

MEMORANDUM

TO: Mayor and City Council

FROM: June Catalano, Manager

DATE: March 7, 2014

SUBJECT: WEEKLY UPDATE

GENERAL UPDATE

• PHBA Opening Day Parade – Pleasant Hill Baseball Association is holding its Opening Day Parade on Saturday, March 8th beginning at 8:00 a.m. The parade begins at Sequoia Middle School and proceeds along Patterson Blvd. to Hawthorn Drive and on to the PHBA Sports Complex at Pleasant Oaks Park. No parking will be available along the parade route and access to and from side streets along Patterson will be impacted during the parade. Pleasant Hill Police Officers and PHBA Umpires will be directing traffic at Sequoia Middle School and along the parade route.

Boyd Road will be closed between 7:30 a.m. and 8:30 a.m. from Sequoia Middle School to Kahrs Ave. Patterson Blvd will be closed between Boyd Rd and Hawthorne Drive from 7:30 a.m. to approximately 9:00 a.m.

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Engineering Division

• <u>Buskirk Avenue Widening Phase 2 Improvement Project</u> – 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

<u>PG&E</u>, <u>Comcast</u>, <u>AT&T Utility Cutovers (Ongoing – February 2014) – Completed PG&E Utility Cutover, Comcast Utility Cutover and AT&T Utility Cutover Completed.</u>

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

Ghilotti removed the sound wall pile cap forms in preparation for masonry wall construction along the east side of Elmira Drive between Hookston Road and Clarie Drive. Ghilotti will begin demolition of the existing curb and roadway excavation within the closed sections of Buskirk Avenue and Elmira Drive the week of March 10th.

John Jackson Masonry will begin installing the new masonry sound wall starting March 7th and is scheduled to be completed the week of March 10th.

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.

- Police Department Security Fence Phase II Project Crusader Fence began work on the Police Department Security Fence Project on Tuesday, March 4, 2014. The work includes the installation of 190 linear feet of 7' black, guardian security fence, a 20' slide gate, a 16' swing gate and a 3' manual gate around the perimeter of the Police Department rear parking lot. This project will complete the security fence installation that began in 2012 as part of the Phase I project. Additional access control upgrades include security cameras and remote/dispatch controlled access. Work is expected to be completed in early April 2014.
- 2013 Storm Drain Facilities Repair Project The contractor, Redwood Engineering was delayed due to unfavorable weather conditions this week. Construction activities to date include the spot repair of the 36" corrugated metal storm drain pipe at 2032 Elinora Drive; the curb, gutter and a section of valley gutter replacement at the northwest corner of Longfellow Drive and Patterson Boulevard; and the installation of a new storm drain inlet adjacent to 1931 Peggy Drive to facilitate drainage from the east side of Peggy Drive to the public storm drain system on Contra Costa Boulevard.

The contractor began the storm drain repair near 161 Belle Avenue on Friday March 7th. The work at this location includes: the installation of a new storm drain inlet; a new concrete headwall; the removal of the existing deteriorated 18" corrugated metal pipe and replacement with two new 12" reinforced concrete pipes; and asphalt concrete repair. The work at this location is expected to take two weeks.

The whole project is expected to be completed mid April 2014.

Planning Division

Planning Commission - No meeting scheduled.

Zoning Administrator - No meeting scheduled.

Administrative Actions:

• PLN 14-004, Fromm Minor Exception - 1536 Masefield Drive

A public notice was issued indicating that the Zoning Administrator will take action on or after Monday March 24, 2014 on an application for a Minor Exception for a 10% increase in the allowable lot coverage (lot coverage of 33% where 30% would otherwise

be allowed without the Minor Exception) in conjunction with a project to expand and remodel an existing single family residence. After the proposed expansion, the existing residence would have a total of 2,837 square feet of building coverage on an 8,740 square foot property. A public hearing will not be held on this matter unless a written request to conduct a public hearing is received by the Zoning Administrator from any interested party prior to March 24, 2014.

• *PLN 14-0066, Pleasant Hill Baseball Association Parade* – The Zoning Administrator approved a Special Event permit for a parade for the Pleasant Hill Baseball Association that will be held on Saturday, March 8, 2014, from 7:30 to 9:30 AM. The parade route would begin on Boyd Road, through to Patterson Boulevard, Monte Cresta Avenue, and Santa Barbara Road, ending at Pleasant Oaks Park.

