



MEMORANDUM

TO: Mayor and City Council

FROM: June W. Catalano, City Manager

DATE: August 26, 2010

SUBJECT: **WEEKLY UPDATES**

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Building Division

- All About You Day Spa (2800 Pleasant Hill Road, Suite 100) – A permit has been issued for construction of the tenant improvements to completely remodel the space, including sinks and bathroom.
- 1025, 1035 and 1045 Contra Costa Boulevard – Construction plans have been submitted for plan check to improve the appearance of the building exterior formerly occupied by Rasputin/Blondie's Pizza.
- Taco Bell (1700 Contra Costa Boulevard) – All underground and foundation work has passed inspection. The framing and rough-in stage of the building is well under way.

Engineering Division

- Parade Permit – The Engineering Division has issued a parade permit to the Gregory Gardens Elementary School for their annual community spirit parade. Students, faculty and parents will walk from the Gregory Gardens Elementary School, down Harriet Drive to Shirley Drive, Shirley Drive to Cynthia Drive, Cynthia Drive to Ruth Drive, and return down Harriet Drive back to the School. The event will take place on Friday, September 3, 2010, starting at 10:00 am. The Police Department and Fire Protection District have both been notified of the event.
- Contra Costa Water District (CCWD) Susan Lane Pipe Replacement – CCWD has completed the installation of new replacement main water pipeline along Susan Lane, including some short pipe tie-in connections at Margie Drive, Hazel Drive and Doris

Drive. CCWD has hired a contractor to slurry seal Susan Lane and the tie-in locations as part of the project pavement restoration. Slurry seal work is tentatively scheduled to occur the week of August 30th through September 3rd. CCWD's contractor, American Asphalt Company, plans to slurry seal Susan Lane between Doris Drive and Doray Drive from 7:30 am to 5:00 pm on Thursday, September 2nd. Susan Lane and portions of the adjoining streets will be closed to all traffic on the slurry sealing day. The effected residents and businesses will receive a slurry notice from CCWD providing the specific streets and property access restrictions. Additionally the streets to be slurry sealed will be posted with "NO PARKING" signs prior to the work.

- 2010 Street Resurfacing Repair – A construction contract for the 2010 Street Resurfacing Repair project has been awarded to Alaniz Construction in the amount of \$88,850. The project scope consists of approximately 28,000 square feet of pavement failure repair, installation of traffic control loops, traffic control and temporary striping on arterials and collectors throughout the City of Pleasant Hill. Construction activities underway include the layout and marking of base failure locations and the installation of construction signs. The Contractor has notified all residents within 300 feet of the project locations by hand delivered flyer.

- Encroachment Permits Underway

Private

Roto Rooter Sewer Service – Replace sewer pipe at 1700 Contra Costa Boulevard
Pleasant Hill Chamber of Commerce – The 2010 Art, Jazz and Wine Festival

Utilities

PG&E – Replace utility pole at 140 Collins Court
PG&E – Repair gas leak at 34 Burnham Court

Maintenance Division

- School Crosswalks/Signs – A total of 14 yellow crosswalks have been repainted in and around the City's Schools. The newly-applied paint will help make the yellow crosswalks stand out and become more identifiable to motorists as the school year begins. Additionally, over 100 new signs have also been installed within school zones over the past two weeks. These warning signs (speed limit, children crossing and advanced warning) meet the new Federal Standards for color and reflectivity. The signs are a high-visibility lime green color that provides greater visibility for vehicles traveling in and around school zones.
- Annual Creek Cleaning – Maintenance Division staff recently cleaned the Santa Monica Channel storm drain system located near Willow Pass Road and Contra Costa Boulevard. This concrete-lined waterway is cleaned annually to remove dirt and debris that has accumulated in preparation for this year's storm season. Staff will

begin walking the entire City-wide creek system over the next several weeks and notifying owners who have not yet cleaned the creeks on their property. Letters will be sent to those property owners who are not in compliance. Experience has shown that it is extremely important to keep the waterways clean and clear of debris to maximize winter storm flows.

Planning Division

- **Planning Commission**

Conformance with General Plan for a Proposed Vacation and Disposition (Portion of Oak Park Boulevard Public Right-of-Way at Intersection with North Main Street) – In accordance with Government Code Section 65402, the Planning Commission was requested to determine whether a proposal to vacate and dispose by sale a portion of the Oak Park Boulevard right-of-way, extending west from North Main Street, can be found consistent with the City of Pleasant Hill General Plan. The City Council will consider the proposed vacation and disposition of right-of-way and adopt any related environmental document at a future public hearing.

Action: Consistency finding approved.

Appeal Period: Not applicable. This matter will automatically be considered by the City Council as part of the proposed right-of-way vacation process.

T-Mobile Wireless Antenna (321 Golf Club Road) – The applicant requested approval of a use permit to install nine antennas and nine amplifiers on a proposed 80-foot tall monopine, and equipment cabinets in a new enclosure at Diablo Valley College (DVC).

