



MEMORANDUM

TO: Mayor and City Council

FROM: June W. Catalano, City Manager

DATE: March 25, 2010

SUBJECT: **WEEKLY UPDATES**

HUMAN RESOURCES (HR)

- Police Department Recruitment – The City is currently recruiting for Community Service Officer I. The final filing date for completed applications is Monday, April 12th at 5:00 pm. Tentative testing dates for written examination and oral interviews are April 20th and April 29th.
- Health Screening 2010 – The 15th Annual Health Screening, “Good Health Begins with Heart Health 2010,” (hosted by the Municipal Pooling Authority and the City of Pleasant Hill) will be held on Wednesday, March 31st from 10:00 am to noon in the large Community Room at City Hall. Mark your calendar and plan to come by to attend this free and fun on-site event that includes: massage; cholesterol, glucose and blood pressure screenings; and much more. If you would like more information, contact our Wellness Coordinator Jackie Burke at 671-5293 or Jburke@ci.pleasant-hill.ca

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Building Division

- Pleasant Hill Plaza (1938 Contra Costa Boulevard) – Final approval has been given by the Building Division and Fire Protection District for the Farrington’s Bar remodel.
- Pleasant Hill Plaza (1898 Contra Costa Boulevard) – Final approval has been issued by the Building Division and Fire Protection District for the new tenant space to be occupied by Chase Bank.

- Downtown Area (100 “A” Crescent Drive) – Tenant improvement plans have been submitted for review, comment and approval for the new restaurant, Five Guys Burgers and Fries, that will occupy the former Fat Burger space.
- Safeway (707 Contra Costa Boulevard) – Separate plan check submittals were received for a Safeway fuel station with a kiosk building and a Safeway Grocery Store, both located at the old Mervyns site. The applicant still needs Architectural Review Commission approval of the project but does not want to wait for that to occur before proceeding with the plan check process.
- Pleasant Hill Police Department (330 Civic Drive) – To facilitate the new construction of the dispatch and lobby area (Phase IIA), Motorola is relocating communication lines. This will enable the police staff to move their operations and allow for construction activities to take place on March 29th.

Engineering Division

- NPDES Stormwater Program – On March 17th, the Clean Water Program (CWP) Management Committee unanimously approved the FY 2010/11 budget. The total operating budget for the CWP is approximately \$3.2 million (compared to \$4.1 million in FY 2009/2010). Co-permittees approved expending approximately \$712,000 in reserve funds to offset costs associated with implementation of the new Municipal Regional Permit (MRP). The remaining operating budget amount will be funded through each city’s utility assessment. Pleasant Hill’s pro-rata share for FY 10/11 is estimated at 3.16% which equates to \$71,182. This will result in the City receiving approximately \$30,000 more in return-to-source funds than in previous years. At the next Management meeting, co-permittees will discuss how to allocate the remaining balance of the reserve fund (approximately \$650,000) over the next five years of the MRP.
- 2009 Curb Ramp Replacement Project – The City standard for ADA-compliant curb ramp construction requires 12 inches of new asphalt (asphalt plug) to be placed directly in front of the new curb ramp. Final inspection of curb ramps installed under this project contract revealed poor workmanship that was unacceptable to the City. The contractor, Cinray Construction, has been directed to bring the asphalt plugs up to a level acceptable to the City before the project will be accepted as complete. The method to correct the work consists of thoroughly cleaning the existing pavement, applying an application of asphalt emulsion, and sealing the outside edges with crack filler. This work is underway and is expected to be completed by March 31st. Once completed, the project will be provided to the City Council for acceptance.
- 2009 Manual of Uniform Traffic Control Devices (MUTCD) Adoption – The 2009 MUTCD update has been released, and it contains revisions to the Federal traffic design standards that local agencies must conform to for all publicly-accessible

roadway facilities. Key design revisions include sign changes for street name signs, pedestrian crossing signs, stop signs, speed limit signs, and pedestrian signal push button signs. Many pavement striping and marking standards were also modified with the updated MUTCD. In the upcoming months, staff will be identifying the various changes and developing a strategy to bring all City traffic control devices into compliance.

- Encroachment Permits Underway

Private

CableCom LLC – Comcast subcontractor to bore a two-inch conduit for new service approximately 130 feet in length from the southeast corner of Susan Drive/Doris Drive to 1691 Contra Costa Boulevard (Radio Shack); street restoration to follow.

Utilities

AT&T Engineering – Install fiber cables at utility box at Contra Costa Boulevard and Monument Boulevard

PG&E – Repair Street light at corner of Madeira Way and Gail Drive

PG&E – Repair gas leak at 208 and 216 Douglas Lane

PG&E – Repair gas leak at 156 Theo Lane

PG&E – Repair gas leak at 32 Weller Court

PG&E – Repair gas leak at 112 Bramblewood Lane

PG&E – Repair gas leak at 6 Eric Court

PG&E – Repair underground cable burnout at Vincent Road and Mayhew Way

Maintenance Division

- “Every 15 Minutes” – College Park High School held their annual presentation of “Every 15 Minutes” on Tuesday, re-enacting a fatal accident of one of the students and injuries to several others. Maintenance staff assisted by using the forklift to set up and take down bleachers for the attendees. The event was held by the Mt. Diablo Unified School District and included participation by the Fire Protection Department, Police Department, ambulance, helicopter and Coroner. The event emphasized the importance of safe driving.
- Downtown Redwoods – Maintenance staff pruned the three large redwood trees on Crescent Plaza close to the water feature. The lower branches of the trees were hanging too low over the roadway and sidewalk, resulting in several branches being broken or badly damaged. The pruning will eliminate any further damage to these trees.

