



City of Pleasant Hill

MEMORANDUM

TO: Mayor and City Council
FROM: June Catalano, Manager
DATE: February 28, 2014
SUBJECT: **WEEKLY UPDATE**

GENERAL UPDATE

- **College Park Photographic Exhibit** - Photographs taken by College Park High School students will be on display at City Hall, March 3-14, in an exhibit entitled “**Life As We Know It**”. The exhibit explores students’ photographic voices and perspectives of campus. Students are presenting these images to identify universal and personal issues within their school climate. This exhibit is part of a larger initiative at College Park funded by the California Safe and Supportive Schools (S3) grant which provides funds to improve achievement by addressing issues within the school setting.

An opening night reception is planned on Monday, March 3 from 6:00 to 8:00 p.m. in the main lobby area of City Hall. Participating students and their parents will be present at the reception which is open to the general public.

- **Wine, Women & Shoes Event Sponsorship** - The Budget Committee approved a \$2,000 sponsorship for the Wine Women & Shoes event being hosted by the Pleasant Hill Recreation & Park District. The event will be held on May 18, 2014 at the new Community Center and is expected to have over 300 participants. The City sponsorship will include the City’s logo on all advertising materials and will also include a promotional video at the event that will focus on Pleasant Hill as a shopping/dining and event destination. More information about this event is available on the [WWS Website](#).
- **Contra Costa Blvd. Banners** – The nine Pleasant Hill Rec & Park Community Center Grand Opening Banners on Contra Costa Blvd will be taken down early next week and replaced with nine new ShopPleasantHill.org banners.
- **Citywide Science Fair at the Pleasant Hill Library** - The Pleasant Hill Education Initiative and the Pleasant Hill Library are hosting the first Citywide Science Fair on Tuesday, March 4, 6:30-8 p.m. The event will feature science projects from local students and allow participants to experience hands-on science activities.

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Building Division

- Crossroads (2350 #B Monument Boulevard) – A tenant improvement permit has been issued to Miracle Ear.
- Crossroads (2316 Monument Boulevard) – A permit has been issued to demolish the existing store front and façade which was previously known as Ballys Total Fitness.
- Crossroads (2380 #B Monument Boulevard) – Tenant improvement plans have been submitted for review and approval for Pieology Pizza.
- Pleasant Hill Oncology Center (400 Taylor Boulevard) – A permit has been issued for interior improvement for the existing Epic Care space (blood lab & office).
- Downtown (45 #A Crescent Drive) – Tenant improvement permit has been issued for the exterior façade and interior space for Atlas (clothing store). The tenant improvement will include altering two existing spaces into one space.
- Regency Plaza (548 #M Contra Costa Boulevard) – Tenant improvement permit has been issued to 9 Games Zone (pool and karaoke).
- Pleasant Hill Shopping Center (552 #90 Contra Costa Boulevard) – Tenant improvement permit has been issued to the Home Goods Store which was previously Barnes & Noble.

Engineering Division

- **Buskirk Avenue Widening Phase 2 Improvement Project** – The Project Contractor, Ghilotti Bros., Inc. (Ghilotti) and their subcontractors are currently working on Stage 1C (closed sections of Buskirk Avenue and Elmira Drive). Overall, the project is on schedule and anticipated to be completed by September 2014.

Current Buskirk Project Activities

PG&E, Comcast, AT&T Utility Cutovers (Ongoing – February 2014) – Completed

PG&E Utility Cutover and Comcast Utility Cutover Completed.

AT&T completed the removal of its overhead facilities and utility poles located on the north side of Hookston Road on February 24, 2014.

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

Ghilotti completed this week the new storm drain improvements within the closed sections of Buskirk Avenue and Elmira Drive. Ghilotti placed concrete in the sound wall piers and foundation/pile cap in preparation for the new soundwall construction. Ghilotti

will begin demolition of the existing curb and gutter and roadway excavation within the closed sections of Buskirk Avenue and Elmira Drive the week of March 3rd weather permitting.

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.

