



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: September 19, 2013

RE: Agenda Item #4 – September 26, 2013 Board Meeting

To Consider Flag Pole Installation at the Senior Center (ACTION)

The Pleasant Hill Senior Club would like to install a flag pole in front of the Senior Center. I believe at one point we had a flag pole in the original plans, it was removed as we felt that it could be installed at a later date. We are very pleased that the Senior Club is willing to come forward and pay for the installation of the flag pole. Total cost for the full installation and flag pole is \$3,387. The process would be to submit an application to the City of Pleasant Hill also for approval of the flag pole installation. Attached is the location, which is just as you go into the main entrance on the right side in the landscaped area, so it would not affect the sidewalk area. It makes the most sense to locate the flag pole here, front and center. The flag pole will be a 30 foot aluminum pole with an internal halyard system with a 5' x 8' flag.

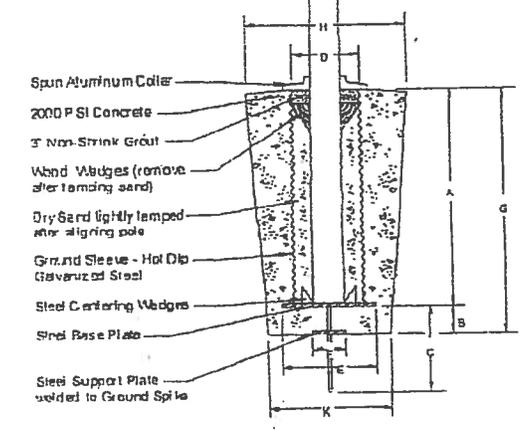
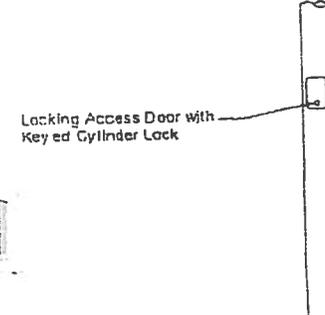
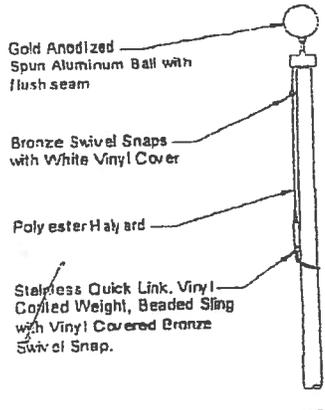
The General Manager is recommending approval to start the process for the installation of a flag pole at the Pleasant Hill Senior Center.



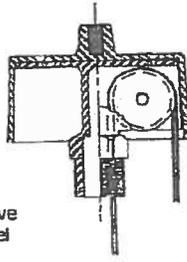
Sacramento Flag Works

MANUFACTURERS OF QUALITY FLAG PRODUCTS SINCE 1901
 WESTERN DIVISION OFFICE
 3001 D STREET
 SACRAMENTO, CA 95816
 (916) 448-1187
 1-800-535-3524 - FAX # (916) 448-5990

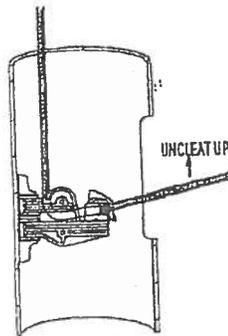
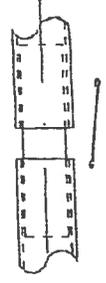
WORLD WIDE



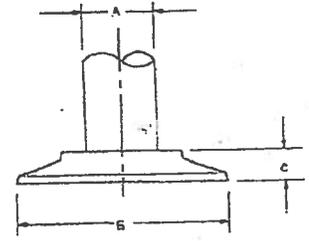
STATIONARY NON-FOULING TRUCK DETAIL
 Aluminum Body, cast Delrin Sheave on Stainless Steel Pin.



SELF ALIGNING INTERNAL SLEEVE
 This pre-fitted, shop machined sleeve is designed to allow for the field assembly, without welding, of large shafts which must be shipped in sections. Proper mating of the numbered parts will result in a fine hair line joint.



Cam Cleat Assembly with Locking Access Door



Spun Aluminum Standard Flash Collar

A	B	C
5'-8"	15"	2.75"
10"	22"	3.5"

FOUNDATION DIMENSIONS

Exposed Height	A	B	C	D	E	F	G	H	K
20'	2'6"	6"	18"	8"	10"	4"	3'	24"	22"
25'	3'	6"	18"	8"	10"	4"	3'6"	28"	22"
30'	3'	6"	18"	8"	10"	4"	3'6"	28"	24"
35'	3'6"	6"	18"	10"	10"	4"	4'	30"	26"
40'	4'	6"	18"	10"	10"	4"	4'6"	36"	32"
50'	5'	6"	24"	12"	14"	8"	5'6"	48"	42"
60'	6'	6"	24"	15"	16"	8"	6'6"	48"	42"
70'	7'	6"	24"	15"	16"	8"	7'6"	60"	48"

These recommended foundations are only minimums. Dimensions may vary according to soil and wind conditions at location of installation.

Exposed Height	Overall Height	Diameter Butt	Diameter Top	Wall Thickness	Length Tapered	Length Straight	Ball Dia.	Halyard Dia.	Ship Sections	Ground Sleeve	Flag Size	Shipping Weight
LTJ20'	22'6"	5"	3"	.125"	11'8"	10'10"	5"	5/16"	1	8"	3'x5'	134#
LTJ25'	28'	5"	3"	.125"	11'	17'	5"	5/16"	1	8"	4'x6'	142#
LTJS25'	28'	5"	3"	.155"	15'	13'	5"	5/16"	1	8"	4'x6'	152#
LTJ30'	33'	5"	3"	.125"	17'3"	15'9"	6"	5/16"	1 or 2	8"	5'x8'	152#
LTJS30'	33'	5"	3"	.158"	17'3"	15'9"	6"	5/16"	1 or 2	8"	5'x8'	158#
ETJS35'	38'6"	5"	3"	.156"	20'	18'8"	6"	5/16"	1 or 2	8"	5'x8'	200#
LTJS35'	38'6"	6"	3.5"	.156"	20'	18'6"	6"	5/16"	1 or 2	10"	5'x8'	227#
LTJ40'	44'	7"	3.5"	.156"	22'9"	21'3"	8"	5/16"	2	10"	6'x10'	287#



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: September 19, 2013

RE: Agenda Item #5 – September 26, 2013 Board Meeting

Updates on Bond Projects

- **Senior Center/Teen Center**
- **Community Center**
- **Pleasant Oaks Park**

The General Manager and staff will give updates on the bond projects.



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: September 19, 2013

RE: Agenda Item #8 – September 26, 2013 Board Meeting

- Consent Calendar (ACTION)**
- a. To Approve Bills to be Paid**
 - b. To Approve Minutes of July 11, 2013**

<u>Check</u>	<u>Date</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Voucher</u>
18887	09/26/2013	AllWast	Allied Waste Services #210	1,140.25	000000
18888	09/26/2013	AmerSta	American Stage Tours	1,269.00	000000
18889	09/26/2013	AmFidAs	American Fidelity Assurance	87.28	000000
18890	09/26/2013	ATT3	ATT CALNET 2	288.08	000000
18891	09/26/2013	CaliBan	California Bank of Commerce	41,780.54	000000
18892	09/26/2013	CCSNP	Contra Costa Senior Nutrition	4,234.00	000000
18893	09/26/2013	CCWat	Contra Costa Water District	1,578.91	000000
18894	09/26/2013	CenCon	Central Contra Costa Sanitary	10,180.56	000000
18895	09/26/2013	Cintas	CINTAS Fire Protection # F44	346.44	000000
18896	09/26/2013	CmeLt	CME Lighting Supply Company	162.85	000000
18897	09/26/2013	Cole	Cole Supply Co., Inc.	710.89	000000
18898	09/26/2013	CommPool	Commercial Pool Systems, Inc.	51.81	000000
18899	09/26/2013	ConFeed	Concord Feed & Pet Supply	214.63	000000
18900	09/26/2013	CornMar	Mark Cornelius	1,602.00	000000
18901	09/26/2013	CotruShe	Sheila Cotruvo	120.58	000000
18902	09/26/2013	Cyber	Cybercopy	29.02	000000
18903	09/26/2013	DelDen	Preferred Benefit	4,099.04	000000
18904	09/26/2013	DevMtnur	Devil Mountain Wholesale Nurse	273.42	000000
18905	09/26/2013	DLFalk	DL Falk	793,830.21	000000
18906	09/26/2013	EBMUD	East Bay Mud	196.66	000000
18907	09/26/2013	Ed2go	Education To Go	134.50	000000
18908	09/26/2013	EDD	Employment Development Dept.	5,656.00	000000
18909	09/26/2013	Elavon	Elavon	59.68	000000
18910	09/26/2013	Ewing	Ewing Irrigation	647.63	000000
18911	09/26/2013	FarWest	Farwest Sanitation	79.53	000000
18912	09/26/2013	FranTx	Franchise Tax Board	493.39	000000
18913	09/26/2013	Furber	Furber Saw, Inc.	147.12	000000
18914	09/26/2013	HurdAss	Hurd & Associates	2,593.50	000000
18915	09/26/2013	INKEM	INKEM	141.86	000000
18916	09/26/2013	KaisFou	File #73029 Kaiser Foundation Health Plan	34,036.00	000000
18917	09/26/2013	KidzLove	Kidz Love Soccer Inc	3,603.00	000000
18918	09/26/2013	Legal S	Legal Shield	79.75	000000
18919	09/26/2013	LincEqu	Lincoln Equipment, Inc.	504.31	000000
18920	09/26/2013	LukeDes	Luke Design Associates	2,117.40	000000
18921	09/26/2013	McInerne	McInerney & Dillon	5,369.46	000000
18922	09/26/2013	MDUSD	Mt. Diablo Unified School Dist	2,077.00	000000
18923	09/26/2013	MJStudio	Bruce Jackson MJ Studios	333.20	000000
18924	09/26/2013	MobiMod	Mobile Modular Mngmnt Corp	189.88	000000
18925	09/26/2013	Nextel	Nextel Communications/Sprint	652.74	000000
18926	09/26/2013	PERS	PERS	15,602.58	000000
18927	09/26/2013	PHFOCUS	Community Focus LLC	225.00	000000
18928	09/26/2013	PitBow	Pitney Bowes	291.10	000000
18929	09/26/2013	PleaHill	Pleasant Hill Rec & Park Distr	111,117.55	000000
18930	09/26/2013	RossRec	Ross Recreation Equipment	2,490.51	000000
18931	09/26/2013	SiePac	Sierra Pacific Tours	1,745.00	000000
18932	09/26/2013	Standard	Standard Insurance Company	1,255.59	000000
18933	09/26/2013	ThorneA	Aaron Leonard Thorne	609.00	000000
18934	09/26/2013	UNIVAR	UNIVAR USA Inc	607.31	000000
18935	09/26/2013	UPS Stor	UPS Store # 3769	415.19	000000
18936	09/26/2013	USBank	U.S. Bank	2,691.47	000000
18937	09/26/2013	VardLeo	Leo Vardas	177.00	000000
18938	09/26/2013	VSP	Preferred Benefit	61.80	000000

