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MEMORANDUM

TO: Mayor and City Council

FROM: June W. Catalano, City Manager

DATE: January 10, 2013

SUBJECT: **WEEKLY UPDATES**

**GENERAL UPDATE**

- 42<sup>nd</sup> Annual Community Awards Night – The Community Awards Night takes place at Back Forty Texas BBQ on Thursday, January 17<sup>th</sup>. The event includes nominees for Citizen of the Year, Business of the Year, Teen of the Year, Teacher of the Year, Community Plus and the Green Award. A total of 18 nominations were submitted for the six award categories, and the winner will be announced at the dinner.

The event begins at 5:30 p.m. with a social hour, followed by dinner at 6:30 p.m. and the awards program. Tickets are \$40 per person and may be obtained at the Recreation and Park District Offices. Contact Katrina Hunn at 771-7632 to reserve seating for the dinner and purchase tickets. This event is co-sponsored by the City of Pleasant Hill, Pleasant Hill Chamber of Commerce and the Pleasant Hill Recreation and Park District.

- City Launches New Website – The City of Pleasant Hill now has a completely redesigned website which is more dynamic and user friendly than the previous site. The new website incorporates a modular approach to page design. Most of the content remains the same but new and enhanced features have been added, such as a Business Center page, a Carbon Calculator for residents and businesses to estimate their greenhouse gas emissions, and an Opinion Poll module to conduct online surveys and gather feedback and comments from users. The homepage is located at [www.pleasant-hill.net](http://www.pleasant-hill.net).

**PUBLIC WORKS AND COMMUNITY DEVELOPMENT**

**Building Division**

- New Single-Family Residence (2931 Dorothy Drive) – Plans have been submitted to review and approve a new single-story, single-family residence (living space is 1,803

square feet and garage space is 495 square feet). The existing 837-square-foot house will be demolished.

- Downtown (35 “A” Crescent Drive) – Tenant improvement plans have been submitted to review and approve the Corner Bakery Café. This new tenant will incorporate the new business in three existing spaces (A, B and C).
- Contra Costa County EHSD (400 Ellinwood Way) – Tenant plans have been submitted to review and approve alterations to the reception area on the ground floor of the Contra Costa County Employment and Human Services Department (EHSD) building. The reception area at the County EHSD building located at 300 Ellinwood Way is being remodeled as well. The plan check is complete and a permit is ready to be issued.

### **Engineering Division**

- New Speed Feedback Radar Signs Installed – As part of the Citywide Trail Crossing Enhancement Project, the City’s contractor has completed the installation of eight new speed radar signs along the various trail crossing corridors (two signs per corridor), including Oak Park Boulevard, Boyd Road, Gregory Lane and Chilpancingo Parkway. This week, staff made final adjustments and the signs are now operational. The new radar signs are solar powered, and each sign location is chosen specifically to encourage slower vehicle speeds along sections of roadway near a trail crossing or an existing school zone and to allow/maximize solar charging. Adjacent property owners were contacted in advance by City staff prior to each sign installation.
- Pleasant Hill Road (Withers Avenue to Diablo View Road) – EBMUD is replacing an existing pipeline with a new 16-inch water main along Pleasant Hill Road from Withers Avenue to Diablo View Road. Work began late this week with sawcutting of the new trench alignment. It is anticipated that major work will be ongoing for the next several weeks with EBMUD crews excavating, installing sections of pipeline, backfilling and providing steel plates or temporary pavement to allow full traffic access to both lanes at the end of each day. Signs identifying delays in the area will be placed and, due to the location of the new pipeline, access will be reduced to one lane and traffic may be stopped at times to allow for equipment to safely operate and load excavated and backfill trench material and other operations. Delays are expected and motorists should avoid this area during work hours when possible. Work is expected to be completed by mid-April 2013.
- Encroachment Permits

*Arrow Construction* – Potholing on Geary Road

*Mr. Rooter Plumbing* – Sewer lateral repair at 112 Hardy Circle

*Systems Paving, Inc.* – Driveway and curb replacement at 1877 Maybelle Drive

## **Maintenance Division**

- **Hazardous Materials Certification** – Staff has completed the Contra Costa County Certified United Program Agency (CUPA) packet which updates the Corporation Yard’s annual Hazardous Materials Business Plan, Hazardous Waste Generator Reporting, Underground Storage Tanks, Aboveground Storage Tanks and/or California Accidental Release Program information. The laws and ordinances are a federal, state and local government requirement for annual reporting.
- **Creek and Bridge Inspections** – Staff made follow-up inspections of the creeks and bridges and removed debris that had washed downstream and became lodged against the bridge pilings.
- **Street Lighting** – Staff received numerous reports about streetlight outages on Longbrook Drive in the Ellinwood neighborhood. Upon inspection, staff found that the wires had been pulled from the boxes supplying power to the lights. Staff is in the process of addressing the situation.

