



City of Pleasant Hill

MEMORANDUM

TO: Mayor and City Council
FROM: June Catalano, Manager
DATE: January 17, 2014
SUBJECT: **WEEKLY UPDATE**

GENERAL UPDATE

- **Martin Luther King Holiday** – City offices will be closed on Monday, January 20, 2014 in observance of the Martin Luther King Holiday.
- **City Council Meetings – Annotated Agendas** - City staff has posted the ‘annotated agendas’ for meetings held in 2013 and will continue to post these agendas for all future meetings. The ‘annotated agenda’ contains all of the agenda items including attachments and staff reports, and a record of the vote taken on each item, but is not the official minutes of City Council meetings. The annotated agendas are located in the [Agenda Center](#) on the homepage of the City website.

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Engineering Division

- **Buskirk Avenue Widening Phase 2 Improvement Project** – The Project Contractor, Ghilotti Bros., Inc. (Ghilotti) and their subcontractors is preparing to switch over to the next construction Stage 1C. This next stage will include project improvements along the east side of Buskirk Avenue and Elmira Drive including Clarie Drive.

Overall, the project is on schedule and anticipated to be completed by September 2014.

Current Buskirk Project Activities

Traffic Alert for Buskirk Avenue – New Traffic Configuration

Starting the week of January 27, 2014, Elmira Drive will be closed to public traffic for three months. This road closure duration may change depending on weather, field conditions and work conflicts. Buskirk Avenue traffic will be routed through single lane of two-way traffic through the newly constructed Buskirk Avenue (old S-curve) around the perimeter of the shopping center. One new traffic signal will be operational at Buskirk Avenue/Clarie Drive and two stop intersections will complete the detour along

Buskirk Avenue; one at the south shopping center entrance and a second at Hookston Avenue (both of these are currently in place). The most inconvenience will be motorists heading eastbound and westbound along Hookston Road to or from Walnut Creek.

Access to Clarie Drive will also be restricted - Southbound Buskirk Avenue traffic will not be able to turn left onto Clarie Drive. Residents heading northbound on Buskirk Avenue will have access to Clarie Drive at the new signalized Clarie Drive/Buskirk Avenue intersection. For southbound traffic the alternate entrance to the Fair Oaks neighborhood is via Monument Boulevard and Marcia Drive, a second alternate entrance will also be available as a new U-turn at the three way stop at the southern shopping center/ Buskirk Avenue intersection. Residents of the Fair Oaks area are being notified via U.S. mail in advance of this change.

PG&E, Comcast, AT&T Utility Cutovers (Ongoing – January 2014) – On schedule
PG&E Utility Cutover and Comcast Utility Cutover Completed.

The final cutover for AT&T's facilities on Hookston Road is scheduled to be completed on January 17, 2014. Removal of their overhead facilities located on the east side of Buskirk Avenue and the north side of Hookston Road will be scheduled after completion of the cutover work.

Ghilotti Brothers Stage 1C Project Improvements (Ongoing – May 2014)

Saint Francis Electric drilled and poured the traffic signal pole foundations at the east side of Elmira Drive and Clarie Drive. Saint Francis Electric continues to prepare and pull electrical wires for the new traffic signal systems including the new signal at Clarie Drive and Buskirk Avenue, which will become operational in this next construction Phase (1C).

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 Geary Road Improvements project will construct roadway improvements that will increase capacity, and improve operations and bicycle and pedestrian safety between Pleasant Hill Road and Putnam Boulevard. Since this portion of Geary Road is located in both Pleasant Hill and Walnut Creek, this is a joint project with the City of Walnut Creek. Both Cities were jointly awarded over \$9.9 million in Measure J Grant funds to design and construct the improvements which include new concrete sidewalk, asphalt pavement, drainage facilities, new street lights, new traffic signals, and a continuous left turn lane and bike lane along Geary Road. The construction contract was awarded to Bay Cities Paving and Grading in late 2013. The contractor's preliminary schedule is to break ground in late February/early March 2014. In order to prepare for this work, 36 trees along Geary Road (6 on the Pleasant Hill side) that conflict with new improvements are scheduled to be removed starting this Friday and continue over the next two weeks.

