



City of Pleasant Hill

MEMORANDUM

TO: Mayor and City Council

FROM: June Catalano, Manager

DATE: May 9, 2014

SUBJECT: **WEEKLY UPDATE**

GENERAL UPDATE

- **Budget Workshop** – The City Council Budget Committee is holding a Budget Workshop on Saturday May 17, 2014 from 1:00 p.m. to 4:30 p.m. in the large Community Room at City Hall. The workshop will discuss the City's financial condition and allow the public to share ideas about the proposed 2014/2016 budget. For additional information or to RSVP to the workshop, please contact Mary McCarthy, Finance Manager, at mmccarthy@ci.pleasant-hill.ca.us or 925-671-523.

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 project activities include:

Current Buskirk Project Activities

Ghilotti Brothers Stage 1C Project Improvements (Ongoing – May 2014) – Ghilotti placed bioswale soil material within the biofiltration swale section in the median of Buskirk Avenue. Ghilotti continues to work on the curb and gutter improvements along the east side of Buskirk Avenue and is scheduled to pour concrete this Saturday.

Subcontractors work items include:

Saint Francis Electric continues with the installation of the traffic signal and street light poles along the east side and the median of Buskirk Avenue. Starting May 12th, Saint Francis will have a single lane closure on northbound Buskirk Avenue between 8:00 a.m. and 3:00 p.m. Please expect delays.

Takehara Landscape continues with the installation of irrigation improvements within the “old S curve” on Buskirk Avenue.

Traffic Alert

A section of Clarie Drive between Geraldine Drive and Buskirk Avenue will be closed for a minimum of two weeks starting May 12th. The road closure is necessary for the removal and replacement of the roadway section, including the reconstruction of the roadway along Buskirk Avenue (within the closed section). Please observe the traffic signs posted for traffic detours. Flyers were sent in advance to the neighborhood identifying detour routes and closure dates.

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.

- **Geary Road Improvements Update** - The contractor has completed the concrete curb and gutter, and asphalt pavement replacement, where the previous median islands were removed at the corner of Geary Road and Pleasant Hill Road. The contractor has also completed potholing along the north side of Geary Road, in preparation for the construction of the storm drain system, which is scheduled to begin next week. Traffic lanes (northbound and southbound) on Geary Road will be shifted to the south to accommodate this construction on the north side. Residents should expect delays over the next three months, as the speed limit will be reduced from 35 mph to 25 mph in the construction area.
- **Golf Club Road Bridge Replacement Project (GCRBRP) Utility Relocations** – ATT and PG&E are in the process of relocating existing electrical and communication lines off the bridge. ATT crews have completed the installation of two temporary utility poles and underground conduits north of the bridge, one pole on each side of Grayson Creek. Next ATT and PG&E crews will install the aerial cable across the Grayson Creek and begin the communication wire splicing process to route service to aerial cable instead of going across the bridge. ATT is aware that they will need to complete the remaining work in a timely manner so that the City’s future bridge replacement contractor can begin demolition of the north side of the bridge this construction season.

Separately PG&E gas crews this week installed cut-off valves west and east of Golf Club Road bridge on the main underground gas line, the cut-off valves will isolate the gas line within the bridge section so that it can be removed when the bridge is demolished this summer.

- **Police Department Security Fence, Phase II** - The contractor, Crusader Fence, has completed the contract work on the Police Department Security Fence, Phase II project. The gates are now operational and being utilized by the Police Department for access to the rear parking lot. On May 6, 2014, Crusader Fence conducted an operations

and maintenance (O&M) walkthrough of the site, illustrating key elements of the new security gate and how they work. This included the gates, the gate operators, the key pads and the intercoms. Staff from the Engineering Division, the Maintenance Division, the IT Department, and the Police Department were present at this meeting. The project has been completed per the contract documents and within the contract time.

