



City of Pleasant Hill

MEMORANDUM

TO: Mayor and City Council

FROM: June Catalano, Manager

DATE: November 22, 2013

SUBJECT: **WEEKLY UPDATE**

GENERAL UPDATE

- **Career Night at College Park** - The Pleasant Hill Education Initiative hosted a very successful Career Night at College Park High School on Wednesday, November 20th. The event featured six industry professionals with engineering, architectural, and building trades skills and backgrounds, and included City Engineer, Mario Moreno. The panelists outlined the reasons for following their chosen career path and answered questions from the moderator, John Sasaki. Around 100 parents and students attended the evening.
- **Thanksgiving Day Holiday** - City Offices will be closed on Thursday and Friday, November 28-29, for the Thanksgiving Holiday. There will be no Weekly Update issued next week.
- **Light up the Night Holiday Event** – The 6th Annual Light up the Night Tree Lighting and other festivities takes place on Wednesday, December 4th from 5:00 p.m. to 8:00 p.m. in Downtown Pleasant Hill. Santa Claus will be present to help light the 25-foot Holiday Tree on Crescent Drive. Other event festivities include music, caroling and dance performances on two stages, free hot chocolate, cookies and coffee, free carriage rides, pictures with Santa and an arts & crafts holiday fair. Downtown Pleasant Hill will be hosting an ‘Elf on the Shelf’ Treasure Hunt throughout the Downtown. For full event details go to www.pleasant-hill.net/lutn.

ECONOMIC DEVELOPMENT

- The monthly activities report from Economic Development staff is available at the link below:

[Monthly Activities Report for November 2013](#)

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Engineering Division

- Buskirk Avenue Widening Phase 2 Improvement Project – The Project Contractor, Ghilotti Bros., Inc. (Ghilotti) and their subcontractors are currently working on Stage 1B (closed sections of Buskirk Avenue). Overall, the project is on schedule and anticipated to be completed by September 2014.

Current Buskirk Project Activities

PG&E, Comcast, AT&T Utility Cutovers (Ongoing – December 2013) – On schedule
PG&E Utility Cutover (Completed on October 21, 2013)

Comcast continues to install new conduit and cables at the east side of Buskirk Avenue across from Kohl's.

AT&T continues to splice their cables within their cable structures at the east side of Buskirk Avenue across from Kohl's and at the east side of Elmira Lane near Clarie Drive. AT&T is also working at the existing overhead pole at the north side of Hookston Road near Geraldine Drive. AT&T is scheduled to be completed with cable splicing the second week of December.

Ghilotti Brothers Stage 1B Project Improvements (Ongoing – December 2013)

Ghilotti is installing underground storm drain improvements along the west side of Buskirk Avenue between Clarie Drive and the bus stop. Due to inclement weather and the saturated ground conditions at the work site, the storm drain installation work was halted for two days. This work will resume on Friday, November 22nd. During the work to connect the new storm drain pipe to the existing storm drain manhole near the bus stop, the bus stop and southbound Buskirk Avenue will be partially closed and traffic will be partially shifted to the east. Two-way traffic on Buskirk Avenue will be maintained during this work.

Saint Francis Electric continues to install the new traffic signal poles within the closed section of Buskirk Avenue. The street light mounted on the new traffic signal poles on Buskirk Avenue and the future shopping center driveway has been temporarily energized to light up the new section of Buskirk Avenue south of the shopping center. Saint Francis Electric is also restoring the concrete sidewalk where the sections of the sidewalk were removed to accommodate the installation of the new street light pole bases along the west side of Buskirk Avenue. Saint Francis Electric will be placing hot mix asphalt to restore the driveway pavement section at the Crossroads driveway where PG&E's electrical ties were installed. Two-way access to this driveway will be maintained during this work.

For more project information, please see future Weekly Updates, visit the City's Buskirk Avenue web page at "www.pleasant-hill.net/buskirk" or contact the City's Construction

Manager, Jeff Ocampo at (925) 671-5208 or by email at jeff@ghirardelliassoc.com.

- Recreation & Park District – Community Center Project - The contractor has completed most of the concrete curb, gutter, patio and walkway areas on the site. Stormwater treatment swales were also completed and inspected last week. As required by the RWQCB, staff verified that the site is compliant with stormwater best management practices in order to prevent pollution of the City’s creek and drainage system. The contractor continues to work on interior and exterior finishes.