- **Golf Club Road Bridge Replacement** – Due to a number of late requests for additional information from potential bidders/contractors, the bid opening has been rescheduled for Tuesday, March 4, 2014 at 10 a.m. at the Engineering Division counter. The project Bid Documents are still available to purchase at the Engineering Division or viewable on the City's website.

Staff notified the Golf Club Road commercial property owners and their tenants of potential project impacts and invited them to another Public Informational meeting that was held on Tuesday, February 18th between 6:30 pm and 8:00 pm in the small Community Room at City Hall. Unfortunately, no attendees came to the meeting. Staff directly contacted the property manager of College Square, the largest commercial property potentially impacted by the proposed project, and has scheduled an individual meeting to go over the project details and to coordinate any access concerns during construction.

For additional information on the Golf Club Road Bridge Replacement Project, please see the City of Pleasant Hill's project web page at <http://www.ci.pleasant-hill.ca.us/golfclub>.

Encroachment Permits

- 2003 Norse Drive – Replace concrete driveway approach
- 1924 Helen Road – Sewer lateral repair in roadway
- 506 Winston Drive – Trenchless sewer repair in the roadway

Maintenance Division

- **Catch Basin Grates** - Staff has inspected all of the City maintained catch basin grates for loose or missing bike proofing and has completed the needed repairs. This consisted of welding metal straps across the grate which prevents the bicycle tires from dropping into the grates while the cyclist rides over it.
- **Weed Seed Germination** - Staff recently applied a pre-emergent herbicide on the roadsides and in the landscaped areas. This should prevent a majority of the weed seed germination over the next several months.

- Homeless Camps - Staff has been working on the removal of homeless camps throughout the City. Camps behind the Pep Boys Automotive Parts Store, under the flyover on Contra Costa Boulevard, and along the Contra Costa Boulevard wall south of Astrid Drive have seen a heavy concentration of activity.

Planning Division

Planning Commission

- *Study Session on Sign Ordinance Amendments, City-Wide*

Study session on proposed amendments to the Chapters 18.60 of the Pleasant Hill Municipal Code (Sign Ordinance). The proposed ordinance amendments include, but are not limited to, clarifications or modifications to regulations involving personal property signage, shopping center signage, temporary signs and animated and moving signs.

Action: Study session so no action taken. Two members of the public spoke. A public hearing will be held by the Planning Commission to consider the proposed amendments on March 11, 2014.

Appeal Period: Not applicable.

Zoning Administrator

- *PLN 14-0005, Jaguar Billards (Expansion) & Karaoke - Minor Use Permit, 508 Contra Costa Boulevard #K2*

Public hearing to consider approval of a minor use permit to allow expansion of an existing commercial recreation and entertainment use (billiard/pool hall) within an existing building. The applicant proposes to expand an existing pool hall with three pool tables (for a facility total of 10 tables) in an adjacent tenant space within the shopping center. The applicant also proposes to expand hours of operation to 2:00 pm through 12:00 am daily. The applicant also operates a karaoke establishment adjacent, and connected, to the pool hall. The project site is located in the RB-Retail Business zoning district. Assessor's Parcel Number 125-050-028.

Action: Approved with Conditions, no one from the public spoke on the item.

Appeal Period: Through March 10, 2014

Tree Removals Approved:

- One Redwood Tree at 803 Hamilton Drive
- Two Monterey Pines at 108 Allen Way (exempt because determined dead or dying)

Architectural Review Commission

No meeting scheduled.

Miscellaneous

- *PLN 13-0330, Vink Minor Exception Appeal, 143 Jennie Drive*

On February 24, 2014 the applicant filed an appeal of the Planning Commission's decision to deny this Minor Exception for a 15% reduction in the required 20 foot front yard setback to accommodate the expansion of the existing master bedroom and the addition of a master bathroom (152 square feet). The subject site is located at 143 Jennie Drive within the *R-7 Single Family Residential* zoning district. Assessor's Parcel Number: 153-201-008. The appeal is tentatively scheduled to be heard by the City Council on April 7, 2014.

