



MEMORANDUM

TO: Mayor and City Council
FROM: June Catalano, Manager
DATE: June 28, 2013
SUBJECT: **WEEKLY UPDATE**

GENERAL UPDATE

- Shop Pleasant Hill Facebook Page and Website - The City has launched a new website, www.ShopPleasantHill.org, to promote local shopping and provide quick access to information about services, dining, lodging and things to do around Pleasant Hill. Staff has also created a Facebook page at www.facebook.com/ShopPleasantHill. The facebook page will be used to promote events and feature coupons and discount offers from local retailers. The page has 140 'likes' and this is expected to grow over the coming year.
- Workshop on the Affordable Care Act – The City and Pleasant Hill Chamber of Commerce are hosting a workshop for small businesses on the tax and insurance implications for them as a result of the Affordable Care Act implementation. The workshop takes place on Wednesday, July 17 from 9:00 to 10:30 a.m. in the large community room at City Hall. For more information contact Kelly Calhoun at (925) 671-5213 or email at kcalhoun@ci.pleasant-hill.ca.us.

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Engineering Division

- One Bay Area Grant (OBAG) Application and Award – In April 2013, City staff submitted three project applications for the Federal OBAG grant program, which was split into two sub-category funding programs:
 1. Surface Transportation Program (STP) for Pavement Maintenance - The City submitted one application for the Contra Costa Boulevard (CCB) Improvement Project (Chilpancingo Parkway to Viking Drive)
 2. Federal Transportation for Livable Community (TLC) for pedestrian and bicycle enhancements around Priority Development Areas - The City submitted two applications:

CCB Improvement Project (Beth Drive to Harriet Drive) and Golf Club Road/Old Quarry Road Enhancement Project

Contra Costa Transportation Authority (CCTA) recently approved the funding award for two of the City's project applications, including \$799,000 for the CCB Improvement Project (Chilpancingo Parkway to Viking Drive) and \$4.77 million for the Golf Club Road/Old Quarry Road Enhancement project.

The funds for the Contra Costa Boulevard (CCB) Improvement Project will be used to fully fund the project improvements that are scheduled to be completed by spring of 2014. The funds for the Golf Club Road/Old Quarry project will fully fund the project design, right of way engineering, and a major portion of the project construction costs. The project will be programmed in our next CIP budget update for 2014.

The project scope consists of installing new sidewalk, pavement rehabilitation, bike lanes, street lighting, and landscaping along Golf Club Road, between Stubbs Road and Old Quarry Road, and along the entire length of Old Quarry Road. The project will also install a new traffic signal at the Golf Club Road/Stubbs Road intersection, replace the existing traffic signal at Golf Club Road/Old Quarry Road intersection, and install a new roundabout at the Old Quarry Road/Camelback Road intersection. Staff will continue to seek additional grants to fully fund the Golf Club Road/Old Quarry Road Enhancement Project in the upcoming year to off-set local fund matching and contributions.

- Buskirk Avenue Widening Phase 2 Improvement Project – The Project Contractor, Ghilotti Bros., Inc. (Ghilotti) continued their trench excavation and installation of new underground storm drain improvements within the closed section of Buskirk Avenue, south of the Crossroads Shopping Center.

Ghilotti's subcontractor, Saint Francis Electric, completed the horizontal directional drilling work under the I-680 freeway and installed two new sleeves for PG&E conduits. The two, eight- inch diameter HDPE pipe sleeves were pulled successfully through pre-drilled bore holes under the freeway which will be used to encase the existing overhead PG&E lines. This work is part of the overall undergrounding of the existing facilities along the project. The directional drilling method was implemented 15 feet under the freeway and avoided the existing gas transmission line and the Caltrans bridge abutment pilings for the Contra Costa Boulevard flyover exit. Now that the two sleeves are in position, a six-inch conduit will be installed in each to encase the future electrical lines.

Additional information will follow in future Weekly Updates or on the City's website page for the project at www.pleasant-hill.net/Buskirk.

Encroachment Permits

Advanced Trenchless – Sewer lateral repair at 1027 Santa Monica Court
Advanced Trenchless – Sewer lateral repair at 1032 Santa Monica Court

Maintenance Division

- Insurance Claims - Staff worked together with Engineering to document staff time, vehicle time, and material expenses used during accident responses throughout the year. The City will be reimbursed through the insurance claims.
- Training - Staff completed an annual Hazardous Waste Management (22 CCR 66264.16) training class provided by DuAll Safety. This is an OSHA required training.
- Landscape Upgrades - Staff completed landscape upgrades in two assessment districts (22 properties). **Gallery Walk** was given a mound with new plantings to enhance the appearance on the east side of the green belt. A park bench will be added in between the existing benches and Mutt Mitt dispensers with garbage cans adjacent to each bench will be installed. **Grayson Woods** has received new plantings and mulch. A Mutt Mitt dispenser and garbage can will be installed in the turf area as well.