In addition to public meetings held during the design phase, City engineering staff has been meeting individually with Pleasant Hill residents along Geary Road who are directly affected by project improvements. For example, some residents were informed that on street parking in the vicinity of their home would be eliminated in order to accommodate new roadway improvements or that minor grading work would be done on their driveway approach, in order to conform to the new sidewalks. Feedback from residents during the design and to date has been positive.

- **Pleasant Hill Recreation & Park District – New Community Center** - Construction of the Pleasant Hill Recreation & Park District's new Community Center off Civic Drive is nearly complete. The project will replace the former two-story 26,000 square foot building with a new one-story 21,950 square foot facility. The new facility will include a 4,000 square foot event room, two dance rooms, a pre-school, and various other multi-use rooms. Other site improvements include parking lot improvements to facilitate ADA accessibility, new pedestrian pathways, and new drainage facilities to detain and filter stormwater runoff. Staff completed the preliminary punchlist inspection this week. Sections of the parking lot still remain to be slurry sealed and restriped in preparation of the grand opening event on January 26, 2014.
- **City of Pleasant Hill Police Department Security Fence, Phase II** - The Engineering Division is currently accepting bids for the Police Department Security Fence, Phase II Project No. 03-13. The Notice Inviting Bids was advertised on December 30, 2013 and the Pre-bid conference was held on January 7, 2014 at the Police Department. This project will include the installation of approximately 195 linear feet of 7 foot high steel security fence, two motorized gates at both access entrances and minor landscape site work. The bid opening is scheduled for January 23, 2014 and construction is expected to begin early March 2014. This project will complete the installation of the security fence that was installed around the perimeter of the Police Department's back parking lot under the Phase I project.

Encroachment permits

- College Drive at Golf Club Road – Pour remaining replacement sidewalk at new PG&E gas regulating station
- 2805 Contra Costa Boulevard at West Hookston Road – Asphalt repairs (PG&E)
- 207/209 Patterson Boulevard – Curb, gutter and sidewalk repairs (PG&E)
- 2099 Janice Drive – Concrete repairs (PG&E)

Planning Division

Planning Commission

- ***Housing Element Implementation Update*** – The Commission received a status report on progress to-date toward implementation of the City of Pleasant Hill Housing Element.

Action: The Planning Commission received the status report.

Appeal Period: None, since no action was taken.

- ***PLN 13-0202, AT&T Wireless Communication Facility, Use Permit, 400 Taylor Boulevard*** - Public hearing to consider approval of a Use Permit for a new roof-mounted AT&T wireless communication facility use consisting of:
 - Sixteen antenna panels;
 - 20 new RRU's (remote radio units) and 2 new GPS antennas;
 - One new ground-mounted support equipment enclosure on the west side of the site, and
 - Relocation of two existing roof-mounted microwave antenna dishes.

All new and existing roof-mounted equipment would be placed behind a new eight foot screen wall on the east end of the existing three-story office building. The top of the proposed eight foot screen wall would be 61' 3" above grade level, and would be placed on an existing penthouse facility that is 53' 3" above grade level. A use permit is required for any antenna structure constructed by or for a service provider, and/or when within 200 feet of a residential parcel, and/or when the antenna structure would exceed the maximum allowable building heights for a structure in the applicable zone district. For this specific project, a use permit is also required for two exception requests, consisting of: (1) placement of the facility approximately 160 feet (within 200 feet) from the nearest residential property line, and (2) for seven antenna panels/dishes to be setback, from edge of roof, at a distance that is less than that of their total height above top of roof.

Action: The Planning Commission continued the item to February 11, 2014 pending the submittal of additional information from the applicant, and subsequent review and analysis of that additional information, by the City's third party peer review consultant. One member of the public spoke.

Appeal Period: None, since the item was continued.

- ***PLN 13-0347, 9 Games Zone Billiards and Karaoke, Minor Use Permit, 548 Contra Costa Boulevard, Suite M*** - Public hearing to consider approval for a minor use permit to allow a commercial recreation and entertainment use (billiard/pool hall/karaoke) and live entertainment (karaoke). The applicant proposes business hours from 12:00PM to 2:00AM daily. The applicant does not propose to serve any alcohol at the facility.

Action: The Planning Commission approved the request with conditions of approval. No one spoke on the item.

Appeal Period: Through Monday, January, 27, 2014.

- ***Selection of Commissioners for the Housing Element Committee*** - The Planning Commission selected two of its members to represent the Planning Commission on the joint committee that will guide the preparation of the upcoming Housing Element update in 2014-2015.