Code Compliance

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

Follow-ups on Prior Inquiries:

- Ardith Drive: Complaint regarding an occupied recreational vehicle located at the rear of the property. Re-inspection complete. Staff confirmed the junk/debris has been removed, the vehicle is stored on the driveway and the broken window has been repaired. The property owner requested an additional week to address the occupied recreational vehicle. Extension granted. **Staff scheduled to re-inspect property this week.**
- Atrice Lane: Complaint regarding a basketball stand obstructing the public street. Re-inspection complete. Staff confirmed the basketball stand has been removed from the public street. **Case closed.**
- Belle Avenue: Complaint regarding an illegal home occupancy. Site inspection complete. Staff did not observed any signs of an illegal home occupancy from the public thoroughfare. **Staff scheduled to re-inspect property next week.**

- Belle Lane: Complaint regarding an overgrown bush obstructing the view of oncoming traffic. Re-inspection complete. Staff contacted the bushes have been trimmed. **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 sent Second Notice to property owner. Staff contacted by property owner requesting an additional two weeks to obtain garbage service. Extension granted. **Staff scheduled to re-inspect property next week.**
- Contra Costa Boulevard: Complaint regarding junk and debris in public view. Re-inspection complete. Staff observed the junk and debris has been removed from public view. **Case closed.**
- Elinora Drive: Complaint regarding a vehicle stored on the front lawn. Re-inspection complete. Staff confirmed the vehicle is still stored at the front of the property on an unpaved surface. **Staff scheduled to re-inspect property next week.**
- Fair Oaks: Complaint regarding issues with an adult care facility. Re-inspection complete. Staff contacted property owner. Property own requested additional time. Staff granted extension. **Staff scheduled to re-inspect property next week.**
- Fensalir Avenue: Complaint regarding junk and debris in public view. Site inspection complete. Staff confirmed there is junk and debris at the front yard and a section of damaged fencing. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Grayson Road – Case 1: Complaint regarding an occupied recreational vehicle. Re-inspection complete. Staff confirmed the recreational vehicle has been removed from the property. **Case closed.**
- Grayson Road – Case 2: Complaint regarding an illegal fence built at the front of the property. Site inspection complete. Staff observed a newly constructed fence built over the allowable height limit in the front yard setback. Property owner has applied for a

minor exception with the Planning Division. **Staff will coordinate final inspection with Planning Division.**

- Hardy Circle: Complaint regarding Christmas lights hanging from a heritage tree at the front yard. Staff confirmed there is also an inoperable vehicle and junk/debris on the property. Re-inspection complete. Staff confirmed the inoperable vehicle and junk/debris have been removed from the property. Staff contacted property owner and was informed they have received an offer to have the Christmas lights removed. **Staff scheduled to re-inspect property in two weeks.**
- Helen Road: 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 received additional complaint in reference to illegal repairs at the property. **Staff scheduled to inspect the property next week with the Building Division.**
- Hoover Avenue: Complaint regarding junk and debris and inoperable vehicles. Some vehicles and debris have been removed. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property next week.**
- Kathleen Drive: Complaint regarding a vehicle stored on the front lawn. Site inspection complete. Staff confirmed there is a vehicle stored on an unpaved surface, junk on the driveway and a storage unit at the front of the property. Property owner contacted staff and requested an additional two weeks to allow them to donate the items. Extension granted. Staff confirmed the property has an active building permit associated with the storage container. **Staff scheduled to re-inspect property next week.**
- Luella Drive: Complaint regarding an occupied shed at the rear yard. Site inspection complete. Staff met with Police Officers and Building staff at the residence and confirmed the shed at the rear of the property was occupied and constructed without a building permit. Building staff posted the shed and instructed the occupants to reside in the primary dwelling. Staff was informed by the property owner that the two individuals have vacated the shed. **Staff scheduled to inspect the property next week with the Building Division.**
- Marvin Drive: Complaint regarding junk/debris and possible illegal home based business. Re-inspection complete. Staff confirmed there is no home based business and much of the junk and debris has been removed from the property. Staff met with property owner and reviewed the remaining violations. Property owners requested an additional two weeks to remove the remaining junk and debris. Extension granted. **Staff scheduled to re-inspect property in two weeks.**

