



MEMORANDUM

TO: Mayor and City Council

FROM: June W. Catalano, City Manager

DATE: December 15, 2011

SUBJECT: **WEEKLY UPDATES**

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Building Division

- New Single-Family Residence (104 Price Lane) – The new one-story single-family residence (1,693 square feet of living space, 550 square feet of garage and 447 square feet of decks/cover) received the final Certificate of Occupancy and final approvals from the Building, Planning and Engineering Divisions, as well as Consolidated Fire Protection.
- Downtown Area (60 Crescent Drive, #F) – The tenant improvements for European Wax Center received their final approval from the Building and Planning Divisions, as well as Consolidated Fire Protection.

Engineering Division

- Safeway Grocery Store and Fueling Center – In order to provide power to the proposed fueling center, the applicant was required by PG&E to construct a new underground conduit across Contra Costa Boulevard and tie into their service box. In addition, due to the large existing box culvert located underneath the sidewalk along the frontage, the conduit will have to be placed above the box culvert, just underneath the sidewalk. Construction of the conduit underneath Contra Costa Boulevard is complete; and construction along the sidewalks, repair of the roadway and removal of the road plates were scheduled to occur this week. Closure of one lane in each direction (northbound and southbound) during the daytime hours may be necessary to minimize nighttime noise. All other asphalt repair work in the roadway will be completed during the evening hours to minimize the impact to traffic.

- Storm Drain Improvement Project – On December 5th, at its regularly-scheduled meeting, the City Council awarded the Storm Drain Improvement Project to the low bidder, MBA Pipelines. The Contractor started work this week at two of the five project sites:

Marta/North Marta Drive – Work includes clearing and grubbing; excavation; and installing new storm drain pipes, drain inlets, curb, gutter and sidewalk.

209 Elderwood Drive – Work to repair a sinkhole will include traffic control, excavation, pipe repair, backfill and new sidewalk, curb, gutter and asphalt concrete pavement.

All residents within 300 feet of the work were notified by hand-delivered flyers. Weather permitting, the work at these locations is expected to be completed early next week.

The work at a third location on Soule Avenue will be scheduled as soon as possible in order to take advantage of the dry weather conditions. The contract also requires work on Hoover Avenue (at the canal) and along Boyd Road (for Diablo Vista Water System) to be completed after January 3, 2012, when the Contra Costa Water District Canal is “dry.”

- Encroachment Permits Underway

Private

Streamline Plumbing – Repair water main at 530 Shelly Drive

Charles Pankow Builders – Construct new driveway approach at 350 Civic Drive

Tibs European Construction – Install three-foot high picket fence in City’s right of way at 155 Kathryn Drive

Utilities

Comcast – Upgrade service at 2285 Morello Avenue

AT&T – Replace sidewalk on east side of Viking Drive, just west of Ruth Drive

Maintenance Division

- Retaining Wall – It was noticed that the pathway on Taylor Boulevard had eroded and became undermined, which created a sink hole. Staff built a retaining wall between the path and a pipe wing wall, and the area was backfilled and compacted. The path will be resurfaced with asphalt in the near future.
- Water Leak – Staff responded to a call about a significant water leak in the roadway on Morello Avenue at Ridgeview Drive. Contra Costa Water was called and responded immediately. The repairs are underway.

- Pipe Extension – Staff has completed the pipe extension project on Buttner Road. The area was cleaned up and mulched for weed control to match the surrounding area.

Planning Division

- **Planning Commission**

Amendments to Zoning Ordinance Pertaining to Group Residential Living and Care Facilities, Citywide – Public hearing to consider a recommendation to the City Council to approve amendments to the zoning ordinance related to group residential living and care facilities throughout the City, including residential care, childcare, congregate care, transitional and supportive housing facilities, single-room occupancy housing and emergency shelters. Amendments include related changes to parking requirements, use regulations and development standards.