## **Planning Division**

- **Planning Commission**

Meeting cancelled.

- **Zoning Administrator**

***City Center Pharmacy, Minor Use Permit (3474 Buskirk Avenue), PLN 12-0416*** – Public hearing to consider approval of a Minor Use Permit request to allow approval of a long-term care pharmacy use (determined by the Planning Commission to be similar to a *hospital* use) in an existing approximate 2,000-square-foot tenant space. The also includes a request for a two-space parking reduction as allowed per Section 18.55.180, where the City can allow up to a 15% parking reduction within Priority Development Areas. No exterior changes are proposed to the building facade. Assessor’s Parcel Number: 148-090-035.

**Action:** Approved with Conditions. No members of the public spoke.

**Appeal Period:** The appeal period ends on Tuesday, January 22, 2013, at 5:00 p.m.

***Toman Minor Exception (345 Skander Lane), PLN 12-0450*** – Minor Exception request for an adjustment to the height standard for gates/fences within the required front-yard setback. Section 18.20.040 of the Zoning Ordinance provides that the maximum height of a gate/fence within the required front-yard setback is three feet. The proposed ornamental iron gate/fence (which already exists on the project site) is

seven feet at the highest point of the gate, and the two adjacent fence sections are six feet in height. The subject site is a flag lot with a driveway approximately 105 feet in length measured from the adjacent public street. The gate/fence is located approximately 53 feet from the street.

Action: Notice of the Zoning Administrator's intention to approve this minor exception for the gate and fence height will be issued on January 11, 2013.

Appeal Period: Approval will be final on January 23, 2013 unless any interested party requests a public hearing on the project. If a hearing is requested, it will be scheduled for a future date, and notice of the hearing will be provided to all interested parties in accordance with PHMC Chapter 18.80.

- **Architectural Review Commission (ARC)**

No meeting scheduled.

- **Code Compliance**

The City's Code Enforcement Officer retired last week, and a recruitment is in progress to fill the vacant position. Planning staff will be responding to complaints, with assistance from other City staff as needed, until the vacancy is filled. Publication of the weekly log will resume after a new Code Enforcement Officer is hired.

Inquiries received and being addressed this week included the following:

- Boat parked for more than 72 hours on the street on Madeira Way
- Trash adjacent to the freeway off-ramp at Gregory Lane
- Dried up palm fronds creating an unsightly condition in a front yard on Burnham Court
- Smoking affecting a non-smoker at the Brookside Apartments
- Request for re-check on the progress of clean-up of a residential property previously declared a public nuisance on Stevenson Drive
- Written request to address a residential property previously declared a public nuisance on Masefield Road
- Delivery truck noise in the early morning at Contra Costa Boulevard near Taylor Boulevard
- Bushes exceeding the allowable height at the corner of an intersection at Contra Costa Boulevard near Taylor Boulevard
- Construction of three fences in violation of height and/or setback requirements on Lorenzo Drive
- Vehicle muffler noise (referred to the Police Department)
- Follow up with a property owner's representative regarding correction of unpermitted construction on Skander Drive

- Request to contact the School District regarding concerns about the electronic reader board sign at Pleasant Hill Elementary School
  - Noise from late-night, live entertainment at a bar affecting a residential neighborhood near the Pleasant Hill Plaza Shopping Center
  - Vehicles parked on dirt in a front yard and trash on a residential property on Pleasant Valley Drive
  - Noise from HVAC equipment near Morello Drive and Taylor Boulevard
  - Request to submit the quarterly vehicle abatement report to Contra Costa County
- **Miscellaneous**

*Pleasant Oaks Park Improvements (0 Santa Barbara Road), PLN 12-0325* – Recently, the Pleasant Hill Recreation and Park District completed the entirety of the tree removal project at Pleasant Oaks Park, in accordance with the ARC-approved landscape/tree removal plan (approved on November 1, 2012) and Planning Commission Resolution No. 19-12 (adopted on October 23, 2012), which includes adoption of the associated California Environmental Quality Act (CEQA) document. The approval includes the removal of 52 trees, 42 of which are considered to be “protected” in accordance with the City’s *Tree Preservation* ordinance. The project improvements, which include the planting of 155 replacement trees (15-gallon size), are scheduled to begin soon after the conclusion of the 2013 youth baseball season (approximately June 2013). The primary reason that the trees are being removed in January 2013 is to complete the tree removal prior to bird nesting season (February/March).

Note: The approved improvements will result in new or improved facilities that include: sports fields (i.e., baseball/softball and soccer fields), picnic and playground areas, parking facilities (total of 133 on-site spaces), restroom/snack shack facility, landscaping/plantings (to include ADA compliant paths-of-travel), grading of the site and tree removal. Improvements would also include: (1) resurfacing of the fields with natural turf only, (2) a new irrigation system, (3) parking lot lighting for nighttime security, and (4) parking facility modifications.