- Maureen Lane: Complaint regarding a deteriorated fence. Re-inspection complete. Staff contacted property owner. Property owner requested additional time to remove the damaged fence. Staff granted extension. **Staff scheduled to re-inspect property this week.**
- Mazie Drive: Accessory structures without approval in a rear yard. Plans submitted last week for review. Plans approved. Staff contacted tenant who stated they are completing the structure and request final inspection with the Building Division. **Staff will 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 inspect the property next week with the Engineering Division.**
- Oak Park Boulevard: Complaint regarding junk/debris and grading issues. Site inspection complete. **Case under review with the Engineering Division.**
- Oakvue Road: Complaint regarding an inoperable vehicle. Vehicle unchanged. Staff sent vehicle abatement letter to property owner. Property owner requested additional week to donate the vehicle. **Staff has re-scheduled the vehicle abatement for next this pending property owner's voluntary removal.**
- Orin Lane: Complaint regarding junk and debris in public view. Site inspection complete. Staff left door hanger. Staff was contacted by property owner requesting an additional two weeks to remove the junk and debris. Extension granted. **Staff scheduled to re-inspect property next week.**
- Patterson Blvd.: Complaint regarding overgrown weeds and debris. Re-inspection complete. Some progress made. Staff sent Second Notice to property owner. Staff was contacted by property owner who requested an additional two weeks to correct the violations. **Staff scheduled to re-inspect property this 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 met with property owner at site and reviewed the violations. Property owner committed to have the violations corrected within the next two weeks. **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 contacted the property owner. The property owner requested an additional two weeks to find an alternate location to move the commercial vehicle off the property. Extension granted. **Staff scheduled to re-inspect property next week.**
- Price Lane: Complaint regarding junk and debris, inactive garbage service and a recreational vehicle stored on an unpaved surface. Re-inspection complete. Conditions unchanged. Staff sent Second Notice Letter to property owner. **Staff scheduled to re-inspect property next week.**
- Putnam Boulevard: Complaint regarding an overgrown hedge obstructing the view of oncoming traffic. Site inspection complete. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property next week.**
- Rose Lane: 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. Staff confirmed the property owner has submitted plans and application to the city for review. **Case on hold pending Planning consideration.**
- Shelly Drive – Case 1: Complaint regarding two trees removed without proper permits. Re-inspection complete. Staff was contacted by property owner confirming they will obtain a tree removal permit from the Planning Division this week. **Staff will continue monitoring progress and coordinate final inspection with Planning Division.**
- Shelly Drive – Case 2: 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. **Staff will continue monitoring progress and coordinate final inspection with Planning Division.**

- Sherman Drive: Complaint regarding an unsecure structure. Site inspection complete. Staff sent Second Notice to property owners. Second Notice Letter returned. Staff in process of locating property owner. **Staff scheduled to re-inspect property next week.**
- Shirley Drive: Complaint regarding inoperable vehicle, camper on driveway, junk/debris and occupied recreational vehicle. Site inspection complete. Staff did not observe any violations from the public thoroughfare. **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.**
- Taylor Boulevard: Complaint regarding a home in disrepair. Staff observed painting preparation work in progress. Staff contacted property owner. Property own requested additional time to complete repairs. Staff granted extension. **Staff scheduled to re-inspect property next week.**
- Theo Lane: Complaint regarding auto repairs and an illegal home occupancy. Site inspection complete. Staff confirmed there is an inoperable vehicle stored on the driveway. Staff did not observe any signs of an illegal home occupancy. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- West Hookston Road: Complaint regarding junk and debris in public view. Re-inspection complete. Staff confirmed some of the junk and debris has been removed. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property next week.**

New Inquiries:

- Apollo Way: Complaint regarding overgrown bushes obstructing the view of oncoming traffic. Site inspection complete. Staff observed large oleander bushes next to the driveway causing a site problem. Staff contacted property owner and reviewed the violation. Property owner will have the bushes trimmed this week. **Staff scheduled to re-inspect property next week.**

