



City of Pleasant Hill

MEMORANDUM

TO: Mayor and City Council

FROM: June Catalano, Manager

DATE: February 14, 2014

SUBJECT: **WEEKLY UPDATE**

GENERAL UPDATE

- **Community Awards Night** – The 43rd Annual Community Awards for 2013 takes place on Tuesday, February 18th at the Pleasant Hill Community Center. The event begins at 5:30 p.m. with a social hour, followed by dinner at 6:30 p.m. and the awards ceremony begins at 7:15 p.m. The Awards Committee received 22 total nominations this year for the six award categories – Teen of the Year, Educator of the Year, Green Award, Community Plus, Business of the Year and Citizen of the Year. The winners in each award category will be announced at the event. In addition, awards are also given for the Chamber Ambassador of the Year and Board Appreciation award; Community Service and Board Appreciation awards by the Recreation & Park District; the Cornerstone Award by the Community Foundation; and the Mayor's Award.

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 1C (closed sections of Buskirk Avenue and Elmira Drive). 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 – January 2014)
PG&E Utility Cutover and Comcast Utility Cutover Completed.

AT&T completed removal of its overhead facilities and utility poles located on the east side of Buskirk Avenue and Elmira Drive on February 11, 2014. AT&T will schedule the removal of its overhead facilities and utility poles located on the north side of Hookston Road by the end of February 2014. AT&T was scheduled to be completed by the end of January and now they are behind schedule, fortunately their work is no longer

within our critical path or construction stage.

Ghilotti Brothers Stage 1C Project Improvements (Ongoing – May 2014)

Ghilotti continues to install the new storm drain improvements within this stage. This work was suspended for about a week due to the recent wet weather. Ghilotti will be closing a section of westbound Hookston Road near Elmira Drive on February 13th to install the new storm drain system. During this work, Ghilotti will be performing one-way flagging of traffic on Hookston Road near Elmira Drive. Work hours are from 9:00 a.m. to 4:00 p.m. Please expect delays during these work hours or use alternate routes.

J. Arnaz Tree Movers will be relocating an existing Canary Palm tree located along the east side of Elmira Drive that interferes with the new soundwall.. The tree will be saved and replanted in the area.

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.

- NPDES Program – Long Term Trash Plan Update - Under Provision C.10 of the National Pollutant Discharge Elimination System (NPDES) Permit, Bay Area agencies are required to implement measures and activities that will reduce trash loads from the storm drain and creek system by 40% by 2014, 70% by 2017, and 100% by 2022..

The City has already completed the first step toward meeting the MRP requirement by submitting a "Short Term Trash Load Reduction Plan," This plan was submitted to the Regional Water Quality Control Board (RWQCB) in February 2012, and demonstrated compliance with the 40% reduction required through installation of full trash capture devices installed in storm drain inlets, targeted around the downtown and local schools. These devices were funded by state grant funds, at no cost to the City. The maintenance of these devices is funded through NPDES funds.

The second step to meeting the Permit requirement was to develop a Long Term Trash Load Reduction Plan, which must demonstrate how the City will meet the 70% reduction goal by 2017, and the 100% reduction goal by 2022. This plan was submitted to the RWQCB in January 2014, and details how the City will achieve these goals through installation of full trash capture devices in private development projects and capital improvement projects, re-prioritizing existing maintenance staff workload, and modifying the street sweeping schedule.

- Golf Club Road Bridge Replacement – Staff hosted a Pre-Bid conference this past Thursday. The conference was well attended with 10 contractors participating. Project Bid Documents are available at a cost of \$100 from the Engineering Division or viewable on the City's web site (http://www.ci.pleasant-hill.ca.us/projects_under_bid) for free. So far, 14 Contractors have purchased Bid Documents and are eligible to bid on the project. The Bid Opening is scheduled for at 2:00 p.m. on Thursday, February 27, 2014.