CHECK TOTAL: \$1,058,401.22



Board of Directors Meeting Minutes

July 11, 2013

DRAFT

The July 11, 2013 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Glover at 6:05 p.m. in the Conference Room at the Administration Office.

PLEDGE OF ALLEGIANCE

Board Chair Glover led the Pledge of Allegiance.

ROLL CALL

BOARD PRESENT: Glover, Donaghu, Bonato, Shess, Sterrett

STAFF PRESENT: Berggren, Lischeske, Blair, Young, Miller, Bradley, Spatz, Luke, Cutrovo

PUBLIC COMMENT

None

TO CONSIDER WINE, WOMEN, AND SHOES FUNDRAISING EVENT (ACTION)

On June 19, 2013, Kimberly Miller, Director of Business Development for Wine, Women and Shoes, along with District staff presented to the Board information regarding this fundraising event. This would be an exclusive event in Contra Costa County, as an ongoing fundraising opportunity for the District with the potential of raising thousands of dollars every year.

Recreation Superintendent Tina Young reviewed the proposed details of the event with the Board.

Board Member Sterrett asked Young what the actual budget for the event looked like in terms of revenue the District will receive. Young explained that the first year may not be a huge financial gain for the District, but it will be a good event to showcase the new Community Center and put the District on the map for the event.

Board Member Bonato stated that she would like to see a proposed budget for the event. She is looking for assurance that the event can be planned successfully. She asked that staff time be included in the budget information. She is concerned that District staff will be working more than they should on the event, and she has concerns of the impact of the event on the District's budget.

Board Member Shess asked if any District staff will be attending one of these events before the District event. Young explained that she will be attending the event in Napa this month. Shess stated that the District needs to take a "leap of faith" on this event. He feels that it is important that the District showcases the new Community Center.

Board Member Donaghu stated that he has concerns about having a large enough "draw" to the event. He stated that he is willing to have staff prove the event can be done successfully.

Board Chair Glover stated that he felt outreach is key for this event. He asked if there would be a sponsor committee, then a sub committee under the sponsor committee. Young explained that once staff begins working with the Wine Women & Shoes group the committees will become more apparent. He commented that he has a lot of faith in the staff to make this event successful.

Upon motion of Board Members Bonato & Donaghu, the Board approved to authorize staff to proceed with contracting with the Wine, Women and Shoes organization as a fundraiser towards our FF&E with the upfront anticipated expenses coming from the FF& E funds, with the condition that the Board receives a budget by the next meeting and that there is a commitment from staff to track staff hours for this event.

TO CONSIDER PROCEEDS FROM THE SALE OF 249 GREGORY LANE "THE LITTLE HOUSE" (ACTION)

The sale of the "Little House" or 249 Gregory Lane generated just over \$350,000. Board Chair Glover stated that he had asked the General Manager to develop a list of options/alternatives for use of the proceeds from the sale.

The General Manager is recommending retaining all of the \$350,000 for the FF&E in order to reduce future fundraising efforts. The hope would be to use the Wine, Women & Shoes event for FF&E fundraising to effectively make payments to the \$300,000 existing CSDA loan.

Board Member Bonato commented that she had asked Accounting Supervisor Blair to report on the process for paying of the loan. Blair explained that there would be limitations to making payments on the loan, and that it would be the most beneficial to pay it off at the end of the three year term of the loan. He stated that since the money from the sale of the property is in the reserve fund right now, it would be better to make a decision once the final numbers are in for this budget year. The Board was in agreement to pay off the loan at the end of the three year term. The Board tabled this item until more information from the fiscal year budget has been collected.

UPDATES ON BOND PROJECTS

The General Manager made the following comments:

SENIOR CENTER/TEEN CENTER

- The HVAC work will be done the first week of August.
- CSI will have an updated project budget for the Board by July 19th.

COMMUNITY CENTER

- The sheet rock work will begin on Monday along with the first of the glass work.
- The City of Pleasant Hill has signed off on the plumbing and electrical work.

Board Member Bonato asked on the status of the change order for the joist at the Community Center. The General Manager stated that the District is closer to mediation on this issue, and he hopes to have an update at the next board meeting. Bonato asked when an updated change order report will be given to the Board. The General Manager said he will have it to the Board by July 22nd.

PLEASANT OAKS PARK

- The project is still on schedule.
 - All of the off-hauling is almost completed.
- a. Alternative Ideas for Playground Area**

The General Manager reported that currently the pre-school age appropriate playground is being installed at Pleasant Oaks Park as part of the overall project by Goodland Landscape. The age appropriate playground for the elementary age was bid at \$160,000 and this alternate was not selected by the Board. He reported that the current plan is to have this open area prepared for play equipment in the future by including the area in the underground drainage. The General Manager commented that Bond Coordinator Lynn Spatz and Architect Phil Abey are recommending that the District hold off on any decision on this area until more work on the overall project has been completed.

Board Member Bonato commented that she understood the recommendation but would like a sense of potential playground items and the cost for these items. Board Chair Glover asked if there are product samples available for the Board to look at. Spatz was present at the meeting and commented that there are catalogs available that show equipment details including pricing. She commented that there should be a theme to the playground equipment. The Board liked the idea of circulating catalogs to the Board Members showing equipment options.

The Board complimented Bond Facilities Coordinator Carrie Miller on her weekly pictures of the Bond project sites.

Board Chair Glover started the regular meeting at 7:23 p.m.

PUBLIC COMMENT

None

CONSENT CALENDAR (ACTION)

a. TO APPROVE BILLS TO BE PAID

Upon motion of Board Members Shess & Donaghu, the Board approved the Consent Calendar.

PUBLIC HEARING

PRELIMINARY BUDGET FISCAL YEAR 2013-2014

No public was present to comment on this item. The Public Hearing was closed.

TO CONSIDER BOARD REQUESTED BUDGET ITEMS FOR FISCAL YEAR 2013-2014 (ACTION)

The General Manager stated that the following items were requested by the Board for consideration to add to the Fiscal Year 2013-14 budget. He commented that the most recent proposed budget for Fiscal Year 2013-14 has unallocated funds of \$72,130 and that the Board can consider the extra \$100,000 made through the sale of the Little House, 249 Gregory Lane in considering these budget items. The items are as follows:

- **New Marketing/Program Development Position**

The total cost for this position would range between \$59,000-76,951.

The Board reviewed the breakdown for this position as presented by Accounting Supervisor Mark Blair.

Board Member Shess asked how much research staff has done for this position. The General Manager commented that a 20 hour a week person has been hired so staff will be evaluating this position before researching a full time position further. Shess commented that he feels this is an important area for the District and it should not be dropped.

Board Member Bonato commented that her vision for this position would be for someone to help staff come up with new programming ideas.

- **Cost of Living Increase**

The General Manager stated that employees will be receiving a .25% net salary increase after a 2.75% contribution to PERS for Fiscal Year 2013-14. He commented that there has been discussion to consider an additional 1% or 2% cost of living increase. He said the total cost for the District for each 1% COLA increase is \$23,551.

- **Salary Increases**

The General Manager stated that there had been discussion by the Board of a lump sum or a "bonus" enhancement to "top performers" within the staff. He commented that the total cost of this item would be comparable to COLA increases, but instead of across the board increases, certain positions would be given salary increases based on job performance.

Board Member Bonato commented that she would be interested in a combination of a COLA increase and a bonus bump built into employee positions.

