



City of Pleasant Hill

MEMORANDUM

TO: Mayor and City Council
FROM: June Catalano, Manager
DATE: March 14, 2014
SUBJECT: **WEEKLY UPDATE**

GENERAL UPDATE

- **City Council Meeting** – The March 17 regularly scheduled meeting of the City Council has been rescheduled to **Monday, March 24, 2014** at 7:30 p.m. in the City Council Chambers.

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 – February 2014) – Completed
PG&E Utility Cutover, Comcast Utility Cutover and AT&T Utility Cutover Completed.

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

Ghilotti removed the existing pavement at the south end of Geraldine Drive near Hookston Road to construct the new landscape improvements. Ghilotti also removed the existing roadway pavement surface and concrete curb and gutter on Buskirk Avenue within the limits of the current construction stage. The soundwall construction south of Clarie Drive is moving quickly and is expected to be completed the week of March 17th

Ghilotti will start the excavation for new foundations for the decorative wall on the south side of Hookston Road (just east of Elmira Drive) on March 14th.

Saint Francis Electric will start installing the underground conduits for new street lighting on the east side of Elmira Drive within the limits of the current construction stage the week of March 17th.

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.

- **Golf Club Road Bridge Replacement** – Staff received eight bid proposals on March 4, 2014. Staff is reviewing the proposal submittals to determine if the bids are responsive. A bid protest letter is also being reviewed by the City Attorney's office. Preliminary bid results are posted at City's web site address of http://www.ci.pleasant-hill.ca.us/projects_under_bid. For additional general project information on 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>.
- **2013 Storm Drain Facilities Repair** - Construction activities this week include the installation of the two new 12" reinforced concrete storm drain pipes across Belle Avenue. These pipes will replace a damaged 18" corrugated metal pipe that has reached the end of its useful life. Remaining work at this location includes the installation of a new headwall, asphalt concrete repair and landscape restoration. The work is expected to be completed on Belle Avenue by March 22, 2014.
- **Police Department Security Fence, Phase II** - Crusader Fence has completed the installation of the new 7' security fencing around the perimeter of the Police Department Parking lot. Remaining construction activities include the installation of the two gate operators, the swing gate, the slide gate, and the manual pedestrian gate. Landscape work will follow. Work is expected to be completed the first week of April 2014.

Encroachment Permits:

- 2144 Norse Drive – Replace concrete driveway approach
- 1923 Oak Park Boulevard – EBMUD water repairs
- 200 Longbrook Way – Concrete sidewalk and asphalt walkway repairs

Planning Division

Planning Commission

- ***PLN 14-0042, Hilton Homewood Suites, 650 Ellinwood Way*** - Study session to review and provide feedback on a proposed four-story (maximum proposed height approximately 54-feet), long-term stay hotel, with approximately 137 guest rooms at the site of the former Chevy's Restaurant.

Action: No action was taken since this was a study session. The Planning Commission received a presentation from the applicant and also received comments from eight members of the public. The Planning Commission provided the following comments:

1. Continue to explore solutions to reduce the massing of the building, including, but not limited to:
 - a. Three stories vs. four stories; if four stories, explore solutions to reduce the height of a four story building to less than 50 feet if possible.
 - b. Further explore the feasibility of underground parking if it could reduce the need for a fourth story.
 - c. Consider modifying the site layout to move the building further away from residential uses or to reduce the appearance of building mass (e.g. angled).
 - d. Continue to explore architectural styles and solutions that will help to reduce the mass and bulk of the structure (e.g. stepped).
2. Re-analyze the circulation pattern, to address any awkward movements and conflicts.
3. Determine whether the project would have traffic impacts specifically during the AM peak hour period.
4. Incorporate operational measures to ensure the hotel does not have safety impacts on area residents, although the project may actually improve safety conditions in the area. Ensure the project includes adequate lighting for security.
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 installing story poles to provide the Commission and the public a better understanding of the height/massing of the proposed project.
7. Address the study session comments provided by the Architectural Review Commission.

Members of the public who attended the study session expressed concerns about the height, mass, location, use, design, views, lighting, potential noise, traffic and possible increase in crime and concerns about impact on property values and overall compatibility with the neighborhood.

Appeal Period: Not applicable since no action was taken.

Zoning Administrator

No meeting scheduled.