The City has scheduled a Public Informational meeting for commercial property owners and tenants adjacent to Golf Club Road. The Public Informational meeting is scheduled for Tuesday on February 18, 2014 at 6:30 p.m. in the small Community Room at City Hall. Staff will provide an overview of the project, answer questions and address any remaining concerns attendees may have regarding bridge construction impacts to traffic and property access (driveways). For additional information and conceptual depictions of the Golf Club Road Bridge Replacement Project, please see the City of Pleasant Hill's project web page at <http://www.ci.pleasant-hill.ca.us/golfclub>.

Encroachment Permits

- 586 Maureen Lane – Sidewalk repairs along frontage
- 2089 Oak Park Boulevard – EBMUD water system repairs
- Linda Drive at Doris Drive – PG&E paving repairs
- Devonshire Court – Paving repairs around CCCSD manholes
- 1924 Helen Road – Pipe burst sewer lateral repair

Planning Division

Planning Commission

- *PLN 13-0330, Vink Minor Exception, 143 Jennie Drive*

Adopt resolution denying a Minor Exception to allow a 15% reduction in the required 20 foot front yard setback to accommodate the expansion of the existing master bedroom and the addition of a master bathroom (152 square feet). The subject site is located at 143 Jennie Drive within the *R-7 Single Family Residential* zoning district. Assessor's Parcel Number: 153-201-008.

Action: The Planning Commission adopted a resolution to deny the minor exception. No members of the public spoke.

Appeal Period: Through Monday, February 24, 2014 at 5 p.m.

- *PLN 13-0202, AT&T Wireless Communication Facility, Use Permit, 400 Taylor Boulevard*

Public hearing to consider approval of a Use Permit for a new roof-mounted AT&T wireless communication facility use consisting of:

- Sixteen antenna panels;
- 20 new RRU's (remote radio units) and 2 new GPS antennas;

- One new ground-mounted support equipment enclosure on the west side of the site, and
- Relocation of two existing roof-mounted microwave antenna dishes.

All new and existing roof-mounted equipment would be placed behind a new eight foot screen wall on the east end of the existing three-story office building. The top of the proposed eight foot screen wall would be 61' 3" above grade level, and would be placed on an existing penthouse facility that is 53' 3" above grade level. A use permit is required for any antenna structure constructed by or for a service provider, and/or when within 200 feet of a residential parcel, and/or when the antenna structure would exceed the maximum allowable building heights for a structure in the applicable zone district. For this specific project, a use permit is also required for two exception requests, consisting of: (1) placement of the facility approximately 160 feet (within 200 feet) from the nearest residential property line, and (2) for seven antenna panels/dishes to be setback, from edge of roof, at a distance that is less than that of their total height above top of roof. The subject site is located at 400 Taylor Boulevard, within the *PAO Professional & Administrative Office* zoning district, Assessor Parcel No.: 153-050-059.

Action: The Planning Commission adopted a resolution to conditionally approve the project. The Planning Commission also indicated as part of its action that the site should be configured for future colocation of wireless telecommunication facilities. One member of the public spoke.

Note: The Architectural Review Commission is tentatively scheduled to review this project on March 6, 2014.

Appeal Period: Monday February 24, 2014 at 5 p.m.

Zoning Administrator

On February 13, 2014, the Zoning Administrator conditionally approved Zoning Permit PLN 14-0049 for a proposal by the Pleasant Hill Recreation and Park District to restore the historic Rodger's Ranch barn at 315 Cortsen Road in accordance with the Architectural Review Commission's determination of August 3, 2006 and applicable provisions of the Rodgers Ranch Historic Structures Report (*no Certificate of Appropriateness is required* in accordance with Section 18.45.110.B of the Zoning Ordinance). Once restored, the barn structure may only be used for *storage* purposes unless a Use Permit is approved to allow a use other than storage.

Appeal Period: Through Monday, February 24, 2014 at 5:00p.m.

Architectural Review Commission

No meeting scheduled.

