



MEMORANDUM

TO: Mayor and City Council

FROM: June W. Catalano, City Manager

DATE: September 8, 2011

SUBJECT: **WEEKLY UPDATES**

GENERAL UPDATE

- 9-11 Ten-Year Commemoration Event – The 9-11 Commemoration takes place this Sunday, September 11th from 2:00 to 5:00 p.m. at the Gazebo area next to Pleasant Hill Community Center (Frank Salingere Park). The event has been organized by the Pleasant Hill Ecumenical Clergy group assisted by other civic organizations, including the City of Pleasant Hill. A formal remembrance ceremony begins at 2:15 p.m. which will then be followed by Pleasant Hill Police Department K-9 Unit Demonstrations and other activities for attendees. A number of speakers and choirs will also participate, including Mayor Durant. Everyone is welcome to attend.

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Engineering Division

- Golf Club Road

Golf Club Road Bridge Water Line Relocation Project – This project will relocate a 24-inch Contra Costa Water District (CCWD) Water Pipeline from under the existing bridge to outside the bridge footprint. CCWD is designing the engineering plans for relocation of their pipeline. Last week, staff met with CCWD staff and consultant engineers to review dewatering options at open trench pipeline work across the creek. CCWD is completing 65% Project Plans, Specifications and Estimate (PS&E).

Golf Club Road Bridge Replacement – The City's consultant, Quincy Engineers, Inc., is completing an environmental revalidation package for submittal to Caltrans to cover both projects. The consultant is also completing 90% PS&E for two stage/season construction.

Staff is working with various agencies that have jurisdiction for work within the creek area in order to obtain all necessary permits.

- Floodplain Program – Staff from the Federal Emergency Management Agency (FEMA) and the Department of Water Resources (DWR) conducted a Community Assistance Visit (CAV) to the City last week. The purpose of the CAV is to ensure the City is properly administering its Floodplain Management Ordinance and FEMA regulations regarding the National Flood Insurance Program. Staff presented information on the City's process for reviewing projects, issuing building permits and conducting inspections in the floodplain. Staff from FEMA and DWR was generally pleased with the City's floodplain management efforts. A final report on the CAV will be sent to the City within the next few weeks summarizing their findings and any additional follow-up information as needed.
- New Safeway (Contra Costa Boulevard) – Engineering staff has received the latest revisions to the grading and drainage plans for the new Safeway store and fueling center on Contra Costa Boulevard. Proposed site improvements under review include ADA upgrades to the driveway and curb ramps on the property frontage, and on-site parking lot improvements, including drainage improvements.
- Buskirk Avenue Widening Project – Last week the City's contractor began work on potholing for critical underground utilities for the Buskirk Avenue Widening Project. Work is along Buskirk Avenue and Hookston Avenue and along project limits. It is anticipated that the potholing work will be completed by the end of next week. City staff is coordinating work with the contractor to minimize impacts to traffic.

Maintenance Division

- U.S. Flags – Staff installed flags along Contra Costa Boulevard last Friday to commemorate Labor Day. The flags will be flown again this Friday in remembrance of 9-11.
- Stop Signs – Staff received a call about the stop sign on Shirley Drive at Taylor Boulevard being bent over at a 45-degree angle into the roadway. After straightening the pole, staff located another pole at the corner of Terry Way and Harriet Drive that had been bent over as well. A search of the neighborhood was made, but no further damage was found.
- Red Curb Painting – Staff has completed the additional work requests for red curb painting around the Diablo Valley College and College Park neighborhoods.

Planning Division

- **Planning Commission**

No meeting scheduled.

- **Zoning Administrator**

Oak Park Auto Propane Tank, Minor Use Permit (1901 Oak Park Boulevard) – Public hearing to consider approval of a request for a Minor Use Permit for installation and operation of a 499-gallon above-ground propane tank. The propane would be stored on-site for retail sale. Per Section 18.25.080 of the Zoning Ordinance, a Use Permit is required for the storage of hazardous substances. The site is zoned *RB Retail Business* zoning district.

Action: Approved with conditions. One member of the public spoke on this item.

Appeal Period: The appeal period will end on Monday, September 19th at 5:00 pm

- **Architectural Review Commission**

No meeting scheduled.

- **Code Compliance**

Selected highlights of weekly activity:

Agency Coordination – Staff met with representatives from County Environmental Health to discuss ways to improve coordination on enforcement issues and to advise of available enforcement training opportunities.

Unsecured Refrigerator – A large unsecured refrigerator freezer on Twinview was addressed to ensure that it would not pose a hazard to children in the area.

Unauthorized Home Occupation – Staff contacted the owner of a single-family residence on Hoover regarding the operation of a construction business at the property without City approval. In addition, the owner was requested to trim a large protected oak tree hanging over the roadway at the front of the property due to concerns about vehicle obstruction.

Number of Tasks Completed This Week – 32 (including 15 investigations, 2 sector patrols and various miscellaneous activities such as phone calls, emails, internal requests for service, counter coverage and attendance at training sessions).

- **Miscellaneous**

Administrative Permit Activity – For the month of August, the Planning Division approved 13 Zoning Permits (2 new business, 2 commercial plan checks and 9 residential plan checks), 8 Home Occupation Permits, 3 Temporary Sign Permits and 3 Tree Removal Permits.

In-N-Out Burger (North Main Street) – The public review period for the draft Environmental Impact Report (EIR) closed on August 22nd. More than 100 comment letters or postings were received. Staff is reviewing the comments and working with the environmental consultant and project applicant to prepare written responses to the comments. The responses will be included in the proposed Final EIR that will be forwarded to the Planning Commission for consideration when the project is scheduled for public hearing. The proposed Final EIR will be posted on the City’s webpage at least ten days prior to the Planning Commission public hearing.