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MEMORANDUM

TO: Mayor and City Council  
FROM: June W. Catalano, City Manager  
DATE: June 7, 2013  
SUBJECT: **WEEKLY UPDATE**

**GENERAL UPDATE**

- Sunset by the Lake Summer Concert – The second concert of the series takes place this Sunday on the lawn at City Hall beginning at 6 p.m. The featured band is Zoo Station, which is a U2 tribute band.

**PUBLIC WORKS AND COMMUNITY DEVELOPMENT**

**Engineering Division**

- PH Recreation & Park District - Pleasant Oaks Park Project - The Engineering Division has issued a grading permit to Goodland Landscaping Construction, the contractor for the Recreation and Park District, for the Pleasant Oaks Park renovation project, located on Santa Barbara Road. This project was approved by the City in October 2012, and is funded by the bond measure passed by Pleasant Hill voters in October 2009. Renovation of the park includes: grading of the site which will result in new sports fields for baseball/softball and soccer, walkways, new landscaping and irrigation, repaving and lighting the parking lots, installation of new drainage facilities, and new accessibility improvements. Construction is scheduled to be completed by early 2014.
- Buskirk Avenue Widening Phase 2 Improvement Project - The Project Contractor, Ghilotti Bros., Inc., continues with the removal of existing pavement and soils this week. Major roadway excavation is occurring across and along the Dollar Tree and Marshall's stores and the "S curve" of old Buskirk Avenue.

Ghilotti's subcontractor, Mountain F. Enterprises, Inc., completed the majority of the clearing and grubbing and removal of designated vegetation within the new roadway improvement area at the southwestern corner of the Crossroads Shopping Center. Now that the vegetation is removed, Ghilotti will begin roadway excavation in this area and

their subcontractors will begin installing the various underground facilities including joint trench, sewer, and storm drain pipe lines.

Ghilotti's subcontractor, Saint Francis Electric (SFE), continues with their utility joint trench work and installation of PG&E electrical vaults near the Buskirk/Crossroads driveways and bus stop as they move south.

Expect delays due to construction in the area. For additional project information, please follow our Weekly Updates on the City's Buskirk Avenue project website at [www.pleasant-hill.net/Buskirk](http://www.pleasant-hill.net/Buskirk).

- Diablo Vista Water System (DVWS) - The Engineering Division issued an encroachment permit to Streamline Plumbing to repair a water main break at 125 Hardy Circle which is part of the Diablo Vista Water System. The water was shut off on Sunday, June 2, 2013 and the work was completed on June 4, 2013. All affected residents were notified by the DVWS by electronic email.

### **Planning Division**

**Planning Commission** – No meeting scheduled

**Zoning Administrator** – No meeting scheduled

### **Architectural Review Commission**

- *ARC 08-016, Sun Valley Apartments, Architectural Review Permit Amendment & Time Extension, 1382-1400 Contra Costa Boulevard (Continued from May 2, 2013, April 18, 2013, March 7, 2013 February 7, 2013, January 17, 2013 and December 6, 2012)*

Public hearing to consider a proposed amendment to Architectural Review Permit No. ARC 08-016 and a 12-month time extension of Architectural Review Permit. The previous approval was for rear parking lot modifications, including grading improvements at the rear of the site for an existing 3.4 acre apartment complex site with 88 units. The proposed amendments include revisions to previously approved conditions of approval (related to parking lot layout) and various other modifications to the approved project plans. Assessor Parcel Number: 127-050-069.

Action: Approved with conditions. No members of the public spoke.

Appeal Period: Through Thursday, June 20, 2013.

- ***PLN 13-0050, DXL Men's Apparel Remodel And Signage, 651 Contra Costa Boulevard***

Public hearing to consider approval of an Architectural Review permit for a new landscape plan, lighting plan and site improvement plan per the Architectural Review Commission's (ARC) direction on March 21, 2013. Assessor Parcel Number: 153-250-005.

*Note: On March 21, 2013 the ARC approved a portion of a request for exterior building improvements (new storefront and building colors), site improvements and signage for the project site. However, the ARC required that a landscape plan, exterior lighting plan and site improvement plan be submitted for ARC review and approval prior to issuance of a building permit for those improvements approved on March 21, 2013.*

Action: Approved, with conditions, to include the conditions of approval granted on March 21, 2013. No members of the public spoke.