- **Pacific Gas & Electric (PG&E) Camelback Road Primary Cable Replacement** - The Engineering Division has issued an encroachment permit to PG&E to perform facility upgrades in the neighborhood surrounding Camelback Road, between Chilpancingo Parkway and Old Quarry Road. The work will include identifying and replacing old underground cable and accessories, which have reached the end of their useful life. In recent years this neighborhood has experienced a significant amount of power outages, due to PG&E equipment failure. This project will reduce the amount of future power outages to our residents. Entren, PG&E’s subcontractor, has begun installing the new cable on Tempe Court, with a combination of open cut trenching and directional boring. Work will continue on Chollo Court, Old Quarry Road, Maricopa Court, Camelback Road and Camelback Court. Work is ongoing and is expected to be completed in June 2014. All affected residents have been notified by PG&E via letter and contact information for PG&E has been provided.

Encroachment Permits

- 3451 Vincent Road at Hookston Road – Begin potholing for upcoming directional bore operations
- 533 Masfield Drive – Restore pavement at Diablo Vista Water System pipe repair
- 2168 Morello Avenue – Sewer lateral repair in the roadway
- 330 Oakvue Road – Trenchless sewer repair in roadway
- 1910 Wendell Lane at Oak Park Boulevard – Set new wood utility pole
- 400 Sprucewood Court – CCWD excavate to repair water main

Planning Division

Miscellaneous

Quarterly Phone and Counter Activity:

Planning Phone and Counter Statistics*			
	4th Qtr - 2013	1st Qtr - 2014	% Change
General Telephone Inquiries	217	232	+7%
Public Counter Inquiries	258	348	+35%

*Planning Division main phone number only and not Including Code Enforcement

Planning Commission

Special Meeting May 6, 2014:

- ***Firearms And Ammunition Sales Ordinance Amendment, City-Wide*** (Continued for further Planning Commission discussion from the April 1, 2014 meeting---public comment was closed April 1, 2014)

Consider recommendations to the City Council regarding 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 voted to re-open the hearing for public comment, received public comment and unanimously adopted a resolution making a negative recommendation to the City Council regarding the proposed ordinance amendment. Eleven members of the public spoke.

Appeal Period: Not applicable. The Planning Commission's recommendation is automatically forwarded to the City Council for consideration.

- ***PLN 14-0042, Hilton Homewood Suites, Planned Unit District (PUD Rezoning) And Concept Plan, 650 Ellinwood Way***

A public hearing to consider a recommendation to the City Council regarding an application by WRSJG LLC. to establish a Planned Unit District (PUD Rezoning) and approved a Concept Plan for a new three and four story, 131 guest room, hotel project with building heights up to 50 feet (55 feet for architectural features). The Concept Plan includes, but is not limited to, a land use regulation table, development regulation schedule and design criteria for the site. The property is located at 650 Ellinwood Way, APN 127-210-031. The property is currently zoned *RB – Retail Business*.

Action: The Planning Commission received public comment, considered the recommendations of the Architectural Review Commission, and unanimously adopted a resolution providing a positive recommendation to the City Council regarding the proposed PUD Rezoning and Concept Plan as modified based on staff's recommendations and including a modification proposed by the applicant to reduce the maximum allowable height to 50 feet (including architectural features). Twelve members of the public spoke raising various concerns about the proposed rezoning.

Appeal Period: Not applicable. The Planning Commission's recommendation is automatically forwarded to the City Council for consideration.

Zoning Administrator

Regular Meeting May 8:

- ***PLN 14-0094 Jaguar Billiards & Karaoke Alcohol Addition To Billiards - Minor Use Permit, 508 Contra Costa Boulevard #L1, L2 & K2***

Public hearing to consider approval of a minor use permit to allow the service and consumption of alcohol in the billiards portion of the combined karaoke and billiards facility. The karaoke portion currently allows the service and consumption of alcohol and the amendment is to allow consumption in the billiards portion of the facility. No other changes are proposed. The project site is located in the RB-Retail Business zoning district. Assessor's Parcel Number 125-050-028.

Action: Approved with Conditions, no one from the public spoke on the item.

