



MEMORANDUM

TO: Mayor and City Council
FROM: June W. Catalano, City Manager
DATE: June 21, 2012
SUBJECT: **WEEKLY UPDATES**

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Building Division

- County Square (508 L2 Contra Costa Boulevard) – Tenant improvement plans have been submitted for Jaguar Karaoke & Billiard. They are requesting a billiard room adjacent to the karaoke facility.
- Oak Park Shopping Center (1938 Oak Park Boulevard) – Plans have been submitted for review and approval to remodel the Round Table Pizza dining area and upgrade the bathrooms to ADA (Americans with Disabilities Act) standards.
- Sandalwood Center (607 Gregory Lane #140) – A tenant improvement permit has been issued for La Mordida (Mexican restaurant). The previous tenant was Rocket Pizza.
- Courtyard Center (2150 & 2152 Contra Costa Boulevard) – Tenant improvement plans have been submitted to construct a demising wall to divide one tenant space into two tenant spaces for future businesses. The previous tenant was Blockbuster.

Engineering Division

- City Hall HVAC Project – Honeywell Building Solutions has substantially completed the work on the City Hall HVAC (heating, ventilation and air conditioning) Project in accordance with the project plans, specifications and to the satisfaction of the Engineering and Building Divisions. The last item of major work was the installation of a large new cooling tower. The work began on Wednesday evening, and the system was expected to be shut down for a couple of work days. The contractor worked around the clock, and the cooling tower was installed by early

Friday morning. The system and air conditioning of the building was functional by 11:00 a.m. on Friday, June 15th, ahead of the project schedule and with minimal interruptions to staff and City Hall offices. Honeywell Building Solutions will be performing punchlist items and troubleshooting the new HVAC system during the next few days.

- Pleasant Hill Recreation & Park District

New Senior & Teen Center – Construction of off-site improvements along the project frontage continues this following week. The contractor is scheduled to reconstruct the curb ramp at the intersection of Moiso Lane and Gregory Lane to be ADA compliant.

New Community Center – Staff has received the revised grading plans for the new Community Center off of Civic Drive. Review and approval of the plans is anticipated to be completed shortly. The District anticipates re-advertising the project next week, with the bid opening scheduled for July 17th.

- Encroachment Permits Underway

PG&E – Street repair at 1428 Contra Costa Boulevard

PG&E – Street repair at 447 Odin Drive

PG&E – Street repair at 423 Odin Drive

PG&E – Valley gutter repair at Golf Club Road and College Way

AT&T – Sidewalk repairs for new poles along Viking Drive

Maintenance Division

- New Plants – Staff has started the median renovations on the Monument Triangle between the I-680 north on-ramps. This median has been without a working irrigation system for many years. The median has been turned into USA (Underground Service Alert) for the location of utilities so that none will be hit while digging for the new plants. Once everything is marked off, the work can begin.
- Buttons and Reflectors – Staff replaced the missing/damaged buttons and reflectors on Mayhew Way. The street has received numerous repairs which eliminated the centerline delineation.
- Fire Breaks – Staff is working with the discing contractor (Apex Discing) to complete all the required fire breaks by Contra Costa County Fire Protection District's deadline.

Planning Division

- Planning Commission

No meeting scheduled this week.

- **Architectural Review Commission**

Pleasant Hill Village Exterior Improvements (100 Boyd Road) PLN 12-0161 – Study session to receive design feedback from the Commission on an Architectural Review Permit to modify the exterior of an existing multi-family development. The project would include the removal of the existing wood shake siding, to be replaced with a stucco finish, new window trim, new patio enclosures and a new color palette. No action will be taken by the Commission.

Action: The Commission provided feedback to the applicant and directed staff to bring modifications back to the Commission for additional review. No one from the public spoke on this item.

Appeal Period: None, since no action was taken.

- **Zoning Administrator**

Jones Reasonable Accommodation (2083 Pleasant Hill Road) PLN 12-0102 – The Zoning Administrator took action on a reasonable accommodation request that was held as a public hearing on June 14th. The request was to allow a second bedroom, to be added to an existing 504-square-foot detached secondary dwelling unit, where Section 18.20.100(A.3) of the Zoning Ordinance allows a maximum one bedroom in a secondary dwelling unit. In addition, Section 18.65.030.B.2 requires that no nonconforming structure shall be altered or enlarged unless required by law or unless the alteration or enlargement conforms to the standards of the district (the nonconformity is that the secondary dwelling unit is detached from the main dwelling unit). Thus, the request is to: 1) provide a 135-square-foot second bedroom in a secondary dwelling unit, and 2) allow an alteration/enlargement to a nonconforming detached secondary dwelling unit to allow a caretaker for the legally-blind resident of the detached secondary dwelling unit. As a result, the secondary dwelling unit would be a total of 639 square feet where Section 18.20.100(A.1) allows a maximum 640 square feet.

Action: The Zoning Administrator approved the reasonable accommodation request with conditions of approval.

Appeal Period: The appeal period will end on Monday, July 2, 2012 at 5:00 p.m.

Biro Minor Exception Request (148 Doris Drive) – Minor Exception permit for a 15% reduction in the required 20-foot front-yard setback to accommodate an addition of a bathroom and small extension to the existing master bedroom. A portion of the house (garage) was originally built with a three-foot front-yard encroachment (17-foot front-yard setback) and is considered to be legal nonconforming. The proposed master bedroom expansion would result in the same setback as the existing garage.

Action: The Zoning Administrator made a final decision to approve this request on June 22nd. No requests for public hearing on this item were received from any interested parties.

Appeal Period: The appeal period will end on Monday, July 2, 2012 at 5:00 p.m.

- **Code Compliance**

Selected highlights of weekly activity:

Public Nuisance – Staff has declared a property in the Carte Place area a public nuisance due to large quantities of junk, debris, trash, high weeds and other items strewn on the exterior of the property,

Fire Department Assistance – Contra Costa County Fire Protection District has requested staff assistance pertaining to high weeds on residential properties that could pose a fire hazard.

Smoking Violations – Staff worked with management personnel at a restaurant on Pleasant Hill Road to address a smoking issue.

Number of Tasks Completed This Week – 71 tasks completed (including 40 investigations, 2 special projects, 9 sector patrols, 5 referrals to assist other agencies/divisions and various miscellaneous activities such as phone calls, emails, internal requests for service, and counter coverage).