Board Member Sterrett commented that she does not think bonuses to specific employees are fair to the employees or the General Manager. She would like to see updated comparables for positions. The General Manager explained that job comparables are completed every other year, but the money is not always in the budget to act on the comparables.

Board Chair Glover commented that he would like to see staff work on job comparables again.

- **Board Agenda Software**

The General Manager stated that the Board and Staff have been reviewing the options available to have the Board Agenda and other materials for the public more accessible. After reviewing proposals the proposal from the Granicus Company would be the recommended application. Currently the City of Pleasant Hill uses this agenda software company. The General Manager commented that the total cost for Fiscal Year 2013-14 would be \$18,450 to implement this software.

Board Member Shess commented that there are elements to this that fall into marketing. He commented that it would be good branding for the District. Board Member Bonato stated that she felt it would be interesting to discuss with the City about their potential savings using the Granicus software program.

- **Increase Hours of Fundraiser Position**

The General Manager stated that there had been discussion to increase the hours of the Fundraising position from the current 10 hours to 30 hours. He commented that the cost of this increase would be approximately \$24,000 annually. He said another option would increase the position from 10 hours to 20 hours which would be an increase of \$12,000 annually.

Board Member Bonato questioned if this position should be in the general budget or in the FF&E. She also questioned if there will be a return on this position.

- **Maintenance Management Software**

The General Manager stated that Building Maintenance Superintendent Carrie Miller has been researching maintenance management software programs for the District. This would be used for data and record keeping in the building maintenance department. The research has not been completed, but the costs will be approximately \$15,000-\$25,000 annually.

Board Member Bonato suggested that this item would be something for the Oversight Working Group to look into. She stated that she feels there would be too much staff time involved in implementing the software.

- **Contracting Services for Park Maintenance**

The General Manager is recommending that the Oversight Working Group look more closely at this item.

- **Furniture, Fixtures, & Equipment**

The General Manager stated that he would like to utilize additional funds to complete the FF&E efforts.

- **Reduce CSDA Short Term Loan**

The General Manager stated that the Board could utilize the additional funds for paying off the CSDA short term loan.

From the nine budget items listed the General Manager is recommending providing employees with a 2% cost of living increase, and purchasing the Building Maintenance Management Software.

In general the Board felt all items were important, but is concerned about having the necessary funds available to pay for all the items. The Board felt revisiting the budget in November to make modifications would be a good idea.

Board Member Sterrett made a motion to direct staff to prepare the final budget for Fiscal Year 2013-14 with the change showing a 2% COLA increase for the employees totaling \$47,102.

Board Member Bonato made a substitute motion which included Sterretts motion but also included asking staff to find a savings in the proposed budget of at least 50%.

There was no second for the substitute motion.

Board Member Donaghu seconded the original motion which was approved by the Board.

Board Member Donaghu commented that he would like to see the employees receive the COLA retroactive back to July 1, 2013.

Board Member Bonato commented that she would like the Board to continue to look at all the proposed budget items and would like staff to continue to look into funding for these items.

TO SELECT BOARD MEMBERS FOR THE AUDIT COMMITTEE (ACTION)

The General Manager commented that as recommended from the recent Grand Jury Report #1311, "Assessing Fiscal Risk" the District will appoint a formal Audit Committee to provide direct oversight to District operation and financial management to ensure that Internal Control deficiencies are remedied if/when one is noted by our external auditors.

The General Manager is recommending that the full board would constitute the committee.

Upon motion of Board Members Donaghu & Bonato, the Board approved that the complete Board of Directors would be the Audit Committee.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Sterrett made the following announcements/questions:

- The City is looking to re-organize their Arts Committee. If someone from the City contacts the District about this, she would like to be on the committee.
- The Library is doing a County wide survey. She is encouraging everyone to take part in the survey.
- She commented that there is no code of conduct in emergency situations for the Board to reconstitute themselves. She will be researching this further and would like to revisit this item in a closed session.

Donaghu made the following announcements/questions:

- He complimented District staff on the 4th of July parade float.
- The Chamber Mixer on July 17th will be at Zachary's Pizza in Pleasant Hill.

Bonato made the following announcements/questions:

- She complimented staff on how beautiful the park looked for the 4th of July festivities. She did receive a comment from someone in the public that they would like the kids to have access to the Sprayground on the 4th of July. She would like to see staff look into this for the future.
- She had also seen the article about the Library and would like to see the library incorporated more into the planning at the Teen Center.
- She would like to know when the art work for the bus will be coming back to the Board.
- She had heard that there have been problems with vandals at Dinosaur Hill. Bradley commented that it is a constant problem and it would be nice to have more police presence in that area.
- She commented that the AT&T cell tower issue is back, and the City has given AT&T a drop dead date to have their paperwork in for any proposals. AT&T has contacted the District on potential District-owned sites. She would like to be kept in the loop on this issue.

Shess made the following announcements/questions:

- He commented that the 4th of July activities were very fun.

Glover made the following announcements/questions:

- He thanked District staff for their work on the 4th of July parade.
- He would like to discuss ideas for the Community Service Day ahead of time.
- He commented that his mother received very good customer service from the front line staff at the District office.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- He stated that Rodger's Ranch is in the process of changing their name to the Rodgers Ranch Heritage Center. Board Member Bonato asked about signage for the new name. The General Manager said that staff will be looking into this.
- He distributed flyers for the District's new Wildlife Camp which will be held one day a week at the Rodger's Ranch site.
- He announced that the District had received good news on our workers compensation report. Due to the good experience modification factor, our premium is lower.
- He received a Certificate of Recognition for the District's participation in the American Cancer Society Relay for Life.
- He said that the agenda for the joint meeting with the City of Pleasant Hill on July 22, 2013 will be coming from the City.

ADJOURNMENT

Board Chair Glover adjourned the meeting at 9:18 p.m.

Robert B. Berggren, Clerk of the Board



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: September 19, 2013

RE: Agenda Item #10 – September 26, 2013 Board Meeting

Report on Southern Pleasant Hill- AD Hoc Task Force Meeting

The General Manager and Board Member Bonato will give a report on the Southern Pleasant Hill-AD Hoc Task Force meeting which will take place on Thursday, September 19, 2013. Enclosed in your packet is the agenda for the September 19th meeting.

AGENDA

SOUTHERN PLEASANT HILL – AD HOC TASK FORCE

Quarterly Meeting
Thursday September 19, 2013
3:00 PM – 4:30 PM

Large Community Room, City Hall, 100 Gregory Lane, Pleasant Hill, CA 94523

CONTRA COSTA COUNTY SUPERVISOR CONTRA COSTA COUNTY LIBRARY
CONTRA COSTA COUNTY REDEVELOPMENT CONTRA COSTA COUNTY FLOOD CONTROL
PLEASANT HILL RECREATION AND PARK DISTRICT CITY OF PLEASANT HILL
CITY OF WALNUT CREEK MOUNT DIABLO UNIFIED SCHOOL DISTRICT

CALL TO ORDER

PUBLIC COMMENT: The public is welcome at this time to address the Ad Hoc Task Force

DISCUSSION ITEMS

- 1) **Introductions and Action Items:** Co-Chairs Councilmember Ken Carlson and Supervisor Karen Mitchoff
- 2) **Contra Costa Country Flood Control District:** - Project History and Overview: How did we get here? – CCCFCD Staff
- 3) **U.S. Army Corps of Engineers' Feasibility Study, Phase II –Executive Summary --**
USACE Staff
 - a) **Review of Basin Alternatives – USACE Staff**
 - b) **Review of Economic Analysis of Basin Alternatives -**
Presentation of the Final Benefit/Costs Ratios - USACE Staff
 - c) **Summary of the Corps Feasibility Study Findings – USACE Staff**
- 4) **Closure of the Federal Project and Implementation of Possible Future Local Flood Protection Projects – CCCFCD and City Staff**
- 5) **Future Direction and need for the Task Force – Task Force Co-Chairs**
- 6) **Public Comments & Questions**
- 7) **Next Task Force Meeting – To Be Determined**

PLEASE NOTE: If you have comments but cannot attend this meeting, please forward your comments to Annette Kaufmann Akaufmann@ci.pleasant-hill.ca.us 925-671-5265 or fax 925-676-1125, so they can be discussed at this meeting.