During the course of the meeting it was discovered that there are two additional wireless facilities on the college campus (staff was only aware of one) that did not receive City approval. The Commission directed staff to continue research regarding these antennas and to work with the Contra Costa Community College District (DVC) to bring all existing facilities into compliance prior to approval of a use permit for additional facilities.

Action: Continued to September 14, 2010.

Appeal Period: No appeal period.

In-N-Out Burger Restaurant Sign Variance (570-572 Contra Costa Boulevard) – The Planning Commission conducted a public hearing to consider a request for approval of a sign variance to exceed the amount of wall signage area allowed for the restaurant by 285 square feet, for a total of 385 square feet. The project site is located in the *RB Retail Business* zoning district.

The Commission conditionally approved the request; however, sign area overage was limited to 198 square feet rather than the 385 square feet by incorporating the following: 1) the three internally-illuminated channel letter signs will be calculated with the traditional sign area method, at 66 square feet each, for a total of 198 square feet, and 2) the recessed “shadow” arrow logo on the west (rear) building elevation and the palm tree logos on the fascias of four awnings will be considered as decorative/architectural elements (as recommended by the Architectural Review Commission) and thus will be excluded from the wall sign area calculations. As a result, the Variance was approved for 198 square feet of total wall sign area where the Zoning Ordinance allows a maximum 100 square feet of total wall sign area. One of the primary reasons for approving the Variance is the diagonal orientation of the building, to the adjacent commercial-based intersection, and the resulting visibility of all four building elevations to the general public. No members of the public spoke on the item.

Action: Approved with conditions.

Appeal Period: The appeal period will end on Tuesday, September 7th at 5:00 pm.

Study Session Regarding Sign Ordinance Amendments – Staff requested that the Commission hold a study session on proposed amendments to the existing sign ordinance, specifically Chapters 18.60, 18.105 and 18.140 of the Pleasant Hill Municipal Code. The proposed amendments are intended to make minor corrections and clarifications, integrate references to the City’s Design Guidelines and streamline review procedures to improve administration of the ordinance.

Action: This matter was continued to a date uncertain without discussion.

Appeal Period: Not applicable.

- **Zoning Administrator**

Runner Minor Use Permit (314 Betty Lane) – The Zoning Administrator held a public hearing to review a request for a Minor Use Permit to approve the reconstruction of a non-conforming garage with the same existing dimensions (depth will increase by approximately two feet) and to add a second floor above the garage. Section 18.65.030.C.2 of the Zoning Ordinance requires that a non-conforming garage may be reconstructed with the same floor area provided there is no increase in any non-conformity and upon issuance of a minor use permit by the Zoning Administrator. The site is zoned *R-7 Single Family, 7,000 square foot lots*.

Action: Approved with conditions.

Appeal Period: The appeal period will end on Tuesday, September 7th at 5:00 pm

Health Career College/Dental Clinic Minor Use Permit (115 Crescent Drive, Suite M) – A public hearing was held to review a request for a Minor Use Permit to approve a Health Career College and Dental Clinic within the Downtown area. The site is zoned *PUD DSP-Downtown Specific Plan*.

Action: Approved with conditions (including the elimination of the mezzanine).

Appeal Period: The appeal period will end on Tuesday, September 7th at 5:00 pm.

- **Architectural Review Commission (ARC)**

No meeting scheduled this week.

- **Code Compliance**

Selected highlights of weekly activity:

Environmental Health – The Contra Costa Environmental Health Division is working with City staff to address illegal sales of fruits and vegetables along City streets. Such sales have not been cleared through the Environmental Health Division nor are they approved or licensed by the City. A recent contact resulted in a citation being issued by Environmental Health.

Weed Abatement – The abatement of high weeds in the Ellinwood area is now complete as a result of joint efforts by Code Compliance and Maintenance staff.

Fee Correction – Staff assisted a resident who had a vehicle towed several years ago as part of an abatement and who was being billed by DMV for parking tickets and back fees related to the license plate of this vehicle. Staff contacted the DMV and found that the vehicle’s license plate had been inputted into the system in error and the fees assessed were not applicable. As a result, the resident received an apology/correction letter from the agency that erroneously assessed the fees.

Number of Tasks Completed This Week – 81 (includes phone calls, emails, courtesy notices, investigations, site visits, area patrols, internal requests for service, attendance at training sessions and other miscellaneous activities).

- **Miscellaneous**

Recreation and Park District Projects – The City received revised plans for the Teen Center from the Pleasant Hill Recreation and Park District this week for presentation and informal comment by the ARC next week. In addition, public notices were issued this week for the Planning Commission and ARC hearings on the proposed Senior Center and Teen Center scheduled for September 28th and October 7th. The hearing

dates are dependent on receiving the final approved environmental document for the projects from the Recreation and Park District by mid-September. Currently, the District is in the process of finalizing the environmental document for consideration by the District Board on September 9th.

A special ARC meeting has also been scheduled for September 23rd to conduct a study session for the Winslow Center project provided that the District submits project plans to the City next week. Further consideration of the Community Center project and the Pleasant Oaks ball field project is on hold pending submittal of plans by the District.