



MEMORANDUM

TO: Mayor and City Council  
FROM: June W. Catalano, City Manager  
DATE: April 28, 2011  
SUBJECT: **WEEKLY UPDATES**

**PUBLIC WORKS AND COMMUNITY DEVELOPMENT**

**Building Division**

- Marriott's Residence Inn (700 Ellinwood Way) – Replacement of the roofing for each building is underway, and permits are being issued in phases of the construction.
- Ridgeview I (Ridgeview Drive and Court) – The re-roof replacements are in the final stages of construction for the entire townhouse complex.
- Willowbrook Condominium Complex – Ellinwood Way (637 Stonebridge Way) – Plans have been submitted to review and approve the existing two-story clubhouse for the 228-unit condominium complex. The work reflects alterations to the site, enclosing the entry on the first floor, adding a bathroom, relocating offices, as well as other changes to the facility.

**Engineering Division**

- Citywide Trail Crossing Enhancement Project – As part of the Citywide Trail Crossing Enhancement project, the design consultant is conducting visual surveys in addition to placing traffic counters near the various trail crossing locations to collect weekday and weekend traffic data along the roadways. The traffic data is needed for the trail crossing safety analysis currently being conducted to identify the best type of safety enhancement devices to be installed at each trail crossing location.
- Grading and Drainage Permit – In early April, the Engineering Division issued Grading and Drainage Permit No. 11-GRA-03 to NYF Properties, Inc., to install a new drainage system in the parking lot at 535 Contra Costa Boulevard. The site was

originally designed to drain to the rear of the property and into a drainage ditch running parallel to I-680; however, the drainage ditch is inadequate and causes flooding in the parking lot during heavy rains. The scope of work included capping and abandoning the old drainage system, installing new storm drain detention pipes and connecting the new system to an existing catch basin on Contra Costa Boulevard. Per the Grading and Drainage Permit requirements, the contractor submitted a drainage design and hydrology calculations meeting the City's zero net runoff requirements. The work is now in substantial completion with minor punch list items underway.

### **Maintenance Division**

- **Power Outage (Contra Costa Boulevard)** – Staff has been working together with PG&E to resolve the electrical outage on Contra Costa Boulevard located in front of Pleasant Hill Shopping Center near the Target store area. Power was restored, and the irrigation clocks and street lights are now operational.
- **Tree Removal** – Staff removed three invasive trees on the Contra Costa Boulevard roadside area (northwest side of Doray Drive) which were causing damage to the property owner's fence and shed in their back yard.
- **Pothole Repairs** – Temporary repairs were made to several potholes throughout the City until more permanent repairs can be made.
- **Graffiti** – The graffiti continues to be a problem in the Sequoia and Pleasant Hill Middle School areas. Staff covered up many instances of offensive tagging on utility boxes and poles.

### **Planning Division**

- **Planning Commission**

***Meyer Minor Variance – Reduced Interior Garage Dimensions (330 Maryal Road)*** – Final review and adoption of a resolution for denial of a variance for a reduction in the required interior dimensions of an existing legal nonconforming garage to accommodate construction of a 63-square-foot enclosed hallway (vestibule) within the garage. The existing garage has nonconforming interior dimensions (19'x22' where 20'x22' is required) and the proposal would result in a garage with one parking space with unobstructed dimensions of 8.5 feet wide by 22 feet deep, and a second parking space with unobstructed dimensions of 10.5 feet wide by 16 feet deep. The project site is located in the *R-6 Single Family, 6,000 sq. ft. lots* zoning district.

**Action:** Adopted resolution denying the variance without prejudice. No members of the public spoke.

Appeal Period: The appeal period will end on Monday, May 9<sup>th</sup> at 5:00 pm.

***Water Efficient Landscape Ordinance, City-Wide*** – The Commission continued a public hearing to consider recommendations to the City Council for approval of a “Water Efficient Landscape Ordinance” that is intended to ensure that the City’s ordinance will address local requirements and be at least as effective as the State of California Model Water Efficient Landscape Ordinance (see Government Code Article 10.8). The proposed ordinance includes definitions, standards and regulations pertaining to water conserving landscapes and irrigation methods, landscape plan submittal requirements, procedures necessary to implement the proposed ordinance and related administrative provisions.

Action: Continued without discussion or testimony to May 10, 2011.

Appeal Period: Not applicable.

***Miscellaneous Zoning Ordinance Amendments, City-Wide*** – The Commission conducted a public hearing to consider recommendations to the City Council for approval of miscellaneous amendments to various provisions of the zoning ordinance to clarify ambiguities, streamline procedures, correct errors and make various minor revisions.

Action: Public testimony was received focusing primarily on the issue of potential regulation of firearms and ammunition sales. Numerous members of the public spoke regarding this issue. After considering the public testimony, the Planning Commission provided staff with direction not to proceed with drafting an ordinance amendment concerning regulation of firearms and ammunition sales. The Commission requested staff to clarify provisions of the zoning ordinance pertaining to indoor shooting ranges. Public testimony and Commission discussion regarding the remaining amendments before the Commission were continued to May 10<sup>th</sup>.

Appeal Period: Not applicable.

- **Zoning Administrator**

No meeting scheduled.

- **Architectural Review Commission**

No meeting scheduled.

- **Code Compliance**

Selected highlights of weekly activity:

***Home Occupation Violations*** – Contact was made with a resident on Oak Park Boulevard regarding a complaint about operation of a business from the residence. The resident had a Home Occupation permit but was in violation of ordinance standards regarding parking equipment and trucks at the home, as well as having employees go to the home. The resident agreed to remove the equipment by May 15<sup>th</sup>, and employees will stop coming to the home immediately.

Contact also was made with a resident on Claire Drive regarding a landscape business being operated from the home without permits. Equipment is being stored on the property and employees go to the house for their assignments. Staff is currently working with the resident to bring them into compliance.

***Post Office*** – Staff is working the Pleasant Hill Postmaster regarding cleaning up the landscape area in front of the post office site along Contra Costa Boulevard. The Postmaster indicated that a contractor is being hired to maintain the property.

***Weed Abatement*** – Contact was made with the County Flood Control District regarding high weeds along the canal behind Denny’s and the Shell Gas Station, as well as along Chilpancingo Parkway. Flood Control staff indicated weed abatement will begin in the middle of May.

The Fire District will be sending out their initial weed abatement letters to property owners in the City on May 16<sup>th</sup>, and inspections will start on June 16<sup>th</sup>. City staff will assist the District, as needed, to make sure potentially hazardous vegetation is trimmed in a timely manner.

***Number of Tasks Completed This Week*** – 79 (including 21 investigations, 8 sector patrols, 8 referrals to assist other agencies/divisions, scheduled counter coverage and various miscellaneous activities such as phone calls, emails, internal requests for service and attendance at training sessions).