



MEMORANDUM

TO: Mayor and City Council
FROM: June W. Catalano, City Manager
DATE: April 19, 2012
SUBJECT: **WEEKLY UPDATES**

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Building Division

- Recreation and Park District (2592 Pleasant Hill Road) – The Winslow Center obtained a permit for temporary shoring of the building.
- Gregory Center (140 Gregory Lane, #180) – Tenant improvement plans have been submitted for review and approval for Halverson CPA.

Engineering Division

- Contra Costa Water District – CCWD is scheduled to perform maintenance on a Taylor Boulevard below-ground concrete reservoir on Monday, April 23rd. This involves dechlorinating and discharging reservoir water into the City's storm drain system on Mercury Way. The discharged water eventually drains into the concrete-lined portion of Grayson Creek adjacent to the City Corporation Yard. As required by the Regional Water Quality Control Board, the discharged water will be metered, monitored and tested to minimize the impact to receiving waters.
- In-N-Out – Off-site improvements related to the new In-N-Out Burger at the corner of Contra Costa Boulevard and Chilpancingo Parkway are scheduled to begin on Monday, April 23rd. Construction includes demolition and reconstruction of concrete curb, gutter, sidewalk and driveways. Traffic control will include closure of one lane of traffic and the sidewalk along the property frontage. The work is anticipated to be completed by the end of the week. Construction related to the landscape median improvements and the left-turn pocket extension on Contra Costa Boulevard is

scheduled to begin the following week. Delays are expected during construction activities.

- Buskirk Avenue Widening Phase II – Public Meeting – A public meeting is scheduled for April 26th starting at 7:00 pm at City Hall in the large Community Room. Staff mailed over 500 notices to nearby residents, businesses and prior attendees. Staff and consultants will provide attendees with a status update on activities to date, review of final roadway design features, and a detailed look at the proposed roadway landscape improvements and enhancements. Staff will address questions and gather final input from attendees at this meeting. The design work is currently on schedule to be completed in July 2012, with bidding and award of construction to follow. Construction work may begin as early as November 2012.
- Encroachment Permits Underway

Private

WDC Exploration & Wells – Cap monitoring wells at 1616 Oak Park Boulevard

Williams Plumbing – New sewer lateral at 297 Lucinda Lane

Owner – New driveway approach at 106 Emerson Court

Utilities

CCWD – Repair water main on Gregory Lane at Woodsworth Lane

AT&T – Access manhole for fiber splicing on Golf Club Road

Maintenance Division

- PG&E Pothole – Staff responded to a call about a pothole on Golf Club Road at College Drive. It was noticed that the pothole was within a temporarily patched area, and bubbles were coming up out of the hole. After further investigation, a PG&E gas line marking was found to run through the middle of the patched area. The area was immediately blocked off and the PG&E emergency 1-800 number was called. Staff stood by until PG&E personnel arrived. PG&E and crews deemed the area was a non-hazardous condition and made the appropriate repairs.
- Fallen Tree – Staff responded to a report that a tree located at 2191 Pleasant Hill Road had fallen across the bike lane and into the traffic lanes. The tree was cut up and removed from the roadway. The homeowner was notified of the incident.
- Potholes – Staff has been locating and filling numerous potholes that have developed throughout the City due to the recent rains.

Planning Division

- **Planning Commission**

No meeting scheduled this week.

- **Zoning Administrator**

No meeting scheduled this week.

- **Architectural Review Commission (ARC)**

Zimany New Single-Family Residence (281 Boyd Road) PLN 11-0268 – The applicant is requesting approval for a new Mediterranean-style, 3,304-square-foot, single-family, single-story residence with a 652-square-foot attached garage. Additionally, the project includes front-yard landscaping. The proposed lot coverage is 26% and the proposed floor area ratio is 0.22. Assessor's Parcel Number: 150-201-032.

Action: The Commission conditionally approved the project. One letter from the public was received. The letter highlighted concerns that are addressed in the conditions of approval.

Appeal Period: The appeal period will end on Monday, April 30, 2012 at 5:00 pm.

