



MEMORANDUM

TO: Mayor and City Council
FROM: June W. Catalano, City Manager
DATE: March 1, 2012
SUBJECT: **WEEKLY UPDATES**

GENERAL UPDATE

- Townhall Meeting on Education with Assemblymember Susan Bonilla – Assemblywoman Susan Bonilla will participate in a moderated discussion on education next Thursday, March 8th at 7:00 pm in the Council Chambers at City Hall. Ms. Bonilla will discuss the state of education policy in California, how the Governor’s proposed 2012-13 budget will impact local schools, and her vision for education reform. She will also highlight active education-related legislation and offer ideas for how the Pleasant Hill community can support its schools.

The March 8th education forum is sponsored by the Pleasant Hill Education/Schools Advisory Commission and is open to the public. For more information on this event, please contact Martin Nelis by email at mnelis@ci.pleasant-hill.ca.us or by phone at (925) 671-5229.

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Building Division

- Pleasant Hill Recreation and Park District – Teen Center (147 Gregory Lane) – Roofing material is being applied to the Teen Center this week.
- Pleasant Hill Recreation and Park District – Senior Center (235 Gregory Lane) – The Senior Center is in the framing phase.
- In-N-Out Burger – Pleasant Hill Shopping Center (570 Contra Costa Boulevard) – Roofing, exterior lath and windows are being installed at the In-N-Out Burger facility this week. They are ahead of schedule for completion.

Engineering Division

- **Oak Park Boulevard/Patterson Boulevard Intersection Improvement – Phase 2 Signal Modification** – On Tuesday, February 28th, the County signal crew completed the final work (Phase 2) at Oak Park Boulevard/Patterson Boulevard intersection, which consists of adding new hardware and wiring for a protected left-turn movement (phasing) for the eastbound and westbound directions on Oak Park Boulevard. The new protected phasing will enhance access for the left-turn vehicles during the morning and afternoon commute times, when east/west through-traffic movement is heavy, allowing for protective movement in these directions. The new left-turn phasing will run independently because the existing intersection geometry is too narrow to accommodate simultaneous left-turn vehicle movements. Staff will continue to monitor the traffic flow through the intersection and make signal timing modifications as needed.
- **Storm Drain Improvement Project** – MBA Pipelines re-mobilized at Hoover Avenue this week to complete the installation of the new storm drain pipe across the Contra Costa Water District (CCWD) Canal. Staff temporarily stopped the work at this location to provide a design change to the contractor in order to improve drainage flow upstream. Ongoing activities this week include the removal and replacement of an existing corrugated metal pipe under the driveway approach at 1991 Hoover Avenue; re-grading of the existing swale to provide improved drainage; concrete encasement of the new storm drain pipe under the CCWD access road; installation of new wooden guardrail posts and beams; and delineation of the existing guardrail. Work is expected to be completed at this location by the week of March 5th. Minor punch list items remain at various sites.
- **Encroachment Permits Underway**

Private

A Cut Above Services, Inc. – Replace driveway approach at 401 Gregory Lane

Utilities

CCWD – New water services for 572 Contra Costa Boulevard

CCWD – Repair water main at 495 Odin Drive

PG&E – Repair gas lateral at 790 Golf Club Way

Maintenance Division

- **Aeration and Fertilization** – Staff has begun aerating and fertilizing the turf throughout the City. The process of aerating removes plugs from the compacted soil so that oxygen is able to get to the plant's roots and microorganisms. This process also allows the escape of unwanted carbon dioxide which can harm the plant and would otherwise not

escape while the pores are clogged due to compaction. The aeration also allows a higher percentage of fertilizer to reach the roots where it is needed most.

- Pesticide Training – Several staff members attended an all-day Pesticide Training. In order to hold a valid Qualified Applicator Certificate for applying pesticides, the card holder is required to obtain 20 hours of continuing education within a two-year period. The training consisted of a combination of current Laws and Regulations, Ground Application and Techniques, and Other Procedures and Handling.

Planning Division

- Planning Commission

Amendments to the Zoning Ordinance Pertaining to Emergency Shelter Facilities, Citywide (Continued From January 24, 2012) – This continued public hearing was conducted as a study session to consider proposed ordinance amendments pertaining to emergency shelter uses. The following Zoning Ordinance Chapters would be affected: Chapter 18.15, 18.20, 18.25 and 18.55. *Emergency shelters* are defined by State law (Health & Safety Code Section 5081(e)) as: “housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person....”