Action: The Planning Commission selected Commissioner Vavrek and Greenwood to the Committee.

Appeal Period: None, as this was an appointment.

- ***Discussion on Basketball Hoops within Front Yard Setbacks*** - Staff received a request from a citizen to consider an amendment to the Zoning Ordinance to allow permanent basketball hoops within the front yard setback (currently, permanent basketball hoops are not permitted within the front yard setback because they are considered accessory structures subject to a three foot limitation within the front yard setback). This matter is presented to the Commission for discussion and direction.

Action: The Planning Commission determined that there was no merit to pursuing an exemption to allow basketball hoops within front yard setbacks.

Appeal Period: None, as this was a discussion item only.

- ***Recap of Planning Division Projects Considered in 2013*** – The Commission received a summary of Planning Division activity for the year 2013.

Action: The Planning Commission received the report.

Appeal Period: None, since no action was taken.

Zoning Administrator

Miscellaneous

- ***PLN 13-0187, Addenmatten New Single Family Residence, 1941 Buttner Road,*** This request to consider an Architectural Review permit for a new 3,206 square foot two-story single family home and a 782 square foot attached 3-car garage, including a 105 square foot covered front porch area and new landscape improvements for the front yard was approved by the Architectural Review Commission and subsequently appealed to the City Council. The proposed residential structure's footprint has been staked (by a licensed Surveyor) and the existing 10' wide drainage easement was staked by the property owner for City Council members, and other interested parties, to view prior to the public hearing on the appeal that will be heard by council on Monday, January 27, 2014.

Tree Removals Approved:

- Siberian Elm at 82 Collins Drive
- Siberian Elm in public right-of-way in front of American Family Spa at 2367 Pleasant Hill Road

Architectural Review Commission

- ***PLN 13-0405, "Homegoods" Store (Remodel of Existing Barnes & Noble Tenant Space), 552 Contra Costa Blvd*** - Public hearing to consider approval of an Architectural Review permit for façade, and other related exterior building, improvements to an existing 21,165 square foot retail tenant space. Proposed improvements include a new storefront with new automatic doors, a color change, minor landscape changes, removal of the existing chain-link trash enclosure and small planter adjacent to the truck dock (to be replaced with a new trash compactor concrete pad) and a new metal framed door through the existing CMU wall. Additionally, the proposal includes two new accessible parking spaces.
- Action: The Architectural Review Commission approved the request with conditions of approval. No one spoke on the item.
- Appeal Period: Through Monday, January, 27, 2014.
- ***PLN 13-0385, Wright Single Family Home Remodel, 295 Stevenson Drive*** - Public hearing to consider approval of an Architectural Review permit for a substantial remodel of an existing 1,589 square foot home (1,162 square feet living space, 330 square feet garage area, and 97 square feet of covered porch area). The project includes an addition of 1,113 square feet of living space, 99 square feet of garage area and 391 square feet of covered porch area for a total foot print of 3,192 square feet. The project also includes new landscape improvements for the front yard. Proposed lot coverage would be 29% and proposed floor area ratio would be 0.21.
- Action: The Architectural Review Commission approved the request with conditions of approval. No one spoke on the item.
- Appeal Period: Through Monday, January, 27, 2014.

Miscellaneous

Administrative Permit Activity: For the month of December, Planning staff reviewed the following applications: 13 Zoning Permits (3 new businesses, 3 commercial plan checks and 7 residential plan checks), 2 Home Occupation Permits, 0 Temporary Sign Permits, 0 Special Event Permits, and 3 Tree Removal Permits.

Code Compliance

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

Follow-ups on Prior Inquiries:

- Banbridge Place: Complaint regarding junk and debris and no garbage service. Trash and debris removed at side yard. Garbage service active. Exterior painting work in progress. Staff received additional complaint for trash at rear yard. Re-inspection complete. Staff contacted property owner and discussed violations. **Staff scheduled to re-inspect property next week.**
- Beverly Drive: Complaint regarding an inoperable vehicle and trailer obstructing the view of traffic. Re-inspection complete. Staff did not observe any other violations present at the property. Staff confirmed the vehicle is operable. **Case closed.**
- Charlton Drive: Inquiry in reference to the status of an existing violation regarding the roof of a residence. Staff sent Violation Letter to property owner. Re-inspection complete. Roof condition and debris at front yard unchanged. **Case under review.**
- Cleopatra Drive: Complaint regarding lack of garbage service. Re-inspection complete. Staff confirmed the property owner has contacted the waste management company but has not yet obtained service. **Staff scheduled to re-inspect property next week.**
- Contra Costa Boulevard: Complaint regarding junk/debris and a vehicle stored on a paved surface. Re-inspection complete. Staff confirmed the junk and debris has been removed and the vehicle stored on a paved surface. **Case closed.**
- Doray Drive: Complaint regarding illegal structure. Site inspection complete. Review issue with Building Department. Staff confirmed the structure was built accompanied with a building permit. **Case closed.**
- Elinora Drive: Complaint regarding junk/debris on driveway. Site inspection complete. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property next week.**
- Fair Oaks: Complaint regarding issues with an adult care facility. Re-inspection complete. Staff met with tenant and sent an inspection request letter the property owners. **Staff scheduled to re-inspect property next week.**

- Foothill Place: Complaint regarding a damaged balcony and an active wild bee colony. Site inspection complete. Staff met with property owner and was informed the bee colony is being removed and the balcony repaired. **Staff scheduled to re-inspect property in two weeks.**
- Gladys Drive – Case 1: Complaint regarding junk/debris, vehicles stored on an unpaved surface and vehicles obstructing the public right-of-way. Re-inspection complete. Staff observed the vehicle obstructing the public right-of-way has been removed but there is still a vehicle stored on an unpaved surface. Staff unable to make contact with property owner during inspection. **Staff scheduled to re-inspect property next week.**
- Gladys Drive – Case 2: Complaint regarding an illegal home based business operating at the property. Site inspection complete. Staff made contact with property owner and discussed case. **Staff scheduled to meet with property owner this week.**
- Grayson Road: Complaint regarding an occupied recreational vehicle. Site inspection complete. Staff contacted property owner and discussed case. **Staff will coordinate final inspection with Building Division.**
- Harvard Drive: Complaint regarding junk/debris and possible illegal home based business. Re-inspection complete. Staff observed the junk/debris and commercial box trucks were not present at the property. **Staff will continue to monitor the property for two more weeks.**
- Helen Road – Case 1: Complaint regarding junk/debris, broken window and a vehicle stored on an unpaved surface. Re-inspection complete. Staff confirmed garbage service is active and junk/debris removed. Staff observed the front window has been repaired. Staff contacted property owner and confirmed the fence will be repaired within the next two weeks. **Staff scheduled to re-inspect the property in two weeks.**
- Helen Road – Case 2: Complaint regarding junk/debris on driveway. Re-inspection complete. Staff confirmed the fence boards have been removed. **Case closed.**
- Helen Road – Case 3: Complaint regarding junk/debris. Re-inspection complete. Staff confirmed the junk/debris still located on the driveway. Staff unable to make contact with property owner/tenant. **Staff scheduled to re-inspect property next week.**
- Hoover Avenue: Complaint regarding junk and debris and inoperable vehicles. Some vehicles and debris have been removed. **Case under review.**

- Kathleen Drive: Complaint regarding a deteriorated fence. Re-inspection complete. Staff confirmed the fence has been repaired. **Case closed.**
- Keats Circle: Complaint regarding overgrown trees and bushes obstructing the view of oncoming traffic. Re-inspection complete. Staff confirmed trim work has been started on the trees and bushes. Staff unable to make contact with property owner during inspection. **Staff scheduled to re-inspect property next week.**
- Liahona Court: Complaint regarding junk and debris. Staff met with property owner and confirmed the exterior painting is complete, the fencing has been repaired and the refuse at front yard have been removed. Property owner requested an additional two weeks to finish removing the refuse and weeds from the rear yard. **Staff scheduled to re-inspect property next week.**
- Margie Drive: Complaint regarding inoperable vehicle. Re-inspection complete. Vehicle unchanged. Staff sent Notify Letter to the property owner. Staff contacted vehicle owner and confirmed the vehicle will be removed from the property this week. **Staff scheduled to re-inspect property next week.**
- Marvin Drive: Complaint regarding junk/debris and possible illegal home based business. Site inspection complete. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property at the end of the month.**
- Maureen Lane – Case 1: Complaint regarding junk and debris. Re-inspection complete. Junk and debris unchanged. Staff sent second notice to property owner. Staff contacted property owner and discussed case. **Staff scheduled to re-inspect property in two weeks.**
- Maureen Lane – Case 2: Complaint regarding a deteriorated fence. Re-inspection complete. Staff observed the fence has not been repaired. Staff unable to make contact with property owner during inspection. **Staff scheduled to re-inspect property next week.**
- Mazie Drive: Accessory structures without approval in a rear yard. Plans submitted last week for review. Plans approved. Staff contacted tenant who stated are completing the structure and request final inspection with the Building Division. **Continue monitoring progress and coordinate final inspection with Building Division.**
- McKissick Street: Complaint regarding a permanent basketball structure. Re-inspection complete. Structure unchanged. Staff contacted property owner and discussed case.