Appeal Period: Through Monday, June 17, 2013.

## **Miscellaneous**

- ***PLN 13-0025, Bitar Minor Exception Request (172 Hazel Drive)*** - Minor Exception permit for a 10% reduction (18-foot front yard setback) in the required 20 foot front yard setback to accommodate a proposed 100 square foot bathroom addition the existing single family residence. The attached two-car garage, located on the opposite side of the front elevation from that of the proposed addition, was originally developed with an 18-foot front yard setback.

Action: On May 14, the Zoning Administrator issued a 20-day Notice of Intent to approve the proposed Minor Exception. On June 4, 2013 the Zoning Administrator conditionally approved the proposal.

Appeal Period: Ends at 1 p.m. on Friday June 14, 2013.

***Administrative Permit Activity:*** For the month of May, Planning staff reviewed the following administrative permit applications: 15 Zoning Permits (3 new businesses, 4 commercial plan checks, and 8 residential plan checks), 6 Home Occupation Permits, 1 Temporary Sign Permits, 2 Special Event Permits, and 1 Tree Removal Permits.

## **Code Compliance**

Inquiries received and follow-up items being addressed this week include the following:

Follow-ups on Prior Inquiries:

- Ardith Drive: Complaint regarding hedges at corner blocking view of traffic. Hedges trimmed. **Case closed.**
- Belinda Drive: Complaint regarding damaged fence. Re-inspection complete. Fence unchanged. Contact made with tenant. Extension granted. **Re-inspect next week.**
- Charlton Drive. Inquiry in reference to the status of an existing violation regarding the roof of a residence. Site visit complete. Violation not resolved. **Case under review.**
- Charlton Drive: Complaint regarding junk and debris Site inspection complete. Left door hanger. Contacted property owner who requested an extension. **Re-inspect next week.**
- Chaucer Drive: Complaint regarding collection containers stored in public view. Collection containers moved away from collection point. **Case closed.**
- Chianti Place: Complaint regarding a dead tree. Tree removed. **Case closed.**
- Clarie Drive: Complaint regarding overgrown weeds. Re-inspection complete. Weeds are partially removed. Contact made with property. Granting additional time to remove remaining weeds. **Re-inspect next week.**
- S. Cody Lane: Complaint regarding a rooster at the property. Site inspection complete. No access to rear yard. **Sending inspection request to property owner.**
- Cortsen Road: Complaint regarding junk and debris. Re-inspection complete. Junk and debris observed at rear and side yards. Contact made with PG&E. No utilities at the property. Possible occupants residing at residence. **Coordinate actions with Building and Police Department.**
- Elinora Drive: Complaint regarding vegetation obstructing line of site. Re- inspection complete. Hedges unchanged. Left business card at property requesting an update on violation. **Re-inspection next week.**
- Geary Road: Complaint regarding bad odor coming from residence. Contact made with Property Management Company. Odor confirmed to be related to tenant smoking in unit. **Case close.**

- Hook Avenue: Complaint regarding accessory structure converted without a Building permit. Contact made with property owner. **Site inspection scheduled for next week.**
- Hoover Ave: Complaint regarding junk and debris and inoperable vehicles. Site inspection conducted this week. Some vehicles and debris removed. Electrical service panel inspected by Building Department and approved. Waiting for conformation from PG&E that the electrical service has been reinstated. **Re-inspect this week.**
- Jeffery Drive: Complaint regarding overgrown weeds. Site inspection complete. Contact made with tenant. Weeds partially removed. **Re-inspect this week.**
- Marcia Drive: Complaint regarding junk and debris. Site inspection complete. Notify Letter sent to property owner. **Re-inspect next week.**
- Masefield Drive: Site inspection conducted this week. Observed crews beginning to clean up property. **Continue to monitor progress on a monthly basis until violations are corrected.**
- Maureen Lane: Complaint regarding overgrown shrubs blocking the public sidewalk. Site inspection complete. Hedges trimmed. **Case closed.**
- Mazie Drive: Accessory structures without approval in a rear yard. Plans submitted last week for review. Plans approved. Contacted tenant who stated they may remove the structure per the owner's request. **Continue monitoring progress and combine final inspection with Building Department.**
- Monivea Road: Garbage service active. **Case closed.**
- Mountain View Court: Complaint regarding Home Based Business. Site inspection complete. Contact made with property owner. Additional complaints received from neighbors. Follow-up inspection complete. No signs of HBB activities. **Continue to monitor property.**
- Oakvue Road: Complaint regarding overgrown vegetation obstructing traffic. Contact made with owner who requested additional time to remove the debris. Vegetation scheduled to be trimmed next week. **Re-inspect in three weeks.**