The proposed ordinance amendment is to comply with State law (Section 65583 of the Government Code – SB2) that requires all jurisdictions to identify at least one zoning district where *emergency shelters* may be established by-right, subject to specific development standards. The amendment would also implement Housing Element Program 4.4 which requires the City to implement land use regulations for *emergency shelters* in compliance with State law. The proposed amendment would: a) designate *emergency shelters* as a use permitted by-right within the *LI-Limited Industrial* zoning district (note: *emergency shelters* are currently a conditionally allowed use within the *LI-Limited Industrial* zoning district); b) establish appropriate findings and development standards related to *emergency shelter* uses to ensure community compatibility; and c) incorporate various related amendments into corresponding sections of the Zoning Ordinance. The Planning Commission also considered the suitability of the *PAO-Professional & Administrative Office* zone district as a potential alternative to the *LI* zone district.

Action: No action was taken on the proposed ordinance amendment. The Planning Commission received extensive public comment and provided staff with direction to conduct further research regarding the potential designation of the *LI-Limited Industrial* as the “by-right” zone district for emergency shelters. The study session was continued to March 27, 2012 to allow for further review and comment on the proposed ordinance.

Appeal Period: Not applicable. The ordinance amendment will automatically be referred to the City Council for review.

- **Zoning Administrator**

Nahas Minor Exception Request (403 Roberta Avenue) – The request is for approval of a 20% reduction in the required 20-foot front-yard setback to accommodate the full enclosure of an existing, partially-enclosed carport. The carport was originally built with a 16-foot front-yard setback and is considered to be legal nonconforming. The proposal would also include installation of a roll-up garage door on the north (front) elevation, with no change to the existing roof line or foundation of the carport.

Status: Pending Zoning Administrator review. Within 20 days (by March 7, 2012) the Zoning Administrator will notify all residents and property owners within 300 feet of the project site of any proposed action and provide an opportunity for any interested party to request a public hearing for this request.

Heffran Minor Exception Request (149 Vivian Drive) – The request is for an approval of a 15% reduction in the required 20-foot front-yard setback to accommodate the partial enclosure (17 feet into the front-yard setback) of an existing covered front porch that currently encroaches into the required 20-foot front-yard setback. The house was originally built with a 16-foot front-yard setback and is considered to be legal nonconforming.

Status: Pending Zoning Administrator review. This application is currently complete. Within 20 days (by March 22, 2012) the Zoning Administrator will notify all residents and property owners within 300 feet of the project site of any proposed action and provide an opportunity for any interested party to request a public hearing for this request.

Adelavood Minor Exception Request (205 Devonshire Court) – The request is for approval of a 20% reduction of the required 15-foot rear-yard setback to accommodate a proposal to replace (and enlarge) a rear deck and construct a retaining wall adjacent to a creek area.

Status: Pending Zoning Administrator review. This application is currently incomplete pending submittal of site photographs.

- **Architectural Review Commission**

Montalbo/Heyden Remodeled Single-Family Residence (1919 Maybelle Drive) PLN 12-0059 – Study session to review a request for an Architectural Review Permit to substantially remodel an existing 1,832-square-foot house, with an attached 360-square-

foot garage. Proposed lot coverage is 23% and proposed floor area ratio is 0.22. Assessor's Parcel Number: 150-014-009.

Action: No action was taken as this is a study session.

Appeal Period: Not applicable.

- **Code Compliance**

Selected highlights of weekly activity:

Noise Complaint Mediation – Staff arranged for a meeting between the Director of a convalescent home on Oak Park Boulevard and a complainant to discuss concerns regarding noise and other operational issues raised by the complainant. Upon completion of the meeting, both parties were satisfied with the outcome.

Smoking Complaints – Complaints regarding potential violations of the City's smoking ordinance at three separate apartment complexes are being addressed with the apartment management.

Construction/Remodel Without Permits – While addressing a real estate sign issue at the site, staff discovered that illegal electrical and miscellaneous remodeling work had occurred. The house was inspected by Building staff, found to be unsafe to inhabit and was posted as such.

Number of Tasks Completed This Week – 57 (including 20 investigations, 7 sector patrols and various miscellaneous activities such as phone calls, emails, internal requests for service, counter coverage and attendance at training sessions).