Planning Commission denied the consideration on revising the zoning ordinance to allow such structures in the front yard setback. **Staff scheduled to contact property owner this week and inform them that the structure will have to be relocated.**

- Mohar Court: Complaint regarding a pile of tree branches in public view at the front yard. Re-inspection complete. Staff confirmed the branch pile has been removed. **Case closed.**
- Oak Park Blvd.: Complaint regarding inoperable vehicles, vehicles obstructing the public right-of-way and possible auto repair business at single family residence. Staff contacted property owner. Owner requested additional week to address remaining vehicle. Extension granted. **Staff scheduled to re-inspect property next week.**
- Oakvue Road: Complaint regarding an inoperable vehicle. Vehicle unchanged. Staff sent vehicle abatement letter to property owner. **Staff scheduled to have the vehicle removed next week.**
- Patterson Blvd.: Complaint regarding overgrown weeds and debris. Re-inspection complete. Some progress made. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property next week.**
- Pleasant Hill Road – Case 1: Complaint regarding junk and debris in a front yard and overgrown weeds. Staff observed conditions unchanged. **Case under review.**
- Pleasant Hill Road – Case 2: Complaint regarding junk and debris at front yard. Re-inspection complete. Staff observed some of the refuse and the inoperable vehicle have been removed. **Staff scheduled to re-inspect property next week.**
- Pleasant Hill Road – Case 3: Complaint regarding dead vegetation, deteriorated roof damaged fence and illegal garage conversation. Site inspection complete. Staff contacted property manager and discussed violations. Staff received information the property is involved in litigation. **Case under review.**
- Pleasant Hill Road – Case 4: Complaint regarding a commercial vehicle stored on a residential property. Re-inspection complete. Staff observed the commercial vehicle is still stored at the front of the property. Staff unable to make contact with property owner during inspection. **Staff scheduled to re-inspect property next week.**

- Rose Lane – Case 1: Complaint regarding junk/debris. Re-inspection complete. Staff confirmed the debris has been removed. **Case closed.**
- Rose Lane – Case 2: Complaint regarding a storage container on the property. Site inspection complete. Staff met with property owner and confirmed the container is being stored on the property in conjunction with a planning/building permit approval. **Case on hold pending Planning consideration.**
- Ruth Drive – Case 1: Complaint regarding junk/debris. Re-inspection complete. Staff confirmed the trash bags have been removed. **Case closed.**
- Ruth Drive – Case 2: Complaint regarding a trailer stored on an unpaved surface. Re-inspection complete. Staff confirmed the trailer has been removed. **Case closed.**
- Shelly Drive – Case 1: Complaint regarding two trees removed without proper permits. Re-inspection complete. Staff contacted property owner and discussed the case. Owner to provide arborist report associated with the removal of the two trees to the Planning Department. **Continue monitoring progress and coordinate final inspection with Planning Division.**
- Shelly Drive – Case 2: Complaint regarding junk/debris and garbage cans left out near collection point. Re-inspection complete. Conditions unchanged. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property next week.**
- Shelly Drive – Case 3: Complaint regarding a tree removed without proper permits. Site inspection complete. Staff contacted company removing the tree and discussed the issue. Owner to provide arborist report associated with the removal of the tree to the Planning Department. **Continue monitoring progress and coordinate final inspection with Planning Division.**
- Sherman Drive: Complaint regarding an unsecure structure. Site inspection complete. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property next week.**
- Skander Court: Illegal accessory structures. City Attorney contacted listing agent. Property has not been sold. Staff contacted bank and discussed the removal of the structures. **Case under review.**
- Sky Ranch Lane: Complaint regarding overgrown weeds and debris. Re-inspection complete. Some progress made in reference to the removal of the junk and debris.