Planning Division

Planning Commission

- ***Determination Of Conformance With City Of Pleasant Hill General Plan For A Proposed Vacation And Disposition Of Contra Costa Water District Property At Little Lane***

Consider adoption of a resolution to determine (pursuant to Government Code Section 65402) that a proposal by the Contra Costa Water District to vacate and dispose by sale a property on Little Lane (APN#152-352-048) can be found consistent with the General Plan.

Action: Resolution adopted. No members of the public spoke.

Appeal Period: Through Monday, July 8, 2013.

- ***Study Session for PLN 13-0176, Megan Terrace Subdivision, 41 & 55 Katie Court And 160 & 170 Cleveland Road***

A study session to consider a proposed 28-unit, townhouse style, subdivision that would replace four existing single family residences on a site designated in the General Plan for medium density multi-family residential use at an approximate density of 25.2 units per net acre when all four existing parcels are combined. Preliminary development plans for the site indicate that the residential units would be three stories in height (maximum height of 39 feet) and located in six buildings, each with individual two car garages, with access from a newly improved private street on the project site. The zoning for the site is *Planned Unit Development PUD 410* and Assessor's Parcel Number's: 149-100-042, 043, 062, 064.

Action: No action taken as this item was a study session. Six members of the public spoke.

The Planning Commission suggested that the plans for the proposed development be revised as follows:

- Building height should not exceed 35 feet.
- Consider reducing building height adjacent to side property lines.
- Setbacks should not be reduced to less than reduction allowable under PUD regulations and justification should be provided for any requested setback reduction.
- Two oak trees on-site should be preserved if feasible.
- Guest parking should be more centrally located.
- Trash enclosures, or an alternative method of trash storage/collection, should be designed to meet Allied Waste requirements.
- Additional information/studies/documentation concerning grading, flooding, creek setback, stormwater, soil conditions, and related technical analysis should be provided as noted by staff.
- Consider providing bicycle/motorcycle parking.
- Consider providing additional common open space and recreational amenities.
- Redesign to comply with applicable private open space requirements.
- Address concerns regarding solar shading between rows of buildings.
- Review landscaping plan to ensure successful long – term viability of plantings within paseo’s and along the street frontage.
- Incorporate passive solar/energy efficient design measures.
- Consider measures to address creek bank stability and vegetation.
- A small reduction in garage depth can be considered as part of the PUD.
- Improve the quality and articulation of the architecture so that the buildings have more interest and variety in horizontal and vertical planes.
- Consider the adequacy of the open space in the courtyards between rows of units.
- Address perimeter walls/fencing.
- Clarify which areas are intended to be common versus private areas.
- Address public comments received at the study session.
- Consider a reduction in the proposed density to ensure that the concerns noted above have been addressed.

Appeal Period: Not applicable. No action was taken.

- ***Study Session for Cottage Food Operations Ordinance***

A study session to consider a proposed zoning ordinance amendment to address cottage food operations. The amendment is in response to recent State of California legislation (AB 1616) that now allows individuals to prepare and/or package certain low risk (“non-potentially hazardous”) foods in private residential kitchens subject to specific requirements.

Action: No action was taken as this is a study session. No members of the public spoke. The Planning Commission supported the proposal to address cottage food uses through the City’s home occupation permit process and requested staff to monitor the locations of

future applications to determine if a spacing or concentration requirement should be considered as part of the proposed amendment.

Appeal Period: Not applicable as no action was taken.

Zoning Administrator - No meeting scheduled.

Tree Removals Approved:

126 Belle Avenue – 30 inch Coastal Redwood in the rear yard.

Architectural Review Commission - No meeting scheduled.

Miscellaneous

- ***Plan Bay Area Status Update (formerly referred to as the Sustainable Communities Strategy)***: Earlier this summer, the Association of Bay Area Governments (ABAG) and the Metropolitan Transportation Commission (MTC) released the Draft Plan Bay Area (the regional long-range transportation, land-use and housing plan intended to satisfy the requirements of State law for a Sustainable Communities Strategy for the nine-county San Francisco Bay Area). A Draft Environmental Impact Report (EIR) evaluating the proposed Plan was also released for public review and comment. Now that the public review period has concluded, ABAG and MTC are currently considering the comments that were received and preparing the Final EIR for Plan Bay Area. Once completed, the proposed Final Plan Bay Area and Final EIR will be presented to the MTC Planning and ABAG Administrative Committees for recommendation to the MTC and ABAG Executive Board in July (tentatively scheduled for July 12 and July 18, 2013 respectively) with final review and approval of the Plan expected this summer. The draft documents can be viewed at <http://onebayarea.org/regional-initiatives/plan-bay-area.html>.