South Pleasant Hill Ad Hoc Policy Task Force Chronology

<i>When</i>	<i>What</i>
1960s	County Flood Control District (FCD) in partnership with Federal government completes Grayson Creek widening and concrete lining up to Sequoia Middle School at confluence with Murderer's Creek.
1981	County acquires Oak Park Elementary School site in a land swap with the Contra Costa County office of Education. County plans to use site as a court complex, but not pursued due to community opposition.
1980s	Flood Control District acquires parcels along Grayson Creek / Beatrice Road for potential use in a future drainage project.
1985	Flood Control District develops draft drainage plan for extending in-stream channelization on Grayson and Murderer's Creeks. Draft EIR circulated for comment.
1986-87	Faced with community opposition to draft drainage plan (Friends of Creeks in Urban Settings), Flood Control District reworks plan to include large detention basin and bypass pipe. New plan avoids most in-channel impacts.
1988	Board of Supervisors forms Drainage Area 46 (DA46) and adopts detention basin plan as the official DA 46 plan. Financing of plan depends on federal involvement.
1992	Flood Control District asks Corps of Engineers to study Grayson / Murderer's Creek for possible federal participation
1993	Corps completes study: benefit / cost ratio unfavorable. Corps terminates their involvement in project.
1995-1998	Flood Control District and City of Pleasant Hill refine detention basin plans: basin on Beatrice parcel and school district (MDUSD) baseball field appears most promising.
Jan. 1997	Stormwater overtops Grayson and Murderer's Creeks and flows through adjacent neighborhoods.
Summer 2000	Flood Control District constructs 8' diameter pipelines through Sequoia Middle School in order to drain new City of Pleasant Hill downtown (and also to serve a possible future detention basin upstream)
Sept. 2001	Board of Supervisors forms the South Pleasant Hill Ad Hoc Policy Task Force with City of Pleasant Hill, MDUSD, City of Walnut Creek and the PH Park and Rec District. Mark DeSaulnier and David Durant co-chair the task force.
Dec. 2001	Flood Control Staff secures \$100k federal funding for Corps to begin Reconnaissance Study to take a second look at federal participation.
2002	City of Pleasant Hill, on behalf of the Task Force technical advisory committee, hires consultant to review flood protection options, map out development alternatives and determine property valuations on Flood Control, County and MDUSD properties.
Sept. 2002	Corps of Engineers completes Reconnaissance Study. Preliminary results show possible federal interest in project. County and City request Corps proceed to a more detailed "Feasibility Study".

South Pleasant Hill Ad Hoc Policy Task Force Chronology

April 2003	Task Force technical advisory committee presents conclusions of study, which included eleven alternatives. Board of Supervisors, and Cities of Walnut Creek and Pleasant Hill endorse committee's recommendation of "Concept Plan #10" (Basin on County's Oak Park property) as the preferred alternative.
June 2003	City of Pleasant Hill and Flood Control District enter into agreement to equally share cost of local share of Corps Feasibility Study
June 2003	City and County initiate discussions for City to purchase County's Oak Park property.
2004-2006	Corps begins feasibility study. Slow progress is hampered by uneven federal appropriations.
Oct. 2005	City completes survey of residents that indicates insufficient support for an assessment to fund the purchase of the County's Oak Park property for a flood control basin and / or joint use park.
Dec. 2005	Flood Control District reviews Task Force Options report to determine remaining feasible alternatives after elimination of County's Oak Park property.
Jan. 1 2006	Significant storm overtops both Grayson and Murderer's Creeks. Stormwater flows through adjacent neighborhoods.
Jan. 2006	Both City and County agree City cannot purchase County's Oak Park property and County begins process to sell the property.
Dec. 2006	MDUSD withdraws their property from any future consideration for a flood control detention basin.
Feb. 2007	Corps completes Phase I of Feasibility Study. Results indicate sufficient flood risk to possibly support continued federal participation
Feb. 2008	City and Flood Control District agree to continue as sponsors of the second phase of the Corps' feasibility study.
2008-2011	Corps studies, in great detail, basin alternatives at Beatrice Road, the County's Oak Park site, and at the Brookwood and Greenhills sites farther upstream. Corps also studies bypass pipe taking high flows from Murderer's Creek into a detention basin on Grayson Creek.
2008-Sept 2011	City hosts periodic Task Force meetings where the technical advisory committee and the Corps provide status updates. Corps progress is hampered by staff turnover and uncertain federal appropriations.
2012	As federal funds run out, Corps completes economic and hydraulic analyses. Concludes that none of the alternatives have sufficient benefits to justify the costs.
2013	Corps places the project on inactive status and provides the City and Flood Control District copies of their work.



Flood Control Zones and Drainage Areas: How do they work?

There are two important ways to fund flood protection infrastructure: Flood Control Zones and Drainage Areas. This info sheet helps explain the important role each entity plays in reducing flood risk.

Similarities:

Both Flood Control Zones (FC Zones) and Drainage Areas (DAs) are funding entities that finance drainage infrastructure like storm drains and creek channel improvements. Both FC Zones and DAs are administered by the Flood Control District under the direction of the County Board of Supervisors. The boundaries of both FC Zones and DAs follow watershed, not political, boundaries. It is common for both FC Zones and DAs to contain portions of multiple cities and unincorporated areas. A parcel can be both in a FC Zone and also in a DA.

Differences:

Flood Control Zones finance large, regional drainage infrastructure. FC Zone projects are typically built in partnership with federal or state agencies that provide partial funding, such as the US Army Corps of Engineers. FC Zone facilities are owned and maintained by the Flood Control District. Every resident within a FC Zone pays a small portion of their annual property tax into the FC Zone. The Flood Control District uses these funds to construct new FC Zone projects and to maintain previously constructed FC Zone infrastructure. Tax rates vary by FC Zone and range from minimally adequate to non-existent. Based on the requirements of Propositions 13 and 218, changing this tax rate would require a 2/3 positive vote of the electorate in the affected zone.

Drainage Areas finance smaller, sub-regional drainage infrastructure. DA projects are constructed by the Flood Control District or by a developer, and unlike FC Zone facilities, DA facilities are not owned or maintained by the Flood Control District. Instead, once constructed, they are turned over to the local entity (such as the County or a city) for operation and maintenance. DA fees are charged on new construction or when impervious surfaces are added. The fee rate is set by an ordinance enacted by the Board of Supervisors with the support of affected cities. The fee is collected by cities or the County upon recordation of a final map or issuance of a building permit and the fees are then transmitted to the Flood Control District.

Quick Comparison	Flood Control Zones	Drainage Areas
Shorthand name	“FC Zone”	“DA”
Type of project	large, regional	smaller, local
Who owns and maintains?	Flood Control District	county or city
Revenue source	portion of property tax	development fee
Revenue frequency	annual payment with property tax	one time upon development



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: September 19, 2013

RE: Agenda Item #11 – September 26, 2013 Board Meeting

Report on Planning Commission Meeting Regarding Historic & Cultural Resources Policy Workshop

Board Members Sandy Bonato and Zac Shess attended the special meeting workshop on historic and cultural resources policy workshop. Enclosed in your packet is part of the information that was discussed on Thursday, September 17. Board Members Bonato and Shess will give the Board an update on the Planning Commission's meeting.

**SPECIAL MEETING AGENDA
CITY OF PLEASANT HILL PLANNING COMMISSION
SEPTEMBER 17, 2013
6:30 PM**

COUNCIL CHAMBERS, 100 Gregory Lane, Pleasant Hill, CA 94523 www.ci.pleasant-hill.ca.us (925) 671-5209

CHAIR: STEVE WALLACE VICE CHAIR: DAVID MASCARO MEMBERS: ROBERT ABBOTT, BILL BANKERT, JAMES BONATO, ALEX GREENWOOD, DIANA VAVREK
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Members of the audience wishing to speak on any matter are requested to fill out a card and turn it in to the secretary. Items not on the agenda will be considered during the Public Comment portion of the meeting. Comments on any item under the Public Hearing portion of the agenda will be accepted only when the public hearing is opened for that item. Comments are limited to three minutes per speaker. Presentations made by applicants are limited to a maximum combined time of 15 minutes. Materials related to an item on this agenda submitted to the Commission after distribution of the packet are available for public review in the City of Pleasant Hill Planning Division at 100 Gregory Lane, Pleasant Hill, CA 94523 during normal business hours. Such documents are also available on the City of Pleasant Hill website at www.ci.pleasant-hill.ca.us subject to staff's ability to post the documents before the workshop.

Meeting Broadcasts: This Planning Commission workshop is videotaped and will be broadcast on Comcast Channel 28 and U-Verse Channel 99 on the Thursday following the Tuesday meeting at 7:30pm.

Attention Hearing Aid Wearers: The Council Chambers is equipped with an Assistive Listening System. A receiver with headphone or Tel Coil antenna is available from the ADA Coordinator.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

STAFF INTRODUCTIONS

PUBLIC COMMENT

The public is welcome at this time to address the Planning Commission on any item, with the exception of the item scheduled for workshop discussion at this meeting. Comments are limited to three minutes per speaker. Any public comments made regarding an item pending before the Commission do not go into the public record of that item.

WORKSHOP ITEM

1. HISTORIC & CULTURAL RESOURCES POLICY WORKSHOP

Memorandum

Attachment A – City Council Memorandum

Attachment B – Chapter 18.45 of the Zoning Ordinance

Attachment C – General Plan re Cultural and Historic Resources

Attachment D – Certified Local Government Application and Procedures

Attachment E – CA Office of Historic Preservation

Attachment F – Pictures of Structures of Potential Historic Significance

Workshop to review and discuss historic and cultural resource issues and associated policies within the City of Pleasant Hill and receive public input regarding these issues. Topics of discussion will include the following:

- Policies in the General Plan pertaining to historic and cultural resources
- Zoning regulations applicable to historic and cultural resources (Chapter 18.45)
- Structures of potential historic significance identified in the 2003 General Plan
- Other applicable provisions of state and federal law and/or other materials related to historic and cultural resource preservation
- Recommendations to the City Council concerning historic and cultural resource issues

Project Planner: Troy Fujimoto, (925) 671-5224, tfujimoto@ci.pleasant-hill.ca.us.

Adjourn to the regular meeting of the Planning Commission on September 24, 2013, at 7:30 P.M., in the City Hall Council Chambers, 100 Gregory Lane.