Property owner contacted staff and requested extension. Staff granted extension. **Staff scheduled to re-inspect property next week.**

- Southwind Drive: Complaint regarding three trees removed without proper permits. Site inspection complete. Staff contacted property owner and discussed the case. Owner to provide arborist report associated with the removal of the three trees to the Planning Department. **Continue monitoring progress and coordinate final inspection with Planning Division.**
- Starlyn Drive – Case 1: Complaint regarding a basketball stand left out on the public street. Re-inspection complete. Staff observed the basketball stand is still located on the public street. Staff contacted property owner and instructed them to move the basketball stand out of the public right-of-way. **Staff scheduled to re-inspect property next week.**
- Sylvia Drive: Complaint regarding junk/debris. Re-inspection complete. Staff confirmed the junk/debris has been removed. **Case closed.**
- Taylor Blvd.: Complaint regarding a home in disrepair. Staff observed painting preparation work in progress. **Staff scheduled to re-inspect property next week.**

New Inquiries:

- Astrid Drive: Complaint regarding vehicles stored on an unpaved surface. Site inspection complete. Staff sent property owner a Notify Letter. **Staff scheduled to re-inspect property in two weeks.**
- College Way: Complaint regarding an inoperable vehicle stored on the public street. Site inspection complete. **Staff forwarded the information onto the Pleasant Hill Police Department.**
- Contra Costa Boulevard: Complaint regarding junk and debris. Site inspection complete. Staff contacted property Management Company and informed them of the violation. Staff confirmed the junk and debris has been removed. **Case closed.**
- Falls Court: Complaint regarding an inoperable vehicle stored on the public street. Site inspection complete. **Staff forwarded the information onto the Pleasant Hill Police Department.**
- Kathryn Drive: Complaint regarding a vehicle parked on an unpaved surface. **Site inspection scheduled for this week.**
- Marvin Circle: Complaint regarding overgrown bushes obstructing the view of oncoming traffic. **Site inspection scheduled for this week.**

- Mazie Drive: Complaint regarding a vehicle stored on an unpaved surface. Site inspection complete. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Oak Park Blvd.: Complaint regarding junk and debris. Site inspection complete. Staff sent property owner a Notify Letter. **Staff scheduled to re-inspect property in two weeks.**
- Plato Court/Hamilton Drive: Complaint regarding overgrown bushes obstructing the view of oncoming traffic. **Site inspection scheduled for this week.**
- Taylor Blvd.: Complaint regarding shopping carts at the front yard. Site inspection complete. Staff contacted businesses associated with the shopping carts and instructed them to have them removed. **Staff scheduled to re-inspect property next week.**
- West Hookston Road: Complaint regarding junk and debris in public view. **Site inspection scheduled for this week.**

Proactive Work:

- Beverly Drive: Proactive case for a sofa left out in public view at front yard. Re-inspection complete. Staff confirmed the sofa has been removed. **Case closed.**
- Boyd Road: Proactive case opened for inoperable vehicle. Staff met with property owner and confirmed the vehicle is operable. **Case closed.**
- Diablo View Road: Proactive case opened for junk/debris at front yard and inoperable vehicle stored on driveway. Re-inspection complete. Staff observed the junk and debris has been removed. Staff contacted property owner and confirmed they are in the process of obtaining new paperwork to provide to the towing company. **Staff scheduled to re-inspect property at the end of the month.**
- Esther Drive – Case 1: Proactive case opened for junk and debris in public view. Re-inspection complete. Staff observed the junk and debris has been removed. Staff confirmed the property has active garbage service. **Case closed.**
- Esther Drive – Case 2: Proactive case opened for junk and debris on driveway and side of garage. Re-inspection complete. Staff confirmed the junk and debris is still in public view. **Staff scheduled to re-inspect property next week.**

- Mazie Drive – Case 1: Proactive case opened for an inoperable vehicle stored in public view. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Mazie Drive – Case 2: Proactive case opened for an inoperable vehicle stored in public view. Staff left door hanger. **Staff scheduled to re-inspect property next week.**

Graffiti Removal:

No graffiti removed this week.