Planning Division

- Planning Commission

Time Extension – 100% Office Use (1936 Linda Drive) – The Planning Commission reviewed and approved a second one-year time extension for Minor Use Permit 07-011, which was originally approved to allow 100% office use on the ground floor of the existing building located in the *RB Retail Business* zoning district where the Zoning Ordinance allows up to 25% on the ground floor unless approved through a use permit. The Commission unanimously approved the request. No one from the public spoke on the item.

Action: Approved with conditions.

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

Conformance with General Plan – Reduction of Fountain Easement (Downtown Pleasant Hill) – Pursuant to Article 7, section 65402 of the California Government Code, the Planning Commission reviewed and made the necessary General Plan conformance finding to support the proposed vacation of a portion (reduction) of City easement (for fountain maintenance). The Commission unanimously approved the finding of conformance. No one from the public spoke on the item.

Action: Adopted resolution.

Appeal Period: None since review and approval of the easement reduction will occur before the City Council.

Annual General Plan and Housing Element Report – The Commission received an annual report on the status of implementation of the General Plan, including the Housing Element, for review and approval prior to transmittal to the State Department of Housing and Community Development as required by Government Code Section 65400. The update included a status of various programs contained with the current General Plan, including a progress update regarding various programs that were identified in the most recent Housing Element completed by the City. The Commission unanimously adopted the resolution recommending to the City Council that the report accurately depicts the current status of the City of Pleasant Hill with respect to the General Plan and Housing Element.

Action: Adopted resolution.

Appeal Period: None since a recommendation was provided to the City Council.

Zio Fraedo's Restaurant (611 Gregory Lane) – The Commission reviewed and approved a referral from the Zoning Administrator for a determination of a legal

non-conforming use (live entertainment) that was allowed at the former location for Zio Fraedo's restaurant (701 Gregory Lane) to be allowed to continue at the present location of the restaurant. The live entertainment use previously occurred as a legal non-conforming use at the restaurant's former location, which was adjacent to the current location. The applicant requested the live entertainment use be allowed to continue under the provisions of Section 18.65.020 (non-conforming uses). The entertainment uses would include karaoke, Mystery Theater, open-microphone (comedy), jazz, charitable fund raising events and variety shows. The Commission determined on a 6-to-1 vote that the live entertainment uses could continue as legal nonconforming. No one from the public spoke on the item; however, staff received one letter of support from the public.

Action: Adopted a resolution determining the use can continue as legal non-conforming.

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

- **Zoning Administrator**

Weissman Minor Use Permit (2261 Morello Avenue) – The Zoning Administrator reviewed and approved a request for a minor use permit to allow a medical office use on the ground floor in the *RB Retail Business* zoning district in exceedance of 25% and to allow a fitness studio use. The request was approved with conditions of approval to address parking conflicts and hours of operation. The only persons speaking on the item were the applicant and property owner; no one from the public spoke on the item.

Action: Approved with conditions.

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

- **Miscellaneous**

Tree Removal Permit (510 Maureen Lane) – Staff reviewed and approved an application to remove a Modesto Ash (*Fraxinus velutina* 'Modesto') tree measuring 25 inches in diameter at two feet above grade. According to a submitted arborist report, the tree is in poor condition. There are signs of core rot and sap rot near the trunk flare of the tree which may weaken the stability of the tree. The tree is located underneath power lines and had major deadwood and dieback due to repeated pruning. City staff conducted a site visit and agreed with the arborist's report. As part of the approval, staff required two 15-gallon replacement trees elsewhere on the property.

Tree Removal Permit (136 Lorenzo Drive) – Staff reviewed and approved an application to remove an Italian Stone Pine (*Pinus pinea*) tree measuring 34 inches in diameter at two feet above grade. According to the submitted arborist report, the tree had outgrown its planting area and had become a hazard to the home on the property. City staff conducted a site visit and agreed with the arborist report and noted that this type of tree requires a larger area to ensure adequate room for its large branches and root system. As part of the approval, staff required two 15-gallon replacement trees elsewhere on the property.

- **Code Compliance**

Linda Lane – Staff responded to a complaint from a citizen and (with information from the Police Department) confirmed that a person was using a crossbow, pellet gun and bow for target shooting in the back yard. While at the site, staff also confirmed unpermitted construction was occurring. Abatement and red tags were issued for the various violations.

Taylor Boulevard and Pleasant Hill Road – Staff received anonymous reports of early morning wood cutting in the area. After further investigations by staff, the reports could not be substantiated.

Marian Place – Abatement has been started in the area of Marian Place to address various City code violations that negatively affect the neighborhood.