Miscellaneous

- ***SyWest Development – Crossroads Shopping Center (Subarea II) – Compliance Review for Condition of Approval No. 1.25 (Commemoration Plan for Former Cineart’s Dome Theater), 2314-2316 Monument Boulevard:*** The applicant, SyWest, has submitted a commemorative plan for the former Cineart’s Dome Theater to comply with the condition of approval (No. 1.25) for the SyWest Development project. The plan includes a mural, plaque and concrete tile stamping in the walkway of the shopping center. The proposed commemorative plan will be reviewed by the Architectural Review Commission at its Thursday, February 20, 2014 public meeting at 5:00PM in the Large Community Room at City Hall. The plan can be viewed prior to the meeting at the Planning Division. Contact Troy Fujimoto, tfujimoto@ci.pleasant-hill.ca.us, for further information.
- ***Hookah Palace Minor Use Permit Application in the City of Concord, 1120 Contra Costa Boulevard (on the east side of Contra Costa Blvd, near the intersections of Harriet Drive and Contra Costa Boulevard adjacent to the City of Pleasant Hill) –*** The City of Concord Planning Commission will be holding a public hearing for a minor use permit application to allow a hookah lounge at 1120 Contra Costa Boulevard. The public hearing will be held on February 19th, 2014 at 7:00pm in the Concord City Council Chambers at 1950 Parkside Drive, Concord, CA. All interested persons are invited to attend and/or provide comments. For further information, contact the project planner, Jason Hade, jason.hade@cityofconcord.org.
- ***Grayson Woods Golf Course Neighborhood Meeting:*** A public informational meeting will be conducted by Urban Green, LLC (potential site developer) to discuss future plans for the Grayson Woods Golf Course. No applications have been filed with the City at this time. The meeting will be held on Tuesday, February 25, 2014 at 7:15 p.m. at the Pleasant Hill Teen Center, 147 Gregory Lane. All interested persons are encouraged to attend.

Code Compliance

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

Follow-ups on Prior Inquiries:

- Ardith Drive: Complaint regarding an occupied recreational vehicle located at the rear of the property. Re-inspection complete. Staff confirmed the junk/debris has been removed, the vehicle is stored on the driveway and the broken window has been repaired. The property owner requested an additional week to address the occupied recreational vehicle. Extension granted. **Staff scheduled to re-inspect property next week.**
- Banbridge Place: Complaint regarding junk and debris and no garbage service. Trash and debris removed at side yard. Garbage service active. Staff observed the exterior

painting work is nearly complete and the trash at the rear yard has been removed. **Case closed.**

- Charlton Drive: Inquiry in reference to the status of an existing violation regarding the roof of a residence. Staff sent Violation Letter to property owner. Re-inspection complete. Roof condition and debris at front yard unchanged. **Case under review.**
- Cleopatra Drive: Complaint regarding lack of garbage service. Re-inspection complete. Staff confirmed the property owner has contacted the waste management company but has not yet obtained service. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property this week.**
- Elinora Drive – Case 1: Complaint regarding junk/debris on driveway. Re-inspection complete. Staff confirmed the sofa has been removed. **Case closed.**
- Elinora Drive – Case 2: Complaint regarding a vehicle stored on the front lawn. Site inspection complete. Staff confirmed there is a vehicle stored at the front of the property on an unpaved surface. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Elinora Drive – Case 3: Complaint regarding a vehicle stored on the front lawn. Site inspection complete. Staff confirmed there are two vehicles stored at the front of the property on an unpaved surface. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Elinora Drive – Case 4: Complaint regarding a vehicle stored on the front lawn. Site inspection complete. Staff did not observe a vehicle stored at the front of the property on an unpaved surface. **Staff scheduled to re-inspect property next week.**
- Evelyn Drive – Case 1: Complaint regarding a trailer stored on the front lawn. Re-inspection complete. Staff confirmed the trailer has been removed. **Case closed.**
- Evelyn Drive – Case 2: Complaint regarding a vehicle stored on the front lawn. Re-inspection complete. Staff confirmed the vehicle has been removed. **Case closed.**
- Fair Oaks: Complaint regarding issues with an adult care facility. Re-inspection complete. Staff contacted property owner. Property own requested additional time.