Appeal Period: Through May 19, 2014

Administrative Actions:

- ***PLN 14-0033, Corbett Minor Exception – 712 Grayson Road:***

Minor exception application to allow a recently constructed existing fence gate in the front and corner side yard to exceed the maximum allowed height (six feet) by one foot (to seven feet). The fence is solid wood up to a height of six feet with an open lattice feature (12 inches in height above the top of the solid portion of the fence). This design creates a semi-open appearance for the portion of the fence above the six foot height limitation. Section 18.111.020 of the Zoning Ordinance specifies that an increase in the maximum allowable height of a fence or wall of not more than one foot may be considered through a minor exception.

Action: Notice of Intent to Approve issued this week. Unless an interested party requests a public hearing, the Zoning Administrator will take final action on the minor exception on or after May 19, 2014.

Appeal Period: Not applicable until after a final decision is made by the Zoning Administrator.

Tree Removals Approved: None.

Architectural Review Commission

No meeting scheduled this week.

Code Compliance

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

Follow-ups on Prior Inquiries:

- Audrey Lane: Complaint regarding junk and debris. Re-inspection complete. Staff confirmed the junk and debris has been removed. **Case closed.**
- Barnett Terrace: Complaint regarding an excessive number of chickens. Site inspection complete. **Pending site inspection.**
- Charles Avenue: Complaint regarding an illegally occupied shed at the rear yard. **Pending site inspection.**
- Charlton Drive: Inquiry in reference to the status of an existing violation regarding the roof condition at the residence. **Case under review.**
- Cleopatra Drive: Complaint regarding junk and debris at the side of the house. Re-inspection complete. Staff observed a mattress and other discarded items still remain at the side of the house but the overgrown weeds at the front yard have been removed. Staff sent a Second Notice Letter to the property owner. **Pending re-inspection.**
- Devonshire Court: Complaint regarding two trees removed without the required permit. Re-inspection complete. Staff met with the property owner at the site and determined one of the trees removed required a tree removal permit. Staff was informed that the property owner has applied for a tree removal permit with the Planning staff. **Case closed.**
- Diana Court: Complaint regarding junk/debris, overgrown vegetation and inoperable vehicles. Site inspection complete. Staff observed an inoperable vehicle on the driveway and debris at the front yard. **Pending follow up inspection.**
- Elda Court – Case 1: Complaint regarding an illegal fence. Re-inspection complete. Staff confirmed the fencing has been corrected. **Case closed.**
- Elda Court – Case 2: Complaint regarding a hedge next to the driveway over the allowable height limit. **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. The property owner has applied for a minor exception with the Planning Division. **Staff will continue to monitor the property and coordinate the final inspection with the Planning Division (note: the owner has applied for a Minor Exception for the fence).**

- Helen Road: Complaint regarding junk/debris, broken window and a vehicle stored on an unpaved surface. Staff re-inspected the property with the Building Staff and confirmed there are building code violations present at the property. Staff confirmed the property has been sold and was contacted by the listing agent and informed the violations will be corrected by the new owner. **Staff will continue to monitor the property and coordinate the final inspection with the Building Division.**
- Hoover Avenue – Case 1: Complaint regarding junk/debris and inoperable vehicles at the property. **Pending re-inspection and ongoing monitoring.**
- Hoover Avenue – Case 2: Complaint regarding an occupied recreational vehicle. Re-inspection complete. Staff observed the recreational vehicle has been removed from the property. **Case closed.**
- Hubbard Avenue: Complaint regarding a permanent basketball structure built within the front yard setback. Re-inspection complete. Staff observed the basketball structure remains in the front yard set-back. Staff is reviewing the issue with the property owner. **Pending follow up inspection.**
- Keats Circle: Complaint regarding overgrown bushes obstructing the view of oncoming traffic. Re-inspection complete. Staff confirmed there has been no further progress. Staff left additional messages with the property owner requesting an update. Staff will continue to monitor the property. **Pending re-inspection.**
- Lena Court: Complaint regarding brush piles. **Pending follow up inspection.**
- Luella Drive: Complaint regarding an occupied shed at the rear yard. Staff re-inspected the shed with the Building Division and confirmed it is no longer occupied. Property owner was instructed to obtain a building permit to complete the construction of the shed. **Staff will continue monitoring progress and coordinate the final inspection with the Building Division.**
- Marta Drive – Case 1: Complaint regarding a fence built over the allowable height limit. Site inspection complete. Staff observed two fences at either side of the property that are both over the allowable height limit for the front yard setback. Staff sent a Notify Letter to the property owner. **Pending follow up inspection.**