Action: The Planning Commission conducted its second study session concerning the proposed ordinance, received public comment and provided staff with direction to clarify various provisions of the proposed ordinance. No action was taken. The public hearing on this matter was continued to January 10, 2012.

Appeal Period: Not applicable. This ordinance will be referred to the City Council for final action.

Status Report on Housing Element Implementation – Staff provided a status report on progress to-date toward implementation of the recently-approved City of Pleasant Hill Housing Element.

Action: No action was taken.

Appeal Period: Not applicable.

- **Zoning Administrator**

No meeting scheduled this week.

- **Architectural Review Commission (ARC)**

Cortsen Minor Subdivision, Time Extension Request (297 Cortsen Road) – Public hearing to consider a request for a time extension until July 9, 2015, for an Architectural Review Permit that was granted by the ARC on November 4, 2010 for three new single-family residences (lot coverage: 26.6%, 26.5% and 24.3%) for a previously-approved four-lot minor subdivision. The three new homes will consist of 3,374, 3,434 and 3,956 square feet.

Action: Time extension approved as requested. One member of the public spoke requesting consideration of a shorter time extension.

Appeal Period: The appeal period will end on Wednesday, December 28th at 5:00 pm.

Study Session on Bever Single-Family Home Remodel (376 Christen Drive) – Study session to review a request for approval of a substantial exterior remodel, and construction of a minor addition, to an existing 1,158-square-foot single-family residence with no garage. The proposed project would result in 1,223 square feet of living space (a net increase of 76 square feet) and a new uncovered deck along the rear elevation of the home. The existing 135-square-foot accessory structure is proposed to remain.

Action: No action was taken as this was a study session. The Commission concurred that the proposed design was appropriate and provided suggestions regarding building colors and design details pertaining to the deck, light fixtures and shutters.

Appeal Period: Not applicable as no action was taken by the Commission. The project will be reviewed and approved by the Zoning Administrator through the building permit process.

Discussion Regarding City of Pleasant Hill Police Department Wireless Telecommunication Monopole Facility (330 Civic Drive) – Discussion regarding the installation of a 100-foot tall monopole at the Pleasant Hill Police Department.

Action: No action was taken. The project is exempt from local permit requirements. The Commission questioned whether alternatives were considered, including placement on the roof of the building, at an alternative site, or whether a lower tower could be feasible. Bill McCammon, representing the East Bay Regional Communications System Authority as the project sponsor, indicated that alternatives were considered; however, they would not achieve the specific goals of this project. He also noted that the new tower would replace the existing antenna mast at the site.

The Commission asked whether the antennas could be mounted in a coordinated fashion on the tower, suggested that any wiring be hidden from view to the extent feasible and inquired about the color of the tower. Mr. Macammon responded that the tower is proposed to be unpainted galvanized steel, which he noted would weather over time to a greyish color. He indicated that there would be external access on the tower for maintenance personnel to ascend the structure, and a platform would extend out from the tower approximately three feet in width to facilitate access to the antennas. Mr. McCammon also noted that the tower could accommodate additional antennas, in addition to those currently proposed for police communication purposes.

Appeal Period: Not applicable as no action was taken by the Commission.

- **Code Compliance**

Selected highlights of weekly activity:

Generator Noise – Staff is working with the management of a convalescent home on Oak Park to address a neighbor’s complaint concerning noise from a new generator installed at the facility.

Front Yard Hardscape – Staff is working to resolve issues concerning installation of hardscape exceeding 50% of the front-yard setback area at a single-family residence on Elliott Drive. The property has recently gone through foreclosure and is currently bank-owned.

Number of Tasks Completed This Week – 36 (including 13 investigations, 3 sector patrols and various miscellaneous activities, such as phone calls, emails, internal requests for service, counter coverage and attendance at training sessions).

- **Miscellaneous**

Tree Removal – A tree removal permit was approved to remove two Canary Island pine trees at 50 Cleaveland Road (Cleaveland Gardens Homeowners Association).