Tree Removals Approved:

None.

Architectural Review Commission

• PLN 13-0202, AT&T New Wireless Communication Facility - 400 Taylor Boulevard (California Cancer and Research Institute)

Public hearing to consider a proposal for a new roof-mounted AT&T wireless communication facility use consisting of: (1) sixteen antenna panels; (2) 20 new RRU's (remote radio units) and 2 new GPS antennas; (3) one new ground-mounted support equipment enclosure on the west side of the site, and (4) relocation of two existing microwave antenna dishes. Note: *All new and existing roof-mounted equipment would be placed behind/within a new 8-foot tall screen wall on the east end of the existing three-story medical office building*. Assessor's Parcel Number 153-050-059.

Action: The ARC conditionally approved the project. One member of the public spoke.

Appeal Period: Monday March 17, 2014 at 5 p.m.

• PLN 14-0042, Hilton Homewood Suites, 650 Ellinwood Way

Study session to review and provide feedback on a proposed four-story (approximately 54-foot tall) extended stay hotel with approximately 137 guest rooms at the site of the former Chevy's Restaurant. No action will be taken on the item since this is a study session.

Action: The ARC received a presentation from the applicant and also received comments from six members of the public.

The ARC provided the following design review feedback:

- 1. Consider reducing the massing of the building, including, but not limited to;
 - three stories vs four stories
 - potential for underground parking, thus, having more surface space available for building area if the overall height is reduced to three stories
 - Consider stepping back the portion of the hotel that is closest to the residential uses to the west
 - Consider incorporating architectural styles and solutions to further reduce the mass and bulk of the structure
- 2. Consider incorporating architecture that is complementary and consistent with the existing neighborhood.
- 3. Consider incorporating landscaping that is consistent and complementary to the existing neighborhood.
- 4. Retain the existing landscaping berm if possible to provide a buffer to adjacent residential uses.
- 5. Consider sound attenuation measures from the outdoor recreation areas to adjacent residential uses and consider locating the outdoor recreation amenities on the eastern side of the building or within a courtyard area if feasible.
- 6. Consider a second study session when more detailed plans are available for additional Commission input and feedback.
- 7. Ensure vehicular access is available to the property to the south.
- 8. Consider signage for the hotel at Ellinwood and Contra Costa Boulevard as part of the existing freestanding monument sign.

Comments from members of the public who attended the study session included concerns about the height, location, use, design, potential noise, traffic and possible increase in crime and concerns about compatibility with the neighborhood regarding the proposal.

Appeal Period: Not applicable since no action was taken.

Miscellaneous

• *PLN 13-0109, Crowley New Single Family Home, 89 Isabella Lane* - This project was approved by the ARC on May 16, 2013 and the home was subsequently constructed and sold to a third party. The City received an email from a neighbor that drainage from the new house is spilling on to the private road, and that the new homeowner has removed certain architectural features (dentils and trim) from the front of the home that were previously approved by the ARC. This item has been referred to the ARC for comment/direction regarding the neighbor's concerns. The ARC will discuss this item at the next scheduled meeting on Thursday, March 20, 2014 in the Large Community Room at City Hall at 5:00pm.

Code Compliance

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

Follow-ups on Prior Inquiries:

- Apollo Way: Complaint regarding overgrown bushes obstructing the view of oncoming traffic. Re-inspection complete. Staff confirmed the bushes have been trimmed. Case closed.
- Ardith Drive: Complaint regarding an occupied recreational vehicle located at the rear of
 the property. Re-inspection complete. Staff observed no further progress. Staff will
 contact property owner to discuss case. Staff scheduled to re-inspect property next
 week.
- Barnett Terrance: Complaint regarding junk and debris at the front of the property. Reinspection complete. Staff confirmed the junk and debris has been removed. Case closed.
- Belle Avenue: Complaint regarding an illegal home occupancy. Re-inspection complete. Staff did not observed any signs of an illegal home occupancy from the public thoroughfare. Staff scheduled to re-inspect property next week.
- 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 has active garage service. **Case closed.**
- Dorothy Drive: Complaint regarding inoperable vehicles stored on the driveway. Reinspection complete. Staff confirmed the inoperable vehicle is still stored on the driveway in public view. Staff sent Notify Letter to property owner. Staff scheduled to re-inspect property in two weeks.
- Elinora Drive: Complaint regarding a vehicle stored on the front lawn. Re-inspection complete. Staff confirmed the vehicle has been removed from the property. **Case closed.**

