed the removal of the structures. **Case under review.**

- Sky Ranch Lane: Complaint regarding junk and debris. Re-inspection complete. Staff confirmed the junk and debris are still on the driveway and front porch and the overgrown weeds remain at the front yard. Staff sent Second Notice to property owner. **Pending re-inspection.**

- Slater Avenue: Complaint regarding an abandoned house. Re-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. Staff observed conditions unchanged. Staff sent Second Notice letter to the Bank. **Pending re-inspection.**

- Taylor Boulevard: Complaint regarding a home in disrepair. Staff observed painting preparation work in progress. Staff contacted the property owner. The property own requested additional time to complete repairs. Staff granted the extension. **Pending re-inspection.**

- Treadway Lane: Complaint regarding an illegal fence. Re-inspection complete. Staff confirmed there has been some progress correcting the fence height but the work is not complete. **Pending re-inspection.**

<u>New Inquiries:</u>

- Charlton Drive: Complaint regarding hedges at the corner of the property obstructing the view of oncoming traffic. Site inspection complete. Staff observed a large row of hedges at the corner of property. Staff sent Notify Letter to property owner. **Pending follow up inspection.**

- Cleopatra Drive: Complaint regarding junk and debris at the side of the house. Site inspection complete. Staff observed a mattress and other discarded items at the side of the house in public view and overgrown weeds at the front yard. Staff left door hanger. **Pending follow up inspection.**

- Doris Drive: Complaint regarding garbage cans left out at the collection point and repair work on a vehicle. Site inspection complete. Staff did not observe either violation present at the property. **Case closed.**

- Elda Court: Complaint regarding a hedge next to the driveway over the allowable height limit. Site inspection complete. Staff confirmed hedge along the side of the driveway is in violation of the City's height ordinance. Staff sent Notify Letter to property owner. **Pending follow up inspection.**

<u>Proactive Work:</u>

- Astrid Drive – Case 1: Proactive case opened for junk/debris and an inoperable vehicle. Re-inspection complete. Staff confirmed the vehicle has been repaired and the junk/debris removed. **Case closed.**

- Astrid Drive – Case 2: Proactive case opened for an inoperable vehicle stored at the front yard. Re-inspection complete. Staff confirmed the vehicle has been repaired. **Case closed.**

- Elda Drive: Proactive case opened for junk and debris on driveway and front porch. 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 met with property owner on site and discussed the case. The property own requested a final two week extension to remove junk and debris from the property. Staff granted the extension. **Pending re-inspection.**

- Ilene Drive: Proactive case opened for boat and vehicle stored on an unpaved surface and debris. Staff left door hanger. **Pending follow up inspection.**

- Kathleen Drive – Case 1: Proactive case opened for vehicle stored on an unpaved surface. Re-inspection complete. Staff confirmed the vehicle remains on the unpaved area next to the driveway. Staff sent Second Notice to property owner. **Pending re-inspection.**

- Kathleen Drive – Case 2: Proactive case opened for an inoperable vehicle and junk/debris at front yard. Re-inspection complete. Staff confirmed the vehicle and debris remain on the driveway in public view. Staff sent Notify Letter to property owner. **Pending re-inspection.**

- Mazie Drive: Proactive case opened for an inoperable vehicle stored in public view. Re-inspection complete. Staff confirmed the inoperable vehicle is unchanged. Staff sent Second Notice to property owner. **Pending re-inspection.**

- Pleasant Hill Road: Proactive case opened for overgrown weeds at the front yard. Staff left door hanger. **Pending follow up inspection.**

- Price Lane: Proactive case opened for a junk/debris and overgrown weeds throughout the property. Re-inspection complete. Staff confirmed the violations remain. Staff sent Second Notice to property owner. **Pending re-inspection.**

- Ramona Drive: Proactive case opened for an inoperable vehicle. Re-inspection complete. The property owner contacted staff requesting an extension to have the vehicle repaired. Extension granted. **Pending re-inspection.**

- Shirley Drive: Proactive case opened for overgrown weed at the front yard. Staff left door hanger. **Pending follow up inspection.**

- Taylor Boulevard – Case 1: Proactive case opened for overgrown weed at the front yard. Staff left door hanger. **Pending follow up inspection.**

- Taylor Boulevard – Case 2: Proactive case opened for overgrown weed, trash and debris and lack of garbage service. Staff left door hanger. **Pending follow up inspection.**

<u>Graffiti Removal:</u>

No graffiti removal this week.

Contra Costa County Fire Protection District:

Weed Abatement deadline May 29th and inspections will start on May 30th.