Staff granted extension. **Staff scheduled to re-inspect property at the end of the month.**

- Foothill Place: Complaint regarding a damaged balcony and an active wild bee colony. Re-inspection complete. Staff observed the damaged balcony has been repaired. **Case closed.**
- Gladys Drive: Complaint regarding junk/debris, vehicles stored on an unpaved surface and vehicles obstructing the public right-of-way. Re-inspection complete. Staff observed the vehicle has been removed from the unpaved area. **Case closed.**
- Grayson Road – Case 1: Complaint regarding an occupied recreational vehicle. Site inspection complete. Staff contacted property owner and discussed case. **Staff will coordinate final inspection with Building Division.**
- Grayson Road – Case 2: Complaint regarding an illegal fence built at the front of the property. Site inspection complete. Staff observed a newly constructed fence built over the allowable height limit in the front yard setback. Property owner has applied for a minor exception with the Planning Division. **Staff will coordinate final inspection with Planning Division.**
- Hardy Circle – Case 1: Complaint regarding Christmas lights on a tree. Re-inspection complete. Staff confirmed the inoperable vehicle has been removed but the junk and debris remain. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Helen Road: Complaint regarding junk/debris, broken window and a vehicle stored on an unpaved surface. Re-inspection complete. Staff confirmed garbage service is active and junk/debris removed. Staff observed the front window has been repaired. Staff received additional complaint in reference to illegal repairs at the property. **Staff will coordinate final inspection with Building Division.**
- Hoover Avenue: Complaint regarding junk and debris and inoperable vehicles. Some vehicles and debris have been removed. **Case under review.**
- Kathleen Drive: Complaint regarding a vehicle stored on the front lawn. Site inspection complete. Staff confirmed there is a vehicle stored on an unpaved surface, junk on the driveway and a storage unit at the front of the property. Property owner contacted staff and requested an additional two weeks to allow them to donate the items. Extension

granted. Staff confirmed the property has an active building permit associated with the storage container. **Staff scheduled to re-inspect property in two weeks.**

- Liahona Court: Complaint regarding junk and debris. Staff met with property owner and confirmed the exterior paint is complete, the fencing has been repaired and the refuse at front yard have been removed. Staff confirmed additional refuse and weeds have been removed from the rear yard. **Case closed.**
- Luella Drive: Complaint regarding an occupied shed at the rear yard. Site inspection complete. Staff met with Police Officers and Building staff at the residence and confirmed the shed at the rear of the property was occupied and constructed without a building permit. Building staff posted the shed and instructed the occupants to reside in the primary dwelling. Staff was informed by the property owner that the two individuals have vacated the shed. **Staff will coordinate final inspection with Building Division.**
- Margie Drive: Complaint regarding inoperable vehicle. Re-inspection complete. Staff confirmed the vehicle has been removed from the property. **Case closed.**
- Marvin Drive: Complaint regarding junk/debris and possible illegal home based business. Re-inspection complete. Staff confirmed there is no home based business and much of the junk and debris has been removed from the property. Staff contacted property owners. Property owners requested an additional two weeks to remove the remaining junk and debris. Extension granted. **Staff scheduled to re-inspect property next week.**
- Maureen Lane – Case 1: Complaint regarding a deteriorated fence. Re-inspection complete. Staff contacted property owner. Property own requested additional time. Staff granted extension. **Staff scheduled to re-inspect property next week.**
- Maureen Lane – Case 2: Complaint regarding junk and debris in a trailer at the front of the property. Site inspection complete. Staff confirmed there is debris in a utility trailer located on the driveway. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Mazie Drive: Accessory structures without approval in a rear yard. Plans submitted last week for review. Plans approved. Staff contacted tenant who stated are completing the structure and request final inspection with the Building Division. **Staff will continue monitoring progress and coordinate final inspection with Building Division.**

