



MEMORANDUM

TO: Mayor and City Council

FROM: June W. Catalano, City Manager

DATE: March 15, 2012

SUBJECT: **WEEKLY UPDATES**

GENERAL UPDATE

- Home Composting Workshop – The City is hosting a free home composting workshop on Tuesday, March 20th from 7:00 to 9:00 p.m. in the large Community Room at City Hall. This workshop will focus on backyard composting with regular-sized bins (rather than the smaller worm bins). Those residents who attend a workshop can purchase a regular composting bin or worm bin at the discounted price of \$40. To sign up for the workshop, go to www.pleasant-hill.net/compost or call Annette Kaufman at (925) 671-5265.

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Building Division

- Young Men's Christian Association (350 Civic Drive) – A final inspection was approved by the Building, Engineering and Planning Divisions, as well as the Consolidated Fire District, for the YMCA to enclose 4,030 square feet of courtyard into an additional exercise space. A Certificate-of-Occupancy has been issued.

Engineering Division

- Astound Telecommunication Project – Astound (a cable television, internet and phone service provider) was granted a State franchise to provide those services for homes and businesses in Pleasant Hill. The City issued Astound an encroachment permit to complete their Phase 1 work, including the construction of a new telecommunication network in the southern Pleasant Hill area. Phase 1 service area, completed in early 2012, in general is bounded by the Walnut Creek border (southern side), Contra Costa Boulevard (east), Boyd Road (west) and Taylor Boulevard (west).

The City and Astound staff is finalizing encroachment permit conditions for working within the public right-of-way for Phase 2. Phase 2 service area in general is bounded by Contra Costa Boulevard (east), Boyd Road (southern), Taylor Boulevard (west); and Taylor Boulevard (north) as it changes direction toward Contra Costa Boulevard.

Astound Phase 2 construction work (similar to Phase 1 work) consists primarily of installing additional above-ground telecommunication cables along the existing utility poles and reinforcing utility poles with additional guide wires (as necessary for support). Most work is above ground, and limited disruption to the neighborhood and local traffic is anticipated. Astound's work is planned to be finished by end of summer 2012.

Astound will be providing project notification to residents directly adjacent to the proposed work locations. The notifications will include phone numbers for City and Astound staff for residents to contact regarding their concerns or questions. As Astound completes the installation of necessary telecommunication network within Pleasant Hill neighborhoods, they typically begin targeted solicitations for new customers. When a new customer signs up with Astound, a service connection (wiring) from the overhead network into the home is provided.

- Encroachment Permits Underway

- Private

- Ernie's Plumbing* – New sewer lateral at 31 Richie Drive

- Subtronic Corporation* – Excavation for depth of existing utilities at 320 Civic Drive

- Utilities

- PG&E* – Repair gas lateral at 1779 Ardith Drive

- PG&E* – Repair gas lateral on College Drive at Golf Club Road

- PG&E* – Repair gas lateral at 2054 Pleasant Hill Road

Maintenance Division

- Storm Watch – With the rain this week, the Maintenance crew has been focusing on storm patrol throughout the City.

Planning Division

- Planning Commission

- Review of the Annual Housing Element and General Plan Implementation Report and Adoption of a Resolution Recommending Acceptance of the Report by the City Council* – Annual report on the status of implementation of the General Plan, including the Housing Element, for review and recommendation for approval prior to

transmittal to the State Department of Housing and Community Development as required by Government Code Section 65400. The update included a report on the status of various programs contained with the current General Plan, including the status of the Housing Element update.

Action: Adopted resolution recommending that the City Council accept the report and authorize its transmittal to the State.

Appeal Period: Not applicable. This item will be automatically forwarded to the City Council for consideration.

Use Permit for Major Sign Adjustments, Pleasant Hill Recreation and Park District Community, Teen and Senior Centers (320 Civic Drive, 147 Gregory Lane & 233 Gregory Lane) PLN 12-0084 – The applicant is requesting approval of a use permit for major sign adjustment for the recently-approved Community Center, Senior Center and Teen Center. The proposed adjustments are for excess sign area and number of freestanding signs for the Community Center (320 Civic Drive); excess sign area for freestanding signs at the Senior Center (233 Gregory Lane); and excess number of freestanding signs and sign height for directional signs at the Teen Center (147 Gregory Lane) and Senior Center. The project sites are located in the *PAO Professional and Administrative Offices* and *R-7 Single Family Residential, 7,000 square foot lots*. Assessor's Parcel Number's 153-050-064, 150-141-006 and -007.

Action: The Commission received public testimony and then continued the public hearing to April 10, 2012 so the applicant can address questions pertaining to the location of the property lines at the Community Center site; the proposed placement of signage in the public right of way and/or on City-owned property at the Community Center site; the status of any agreements with the City that would allow for such signs; any necessary easements through City property for providing electric power for sign lighting; and to address issues identified by the City's Engineering Division.

Appeal Period: Not applicable as no action was taken.

Update on Sustainable Communities Strategy – Staff provided the Planning Commission with an update on the current status of the Sustainable Communities Strategy (SCS) process that is occurring on the regional level with the Association of Bay Area Governments and the Metropolitan Transportation Commission.

Action: No action was taken.

Appeal Period: Not applicable.

- **Zoning Administrator**

No meeting scheduled.

Nahan Minor Exception Request (403 Roberta Avenue) – This request is for approval of a 20% reduction in the required 20-foot front-yard setback to accommodate the full enclosure of an existing, partially-enclosed carport. The carport was originally built with a 16-foot front-yard setback and is considered to be legal nonconforming. The proposal would also include installation of a roll-up garage door on the north (front) elevation, with no change to the existing roof line or foundation of the carport.

Action: A Notice of Intent to Approve was issued to surrounding residents and property owners within 300 feet of the site on March 7, 2012; no public comment has been received to date. The Zoning Administrator will issue a Notice of Approval on March 19, 2012.

Appeal Period: The appeal period will end on Thursday, March 29, 2012 at 6:00 pm.

- **Architectural Review Commission**

Meeting cancelled.

- **Code Compliance**

Selected highlights of weekly activity:

Non-operational Vehicles – The City received \$3,518.47 from the California Vehicle Abatement Authority for non-operational vehicles that were towed in the past quarter.

Unmaintained Property – Code Compliance and Building Division staff are working to resolve concerns at a home on Hoover Avenue that has been operating with a temporary power pole (rather than a permanent meter) and has an accumulation of junk and debris.

Temporary Signage – Staff assisted representatives from the new Safeway Grocery Store and Fueling Center to bring their temporary signage into compliance with City regulations at the conclusion of their grand opening event.

Number of Tasks Completed This Week – 45 tasks completed (including 21 investigations, 5 sector patrols, 1 referral to assist other agencies/divisions and various miscellaneous activities such as phone calls, emails, internal requests for service, counter coverage and attendance at training sessions).