MEMORANDUM

TO: Chair Wallace and Planning Commission
FROM: Troy Fujimoto, Senior Planner
DATE: September 17, 2013
SUBJECT: Historic and Cultural Resources Public Workshop

I. Introduction

On July 1, 2013, the City Council provided direction to the Planning Commission to conduct a workshop to review the City of Pleasant Hill's policies concerning identification and protection of cultural/historical resources, receive public input and provide recommendations for future consideration by the City Council. This report identifies provisions of the City's General Plan and Zoning Ordinance that address cultural/historical resource issues and provides related background information for review and discussion by the Planning Commission.

II. Existing General Plan & Zoning Ordinance

General Plan

The City of Pleasant Hill General Plan, adopted by the City Council in 2003, includes various goals, policies and programs pertaining to cultural and historic resources. The purpose of these goals, policies and programs is generally to help identify and protect sites and structures that may have cultural or historical significance. The applicable provisions of the General Plan are listed below for review and consideration:

Community Development Goal 25: Preserve historic sites and structures

Community Development Policy 25A: Pursue methods to maintain historic structures and appropriately designate and protect additional historic and cultural resources that may exist in the City.

This workshop will begin the process to further explore methods to maintain historic/cultural resources throughout the City.

Community Development Program 25.1. Maintain the historic and cultural resources overlay districts for potential future application.

The Historic and Cultural Resources Overlay District regulations are included in the Zoning Ordinance and have been applied to one site (Rodgers Ranch) within the City.

Community Development Program 25.2. Conduct a survey of the City to identify historic or cultural sites eligible for resource protection, with specific consideration of structures 45 years old and older.

A list of potential historic and cultural sites is noted within the existing General Plan, however, this list has not been updated since adoption of the General Plan in 2003.

Community Development Program 25.3. Apply for the Certified Local Government (CLG) designation necessary to receive technical assistance and grant funding from the National Park Service.

The City has not obtained a CLG designation. Additional information related to the requirements for obtaining and maintaining a CLG designation is provided later in this staff report for consideration by the Planning Commission.

Community Development Program 25.4. Establish a commission that includes experts in local history and archaeology to manage the City's historic resources and/or add cultural resource management responsibility to the charge of the Architectural Review Commission.

The Historic and Cultural Resources Overlay District regulations in the Zoning Ordinance (Chapter 18.45) establish the criteria for creating a "Cultural Resources Management Commission" and describe the role and scope for the Commission. The City Council has not established the Commission at this time.

Community Development Program 25.5. If cultural resources are unearthed during construction, earth-disturbing work shall be suspended until appropriate mitigation is established by the City in consultation with a qualified archaeologist retained by the developer and/or with the County Coroner.

Measures to address cultural resources that may be unearthed during construction are typically addressed in conditions of approval for construction projects that require discretionary review (Planning Commission/ARC approval).

Community Development Program 25.6. Require archaeological archival study for proposed development projects, plus field study for projects on previously undeveloped properties.

Through the environmental review process, discretionary projects are required to address the potential for impacts on cultural resources and to conduct appropriate studies.

General Plan Environmental Impact Report

When the General Plan was adopted in 2003, an EIR was prepared to review and analyze environmental impacts. In particular, the EIR included a section that reviewed potential impacts on historical resources. As a result, Policy 25.A and its associated programs (Programs 25.1 through 25.6) were identified in response to addressing direct and indirect impacts of the plan on historical resources in the City.

Structures of Potential Historic Significance listed in the General Plan

The following is a list of structures with potential historic significance noted within the General Plan (Table CD4) and a brief description of the current status of the sites:

- *Allen House (109 Allen Way)* – Exists in its current location.
- *Baels Adobe (Creeside Road)* – Exists in its current location.
- *Boss-Slater House (2485 Pleasant Hill Road)* – Exists in its current location.
- *Brandon House (481 Boyd Road)* – Exists in its current location.
- *Corrigan House (108 Allen Way)* – Exists in its current location
- *Dathe Barn (265 Oak Park Lane)* – No longer exists, was removed and has been replaced with a five lot residential subdivision.
- *DeMartini House (3200 Buskirk Avenue)* – No longer exists, was removed and has been replaced with multi-family residential buildings.
- *Francisco House (2937 Dorothy Drive)* – Exists in its current location.
- *Hobart-Daily House (755 W. Boyd Avenue)* – Exists in its current location.
- *Hook House (6 St. Lawrence Ct)* – Exists in its current location.
- *Molino House (2150 Pleasant Hill Road)* – Exists in its current location.
- *Pleasant Hill Grammar School (2050 Oak Park Blvd)* – Owned and maintained by the Pleasant Hill Recreation and Park District and was previously used as a local theater/performance facility. The City’s Building Division has determined that this building is unsafe to occupy at this time due to various building safety issues.
- *Roche Ranch Barn (1671 Stanmore Dr., formerly 1525 Roche Dr.)* – Exists in its current location. The Roche family recently constructed a new residence on the same site as the barn.
- *Patrick Rodgers Ranch (315 Cortsen Road)* – This is the only site in the City that is within a Historic Planned Unit District (HPUD) overlay zone. It is also the only site in the City listed on the National Register of Historic Places. This site, which includes the farmhouse, is currently owned by the Pleasant Hill Recreation and Park District and is maintained by the “Friends of Rodgers Ranch.” A large eucalyptus tree was removed recently from the site with Planning Commission approval.
- *Rodgers House (315 Twinview Drive)* – Exists in its current location.

- *Thorp House (Creekside Road)* Exists in its current location, although a portion of the home was demolished.
- *World War I Monument (Boyd Rd and Contra Costa Blvd)* – Exists in its current location.

This list was developed with the assistance of the Pleasant Hill Historical Society in 2002 and was intended to include structures with the greatest potential for historical/cultural significance at the time. As noted above, this list has not been updated for approximately 10 years.

Structures can be considered potentially significant based on a number of criteria including age, events that occurred at the site, people who lived or visited the site, embodiment of distinctive characteristics, and/or potential to yield information to history or pre-history. The links below to publications issued by the National Parks Service (NPS) and California State Office of Historic Preservation (OHP) provide detailed information about the criteria typically used for determinations of significance and related state and federal laws:

- “Secretary of the Interior’s Standards and Guidelines for Archaeology and Historic Preservation”
http://www.nps.gov/history/local-law/arch_stnds_0.htm
- “How to Apply the National Register criteria for Evaluation”
http://www.nps.gov/history/nr/publications/bulletins/nrb15/nrb15_2.htm
- “National Register of Historic Places Program: Publications”
<http://www.nps.gov/history/nr/publications/index.htm>
- “Preservation Laws, Codes and Regulations”
http://ohp.parks.ca.gov/?page_id=1077
- “California Historical Resources Information System (CHRIS)”
http://ohp.parks.ca.gov/?page_id=1068

Zoning Ordinance

The City’s Zoning Ordinance contains regulations establishing Historic Districts and Cultural Resources Districts (Chapter 18.45). Currently, Rodgers Ranch is the only site in the City that is within a designated Historic and Cultural Resource District. The key components of Chapter 18.45 include the following:

- Demolition review (approved by the Cultural Resources Management Commission or Architectural Review Commission) required prior to demolition of any structure or site in a historic/cultural zoning district or a designated cultural resource. Demolition can be deferred for 180 days to consider options for preservation or relocation of the structure prior to demolition.
- Certificate of Appropriateness (approved by the Cultural Resources Management Commission) required prior to any exterior alteration, restoration or relocation of any

structure or site in a historic/cultural zoning district or a designated cultural resource, prior to issuance of any zoning or building permit. The ordinance includes extensive criteria for consideration in reviewing a request for a Certificate of Appropriateness (see Section 18.45.110 E.).

- Maintenance requirement for designated historic or cultural resources.
- Process for designating a site/structure and amending the zoning map to designate an “H” historic or “CR” cultural resource district designation. The process includes criteria for establishing historic and cultural resources designations, including, but not limited to the following:
 - Ensuring the site possesses value as a visible reminder of cultural heritage
 - The structure/site is identified with a person, group or event that contributed to the cultural or historic development of the City
 - Exemplifies a particular architectural style or way of life important to the City
 - Is the best remaining examples of an architectural style of the neighborhood
 - Is identified as the work of a person or group whose work has influenced the heritage of the City
 - Embodies elements of outstanding attention to architectural or landscape design, detail, materials or craftsmanship
 - Preservation is essential to the integrity of the building or district, or specific evidence exists that unique archaeological resources are present

In addition, Chapter 18.45 identifies the composition and the responsibilities of the Cultural Resources Management Commission, including but not limited to: a) establishing criteria and conducting a historical resources survey in conformance with appropriate survey standards; b) making recommendations to the Planning Commission and City Council regarding the designation of cultural resources; c) reviewing and commenting on land use proposals, programs and related environmental documents; d) reviewing permit applications to construct additions, change, alter, modify, remodel, or remove designated or nominated cultural resources. As noted above, there is currently only one property in the City located within a Historic/Cultural Resources District (Rodgers Ranch).

