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MEMORANDUM

TO: Mayor and City Council

FROM: June W. Catalano, City Manager

DATE: April 8, 2010

SUBJECT: **WEEKLY UPDATE**

**GENERAL UPDATE**

- Weekly Update on Website – The Weekly Update was recently added to the City’s website and is now available to the entire community. It can be viewed by clicking on WEEKLY UPDATE on the left side of the home page. It is also available through the Notify Me! system. Individuals can sign up by clicking on NOTIFY ME! listed under City Links on the home page. They will receive an e-mail message as soon as the Weekly Update is posted.

**PUBLIC WORKS AND COMMUNITY DEVELOPMENT**

**Building Division**

- Hillcrest Square (2261 #D Morello Avenue) – Plans have been reviewed and approved to issue a tenant improvement permit for the space to be occupied by Acupuncture Wellness.
- Pleasant Hill Police Department (330 Civic Drive) – Southland Construction continues to work on the demolition phase of the Dispatch/Lobby Upgrades project. Other items of work currently underway include the footing and foundation, as well as rough framing.

**Engineering Division**

- Buskirk Avenue Realignment Project Update – Over the past two months, efforts have focused on the development of a second roadway alignment alternative (Option B) for the Avenue Realignment Project. The City’s first alignment (Option A) utilized the existing Buskirk Avenue/Elmira Lane/Hookston Road roadways (with the removal of the existing “S-curve”) to serve the adjacent shopping center and the

residential neighborhoods. Staff presented Option A to the public at three separate evening meetings earlier this year. Comments received from residents regarding Option A included the need for a controlled ingress/egress out of the Fair Oaks neighborhood at Claire Drive, the amount of additional roadway widening impact along Hookston Road (south of Elmira), and the potential removal of a number of mature oak trees along Hookston Road.

The Option B alignment alternative consists of a signalized intersection at Elmira Lane/Claire Drive and realigning Buskirk Avenue to utilize a portion of the existing “S-curve” roadway. Hookston Road (west of Elmira Lane) will be removed, and a 90-degree roadway section will be constructed at the existing Elmira Lane/Hookston Road intersection. Through traffic will be re-routed along the new “S-curve” roadway, and Hookston Road east of Elmira Lane will remain essentially unchanged. Both Option A and Option B are identified as traffic circulation options in the approved Contra Costa Center Specific Plan.

Staff presented Option B to the public on April 6<sup>th</sup> and received very favorable comments from both residents and property managers. Option B will be presented again at a second public meeting scheduled for April 13<sup>th</sup> at 7:00 pm (in the Large Community Room at City Hall) for interested parties that were not able to make the first meeting. Once all comments have been received and addressed, it is anticipated that staff will schedule a presentation before the City Council to obtain direction regarding continued design work on the desired roadway alignment option.

- 2009 Curb Ramp Installation Project – The City’s contractor (Cinray Construction) has agreed to perform repair work necessitated by improper/poor workmanship of asphalt concrete plugs placed at various curb ramp locations. The contract was substantially completed last summer, with a few corrective items that the contractor was not willing to complete until very recently. The corrective work involves cleaning the existing asphalt plugs, applying an asphalt slurry seal, and crack sealing all sides of the asphalt plugs. This work is expected to be completed by Friday, April 9<sup>th</sup>, after which time staff will bring this Capital Improvement Program project to the City Council for the issuance of a Notice of Completion.
- Encroachment Permits Underway

Private

*Owner* – Install a three-foot-high wooden fence at 2087 Morello Avenue

*General Plumbing & Rooter* – Replace sewer lateral at 37 Elliott Drive

Utilities

*PG&E* – Repair gas leak and pave at 374 Scottsdale Road

*PG&E* – Install a joint pole on Taylor Boulevard southbound approximately 316 feet west of Ruth Drive