Administrative Actions:

- ***PLN 13-0405, HomeGoods, 552 Contra Costa Boulevard*** - This project was originally approved by the ARC on January 16, 2014. The ARC approved exterior improvements for

the proposed new business to include: new automatic doors, a color change, minor landscape changes, removal of existing chain-link trash enclosure (to be replaced with a new trash compactor concrete pad), a new entry door system and under canopy signage. The approval also included the installation of spandrel and graphic film window covering on three of the five glass storefront sections. The applicant recently proposed to replace the approved spandrel and graphic store front treatments with stucco panels to match the remainder of the building. The ARC was notified of the request; none of the Commissioners expressed concerns regarding the change.

Action: Approved.

Appeal Period: Through Monday, March 24, 2014.

Tree Removals Approved:

- One Modesto Ash at 142 Doray Drive
- One American Elm at 761 Duke Circle

Architectural Review Commission

No meeting scheduled.

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 a complaint 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. 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 5:00 p.m.
- ***PLN 13-0187, Appeal of Addenmatten Single Family Home at 1941 Buttner Road*** – On March 10, 2014, the City Council considered further public testimony and then adopted a motion to direct staff to prepare a resolution to deny the appeal, and approve the project with revisions as directed by the City Council, including increasing the ARC approved 25-foot front yard setback (to the single story garage) to approximately 45 feet and requiring a minimum 84.5 foot front yard setback to the second-story portion of the home. The proposed resolution will be considered by the City Council on March 24, 2014.
- ***Administrative Permit Activity:*** For the month of March, Planning staff reviewed the following applications: 14 Zoning Permits (4 new businesses, 2 commercial plan checks

and 18 residential plan checks), 6 Home Occupation Permits, 3 Temporary Sign Permits, 2 Special Event Permits, and 1 Tree Removal Permit.

Code Compliance

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

Follow-ups on Prior Inquiries:

- Apollo Way – Case 1: Complaint regarding an overgrown hedge obstructing the view of oncoming traffic. Site inspection complete. Staff confirmed the hedge is in violation. Staff contacted the property owner and discussed the violation. **Pending follow up inspection.**
- Ardith Drive: Complaint regarding an occupied recreational vehicle located at the rear of the property. Re-inspection complete. Staff observed the recreational vehicle appears to no longer be occupied. **Case closed.**
- Belle Avenue: Complaint regarding an illegal home occupancy. Re-inspection complete. Staff did not observe any signs of an illegal home occupancy from the public thoroughfare. **Case closed.**
- Charlton Circle: Complaint regarding garbage and recycling containers left out near the collection point. Site inspection complete. Staff discussed the issue with the property owner and confirmed the container was left out to be removed by the waste company. **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 the property owner. Re-inspection complete. Roof condition and debris at front yard unchanged. **Case under review.**
- Clarie Drive: Complaint regarding a basketball stand obstructing the public right-of-way. Re-inspection complete. Staff confirmed the basketball stand has been removed. **Case closed.**
- Dorothy Drive: Complaint regarding inoperable vehicles stored on the driveway. Re-inspection complete. Staff confirmed the inoperable vehicle has been removed. **Case closed.**