Certified Local Government (“CLG”) Program

The CLG program is a partnership among local governments, the State of California-OHP, and the NPS which is responsible for administering the National Historic Preservation Program. The CLG program is designed to encourage the direct participation of a local government in the identification, registration and preservation of historic properties located with the jurisdiction of the local government. It is intended to foster the integration of preservation planning into other planning processes and ensure that historic resources are identified and considered in making planning decisions. Community Development Policy 25.3 of the City’s General Plan states that the City will apply to become a CLG. At this time, the City has not pursued becoming a CLG.

In order to obtain and maintain CLG status, the following requirements must be satisfied by the City:

- a. Adopt a historic preservation ordinance with provisions to enforce the designation and protection of historic and archeological resources (*the City has adopted a preservation ordinance*).
- b. Maintain consistency with the intent and purpose of the National Historic Preservation Act of 1966 (NHPA) (*this could involve conformance with procedures and protocols related to conducting surveys of historic resources, submitting nominations for listing on the National Register, establishing a local registry for historic resources, compliance with provisions pertaining to project review, adopting historic resource design guidelines, etc.*).
- c. Adopt a historic preservation plan or a historic preservation element as part of the City's General Plan (*the City has adopted policies and programs in the General Plan addressing historic preservation*).
- d. Establish programmatic agreements with the State agreeing to ensure compliance with Section 106 provisions of the NHPA (*the City has not established an MOU with the State OHP regarding coordination in administering Section 106 provisions—Section 106 reviews are typically required for projects involving federal funding or approval that may affect historic properties eligible for listing on the National Register of Historic Places*).
- e. Establish an adequate and qualified historic preservation review commission. Each commission member is required to attend at least one informational educational meeting, seminar, workshop or conference per year that pertains directly to the work and functions of the commission and would be approved by the State (*the City has not established a commission*).
- f. Submit an annual report to the State OHP that summarizes accomplishments, activities of the commission, number of properties in relation to the community inventory, summary of national register applications reviewed, and other information and data related to historical and cultural resources (*annual reports have not been submitted since the City is not currently a CLG*).
- g. Maintain an inventory and survey of City historic properties and report annually to the State (*the City prepared a list of potentially significant historic properties as part of the 2003 General Plan but this list has not been updated*).
- h. Provide for adequate public participation in the local historic preservation program (*the City has an enhanced public notification process which goes far beyond minimum legal public noticing requirements*).
- i. Prepare a comprehensive local historic preservation plan that identifies the preservation strategies, missions, goals and priorities (*the City does not currently have such a plan*).

Factors to consider in deciding whether to become a CLG are summarized below:

- Prestige and technical expertise associated with being recognized as a CLG.

- Access to technical assistance, training, workshops and consultant services through NPS/OHP only available to CLG's.
- Access to small value (\$5,000 to \$25,000) grants/funding from the Historic Preservation Fund grants from the NPS (only accessible to CLG's).
- Eligibility to become a "Preserve America" community, a national initiative that recognizes and designates communities that protect and celebrate their heritage, use historic assets for economic development and community revitalization and encourage people to experience and appreciate local historic resources through education and heritage tourism programs.
- Potential CEQA and NHPA Section 106 review process streamlining for projects involving historic sites, including minimizing the need for consultation with outside professionals in certain situations.
- Extent of the initial and ongoing financial commitment to obtain and maintain CLG status. This includes City funding for: a) staff and/or consultant assistance to prepare annual reports to the State Historic Preservation Officer (SHPO) to maintain CLG status; b) establishing and staffing a Cultural Resources Management Commission; c) providing annual mandatory training for staff and all Commissioners; d) preparing a comprehensive local historical resources preservation plan; e) conducting surveys according to State and Federal protocols and preparing annual reports on the status of the surveys.
- Compliance with applicable State and Federal historic preservation requirements, when applicable, is already required, regardless of CLG status.
- Maintaining CLG status is an ongoing commitment. Failure to maintain annual compliance with CLG requirements could result in decertification by the SHPO.

Lastly, the Town of Danville and the City of Benicia are the two closest CLG communities to the City of Pleasant Hill. The only other Contra Costa County City that currently maintains CLG status is the City of Richmond. Information about the historic resource preservation programs in these communities can be found on their websites:

- Danville:
http://www.ci.danville.ca.us/Planning/Heritage_Resources/
- Benicia:
<http://www.codepublishing.com/ca/benicia/> (see Chapters 2.84 and 17.54)
- Richmond:
<http://library.municode.com/index.aspx?clientId=16579&stateId=5&stateName=California> (see Chapter 6.06)

III. Conclusion

The General Plan and Zoning Ordinance contain a variety of goals, policies, programs and regulations pertaining to historical and cultural resources. The City has implemented a number of these since adoption of the General Plan in 2003; however, certain provisions have not yet been fully implemented. A list of potentially significant historic and cultural resources was included in the 2003 General Plan but has not been comprehensively reviewed or updated since that time. The criteria for identifying sites eligible for this list have also not been revisited since adoption of the General Plan. The City has established a Historic Resources Overlay District for one site, the Rodgers Ranch property (which is also listed on the National Register of Historic Places). Regulations have been included in the Zoning Ordinance to address historic and cultural resource protection; however, they have not been comprehensively reviewed or updated since their original adoption and were drafted in large part based on the assumption that the City was proceeding toward becoming a CLG (e.g. inclusion of a Cultural Resources Management Commission in the City's ordinance). This workshop provides the opportunity for the Planning Commission to review these issues, receive public input and provide recommendations to the City Council concerning the City's future direction concerning historic and cultural resource protection.

IV. Recommendations

After receiving this report and considering comments from the public:

- a) Review the goals, policies and programs in the General Plan and related provisions in the Zoning Ordinance (Chapter 18.45) pertaining to historic and cultural resources and provide recommendations concerning any changes or updates that should be considered as part of the next update of the General Plan and/or Zoning Ordinance.
- b) Address whether seeking CLG status through the NPS and OHP is appropriate for Pleasant Hill or whether a more local approach to historic resource issues is preferred.
- c) Determine whether any additional/modified criteria should be considered when the next community survey of potential historical resources is completed.
- d) Address any other issues related to historic and cultural resource preservation in Pleasant Hill.
- e) Direct staff to prepare a list of recommendations regarding these issues based on the Planning Commission's discussion and direction for future transmittal to the City Council.

Attachments

- A. June 27, 2013 City Council Memorandum (Discussed at the July 1, 2013 City Council Meeting)
- B. Chapter 18.45 of the Zoning Ordinance (Historic Districts and Cultural Resources Districts)
- C. City of Pleasant Hill General Plan – Sections Addressing Cultural and Historic Resources
- D. Certified Local Government (CLG) Application and Procedures
- E. California Office of Historic Preservation – Drafting Effective Historic Preservation Ordinances
- F. Current Pictures of Structures of Potential Historic Significance, including map of sites (list taken from the City of Pleasant Hill General Plan)

Attachment A



City of Pleasant Hill

MEMORANDUM

TO: City Council

FROM: Mayor Harris and Vice Mayor Weir

DATE: June 27, 2013

SUBJECT: Discuss Methods of Recognizing and Protecting Cultural/Historical Resources in Pleasant Hill

At the request of Mayor Harris and Vice Mayor Weir, the City Council will discuss and provide direction regarding the adequacy of methods of recognizing and protecting cultural/historical resources in Pleasant Hill. Recently members of the community have expressed concerns regarding this subject---particularly, whether the City's General Plan and Zoning Ordinance include adequate provisions addressing these issues. The General Plan and Zoning Ordinance include various policies, programs and standards concerning these matters, some of which have been implemented, and some which remain partially implemented (e.g. adoption of a Historic District and Cultural Resources District Overlay Ordinance, formation of a Cultural Resources Commission, completion of a community-wide survey of potential cultural and historical resources and application for "Certified Local Government" status under State and Federal preservation laws). Community members have also expressed strong support for the arts, including support for venues that show independent films, live theater, music and other similar cultural activities. In order to provide an opportunity for further public input regarding these matters, and to provide recommendations for future City Council consideration, a public workshop may be desirable to review the existing applicable provisions of the General Plan and Zoning Ordinance, discuss potential updates and/or amendments to the General Plan and Zoning Ordinance concerning these issues, and invite suggestions from the public regarding these and any related matters.

Recommendation: Discuss and provide direction for the Planning Commission to conduct a public workshop on this topic and report its recommendations back to the City Council before the end of this year.

Attachment B

Chapter 18.45

HISTORIC DISTRICTS AND CULTURAL RESOURCES DISTRICTS

Sections:

- 18.45.010 Specific purposes.
- 18.45.020 Responsibilities and applicability.
- 18.45.030 Zoning map designators.
- 18.45.040 Initiation.
- 18.45.050 Land use and property development regulations.
- 18.45.060 Procedure.
- 18.45.070 Criteria for establishment of historic districts and cultural resources designations.
- 18.45.080 Amendments to "H" historic district or "CR" cultural resources designation.
- 18.45.090 Use permits for waiver from land use regulations.
- 18.45.100 Maintenance of structures and premises.
- 18.45.110 Certificate of appropriateness.
- 18.45.120 Demolition permits.