Encroachment permits

1954 Marta Drive – PG&E begin work to relocate a portion of gas main and service

155 St. Germaine Lane – Finish paving at CCWD repair

Maintenance Division

- Sandbag Stations - Staff has set up the sandbag stations at two locations this year. They are at the **City Hall front parking lot** and in the **Community Center parking lot** (same as last year). The Hawthorne Drive location was eliminated because of the construction and locked fencing around the site.
- Street Lights - Staff has completed a night-time street light survey to identify lights on the arterial streets that are out, cycling on and off, or have other issues. These light locations are given to P.G.&E. for repairs.
- Street Sweeping - In response to the increased amount of leaves in the streets, the street sweeping contractor has been operating two sweepers per day through residential areas and dumping their load in the designated area. City staff then loads the debris into a 20-yard dumpster for pick-up and disposal.

Planning Division

Planning Commission - No meeting scheduled.

Zoning Administrator

Administrative Actions:

- ***Rasputin Music and Blondies Pizza Market, Architectural Review Permit ARC 03-019 and Sign Permit S 03-044 (1035 Contra Coast Boulevard):*** On November 20, 2013, the Zoning Administrator approved minor changes to the approved exterior colors of the building and approved a minor change to the design and illumination of the logo on the wall sign. Painting was directed to be completed within 30 days (weather permitting) unless extended by the Zoning Administrator. The applicant was also directed to complete various pending items pertaining to planning, engineering and building division requirements.

Architectural Review Commission

Meeting cancelled.

Miscellaneous

- ***Home Goods Architectural Review Permit PLN 13-0405 (552 Contra Costa Boulevard)***
– The Planning Division has received an Architectural Review permit application for exterior and interior tenant improvements at an existing retail building (Barnes & Nobel book store) to convert the tenant space to a new “Home Goods” retail store. The project includes a new front façade and color palette, remodeling of the existing 21,165 square foot interior space to create a new sales floor area, check stands, automatic entrance doors, vertical rug rack display, offices, employee lounge, restrooms, and processing room. The project will be considered by the Architectural Review Commission in December/January. Contact Lori Radcliffe, project planner, for further information.
- ***AT&T Wireless Telecommunications Facility ARC 10-029 & UP 10-024 Appeal (0 Paso Nogal Court)***
– At the direction of the Architectural Review Commission (ARC), the applicant installed a story pole on November 12, 2013 to depict the applicant preferred design/location for a 45 ft. monopine telecommunications structure on property owned by the Contra Costa Water District (CCWD). On November 20, 2013 stakes were scheduled to be installed at the New Falconpointe HOA alternative site (across Paso Nogal Road from the project site). The installations will remain on display until November 26, 2013. To date, stakes have not been installed at the third alternative location which would be in the adjacent Paso Nogal Park.

The Architectural Review permit for this project is scheduled for public hearing at the ARC on December 5, 2013. The Use Permit Appeal will be scheduled for further consideration by the City Council at a future date to be determined upon completion of the ARC process. Contact Jeff Olsen, project planner, for further information.

- ***Valley Property New Single Family Residence Architectural Review Permit PLN 13-0156 Appeal (1900 Buttner Road)***
– The applicant has informed the Planning Division that story poles depicting the roof-line of the proposed new residence will be installed at the site by Tuesday, November 26, 2013. The story pole location and height will be certified by a licensed surveyor. The placement of story poles at the site is in response to the City Council’s consideration on September 9, 2013 of an appeal of the Architectural Review Commission’s approval of the proposed project. The applicant was also directed to consider various modifications to the design and placement of the structure, as well as to conduct a Study Session with the ARC prior to returning to the City Council for further consideration of the appeal. The Zoning Administrator has extended the timeframe for the applicant to address the items requested by the City Council through February 3, 2014. It is anticipated that the appeal will be considered again by the City Council in January 2014. Contact Lori Radcliffe, project planner, for further information.

- *Contra Costa Country Club Golf Course Modifications Architectural Review Permit PLN 13-0409 (801 Golf Club Road)* – The Planning Division received an application this week for major renovation of the existing golf course and related on-site facilities. Contact Jeff Olsen, project planner, for further information.