- Fair Oaks: Complaint regarding issues with an adult care facility. Re-inspection complete. Staff confirmed there are still violations present at the property. Staff will contact property owner and discuss remaining violations. Staff scheduled to re-inspect property next week.
- Fensalir Avenue: Complaint regarding junk and debris in public view. Re-inspection complete. Staff confirmed there is junk and debris at the front yard and a section of damaged fencing. Staff confirmed the violations have not been corrected. Staff sent Notify Letter to property owner. Staff scheduled to re-inspect property in two weeks.
- Grayson Road Case 2 (what happened to Case 1?): 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: Complaint regarding Christmas lights hanging from a heritage tree at the
 front yard. Staff confirmed there is also an inoperable vehicle and junk/debris on the
 property. Re-inspection complete. Staff confirmed the inoperable vehicle and
 junk/debris have been removed from the property. Staff contacted property owner and
 was informed they have received an offer to have the Christmas lights removed. Staff
 scheduled to re-inspect property next week.
- 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 re-inspected the property with Building Division and confirmed there are building code violations. Property owner was instructed to obtain building permit to complete the repairs. Staff will continue monitoring progress and coordinate final inspection with Building Division.
- Hoover Avenue: Complaint regarding junk and debris and inoperable vehicles. Some vehicles and debris have been removed. Staff sent Second Notice to property owner. Staff scheduled to re-inspect property this week.
- Kathleen Drive: Complaint regarding a vehicle stored on the front lawn. 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. Re-inspection complete. Staff confirmed the junk and debris has been removed from the property. Staff will continue monitoring progress and coordinate final inspection with Building Division.

- Keats Circle: Complaint regarding overgrown bushes obstructing the view of oncoming traffic. Staff contacted property owner and was informed the bushes will be trimmed next week. Staff scheduled to re-inspect property next week.
- Luella Drive: Complaint regarding an occupied shed at the rear yard. 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 reinspected the shed with Building Division and confirmed it not occupied. Property owner was instructed to obtain building permit to complete the construction of the shed. Staff will continue monitoring progress and coordinate final inspection with Building Division.
- 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 met with property owner and reviewed the remaining violations. 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: Complaint regarding a deteriorated fence. Re-inspection complete. Staff confirmed the damaged fencing has been removed. **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 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 scheduled to inspect the property this week with the Engineering Division.

- Oak Park Boulevard: 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. Property owner requested additional
 week to donate the vehicle. Staff has re-scheduled the vehicle abatement for next
 week pending property owner's voluntary removal.
- Orin Lane: Complaint regarding junk and debris in public view. Re-inspection complete. Staff confirmed the junk and debris has been removed. **Case closed.**
- Patterson Boulevard: Complaint regarding overgrown weeds and debris. Re-inspection complete. Staff observed no further progress. Staff will contact property owner to discuss case. Staff scheduled to re-inspect property next week.
- 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. Reinspection complete. Staff observed some of the refuse and the inoperable vehicle have been removed. Staff observed no further progress. Staff will contact property owner to discuss case. 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 manager 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 observed the commercial vehicle has not been removed. Staff will contact property owner to discuss case. 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. Staff
 confirmed the remaining junk and debris has been removed and the property has active
 garbage service. Case closed.

- Putnam Boulevard: Complaint regarding an overgrown hedge obstructing the view of oncoming traffic. Re-inspection complete. Staff confirmed the hedge has been trimmed.
 Case closed.
- 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 2: 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. Staff sent Second Notice to property owners. Second Notice Letter returned. Re-inspection complete. Staff confirmed the property appears secure. Staff left door hanger to address damaged section of fencing. Staff scheduled to re-inspect property in two weeks.
- Shirley Drive: Complaint regarding inoperable vehicle, camper on driveway, junk/debris and occupied recreational vehicle. Re-inspection complete. Staff did not observe any violations from the public thoroughfare. **Case closed.**
- 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.
- Taylor Boulevard: Complaint regarding a home in disrepair. Staff observed painting preparation work in progress. Staff contacted property owner. Property own requested additional time to complete repairs. Staff granted extension. Staff scheduled to reinspect property this week.