18.45.010 Specific purposes.

The specific purposes of the historic districts and cultural resources overlay districts are to prevent neglect of historic or architecturally significant buildings, encourage public appreciation of the city's past, foster civic and neighborhood pride, enhance property values and increase economic and financial benefits to the city, and encourage public participation in identifying and preserving historical and architectural resources. The historic districts and cultural resources overlay districts are intended to:

- A. Promote the conservation, preservation, protection, and enhancement of cultural resources, landmarks and historic districts, sites, buildings, structures and objects significant in history, architecture, archaeology, and culture which impart a distinct aspect to the city and serve as visible reminders of the city's culture and heritage;
- B. Deter demolition, destruction, alteration, misuse, or neglect of historically, culturally, archaeologically or architecturally significant districts, sites, buildings and objects that form an important link to the city's past;
- C. Encourage development tailored to the character and significance of each historic district or landmark through an historic district conservation plan that includes goals, objectives, and design standards;
- D. Provide a review process for the appropriate preservation and development of important cultural, architectural and historical resources; and
- E. Promote maintenance of a harmonious outward appearance of both historic and modern structures through complementary scale, form, color, proportion, texture and material. (Ord. 710 § 35-12.1, 1996; 1991 code § 35-12.1)

18.45.020 Responsibilities and applicability.

A. Cultural resource management commission. The city's cultural resource management commission shall consist of seven members appointed by the city council. Five members shall be recognized professionals in one of each of the following disciplines: history, prehistory archaeology, historic archaeology, architectural history, and architecture. One member shall represent the Pleasant Hill Historic Society and one member shall be a resident of the City of Pleasant Hill.

B. Responsibilities. The city's cultural resource management commission shall:

1. Establish criteria and conduct a comprehensive survey in conformance with state survey standards and guidelines of cultural heritage resources within the boundaries of the city, notify property owners of cultural heritage resources identified by the survey, publicize the results of the survey with the consent of each cultural heritage resource owner and periodically update the survey results.
2. Recommend to the planning commission and city council the designation of cultural resources and historic districts determined to be appropriate for historic preservation.
3. Maintain a local register of cultural resources within the city including all information required for such designation. The register shall remain in the possession of the city and be accessible to the public.
4. Review and comment upon public and private land use proposals, programs, and related environmental documents, as they pertain to designated or nominated cultural resources of the community or to the property upon which a cultural resource is located, including all public and private land use proposals located within 100 feet of such cultural resource.
5. Approve, approve with conditions or disapprove permit applications to construct additions, change, alter, modify, remodel, remove or otherwise significantly affect any designated or nominated cultural resource.
6. Recommend that the city purchase property, grant or acquire easements and employ other mechanisms for purposes of cultural heritage resources preservation.
7. Investigate the use of various federal, state, local and private funding sources and mechanisms for cultural resource management.

C. Establishment. An "H" historic district designation or "CR" cultural resources designation may be combined with any base zoning district. An "H" historic district designation or a "CR" cultural resources designation may be adopted only as an amendment to the zoning map pursuant to the procedures and criteria of PHMC Chapter 18.125, and the criteria of this section.

D. Certificate of appropriateness required. A certificate of appropriateness is required before development, exterior alteration, restoration, or relocation of any structure or site in an "H" historic district or a designated cultural resource ("CR"). The certificate must be obtained before issuance of a zoning permit or a building permit, unless the development, alteration, restoration, or relocation is exempt under PHMC § 18.45.110.

E. Demolition review. Approval of the architectural review commission is required before demolition of any structure or site in an "H" historic district or of a designated cultural resource ("CR"); see PHMC § 18.45.120. (Ord. 727 § 6, 1998; Ord. 710 § 35-12.2, 1996; 1991 code § 35-12.2)

18.45.030 Zoning map designators.

Each "H" historic district or "CR" cultural resources designation shall be shown on the zoning map by adding an "-H" or a "-CR" designator, respectively, to the base zoning district designation followed by the number of the "H" historic district or "CR" cultural resources designation, based on its order of adoption with reference to the enacting ordinance. (Ord. 710 § 35-12.4, 1996; 1991 code § 35-12.4)

18.45.040 Initiation.

An application for an amendment to the zoning map for an "H" historic district designation or "CR" cultural resources designation may be initiated by the city council, the planning commission, the architectural review commission, the cultural resource management commission or the affected property owner.

If an application for a designation is initiated under this section, the zoning administrator shall provide copies of this section and of the city's cultural resources management guidelines to all property owners that would be subject to the designation and inform them in writing of the restrictions that will be placed on their property as a result of such designation. (Ord. 710 § 35-12.6, 1996; 1991 code § 35-12.6)

18.45.050 Land use and property development regulations.

The land use regulations and development regulations applicable to a building, structure or area subject to an "H" historic district or "CR" cultural resources designation shall be as prescribed for the base zoning district with which it is combined, unless modified by the ordinance establishing the "H" historic district or "CR" cultural resources designation. If conflicts arise, the criteria and requirements of any applicable historic district conservation plan shall govern.

A. Ordinary maintenance and repair – Repair for public safety. Nothing in this section is intended to prohibit ordinary maintenance or repair of any exterior or interior architectural features in or on any property subject to an "H" or "CR" overlay district designation that does not involve a change in design, material or external appearance. Nor is this section intended to prohibit the construction, reconstruction, alteration, restoration, demolition or removal of any such architectural feature when the zoning administrator certifies to the architectural review commission that such action is required for the public safety, due to an unsafe or dangerous condition which cannot be otherwise rectified.

B. Preservation easements. In order to implement the provisions of this section, preservation easements on the facades of buildings designated as a cultural resource may be acquired by the city or nonprofit group through purchase, donation or condemnation pursuant to Civil Code section 815.

C. State Historical Building Code. The California State Historical Building Code provides alternative building regulations for the rehabilitation, preservation, restoration or relocation of structures designated as cultural resources. Such work on designated cultural resources shall be subject to the provisions of the California State Historical Building Code rather than the Uniform Building Code.

D. The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings. "The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" (Revised 1983) shall be used by the architectural review commission as guidelines in carrying out their responsibilities under this chapter.

E. Financial incentives for property owner participation. The city is supportive of financial incentives to carry out historical preservation, and endorses the Mills Act (Government Code § 50280 et seq.) as a viable means of providing property owners such incentive. (Ord. 710 § 35-12.8, 1996; 1991 code § 35-12.8)

18.45.060 Procedure.

A. General. An application for an amendment to the zoning map for an "H" historic district designation or "CR" cultural resources designation shall be processed pursuant to the procedures and criteria of PHMC Chapter 18.125 and the criteria of this section.

B. Additional application contents.

1. Historic district application. In addition to the application contents required for an amendment to the zoning map pursuant to PHMC Chapter 18.125, an application for an amendment to the zoning map for an "H" historic district designation shall include a proposed historic district conservation plan for the "H" historic district containing:

- a. A map and description of the proposed "H" historic district, including boundaries; photographs of buildings in the proposed district; an inventory of the age, setting, character and architectural, cultural or historical significance of structures in the proposed district; and proposed objectives to be achieved in the "H" historic district;
- b. A statement of the architectural, cultural, or historical significance of the proposed "H" historic district and a description of structures and features to be preserved;
- c. A list of specific categories of exterior alterations that require approval of a certificate of appropriateness to preserve the architectural or historical integrity of the proposed "H" historic district; and

d. A set of specific performance guidelines and standards for reviewing applications for demolition of buildings, new construction and exterior alterations, signs, landscape and streetscape features that will preserve the integrity of the "H" historic district.

Where an "H" historic district designation is initiated by the city, the architectural review commission shall assist in the preparation of the historic district conservation plan.

When the applicant is not the city, a form bearing the signatures of all of the property owners within the proposed "H" historic district requesting the designation must be submitted at the time the application is filed.

2. Cultural resources district application. In addition to the application contents required for an amendment to the zoning map under PHMC § 18.125.030, an application for an amendment to the zoning map for a "CR" cultural resources designation shall include the following:

- a. A map showing the location of the building or structure and building plans or photographs of the building exterior;
- b. A statement of the cultural significance of the building or structure, and a description of the particular features that should be preserved; and
- c. Except when initiated by the city, the consent of the owner or authorized agent of the building or structure proposed for designation.

3. Review and recommendation of zoning administrator. Upon determination that the application for amendment to the zoning map for an "H" historic district designation or "CR" cultural resources designation is complete, the zoning administrator shall prepare a staff report.

4. Cultural resource management commission review. After completion of the staff report, but before scheduling the planning commission public hearing, the zoning administrator shall refer the application for amendment to the zoning map for an "H" historic district designation or "CR" cultural resources designation to the cultural resource management commission for review and recommendation to the planning commission and the city council.

5. Recommendation by planning commission/action by city council. An application for an amendment to the zoning map for an "H" historic district designation or "CR" cultural resources shall be the subject of public hearings before the planning commission and the city council. (Ord. 710 § 35-12.10, 1996; 1991 code § 35-12.10)

18.45.070 Criteria for establishment of historic districts and cultural resources designations.

A. General criteria. In addition to the criteria for amendments to the zoning map established in PHMC Chapter 18.125, the city council shall consider the following criteria in determining whether to adopt an ordinance designating an "H" historic district or "CR" cultural resources:

1. The area, structures or site possesses value as a visible reminder of the cultural heritage of the city.
2. The area, structure or site is identified with a person, group, or event that contributed significantly to the cultural or historical development of the city.
3. Structures within the area exemplify a particular architectural style or way of life important to the city.
4. Structures within the area are the best remaining examples of an architectural style in a neighborhood.
5. The area or its structures are identified as the work of a person or group whose work has influenced the heritage of the city.
6. The area or its structures embody elements of outstanding attention to architectural or landscape design, detail, materials, or craftsmanship.
7. The area is related to a designated historic or landmark building or district in such a way that its preservation is essential to the integrity of the building or district.
8. Specific evidence exists that unique archaeological resources are present.