Code Compliance

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

Follow-ups on Prior Inquiries:

- Banbridge Place: Complaint regarding junk and debris and no garbage service. Trash and debris removed at side yard. Garbage service active. Exterior painting work in progress. Staff received additional complaint for trash at rear yard. Re-inspection complete. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Charlton Drive: Inquiry in reference to the status of an existing violation regarding the roof of a residence. Staff contacted property owner and discussed roof issue. **Case under review.**
- Doray Drive: Complaint regarding illegal structure. Site inspection complete. Review issue with Building Department. **Case under review.**
- Esther Drive – Case 1: Complaint regarding junk/debris and inoperable vehicles in public view. Re-inspection complete. Junk and debris removed. One inoperable vehicle removed and remaining vehicles operable. **Case closed.**
- Esther Drive – Case 2: Complaint regarding hedges obstructing the view of oncoming traffic. Re-inspection complete. Staff observed the hedges have been trimmed but not to required height per ordinance. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Golf Links Street: Complaint regarding basketball stand in the middle of the street obstructing the public right-of-way. Re-inspection complete. Basketball stand removed. **Case closed.**
- Grayson Road: Complaint regarding an occupied recreational vehicle. Site inspection complete. Staff contacted property owner and discussed case. **Staff scheduled to re-inspect property this week.**

- Helen Road: Complaint regarding junk/debris, broken window and a vehicle stored on an unpaved surface. Site inspection complete. Staff contacted property owner and discussed violations. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Hoover Ave. – Case 1: Complaint regarding junk and debris and inoperable vehicles. Some vehicles and debris have been removed. Property owner not available for scheduled inspection. Additional message left for property owner to contact staff to re-schedule the inspection. **Case under review.**
- Hoover Ave. – Case 2: Complaint regarding recreational vehicle stored on an unpaved surface and possibly occupied. Re-inspection complete. Conditions unchanged. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Isabella Lane: Complaint regarding junk and debris and possible home based business. Re-inspection complete. Junk and debris at car port and driveway unchanged. No signs of a HBB. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Liahona Court: Complaint regarding junk and debris. Remaining debris and vehicles removed from public view. Staff contacted property owner and discussed the additional violation of overgrown weeds and dead vegetation. Property owner requested additional time to correct violations. **Staff scheduled to re-inspect property next week.**
- Luella Drive: Complaint regarding excessive leaf blowing. Re-inspection complete. Staff contacted property owner and discussed complaint. Staff did not identify any signs of excessive leaf blowing. **Case closed.**
- Margie Drive: Complaint regarding inoperable vehicle. Re-inspection complete. Vehicle unchanged. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Maureen Lane: Complaint regarding junk and debris. Re-inspection complete. Junk and debris unchanged. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Maybelle Drive: Complaint regarding junk and debris. Site inspection complete. No junk or debris observed at property. **Case closed.**

- Mazie Drive: Accessory structures without approval in a rear yard. Plans submitted last week for review. Plans approved. Staff contacted tenant who stated they may remove the structure per the owner's request. **Continue monitoring progress and coordinate final inspection with Building Department.**
- McKissick Street: Complaint regarding a permanent basketball structure. Re-inspection complete. Structure unchanged. Staff contacted property owner and discussed case. **Case under review.**
- Oak Park Blvd. – Case 1: Complaint regarding inoperable vehicles, vehicles obstructing the public right-of-way and possible auto repair business at single family residence. Re-inspection complete. Vehicle removed out of public right-of-way. Staff contacted property owner. Owner requested additional week to address remaining vehicle. Extension granted. **Staff scheduled to re-inspect property next week.**
- Oak Park Blvd. – Case 2: Complaint regarding junk/debris and lack of garbage service. Re-inspection complete. Conditions unchanged. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Oakvue Road: Complaint regarding an inoperable vehicle. Vehicle unchanged. Staff sent vehicle abatement letter to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Patricia Drive: Complaint regarding junk and debris and lack of garbage service. Re-inspection complete. Fire damage at the residence. Garbage service active. Construction work complete. Building Department permits finalized. Debris and storage container removed. **Case closed.**
- Patterson Blvd. – Case 1: Complaint regarding overgrown weeds and debris. Re-inspection complete. Some progress made. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Patterson Blvd. – Case 2: Complaint regarding overgrown hedges obstructing the view of oncoming traffic. Re-inspection complete. Hedges unchanged. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Pleasant Hill Road – Case 1: Complaint regarding junk and debris in a front yard and overgrown weeds. Conditions unchanged. **Case under review.**

