



MEMORANDUM

TO: Mayor and City Council

FROM: June W. Catalano, City Manager

DATE: March 29, 2012

SUBJECT: **WEEKLY UPDATES**

GENERAL UPDATE

- Summer Plaza Concert Series – Economic Development and Public Information staff are currently working with the Downtown Property Manager, Colliers International, and Downtown marketing representative on the logistics for the Summer Plaza Concert Series. Bands have been booked for each of the First Friday's concerts. June 1st starts the series with local favorite Cover2Cover; July 6th – David Martin's House Party; August 3rd – Rebel Yell; and September 7th – The Fundamentals. Planning is currently underway for event stage set-up, sound, marketing, advertising and special merchant offer/coupon coordination. The Chamber of Commerce will also be conducting wine strolls at each of the First Friday's concerts. This event is being sponsored by the City, Loja, Downtown Pleasant Hill, and Jack's Restaurant and Bar.
- Pleasant Hill Business Visits – Mayor Hanecak and Chamber of Commerce President Matt Rinn participated in business visits this week at the Terraces office complex. The purpose of these ongoing drop-in visits is to provide businesses with information and resources and to thank them personally for doing business in Pleasant Hill.

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Building Division

- In-N-Out Burger (570 Contra Costa Boulevard) – The stucco brown coat has been applied to the restaurant, with the final stucco to be added in ten days. The sheetrock, texturing and paint have been completed inside the building; the tile and bathroom areas are now in progress; and the site work has begun.

- Pleasant Hill Recreation and Park District – Teen Center (147 Gregory Lane) – The exterior lath is complete and the sheetrock will be ready next week.
- Pleasant Hill Recreation and Park District – Senior Center (235 Gregory Lane) – The large beams for the roof frame have been placed.
- Pleasant Hill Recreation and Park District – Community Center (320 Civic Drive) – The first round of plan checking has been performed for the Community Center.

Engineering Division

- Transportation Development Act (TDA) – Article 3 Grant Award – Staff was successful in securing a \$100,000 TDA – Article 3 grant for the Boyd Road Sidewalk Installation Project. The project will remove the existing asphalt concrete path along the north side of Boyd Road and install a new concrete sidewalk between Horten Court and Liahona Court. The total project cost (including design and construction) is estimated at \$270,000. Staff will continue to seek additional grant funding to fully fund the project. The Boyd Road Sidewalk Installation project will be tentatively scheduled in the upcoming Capital Improvement Plan for summer 2014 construction.
- Pleasant Hill Recreation and Park District – Community Center – Engineering staff has reviewed the site improvement plans for the new Community Center. The plans include minor grading, drainage improvements (including stormwater treatment devices) and various site improvements. Comments were provided to the District’s engineering consultant. The District notified the City that it intends to have the project go out to bid this spring.
- Encroachment Permits Underway

Private

Star Rooter & Plumbing – Install new sewer lateral at 860 Ruth Drive

Owner – Replace driveway approach at 403 Beatrice Road

Advanced Trenchless – Install new sewer lateral at 111 McKissick Street

Owner – Replace driveway approach at 217 Poshard Street

Utilities

PG&E – Repair gas lateral at 486 Viking Drive

AT&T – Access existing manholes on Buskirk Avenue

Maintenance Division

- Landscaping – Staff replaced the annual plantings at the entrance of Grayson Woods on Grayson Road. This work was performed within the agreement that the City has with the Homeowners Association.

- Bike Proofing – Staff is continuing to replace the missing or damaged bike proofing on the catch basin grates. Metal straps are welded across the top of the grate to eliminate the hazard of a bicyclist’s tire dropping into the grate.
- Tree Removal – Staff removed a medium-sized Silver Leaf Maple at the corner of Oak Park Boulevard and Patterson Boulevard due to damage and decay. Staff noticed that the tree was hollowed out and presented a problem of falling.

Planning Division

- **Planning Commission**

Amendments to the Zoning Ordinance Pertaining to Emergency Shelter Facilities, Citywide (Continued from February 28, 2012) – This continued public hearing was conducted as a study session to consider proposed ordinance amendments pertaining to emergency shelter uses. The following Zoning Ordinance Chapters would be affected: Chapter 18.15, 18.20, 18.25 and 18.55. *Emergency shelters* are defined by State law (Health & Safety Code Section 5081(e)) as: “housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person....” The proposed ordinance amendment is to comply with State law (Section 65583 of the Government Code – SB2) that requires all jurisdictions to identify at least one zoning district where *emergency shelters* may be established by-right, subject to specific development standards.