## **Maintenance Division**

- **Oak Tree Down** – A large Valley Oak tree, approximately 30 feet tall with a 25-foot canopy, fell down a slope and blocked Buttner Road. An examination of this privately-owned tree indicated that there was significant decay in the central trunk section. The Police Department requested assistance from Maintenance staff to remove the branches and sections of the tree from the roadway to allow vehicles to pass. The tree branches and debris were cleared from the roadway and stacked on the owner's property.
- **Locust Tree Down** – A small Locust tree toppled on Linda Drive, falling onto three cars parked along the roadway. The tree, approximately 15 feet tall, was on private property where the Chevron gas station is located. Maintenance staff cleared the tree from the roadway so that the damaged vehicles could be moved. An examination of this privately-owned tree indicated that it had a decaying root system and was partially dead. It appears that the tree fell over due to the recent windy and rainy weather. Minor damage occurred to the three vehicles.
- **Car Accident** – Two vehicles were in a major accident at Taylor Boulevard and Contra Costa Boulevard. An ambulance was called to the scene, and Maintenance staff assisted in temporarily diverting vehicle traffic around the accident area so that the oil and debris could be removed. There was no damage to City property.
- **Pine Trees Pruned** – Several large City-owned Canary Island Pine trees have been pruned to improve vehicular clearance and prevent limb damage. The trees are located in the medians along Taylor Boulevard between Norse Road and Civic Drive. The trees were pruned to a height of approximately 14 feet to allow for high profile vehicles as well as to improve the overall sight clearance along the heavily-traveled arterial street. Similar pruning of pine trees also occurred at Buskirk Avenue near Elmira Lane.

## **Planning Division**

- **Zoning Administrator**

*Antonini Minor Subdivision (2304-2314 Pleasant Hill Road)* – The Zoning Administrator held a public hearing to review a request for a Minor Subdivision to subdivide two parcels (one 9,810 square feet and one 27,348 square feet) totaling 37,158 gross square feet into three parcels with net areas of 10,012, 10,123 and 11,087 square feet in the *R-10 Single Family, 10,000 square foot lots* zoning district.

Action: The Zoning Administrator reviewed and conditionally approved the request to subdivide the property (currently consisting of two legal parcels) into three single-family residential parcels with net areas as follows: 10,012, 10,123 and 11,087 square

feet each (each of the two existing parcels is currently developed with one single-family home). Each of the three parcels would be accessed by a shared driveway easement, extending along the north side of the project site, that would be connected to the east side of Pleasant Hill Road. The only persons speaking on the item were the applicants/property owners; no one from the public spoke on the item.

Appeal Period: The appeal period will end on Monday, April 19<sup>th</sup> at 5:00 pm.

- **Code Compliance**

Selected highlights of weekly activity:

***Training*** – Staff attended a training meeting offered by Contra Costa County Environmental Health addressing how to handle air quality and restaurant complaints, and identify/deal with code enforcement issues involving the mentally ill.

***Ruth Drive*** – Staff has been working with the property manager responsible for a vacant home on Ruth Drive to clean up the property, cut the weeds and drain the swimming pool. The property manager has agreed to work with staff to properly maintain the property until it is sold to a private party.

***Poets Corner Area*** – Staff followed up on a complaint concerning an unlicensed contractor soliciting business in the area. The results of staff's investigation will be forwarded to the Contractors State License Board.

***Fair Oaks Area*** – Staff has made contact with an area home owner to address concerns regarding the condition of the property, and the owner has voluntarily complied. High grasses have been cut down, Vector Control has inspected the pool, and the owner is currently working on repairing the exterior of the garage and will be removing a non-operational vehicle off the premises by the end of the month.

***Gladys/Helen Drive*** – An ongoing voluntary abatement is nearing conclusion as the property has been cleaned up, yards cleared and items removed from the front yard. The condition of the property was a result of the death of a family member. Staff has been working with relatives of the family member to resolve remaining issues regarding the site.

***Number of Contacts Made This Week*** – 52 (including phone calls, emails, courtesy notices, investigations, site visits, area patrols, internal requests for service, attendance at training sessions and other miscellaneous activities).

- **Miscellaneous**

***Permit Activity*** – For the month of March, Planning staff reviewed the following applications: 11 Home Occupation Permits, 7 Temporary Sign Permits, 2 Temporary Use Permits and 14 Zoning Permits (3 commercial plan checks, 8 residential plan checks and 3 new businesses).

***Zoning Ordinance Minor Revisions*** – Planning staff will be conducting a study session with the Planning Commission on April 13<sup>th</sup> to discuss an initial package of miscellaneous minor clarifications/revisions to the zoning ordinance. The proposed changes include minor corrections, clarifications and miscellaneous changes to improve ordinance administration and streamline processes. The proposed changes to the ordinance were posted on the City’s website on April 5<sup>th</sup> for public consideration prior to the Planning Commission meeting on April 13<sup>th</sup>. The Planning Commission will not be taking any action on the proposed changes since the item is a Study Session. For further information, contact Greg Fuz, City Planner or Troy Fujimoto, Senior Planner.