- Barnett Terrance: Complaint regarding junk and debris at the front of the property. Site inspection complete. Staff observed items left over from a garage sale stored on the driveway. Staff informed the property owner to store all items out of public view. **Staff scheduled to re-inspect property next week.**
- Best Road: Complaint regarding junk and debris at the front of the property. Site inspection complete. Staff observed a front yard garden with associated items to maintain a garden. **Case closed.**
- Dorothy Drive: Complaint regarding inoperable vehicles stored on the driveway. Site inspection complete. Staff confirmed there is an inoperable vehicle stored on the driveway in public view. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Gloria Drive: Complaint regarding a recreational vehicle stored on an unpaved surface. Site inspection complete. Staff observed the recreational vehicle appears to be stored on a paved surface. **Case closed.**
- Keats Circle: Complaint regarding overgrown bushes obstructing the view of oncoming traffic. Staff contacted property owner and was informed the bushes will be trimmed next week. **Staff scheduled to re-inspect property in two weeks.**
- Morello Avenue: Complaint regarding an illegal sign. Site inspection complete. Staff contacted property owner and the sign has been removed. **Case closed.**
- Theo Lane: Complaint regarding a recreational vehicle stored on an unpaved surface. Site inspection complete. Staff observed the recreational vehicle appears to be stored on a partial gravel surface. **Staff scheduled to inspect property next week and contact property owner to discuss the possible violation.**

Proactive Work:

- Apollo Way: Proactive case opened for overgrown bushes obstructing the view of oncoming traffic. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Ardith Drive: Proactive case opened for two vehicles stored on an unpaved surface at the front yard. Re-inspection complete. Staff confirmed the two vehicles are still stored on

an unpaved surface. Staff contacted the tenant/vehicle owner. The tenant/vehicle owner requested a two week extension to find an alternative paved location to store the vehicles. Extension granted. **Staff scheduled to re-inspect property next week.**

- Belinda Drive: Proactive case opened for debris at front yard. Re-inspection complete. Staff observed the debris has been removed from the property. **Case closed.**
- Cleopatra Drive – Case 1: Proactive case opened for vehicles stored on an unpaved surface at front yard. Re-inspection complete. Staff observed the vehicle has been removed from the unpaved area. **Case closed.**
- Cleopatra Drive – Case 2: Proactive case opened for vehicle stored on an unpaved surface at front yard. Re-inspection complete. Staff observed the vehicle has been removed from the unpaved area. **Case closed.**
- Cleopatra Drive – Case 3: Proactive case opened for vehicles stored on an unpaved surface at front yard. Re-inspection complete. Staff observed the vehicles have been removed from the unpaved area. **Case closed.**
- Cleopatra Drive – Case 4: Proactive case opened for boat/trailer stored on an unpaved surface at front yard. Re-inspection complete. Staff observed the boat/trailer is still stored on an unpaved surface. **Staff scheduled to re-inspect the property next week.**
- Cleopatra Drive – Case 5: Proactive case opened for brush pile at front yard. Re-inspection complete. Staff observed the brush pile has been removed from the property. **Case closed.**
- Cleopatra Drive – Case 6: Proactive case opened for trailer stored on an unpaved surface at front yard. Re-inspection complete. Staff observed the trailer has been removed from the unpaved area. **Case closed.**
- Esther Drive: 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 contacted property owner. Property own requested additional time to remove junk and debris from property. Staff granted extension. **Staff scheduled to re-inspect property next week.**

- Janice Drive: Proactive case opened for an inoperable vehicle stored in public view. Re-inspection complete. Staff observed the inoperable vehicle has been repaired. **Case closed.**
- Mazie Drive: Proactive case opened for an inoperable vehicle stored in public view. Re-inspection complete. Vehicle unchanged. Staff sent Second Notice to property owners. Property owner requested an additional two weeks to allow them to donate the vehicle. Extension granted. **Staff scheduled to re-inspect property this week.**
- Sherman Drive: Proactive case opened for vehicle stored on an unpaved surface at front yard. Staff left door hanger. Staff was contacted by property owner requesting an additional two weeks to remove the vehicle. Extension granted. **Staff scheduled to re-inspect property next week.**

Graffiti Removal:

No graffiti removed this week.