- Theo Lane Case 1: Complaint regarding auto repairs and an illegal home occupancy. Re-inspection complete. Staff confirmed there is still an inoperable vehicle stored on the driveway and auto repair work. During inspection staff observed a trailer stored on an unpaved surface at the front of the yard. Staff did not observe any signs of an illegal home occupancy. Staff discussed the violations with the property owner. Staff scheduled to re-inspect property in two weeks.
- Theo Lane Case 2: Complaint regarding a recreational vehicle stored on an unpaved surface. Re-inspection complete. Staff discussed the violation with the property owner. Property owner informed staff they will install gravel at the area. Staff scheduled to reinspect property in two weeks.
- West Hookston Road: Complaint regarding junk and debris in public view. Reinspection complete. Staff confirmed the remaining junk and debris has been removed.
 Case closed.

New Inquiries:

- Apollo Way Case 1: Complaint regarding an overbrown hedge obstructing the view of oncoming traffic. Site inspection complete. Staff confirmed the hedge is in violation. Staff contacted property owner and discussed the violation. Staff scheduled to reinspect property in two weeks.
- Apollo Way Case 2: Complaint regarding an overbrown hedge obstructing the view of oncoming traffic. Site inspection complete. Staff confirmed the hedge is not in violation. Case closed.
- Charlton Circle: Complaint regarding garbage and recycling cans left out near the collection point. **Site inspection scheduled for this week.**
- Clarie Drive: Complaint regarding a basketball stand obstructing the public right-of-way. Site inspection complete. Staff confirmed there is a basketball stand obstructing the public street. Staff contacted property owner and discussed the case. Staff scheduled to re-inspect property next week.
- Esther Drive: Complaint regarding a rooster on the property. Site inspection complete. Staff contacted property owner and discussed the case. **Staff scheduled to re-inspect property in two weeks.**

- Fieldcrest Drive: Complaint regarding an illegal home occupancy. **Site inspection** scheduled for this week.
- Kinder Lane: Complaint regarding an illegal home occupancy. **Site inspection** scheduled for this week.
- Luella Drive: Complaint regarding an occupied recreational vehicle. Site inspection complete. Staff contacted property owner and discussed issue. Staff did not observe any signs the recreational vehicle was occupied. Staff instructed the property owner not to use the recreational vehicle as a residence. **Case closed.**
- Old Vine Court: Complaint regarding an illegal home occupancy. **Site inspection** scheduled for this week.
- Wendy Drive: Complaint regarding a utility trailer stored on the public street. Site
 inspection complete. Staff observed an empty utility trailer stored on the public street.
 Staff contacted complainant and reviewed the case. Staff did not observe any other
 violations present at the property. Case closed.

Proactive Work:

- Apollo Way: Proactive case opened for overgrown bushes obstructing the view of oncoming traffic. Re-inspection complete. Staff confirmed the bushes have been trimmed. Case closed.
- Ardith Drive: Proactive case opened for two vehicles stored on an unpaved surface at the front yard. Re-inspection complete. Staff observed no further progress. Staff will contact property owner to discuss case. Staff scheduled to re-inspect property next week.
- Cleopatra Drive: Proactive case opened for boat/trailer stored on an unpaved surface at front yard. Re-inspection complete. Staff confirmed the boat and trailer are still stored on the unpaved area next to the driveway. Staff sent Second Notice to property owner. Staff scheduled to re-inspect property in two weeks.
- 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 to remove junk and

debris from property. Staff granted extension. Staff scheduled to re-inspect property next week.

- Mazie Drive: Proactive case opened for an inoperable vehicle stored in public view. Reinspection complete. Staff confirmed the vehicle is unchanged. Staff will contact property owner to discuss the case. Staff scheduled to re-inspect property next week.
- Sherman Drive: Proactive case opened for vehicle stored on an unpaved surface at front yard. Re-inspection complete. Staff confirmed the vehicle is still stored on the unpaved area at the front yard. Staff sent Second Notice to property owner. Staff scheduled to re-inspect property in two weeks.
- Twinview Drive Case 1: Proactive case opened for an inoperable vehicle stored in public view. **Staff scheduled to re-inspect property in two weeks.**
- Twinview Drive Case 2: Proactive case opened for an inoperable vehicle stored in public view. **Staff scheduled to re-inspect property in two weeks.**

Graffiti Removal:

No graffiti removed this week.