- McKissick Street: Complaint regarding a permanent basketball structure. Re-inspection complete. Structure unchanged. Staff contacted property owner and discussed case. Planning Commission denied the consideration on revising the zoning ordinance to allow such structures in the front yard setback. **Staff left message for property owner this week and informed them that the structure will have to be relocated.**
- Oak Park Boulevard – 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. Staff confirmed the vehicle has been removed from the property. **Case closed.**
- Oak Park Boulevard – Case 2: Complaint regarding junk/debris and grading issues. Site inspection complete. **Case under review with the Engineering Division.**
- Oakvue Road: Complaint regarding an inoperable vehicle. Vehicle unchanged. Staff sent vehicle abatement letter to property owner. **Staff has re-scheduled the vehicle abatement for next week pending property owner’s voluntary removal.**
- Patterson Blvd.: Complaint regarding overgrown weeds and debris. Re- inspection complete. Some progress made. Staff sent Second Notice to property owner. Staff was contacted by property owner who requested an additional two weeks to correct the violations. **Staff scheduled to re-inspect property this week.**
- Plato Court/Hamilton Drive: Complaint regarding overgrown bushes obstructing the view of oncoming traffic. Re-inspection complete. Staff confirmed the bushes have been removed at the corner of the property and the remaining bushes trimmed away from the sidewalk path. **Case closed.**
- Pleasant Hill Road – Case 1: Complaint regarding junk and debris in a front yard and overgrown weeds. Staff observed conditions unchanged. **Case under review.**
- Pleasant Hill Road – Case 2: Complaint regarding junk and debris at front yard. Re-inspection complete. Staff observed some of the refuse and the inoperable vehicle have been removed. Staff met with property owner at site and reviewed the violations. Property owner committed to have the violations corrected within the next two weeks. **Staff scheduled to re-inspect property next week.**
- Pleasant Hill Road – Case 3: Complaint regarding dead vegetation, deteriorated roof, damaged fence and illegal garage conversation. Site inspection complete. Staff

contacted property manage and discussed violations. Staff received information the property is involved in litigation. **Case under review.**

- Pleasant Hill Road – Case 4: Complaint regarding a commercial vehicle stored on a residential property. Re-inspection complete. Staff contacted the property owner. The property owner requested an additional two weeks to find an alternate location to move the commercial vehicle off the property. Extension granted. **Staff scheduled to re-inspect property next week.**
- Price Lane: Complaint regarding junk and debris, inactive garbage service and a recreational vehicle stored on an unpaved surface. Re-inspection complete. Conditions unchanged. Staff sent Second Notice Letter to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Rose Lane: Complaint regarding a storage container on the property. Site inspection complete. Staff met with property owner and confirmed the container is being stored on the property in conjunction with a planning/building permit approval. Staff confirmed the property owner has submitted plans and application to the city for review. **Case on hold pending Planning consideration.**
- Shelly Drive – Case 1: Complaint regarding two trees removed without proper permits. Re-inspection complete. Staff was contacted by property owner confirming they will obtain a tree removal permit from the Planning Division this week. **Staff will continue monitoring progress and coordinate final inspection with Planning Division.**
- Shelly Drive – Case 3: Complaint regarding a tree removed without proper permits. Site inspection complete. Staff contacted company removing the tree and discussed the issue. Owner to provide arborist report associated with the removal of the tree to the Planning Department. **Staff will continue monitoring progress and coordinate final inspection with Planning Division.**
- Sherman Drive: Complaint regarding an unsecure structure. Site inspection complete. Staff sent Second Notice to property owners. Second Notice Letter returned. Staff in process of locating property owner. **Staff scheduled to re-inspect property in two weeks.**