Code Compliance

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

Follow-ups on Prior Inquiries:

- Belinda Drive: Complaint regarding damaged fence. Re-inspection complete. Fence unchanged. Contact made with tenant. Extension granted. **Re-inspect property next week.**
- Belle Avenue: Complaint regarding commercial vehicle stored in residential area. Site inspection complete. Vehicle not removed. Discussed the issue with the property owner and they requested an additional two weeks to find storage. Extension granted. **Re-inspect property in two weeks.**

- Bramblewood Lane: Complaint regarding overgrown weeds. Re-inspection complete. Weeds removed. **Case closed.**
- 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.**
- Cleaveland Road: Complaint regarding overgrown weeds. Re-inspection complete. Weeds removed. **Case closed.**
- Cortsen Road: Complaint regarding trash and debris and possible inhabitants residing at residence without active electrical service. Property posted, “Do Not Enter, Unsafe to Occupy” at public entrances. Bank contacted and in process of hiring a vendor to remove trash and debris. Vendor on site to provide estimate for debris removal. **Continue to monitor property and coordinate future actions with Building and Police Department.**
- Elinora Drive: Complaint regarding vegetation obstructing line of site. Re-inspection complete. Two out of the four hedges trimmed. **Re-inspect property next week.**
- Fieldcrest Circle: Complaint regarding overgrown weeds. Re-inspection complete. Weeds removed. **Case closed.**
- Gregory Lane: Complaint regarding overgrown weeds. Site inspection complete. Violations included overgrown weeds, inoperable vehicles and debris. Sending Notify Letter. **Re-inspect property next week.**
- Hook Avenue: Complaint regarding accessory structure converted without a Building permit. Site inspection complete. Illegal structure converted without permit located at the rear yard. Property owner instructed to contact Building Department and obtain permit. **Continue to monitor property and coordinate future actions with Building Department.**
- Hoover Ave: Complaint regarding junk and debris and inoperable vehicles. Some vehicles and debris have been removed. Electrical service panel inspected by Building Department and approved. Electrical service reinstated by PG&E. Contact made with tenant who is continuing to remove debris from the property. **Re-inspect property next week.**
- Jeffery Drive: Complaint regarding overgrown weeds. Site inspection complete. Contact made with tenant who stated weeds will be removed this week. **Re-inspect property this week.**

- Kiki Court: Complaint regarding containers left out near collection point. Re-inspection complete. Collection containers stored out of public view. **Case closed.**
- Masfield 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.**
- 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 coordinate final inspection with Building Department.**
- Oakvue Road: Complaint regarding overgrown vegetation obstructing traffic. Re-inspection complete. Vegetation trimmed. **Case closed.**
- Odin Place: Complaint regarding overgrown weeds and debris at the rear yard. Violations include overgrown vegetation, hedges obstructing the public sidewalk and peeling exterior paint. Contact made with property owner. Hedges trimmed and overgrown weeds removed from front yard. **Re-inspect property next week.**
- 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. Fire damage at the residence. **Monitor property during cleanup and repairs and coordinate final inspection with Building Department.**
- Peggy Drive: Complaint regarding junk and debris and damaged fence. Re-inspection complete. Violations unchanged. Letter sent to property owner. **Re-inspect property 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. Re-inspection complete. Garbage service active. **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 removed. **Re-inspect property next week.**
- Shirley Drive: Complaint regarding damaged garage door. Re-inspection complete. Debris removed but garage door unchanged. Contacted contractor. New garage door on order. **Re-inspect property next week.**

- Skander Drive: City Attorney contacted listing agent. Property scheduled to have escrow close this week. Illegal accessory structures to be removed by new owner. **Continue to monitor progress on a weekly basis until violations are corrected.**
- 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. Left business card at property requesting an update. **Re-inspect property next week.**
- Twinview Drive: Owner requested additional time to donate vehicle. Contacted owner and will grant additional week to donate vehicle. **Re-inspect property next week.**
- Waterberry Drive: Complaint regarding vehicles parked on an unpaved surface and commercial vehicle stored at residence. No signs of commercial vehicle. Vehicle stored on unpaved surface scheduled to be removed. **Re-inspect property next week.**

New Inquiries:

- Beatrice Road: Complaint regarding tree removal without a permit. Contacted property owner. Tree removal permit being submitted with arborist report. **Monitor progress until permit is approved.**
- Buxton Circle: Complaint regarding debris and lack of garbage service. Site inspection complete. Left door hanger. **Re-inspect property in two weeks.**
- Little Road: Complaint regarding over grown weeds. Site inspection complete. Notify Letter sent to property owner. **Re-inspect property next week.**

Proactive Work:

- Barbara Court: Proactive case for junk and debris on driveway. Additional debris and weeds removed. Letter sent to property owner. **Re-inspect property next week.**

Graffiti Removal: No graffiti removal this week.