- Esther Drive: Complaint regarding a rooster on the property. Site inspection complete. Staff contacted property owner and discussed the case. Property owner requested two weeks to have the rooster removed. **Pending re-inspection.**
- 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. **Pending re-inspection.**
- Fensalir Avenue: Complaint regarding junk and debris in public view. Re-inspection complete. Staff confirmed the junk and debris has been removed from the property. **Case closed.**
- Fieldcrest Drive: Complaint regarding an illegal home occupancy. Site inspection complete. Staff did not observe any signs of a home occupancy but did note an inoperable vehicle stored on the driveway. Staff left door hanger. **Pending follow up inspection.**
- Grayson Road: 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. The property owner has applied for a minor exception with the Planning Division. **Staff will coordinate final inspection with the 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. **Pending re-inspection.**
- 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 an additional complaint in reference to illegal repairs at the property. Staff re-inspected the property with the Building Division and confirmed there are building code violations. The property owner was instructed to obtain building permit to complete the repairs. **Staff will continue monitoring progress and coordinate final inspection with the 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. **Pending re-inspection.**
- 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. Re-inspection complete. Staff confirmed some of the overgrown bushes have been trimmed. Staff will contact property owner to discuss case. **Pending follow up inspection.**
- Kinder Lane: Complaint regarding an illegal home occupancy. Site inspection complete. Staff did not observe any signs of a home occupancy. **Pending follow up inspection.**
- 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 re-inspected the shed with Building Division and confirmed it was not occupied. The property owner was instructed to obtain a 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. **Pending re-inspection.**
- Mazie Drive: Accessory structures without approval in a rear yard. Plans submitted last week for review. Plans approved. Staff contacted the tenants who stated they 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. The structure remained 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 next week with the Engineering Division.**
- Oak Park Boulevard: Complaint regarding junk/debris and grading issues. Site inspection complete. Staff sent Notify Letter to property owner. **Pending follow up inspection.**
- Oakvue Road: Complaint regarding an inoperable vehicle. Vehicle unchanged. Staff sent vehicle abatement letter to property owner. Property owner contacted staff and confirmed the inoperable vehicle will be removed this week. **Pending re-inspection.**
- Old Vine Court: Complaint regarding an illegal home occupancy. Site inspection complete. Staff left business card requesting the property owner make contact to discuss the matter. **Pending follow up inspection.**
- Patterson Boulevard: Complaint regarding overgrown weeds and debris. Re- inspection complete. Staff observed no further progress. Staff will contact property owner to discuss case. **Pending re-inspection.**
- 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 observed no further progress. Staff contacted the property owner and discussed case. **Pending re-inspection.**
- Pleasant Hill Road – Case 3: Complaint regarding dead vegetation, deteriorated roof damaged fence and illegal garage conversation. Site inspection complete. Staff contacted property management 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 contacted the property owner and discussed case. **Pending re-inspection.**
- Rose Lane: Complaint regarding a storage container on the property. Site inspection complete. Staff met with the 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 the property owners 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 the 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. **Pending re-inspection.**
- Skander Court: Illegal accessory structures. The City Attorney contacted listing agent. The 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 the property owner. The property owner requested additional time to complete repairs. Staff granted extension. **Pending re-inspection.**
- 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. **Pending re-inspection.**

- Theo Lane – Case 2: Complaint regarding a recreational vehicle stored on an unpaved surface. Re-inspection complete. Staff confirmed the recreational vehicle is now stored on a gravel surface. **Case closed.**

New Inquiries:

- Camelback Road: Complaint regarding lack of garbage service. Site inspection complete. Staff confirmed the property does not have active garbage service. Staff left door hanger. **Pending follow up inspection.**
- Croyden Drive: Complaint regarding junk and debris. **Pending site inspection.**
- Longbrook Way: Complaint regarding trash and debris. Site inspection complete. Staff observed trash and debris at the property and contacted the tenants instructing them to remove the trash and debris. Staff observed the trash and debris has been removed. **Case closed.**
- Oak Park Boulevard: Complaint regarding inoperable vehicles. **Pending site inspection.**
- Oak Park Boulevard: Complaint regarding graffiti on residential fence. **Pending site inspection.**

Proactive Work:

- Ardith Drive: Proactive case opened for two vehicles stored on an unpaved surface at the front yard. Re-inspection complete. Staff confirmed the two vehicles have been removed. **Case closed.**
- 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. **Pending re-inspection.**
- Esther Drive: Proactive case opened for junk and debris on the driveway and the side of garage. Re-inspection complete. Staff confirmed the junk and debris is still in public view. Staff contacted property owner. The property owner requested additional time to

remove junk and debris from property. Staff granted the extension. **Pending re-inspection.**

- Mazie Drive: Proactive case opened for an inoperable vehicle stored in public view. Re-inspection complete. Staff confirmed the vehicle is unchanged. Staff will contact property owner to discuss the case. **Pending re-inspection.**
- Sherman Drive: Proactive case opened for a vehicle stored on an unpaved surface in the 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. **Pending re-inspection.**
- Twinview Drive – Case 1: Proactive case opened for an inoperable vehicle stored in public view. **Pending follow up inspection.**
- Twinview Drive – Case 2: Proactive case opened for an inoperable vehicle stored in public view. **Pending follow up inspection.**

Graffiti Removal:

No graffiti removed this week.