- Odin Place: Complaint regarding overgrown weeds and debris at the rear yard. Site inspection complete. Violations include overgrown vegetation, hedges obstructing the public sidewalk and peeling exterior paint. Contact made with property owner. Two week extension granted. **Re-inspect property next week.**
- Peggy Drive: Complaint regarding junk and debris and damaged fence. Re-inspection complete. Violations unchanged. Left business card. **Re-inspect next week.**
- Pleasant Hill Road: Complaint regarding junk and debris in a front yard and overgrown weeds. Contact made with owner's daughter who stated she will have the debris and weeds removed. **Re-inspect property next week.**
- Pleasant Valley Drive: Debris, accessory structures and additional RV removed from property. Garbage service still not active. Left message for property owner in reference to inactive garbage service. **Awaiting contact from owner.**
- Santa Cruz Drive: Complaint regarding an unsightly yard at a residence. Debris removed. **Case closed.**
- Santa Lucia Drive: Complaint regarding multiple boarders and debris. Remaining boarders scheduled to move from the property by the end of the month. Debris at front yard unchanged. Contact made with tenant to have debris removed. **Re-inspect property next week.**
- Shirley Drive: Complaint regarding damaged garage door. Re-inspection complete. Debris removed but garage door unchanged. **Re-inspect property next week.**
- Skander Drive: Contacted property Management Company. No progress made in the removal of the illegal accessory structure. Abatement Notice posted at property. **Abatement warrant under review by City Attorney.**
- Stevenson Drive: Site inspection conducted this week. Observed crews beginning to clean up property and repair residence. **Continue to monitor progress on a monthly basis until violations are corrected.**
- Taylor Blvd.: Complaint regarding a home in disrepair. Violations include overgrown weeds and deteriorating exterior paint. Exterior paint unchanged. **Re-inspect next week.**

- Twinview Drive: Complaint regarding junk in front yard and overgrown vegetation at a residence. Junk and debris removed. Owner requested additional time to donate vehicle. **Re-inspect property next week.**
- Waterberry Drive: Complaint regarding vehicles parked on an unpaved surface and commercial vehicle stored at residence. Re-inspection complete. Secondary contact made with owner and extension granted. **Re-inspect next week.**
- Westover Drive: Complaint regarding hedges obstructing the public street. Re-inspection complete. Hedges unchanged. Contacted tenant who stated the owner has been informed of violation and will schedule the trimming of the hedges. **Re-inspect next week.**
- Woodsworth Lane: Complaint regarding junk and debris and occupied accessory structures. **Inspection scheduled for this week.**

#### New Inquiries:

- Gladys Drive: Complaint regarding junk and debris, inoperable vehicles and garbage containers blocking public view. Site inspection complete. Left door hanger. **Re-inspect in two weeks.**
- Patricia Drive: Complaint regarding junk and debris and lack of garbage service. Site inspection complete. Garbage service active. No signs of debris at front yard. **Sending inspection request for rear yard.**
- Ruth Drive: Complaint regarding overgrown vegetation. Site inspection complete. Violations include overgrown weeds, vegetation obstructing the public sidewalk and poor exterior paint conditions. **Sending Notify Letter to owner.**
- Sherman Drive: Complaint regarding junk and debris. Site inspection complete. Left door hanger. **Re-inspect in two weeks.**

#### Proactive Work:

- Barbara Court: Proactive case for junk and debris on driveway. Contact made with tenant. Additional debris removed. **Re-inspect next week.**

#### Graffiti Removal:

No graffiti removal this week.