- Pleasant Hill Road – Case 2: Complaint regarding junk and debris at front yard. Re-inspection complete. Violations consist of junk and debris throughout the property and an inoperable vehicle at the front yard. Dumpster located at property and debris removal work in progress. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Pleasant Hill Road – Case 3: Complaint regarding dead vegetation and illegal signage. Re-inspection complete. Vegetation, banner and sign removed. **Case closed.**
- Price Lane: Complaint regarding junk/debris at front yard and driveway. Re-inspection complete. Junk and debris removed. **Case closed.**
- Shelly Drive – Case 1: Complaint regarding two trees removed without proper permits. Re-inspection complete. Staff contacted property owner and discussed the case. Owner to provide arborist report associated with the removal of the two trees to the Planning Department. **Continue monitoring progress and coordinate final inspection with Planning Department.**
- Shelly Drive – Case 2: Complaint regarding junk/debris and garbage cans left out near collection point. Re-inspection complete. Conditions unchanged. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Skander Drive: Illegal accessory structures. City Attorney contacted listing agent. Property has not been sold. Staff contacted bank and discussed the removal of the structures. **Case under review.**
- Sky Ranch Lane: Complaint regarding overgrown weeds and debris. Re-inspection complete. Some progress made in reference to the removal of the junk and debris. **Staff scheduled to re-inspect property next week.**
- St. Germain Lane: Complaint regarding inoperable vehicles. Site inspection complete. No inoperable vehicles present at the property. **Case closed.**
- Sylvia Drive: Complaint regarding occupied accessory structure. Site inspection complete. Staff did not find any evidence that the structure was occupied. Staff instructed property owner to not use the structure as dwelling. **Case closed.**
- Taylor Blvd.: Complaint regarding a home in disrepair. Painting work not in progress. Staff contacted property owner. Re-inspection complete. Exterior paint condition

unchanged. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks. (This paragraph is somewhat unclear)**

- Western Hills Drive: Complaint regarding junk and debris and possible fire hazard. Site inspection complete. No debris in public view. Staff contacted property owner and discussed case. Staff did not find any obvious issues at the property that would constitute a fire hazard. **Case closed.**

New Inquiries:

- Pleasant Hill Road: Complaint regarding dead vegetation, deteriorated roof damaged fence and illegal garage conversion. Site inspection complete. Staff contacted property manager and discussed violations. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Pleasant Valley Drive: Complaint regarding illegal construction of fence and occupied tents at the rear yard. Site inspection complete. Staff observed illegal fence but was not able to make contact with property owner to gain access to rear yard. Staff will contact property owner and schedule site inspection of rear yard. **Staff scheduled to re-inspect property next week.**

Proactive Work:

- Banbridge Place: Proactive case opened for junk and debris on driveway. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Barbara Court: Proactive case opened for junk and debris on driveway. Junk and debris removed. Painting work in progress. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Boyd Road – Case 1: Proactive case opened for inoperable vehicle. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Boyd Road – Case 2: Proactive case opened for inoperable vehicle. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property next week.**
- Diablo View Road: Proactive case opened for junk/debris at front yard and inoperable vehicle stored on driveway. Re-inspection complete. Conditions unchanged. Property owner requested an extension. Extension granted. **Staff scheduled to re-inspect property in two weeks.**

- Esther Drive – Case 1: Proactive case opened for junk and debris in public view. Re-inspection complete. Staff observed some junk and debris has been removed. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Esther Drive – Case 2: Proactive case opened for inoperable vehicle on driveway. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Esther Drive – Case 3: Proactive case opened for junk and debris on driveway. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Geraldine Drive: Proactive case opened for overgrown weeds and debris. Re-inspection complete. Overgrown weeds removed. Debris removed. **Case closed.**
- Helen Road – Case 2: Proactive case opened for dead vegetation. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Jennie Drive: Proactive case opened for junk and debris. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Maureen Drive: Proactive case opened for inoperable vehicle and vehicle stored on an unpaved surface. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Pleasant Hill Road: Proactive case opened for inoperable vehicle. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Santa Cruz Drive: Proactive case opened for junk/debris in public view. Staff contacted property owner and discussed case. Re-inspection complete. Junk and debris still located at side yard in public view. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Shirley Drive: Proactive case opened for overgrown hedges/bushes obstructing the view of oncoming traffic. Staff contacted property owner and discussed case. Hedges scheduled to be trimmed this week. **Staff scheduled to re-inspect property next week.**

Graffiti Removal:

No graffiti removal this week.