- Marta Drive – Case 2: Complaint regarding a fence built over the allowable height limit. Site inspection complete. Staff observed a fence on the property over the allowable height limit for the front yard setback, a recreational vehicle stored on an unpaved surface and debris at the front yard. Staff sent a Notify Letter to the property owner. **Pending follow up inspection.**
- Mazie Drive: Accessory structure built without approval at the rear yard. Plans have been submitted to the Building Division for review. Re-inspection complete. Staff met with the tenant and a Building Department staff member on site and observed the structure is not complete. The junk and debris throughout the rear yard has still not been removed. **Staff will continue monitoring progress and coordinate the final inspection with the Building Division.**
- McKissick Street: Complaint regarding a permanent basketball structure built within the front yard setback. **Staff is awaiting findings from the Engineering Division.**
- Merian Drive: Complaint regarding overgrown weeds. Site inspection complete. Staff observed overgrown weeds at the front of the property. Staff left a door hanger at the property. **Pending follow up inspection.**
- Oak Creek Court: Complaint regarding a damaged fence. **Pending follow up inspection.**
- Oak Park Boulevard: Complaint regarding junk/debris and grading issues. **Pending re-inspection.**
- Patterson Boulevard: Complaint regarding overgrown weeds and debris. The property owner is in the process of starting the exterior paint work and removing the remaining overgrown weeds. Staff will continue to monitor the property. **Pending re-inspection.**
- Pleasant Hill Road – Case 1: Complaint regarding junk/debris and overgrown weeds at the front yard. Staff conducted a re-inspection and confirmed the violations have not been corrected. Staff left additional messages with the property owner requesting an update. Staff will continue to monitor the property. **Pending re-inspection.**
- Pleasant Hill Road – Case 2: Complaint regarding junk and debris at front yard. 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. Staff is in contact with the property management company and will continue to monitor the property. **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 been moved to the other side of the property. Staff met with the property owner and discussed the case. Staff granted a three week extension to the property owner and will re-inspect at the end of that period. **Pending re-inspection.**
- Poshard Street: Complaint regarding a permanent basketball structure built within the front yard setback. Re-inspection complete. Staff observed the basketball structure remains in the front yard set-back. Staff will review the issue with the property owner. **Pending follow up inspection.**
- 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. Staff will continue to monitor the property. **Pending re-inspection.**
- Skander Court: Complaint regarding illegal accessory structures located at the side of the house. Staff has been in contact with the listing agent and was informed that the property is scheduled to be sold and the accessory structures removed. **Staff will continue to monitor the property.**
- Sky Ranch Lane: Complaint regarding junk and debris. Re-inspection complete. Staff confirmed the violations remain. Staff left additional messages with the property owner requesting an update. Staff will continue to monitor the property. **Pending re-inspection.**
- Slater Avenue: Complaint regarding issues associated with an abandoned house. Re-inspection complete. Staff confirmed the overgrown weeds and debris remain and there has been no progress securing the property. Staff received information from the complainant that the property is being sold. Staff left additional messages with the bank

requesting an update. Staff will continue to monitor the property. **Pending re-inspection.**

- Treadway Lane: Complaint regarding an illegal fence. Re-inspection complete. Staff confirmed the fence has been altered but junk and debris remains at the front of the property. Staff sent a Second Notice Letter to the property owner. **Pending re-inspection.**
- Westover Drive: Complaint regarding junk and debris. Site inspection complete. Staff observed junk and debris next to the driveway. Staff left a door hanger at the property. **Pending follow up inspection.**

New Inquiries:

- Allen Way: Complaint regarding bushes obstructing the sidewalk. Site inspection complete. Staff observed large bushes at the front of the property extending out into the sidewalk. Staff sent a Notify Letter to the property owner. **Pending follow up inspection.**
- Duke Circle: Complaint regarding a recreational vehicle stored on the public street with an extension cord running across the sidewalk. Site inspection complete. Staff did not observe a recreational vehicle in front of the property or any other surrounding properties. **Case closed.**
- Helen Road – Case 1: Complaint regarding a utility trailer with debris. Site inspection complete. Staff observed debris in a trailer stored next to the driveway. Staff left a door hanger at the property. **Pending follow up inspection.**
- Helen Road – Case 2: Complaint regarding a lumber rack stored at the front yard. Site inspection complete. Staff observed a lumber rack stored next to the driveway. Staff left a door hanger at the property. **Pending follow up inspection.**
- Helen Road – Case 3: Complaint regarding multiple vehicles parked on the property. Site inspection complete. Staff observed a number of vehicles stored on the property but all vehicles appeared to be operable and stored on a paved surface. **Case closed.**
- Lorenzo Drive: Complaint regarding an occupied accessory structure at the rear yard. Site inspection complete. Staff observed an occupied accessory structure at the rear yard that

is being used as a dwelling. Staff informed the property owner and the individual sleeping in the accessory structure that it must not be used as dwelling. Both parties confirmed they understood and will cease using the structure as a dwelling. **Pending follow up inspection.**

- Malaga Way: Complaint regarding junk and debris. Site inspection complete. Staff observed junk and debris at the side of the property. Staff left a door hanger at the property. **Pending follow up inspection.**
- Ramona Drive: Complaint regarding garbage cans left out near the collection point. Site inspection complete. Staff observed collection containers left out on the public street in front of the property. Staff left a door hanger at the property. **Pending follow up inspection.**
- Saint Lawrence Way: Complaint regarding bushes at the corner of the property obstructing the view of oncoming traffic. Site inspection complete. Staff observed large bushes at the front corner of the property, brush piles and bushes extending out into the sidewalk. Staff sent a Notify Letter to the property owner. **Pending follow up inspection.**
- St. Thomas Lane: Complaint regarding junk and debris. Site inspection complete. Staff observed junk and debris next to the driveway. Staff left a door hanger at the property. **Pending follow up inspection.**

Proactive Work:

- Esther Drive: Proactive case opened for junk and debris on driveway and side of garage. Re-inspection complete. Staff met with the property owner on site and discussed the case. The property owner requested a final two week extension to remove junk and debris from the property. Staff granted the two week extension. **Pending re-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 a Second Notice to the 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 a Notify Letter to the property owner. **Pending re-inspection.**

- Marta Drive: Proactive case opened for junk and debris on the driveway. Staff sent a Notify Letter to the 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 contacted the tenant/vehicle owner and discussed the case. **Pending re-inspection.**
- Price Lane: Proactive case opened for a junk/debris and overgrown weeds throughout the property. Re-inspection complete. Staff confirmed the overgrown weeds have been removed along with most of the junk/debris. **Pending re-inspection.**
- Ramona Drive: Proactive case opened for an inoperable vehicle. Re-inspection complete. Property owner contacted staff requesting an extension to have the vehicle repaired. Staff granted the one week extension. **Pending re-inspection.**
- Shirley Drive: Proactive case opened for overgrown weeds at the front yard. Re-inspection complete. Staff confirmed the overgrown weeds have not been removed. Staff sent a Notify Letter to the property owner. **Pending re-inspection.**
- Taylor Boulevard: Proactive case opened for overgrown weeds, trash and debris and lack of garbage service. Re-inspection complete. Staff confirmed the overgrown weeds and debris have not been removed and there is still no active garbage service. Staff sent a Second Notice to the property owner. **Pending re-inspection.**

Graffiti Removal:

No graffiti removal this week.

Engineering Sidewalk Repair Program:

Sixteen notification letters were issued by Code Enforcement on behalf of the Engineering Division in an effort to inform commercial property owners of their responsibility to maintain and repair the public sidewalk adjacent to their property. This is in accordance with the City's "Sidewalk Repair Program" that identifies damaged sections of sidewalk and associated repairs.

Contra Costa County Fire Protection District:

Weed Abatement to be completed by May 29th, inspections will start on May 30th.