Contra Costa Interfaith Housing, Community Building Expansion (2387 Lisa Lane) PLN 11-0117 – The applicant is requesting approval for the expansion of the existing community building from 1,200 square feet to 3,938 square feet and adding a second-story caretakers residence, thus, adding an additional dwelling unit for potential residents (for a total of 29 dwelling units). Assessor's Parcel Number: 148-010-029.

Action: Continued to May 3, 2012, pending responses/redesign to address the Commission's comments. The Commission was concerned about code compliance, landscaping and lighting detail.

Appeal Period: Not applicable as no action was taken.

Contra Costa Center Specific Plan Amendment – Planned Unit Development #809 Amendment Request (2306-2344 Monument Boulevard & 2465 Buskirk Avenue) PLN 12-0095 – The Commission was requested to make a recommendation to the Planning Commission for a Specific Plan Amendment and Planned Unit Development Amendment application. The proposed amendment would include the following modifications to the Contra Costa Center Specific Plan:

1. Clarify and update parking requirements applicable to all Subareas of the Specific Plan (I, II and III), including consideration of a 20% reduction in parking requirements to not less than 3.2 parking spaces per 1000 square feet of development, consistent with the parking requirement currently applicable to the adjacent Crossroads Shopping Center;
2. Reduce the minimum square footage target of development in Subarea II from 115,000 sf. to 70,000 sf.;
3. Clarify provisions pertaining to Buskirk Avenue road improvements;
4. Clarify development thresholds for additional road/frontage improvements;
5. Specify that building heights, including architectural features, within Subarea II shall not exceed a height of 50 feet;
6. Clarify provisions pertaining to minimum landscape requirements (applicant has requested that no more than 10% of any Subarea shall be required to be landscaped);
7. Establish new provisions addressing signage for Subarea II;
8. Update the Specific Plan as needed to reflect changes that have occurred within the Plan Area;
9. Miscellaneous corrections and clarifications as needed to more accurately reflect the current intent of the Specific Plan.

Assessor Parcel Numbers #148-041-020, -021, -024, -028, -029, -030, 148-042-005 and -008.

Action: This item was continued without discussion to the May 3, 2012 meeting.

Appeal Period: Not applicable since no action was taken.

Crowley New Single-Family Residence (65 McKissick Street) PLN 12-0066 – The applicant is requesting approval of a new ranch/Craftsman-style, 2,699-square-foot, single-family, single-story residence with a 495-square-foot attached garage. Additionally, the project includes front-yard landscaping. The proposed lot coverage is 25%, and the floor area ratio is 0.20. Assessor's Parcel Number: 149-061-018.

Action: Continued to May 3, 2012, pending redesign to address the Commission's comments. The Commission was concerned about scale, proportion, composition and detail.

Appeal Period: Not applicable as no action was taken.

Lane Single-Family Residence Remodel (1951 Marta Drive) PLN 12-0089 – Study session to provide comments and direction regarding a proposed single-family

residential addition/remodel. The proposed project would include a first- and second-floor addition of approximately 1,173 square feet to an existing 1,386-square-foot, single-story home. Assessor's Parcel Number: 127-094-003.

Action: The Commission provided comments and direction to the applicant to revise plans incorporating additional design modification for review by the Zoning Administrator. The applicant also has the option to present the modifications to the ARC.

Appeal Period: Not applicable as this was a study session.

- **Code Compliance**

Selected highlights of weekly activity:

Home Occupation – Staff has been working with a resident on Theo Lane to resolve issues relating to operating an unlicensed and non-permitted business out of their residence. The individual has since obtained a home occupation permit, business license and resolved most issues. The site will continue to be monitored on a periodic basis to ensure compliance.

Smoking Ordinance Requirements – The property manager for the DVC Shopping Plaza has been contacted regarding smoking ordinance issues, including placement of property and enforcement signage.

Unmaintained Foliage – Tree branches hanging over the roadway on Hawthorne Drive were interfering with buses and large vehicles. The property owner has been requested to trim the foliage.

Number of Tasks Completed This Week – 66 tasks completed (including 26 investigations, 6 sector patrols, 4 referrals to assist other agencies/divisions, 3 courtesy notices and various miscellaneous activities such as special projects, counter coverage, phone calls, emails and internal requests for service.