- Skander Court: 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.**
- Starlyn Drive: Complaint regarding a basketball stand left out on the public street. Re-inspection complete. Staff confirmed the basketball stand has been removed from the public street. **Case closed.**
- Taylor Boulevard – Case 1: Complaint regarding a home in disrepair. Staff observed painting preparation work in progress. **Staff scheduled to re-inspect property this week.**
- Taylor Boulevard – Case 2: Complaint regarding a fence in disrepair. Site inspection complete. Staff confirmed there is a fence falling over with missing boards at the front of the property. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- West Hookston Road: Complaint regarding junk and debris in public view. Re-inspection complete. Staff confirmed some of the junk and debris has been removed. **Staff scheduled to re-inspect property this week.**

New Inquiries:

- Atrice Lane: Complaint regarding a basketball stand obstructing the public street. Site inspection complete. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Belle Lane: Complaint regarding an overgrown bush obstructing the view of oncoming traffic. Site inspection complete. Staff contacted tenants and informed them of the violations. Tenants informed staff they would notify the property owner and have the bush trimmed. **Staff scheduled to re-inspect property in two weeks.**
- Orin Lane: Complaint regarding junk and debris in public view. Site inspection complete. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Putnam Drive: Complaint regarding an overgrown hedge obstructing the view of oncoming traffic. Site inspection complete. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property in two weeks.**

Proactive Work:

- Ardith Drive – Case 1: Proactive case opened for two vehicles stored on an unpaved surface at the front yard. Re-inspection complete. Staff confirmed the two vehicles are still stored on an unpaved surface. Staff contacted the tenant/vehicle owner. The tenant/vehicle owner requested a two week extension to find an alternative paved location to store the vehicles. Extension granted. **Staff scheduled to re-inspect property next week.**
- Ardith Drive – Case 2: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Re-inspection complete. Staff confirmed the vehicle has been removed from the property. **Case closed.**
- Ardith Drive – Case 3: Proactive case opened for junk and debris at front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Belinda Drive: Proactive case opened for debris at front yard. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Cleopatra Drive – Case 1: Proactive case opened for vehicles stored on an unpaved surface at front yard. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Cleopatra Drive – Case 2: Proactive case opened for vehicle stored on an unpaved surface at front yard. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Cleopatra Drive – Case 3: Proactive case opened for vehicles stored on an unpaved surface at front yard. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Cleopatra Drive – Case 4: Proactive case opened for boat/trailer stored on an unpaved surface at front yard. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Cleopatra Drive – Case 5: Proactive case opened for brush pile at front yard. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**

- Cleopatra Drive – Case 6: Proactive case opened for trailer stored on an unpaved surface at front yard. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Diablo View Road: Proactive case opened for junk/debris at front yard and inoperable vehicle stored on driveway. Re-inspection complete. Staff confirmed the vehicle has been removed from the property. **Case closed.**
- Elinora Drive: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Esther Drive: Proactive case opened for junk and debris on driveway and side of garage. Re-inspection complete. Staff confirmed the junk and debris is still in public view. Staff contacted property owner. Property own requested additional time. Staff granted extension. **Staff scheduled to re-inspect property at the end of the month.**
- Geraldine Drive – Case 1: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Geraldine Drive – Case 2: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Geraldine Drive – Case 3: Proactive case opened for an inoperable vehicle stored on the driveway. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Janice Drive: Proactive case opened for an inoperable vehicle stored in public view. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**
- Marcia Drive – Case 1: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**

- Marcia Drive – Case 2: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Marcia Drive – Case 3: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Mazie Drive: Proactive case opened for an inoperable vehicle stored in public view. Re-inspection complete. Vehicle unchanged. Staff sent Second Notice to property owners. Property owner requested an additional two weeks to allow them to donate the vehicle. Extension granted. **Staff scheduled to re-inspect property in two weeks.**
- Sherman Drive: Proactive case opened for vehicle stored on an unpaved surface at front yard. Staff left door hanger. **Staff scheduled to re-inspect property in two weeks.**

Graffiti Removal:

No graffiti removed this week.