Action: No action on the proposed ordinance amendment was taken at this study session. After receiving public comment, the Planning Commission provided staff with direction regarding various aspects of the draft ordinance and then set June 12th as the date for the public hearing on the revised ordinance. The Commission’s direction included:

- a) Consensus on designation of the LI (Limited Industrial) zone district as the by-right zone for emergency shelters;
- b) Consideration for excluding the portion of the LI zone that encompasses the Iron Horse Trail corridor;
- c) Inclusion of a provision that would result in the by-right permit process for emergency shelters reverting back to a use permit process once the City’s identified shelter need has been satisfied;
- d) Revisions to clarify various management standards; and
- e) An increase in the proposed parking requirement.

A new public notice will be provided for the June 12th public hearing using the City’s enhanced notification process.

Appeal Period: Not applicable. This ordinance will automatically be forwarded to the City Council for final consideration and action.

Contra Costa Interfaith Housing – Supportive Housing Facility, Use Permit and Reasonable Accommodation Request (2387 Lisa Lane) PLN 11-0117 – Public hearing for a proposed use permit for conversion of the existing transitional housing facility to a supportive housing facility, expansion of the existing community building from 1,200 square feet to 3,938 square feet, and adding a caretaker’s residence, thereby adding an additional dwelling unit for potential residents (for a total of 29 dwelling units). The applicant is also requesting reasonable accommodations from the following City requirements pursuant to PHMC Chapter 18.112 and State and Federal fair housing laws:

- a) Reduction in the rear yard setback requirement (from 15 feet to six feet and nine inches, see Section 18.20.030).
- b) Reduction in the required width of an interior yard planting areas (from 7.5 feet to six feet and nine inches, see Section 18.20.040.G).

The project site is located in the *MRH – Multiple-Family High Density Residential*. Assessor’s Parcel Number 148-010-029.

Action: Approved with conditions. Two members of the public spoke. This project will also be considered by the Architectural Review Commission in April.

Appeal Period: The appeal period will end on Monday, April 9, 2012, at 5:00 pm.

Goforth Fence – Minor Variance Request (1912 Geary Road) PLN 11-0280 – Public hearing for a minor variance to allow a six-foot tall fence within the required 20-foot front yard setback at an approximate distance of three feet from the front yard property line. Section 18.20.040H of the Zoning Ordinance requires fences located within the minimum 20-foot front yard setback to be no more than three feet in height. The project site is located in the *R-10 – Single Family Residential, 10,000 square foot lots*. Assessor’s Parcel Number 170-242-001.

Action: The Planning Commission directed staff to prepare a resolution with findings for approval of a more limited variance than requested by the applicant for further consideration on April 10th. The more limited variance would consist of placing the proposed six-foot high fence so that the fence would have the same front yard setback as the front elevation of the single-family home (approximately ten feet), based primarily on the finding that a previous ten-foot “taking” of the property occurred in 1955 for the widening of the Geary Road public right-of-way and various other distinguishing characteristics of the project site. Furthermore, the Commission directed staff to provide a preliminary survey, on similar corner lots along Geary

Road, which may have walls/fences in excess of three feet and which are located within the 20-foot front yard setback. No members of the public spoke.

Appeal Period: Not applicable. No action has been taken at this time.

- **Zoning Administrator**

No meeting scheduled.

Tree Removal Permits – Three Shamel ash trees were approved to be removed at the Cobblestone Homeowners Association common pool area (1 Harwich Walk).

- **Architectural Review Commission**

No meeting scheduled this week.

- **Code Compliance**

Selected highlights of weekly activity:

Home Occupation – Staff investigated a report regarding a business being operated from a residence on Theo Lane. A trailer was observed at the site with a 55-gallon drum containing an unknown substance. County HazMat was contacted and responded to the site. Testing by HazMat revealed hazardous materials were contained within the drum. City staff and HazMat are jointly following up to resolve this matter.

Fence – Staff is following up to ensure repair or replacement of a large fence that fell down along Morello Avenue.

Number of Tasks Completed This Week – 60 tasks completed (including 28 investigations, 2 courtesy notices, 7 sector patrols, 4 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).