



MEMORANDUM

TO: Mayor and City Council
FROM: June W. Catalano, City Manager
DATE: February 2, 2012
SUBJECT: **WEEKLY UPDATES**

GENERAL UPDATE

- Mayor's Address – Mayor John Hanecak will give the “State of the City” address at the Mayor's Breakfast on Thursday, February 9th at Back Forty Texas BBQ from 7:30 am to 9:00 am. This event is hosted by the Chamber of Commerce. Tickets are \$25 per person and may be purchased online at <http://phmayorsbreakfast.eventbrite.com/> or by calling the Chamber at 687-0700 to make a reservation.

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Building Division

- Pleasant Hill Shopping Center (570 Contra Costa Boulevard) – Footings for the In-N-Out Burger facility are being poured this week.
- Village Music School (1720 Linda Drive) – The Village Music School has passed the final inspections from the Building, Planning and Engineering Divisions, as well as the Consolidated Fire District, and is now open for business.

Engineering Division

- Safeway Grocery Store and Fuel Center – Phase I of the median improvements is underway, and the existing street light pole has been relocated to accommodate the left-turn pocket extension. The contractor is scheduled to demolish the remaining concrete curb on the west side of the median this week. Paving of the new pocket extension and a new asphalt curb is scheduled to be constructed early next week. Once Phase 1 is completed, the contractor will place barriers along the extended portion of the median and allow use of the turn pocket in time for the Grand Opening.

Phase II will require the Contra Costa Water District (CCWD) to relocate above-ground facilities. CCWD is currently manufacturing special parts and is scheduled to relocate facilities in March. Once completed, the contractor will be able to remove the barriers and open the extended turn pocket for public use.

- Oak Park Boulevard/Patterson Boulevard Signal Timing Modification – Staff has been monitoring the traffic operation at the Oak Park Boulevard/Patterson Boulevard intersection over the past few weeks and has identified an increase in traffic backup in the southbound direction at the Patterson Boulevard approach. The increase in queuing is a result of the new “split” signal phasing in the northbound and southbound directions, which greatly increases safety but reduces the rate at which the signal cycles through the various phases. To help alleviate the traffic backup during the school commute hours, staff has increased the maximum green time in the southbound direction, which should help compensate for the longer delay experienced by the drivers. During the off-peak times, the signal will automatically detect decreased traffic demand and terminate the green phase as early as appropriate.

- Encroachment Permits Underway

Private

Golden Gate Sign Co. – Replace signs at 120 Crescent Drive

Advance Trenchless – Replace sewer lateral at 225 Jeanne Drive

Utilities

PG&E – Repair gas lateral at 423 Odin Drive

PG&E – Repair gas lateral at 447 Odin Drive

PG&E – Repair gas main on Ironwood Drive

Maintenance Division

- Pipe Repairs – Staff completed pipe repairs at the Shannon Hills Park on Devon Avenue. Roots had entered the pipe at one of the joints, which caused the pipe to separate and blow out the hillside. The damaged section of pipe was replaced and sealed at the joints.
- Tree Pruning – Seasonal pruning of the Crape Myrtle trees continues throughout the City-maintained landscape areas.

Planning Division

- **Planning Commission**

No meeting scheduled this week.

- **Zoning Administrator**

Healing Garden Spa, Minor Use Permit (200 Gregory Lane), PLN 11-0239 – Public hearing to consider approval of a request for a Minor Use Permit to allow a spa service (personal service) in an existing building. Section 18.25.020 of the Zoning Ordinance provides that a minor use permit is required for this use in the *PAO - Professional Administrative Offices* zoning district. Assessor Parcel Numbers 150-290-003 and 150-290-005.

Action: Approved with conditions. One member of the public spoke.

Appeal Period: The appeal period will end on Tuesday, February 14th 5:00 pm.

- **Architectural Review Commission (ARC)**

Modifications to New Community Center Facility (320 Civic Drive), ARC 10-018 – A request by the Pleasant Hill Recreation and Park District for review and approval of various project design details pertaining to exterior lighting and the design of a trash enclosure that were deferred by the ARC when the Community Center project (ARC 10-018) was conditionally approved on August 4, 2011 for construction of a new 21,950-square-foot Community Center building to replace the existing 26,000-square-foot two-story Community Center facility. Assessor’s Parcel Numbers 153-050-064.

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

Appeal Period: The appeal period will end on Tuesday, February 14th at 5:00 pm.

Lincoln Law Signs (1525 Contra Costa Boulevard), PLN 12-0013 – Study session to review a request for approval of new wall signs and adding a new sign panel to an existing monument sign at an existing office building. The proposed project includes two wall signs mounted on separate building elevations for a total sign area of approximately 76 square feet (38 square feet for each sign). The new monument sign panel would be approximately 9.5 square feet. Assessor’s Parcel Number 153-223-019.

Action: The Commission provided comments regarding the proposed design, including reduction of the sign area to be more proportionate to the tenant’s frontage; reduction in the height of the logo; placement of the logo at alternative locations to improve sign composition; use of a consistent font, color, case and letter size; and consideration of removal of the word “bankruptcy” from one of the wall signs to further reduce sign area. No action was taken. No members of the public spoke.

Appeal Period: Not applicable as this item was a study session and no action was taken.

- **Code Compliance**

Selected highlights of weekly activity:

Training – Staff attended a legislative update sponsored by the California Association of Code Enforcement Officers.

Construction Without Permit – Unapproved construction was noted at a bank-owned residence on Elliott Drive that is in the process of being sold. A stop work notice was posted. Staff is following up with the property owner and real estate agent to ensure that the unapproved work is corrected or removed.

Cargo Containers – Staff has been posting courtesy notices on cargo containers being stored on residential property at various locations throughout Pleasant Hill without City approval. Containers can be allowed on-site for temporary storage purposes only during construction.

Number of Tasks Completed This Week – 50 (including 22 investigations, 2 courtesy notices, 4 sector patrols, 1 referral to assist other agencies/divisions and various miscellaneous activities such as phone calls, emails, internal requests for service, counter coverage and attendance at training sessions).

- **Miscellaneous**

Safeway Store and Fuel Station Grand Opening – The new Safeway store and fuel station located at 707 Contra Costa Boulevard (formerly occupied by Mervyn's) is scheduled to hold a Grand Opening on Friday, February 17th. A Temporary Sign Permit was approved for multiple sign types (banners, pennants, etc.) to be displayed for the Grand Opening at various time intervals between February 10th and March 12th.

Administrative Permit Activity – For the month of January, Planning staff reviewed the following applications: 8 Zoning Permits (6 new business, 1 commercial plan check and 1 residential plan check), 16 Home Occupation Permits, 4 Temporary Sign Permits, 1 Special Event Permit, and 1 Tree Removal Permit.

Sustainable Communities Strategy (SCS) – A third comment letter was provided to the Association of Bay Area Governments (ABAG) and the Metropolitan Transportation Commission (MTC) expressing the City's concerns regarding the unrealistically high household and employment growth projections being used for Pleasant Hill by ABAG and MTC in the various regional planning scenarios being developed for the SCS.