B. Adoption of an historic district conservation plan. In addition, the ordinance establishing an "H" historic district shall include an historic district conservation plan, in the form submitted or as revised by the city council. (Ord. 710 § 35-12.12, 1996; 1991 code § 35-12.12)

18.45.080 Amendments to “H” historic district or “CR” cultural resources designation.

An amendment to an “H” historic district and historic district conservation plan or “CR” cultural resources designation shall only be approved as an amendment to the zoning ordinance and zoning map under the procedures and criteria of PHMC Chapter 18.125. (Ord. 710 § 35-12.14, 1996; 1991 code § 35-12.14)

18.45.090 Use permits for waiver from land use regulations.

The planning commission, after receiving a recommendation from the cultural resource management commission, may grant a use permit for a waiver of the land use regulations of the base zoning district with which an “H” historic district or “CR” cultural resources designation is combined, when such a waiver is necessary to permit the preservation or restoration of an historic or architecturally significant building, structure or site, consistent with the purposes of this section, the general purposes of this zoning ordinance, the applicable historic district conservation plan, and the general plan.

An application for a use permit shall be reviewed under the procedures and standards of PHMC Chapter 18.75, except that the zoning administrator shall refer applications for a use permit under this section to the cultural resource management commission for review and recommendation before the application is submitted to the planning commission.

In making a decision, the planning commission shall make a written finding of the facts relied upon and the basis for determining consistency with the purposes of this section, the general purposes of this zoning ordinance, the applicable historic district conservation plan, and the general plan. (Ord. 710 § 35-12.16, 1996; 1991 code § 35-12.16)

18.45.100 Maintenance of structures and premises.

A. General. All property owners in “H” historic districts and property owners subject to a “CR” cultural resources designation shall have the obligation to maintain structures and premises in good repair, and no owner shall permit the property to fall into a serious state of disrepair which results in deterioration of any architectural feature that would, in the judgment of the architectural review commission, produce a detrimental effect upon the character of the “H” historic district or the life and character of an individual cultural resource.

B. Standards of review. The standards of review for *good repair* and *disrepair* as follows:

1. *Good repair* includes and is defined as the level of maintenance that ensures the continued availability of the structure and premises for a lawfully permitted use, and prevents unreasonable deterioration, dilapidation, and decay of the exterior portions of the structure and premises. Structures and premises shall be considered in good repair if there is no evidence of disrepair or material variance in the condition compared to surrounding structures that are in compliance with this section.
2. *Disrepair* includes but is not limited to unreasonable deterioration of exterior walls, plaster, mortar or vertical or horizontal supports; deterioration of roofs and exterior chimneys; ineffective waterproofing, including broken windows or doors; or the deterioration of any other exterior feature that would create a hazardous or unsafe condition. (Ord. 710 § 35-12.18, 1996; 1991 code § 35-12.18)

18.45.110 Certificate of appropriateness.

A certificate of appropriateness is required before development, exterior alteration, restoration, rehabilitation, or relocation of any structure or site in an historic district, or of a designated cultural resource, that would affect its appearance and cohesiveness. The purpose of this requirement is to ensure the integrity of structures and the general character in historic districts or the integrity and general character of designated cultural resources.

A. Authority. The cultural resource management commission has the authority to review and approve, approve with conditions, or disapprove a certificate of appropriateness under this section.

B. Exemptions. No certificate of appropriateness is required for ordinary maintenance and any development, alteration, restoration, rehabilitation, or relocation that is not specifically described as critical to maintaining the historical or architectural integrity of the historic district or designated cultural resource.

C. Initiation. An application for a certificate of appropriateness may be submitted only by the affected property owner.

D. Procedure.

1. Submission of application. A complete application for a certificate of appropriateness shall be submitted to the zoning administrator, on a form prescribed by the zoning administrator, along with the required fee.

2. Review and recommendation by zoning administrator. Upon a determination that the application is complete, the zoning administrator shall review the application and prepare a staff report recommending approval, approval with conditions, or disapproval of the application. A copy of the staff report shall be mailed to the applicant at least 10 days before the public hearing on the application.

3. Public hearing before the cultural resource management commission. After notice in accord with PHMC Chapter 18.125, the cultural resource management commission shall conduct a public hearing on the application. At the public hearing, the cultural resource management commission shall consider the application, the relevant support materials, the staff report, and public testimony given at the public hearing. After the close of the public hearing, the cultural resource management commission shall, within a reasonable period of time, approve, approve with conditions, or disapprove the application based on the criteria in subsection E of this section.

4. Notice of decision. The zoning administrator shall provide a copy of the decision to the applicant by mail within a reasonable period of time after the decision is made.

E. Criteria. To approve an application for a certificate of appropriateness, the cultural resource management commission shall consider:

1. Whether the proposed construction, reconstruction, or relocation is appropriate and consistent with this section and the conservation plan for the historic district.

2. Whether the applicant has demonstrated that every reasonable effort will be made to minimize alteration of any structure and preserve its integrity.

3. Whether the distinguishing original qualities or character of a structure or site and its environment will not be destroyed, and the removal or alteration of any historic material or distinctive architectural feature will be avoided, to the greatest extent reasonably practical.

4. Whether all structures or sites are recognized as products of their own time and whether alterations that have no historical basis and which seek to create an earlier appearance will be minimized.

5. Whether changes which may have taken place in the course of time are evidence of the history and development of a structure or site and its environment and whether such changes, which may have acquired significance in their own right, will be recognized and respected.

6. Whether distinctive stylistic features or examples of skilled craftsmanship which characterize a structure or site will be kept, to the extent reasonably possible.

7. Whether:

a. Proposals for replacement, rather than repair, of deteriorated architectural features are necessary;

b. New material will reasonably reflect the material being replaced in composition, design, color, texture, and other visual qualities to the extent reasonably possible; and

c. Repair or replacement of missing architectural features shall be based on accurate duplication of features, substantiated by historical, physical, or pictorial evidence, rather than on conjectural designs or the availability of different architectural elements from other structures.

8. Whether every reasonable effort will be made to protect and preserve archaeological resources affected by, or adjacent to, any project.

9. Whether any proposed contemporary design for alterations and additions will destroy significant historical, architectural, or cultural material, and such design will be compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.

10. Whether additions or alterations to structures or sites will be done in a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the building, structure, object, or site would be unimpaired.

F. Conditions. The zoning administrator may recommend, and the architectural review commission may impose, such conditions in a certificate of appropriateness that are necessary to accomplish the purposes of this chapter and prevent or minimize adverse impacts upon the public and neighborhoods. These conditions shall run with the land and not be affected by a change in ownership.

G. Appeal for economic hardship. On the basis of economic hardship, an applicant may appeal the decision of the cultural resource management commission on an application for a certificate of appropriateness to the planning commission by filing a notice of appeal with the zoning administrator within 14 days of the date of the decision on the certificate of appropriateness, stating the grounds for the appeal. The zoning administrator shall forward the notice of appeal and the record of the decision on which the appeal is based to the planning commission.

1. Scheduling hearing. After the receipt of the notice of appeal, the planning commission shall hold a hearing on the appeal within a reasonable period of time, or at such time as is mutually agreed upon between the applicant and the zoning administrator.

2. Decision by planning commission. At the hearing, the planning commission shall consider the record of the decision on which the appeal is based and hear statements from the applicant and the zoning administrator, and any other persons. The planning commission may affirm or reverse the decision of the cultural resource management commission after considering evidence that:

a. The structure or site is incapable of providing a reasonable economic return on investment, regardless of whether that return represents the most profitable return possible; and

b. The structure or site cannot be adapted to another use that would provide a reasonable economic return on investment while maintaining the historic or architectural integrity of the structure or site.

3. Effect of issuance of a certificate of appropriateness. The issuance of a certificate of appropriateness authorizes the development, exterior alteration, restoration, or relocation of the site or structure within the historic district or of the designated cultural resource under the terms of the certificate and authorizes the applicant to apply for a zoning permit. A certificate of appropriateness shall run with the land.

4. Amendment to certificate of appropriateness. A certificate of appropriateness may be amended, extended, or modified only in accord with the procedures and criteria established for its original approval. (Ord. 710 § 35-12.20, 1996; 1991 code § 35-12.20)

18.45.120 Demolition permits.

A demolition permit is required before demolition of any structure or site in an historic district, or of a designated cultural resource.

A. Authority. The cultural resource management commission has the authority to review and approve, approve with conditions, or disapprove a demolition permit under this section.

B. Applicability. Before the demolition of a structure or site in an historic district or of a designated cultural resource, a demolition permit shall be approved by the cultural resource management commission.

C. Initiation. An application for a demolition permit may be submitted only by a qualified applicant.

D. Procedure.

1. Submission of application. A complete application for a demolition permit shall be submitted to the zoning administrator, on a form prescribed by the zoning administrator, along with the required fee.

2. Review and recommendation by zoning administrator. When the zoning administrator determines the application is complete, the zoning administrator shall review the application and prepare a staff report recommending approval, approval with conditions, or disapproval of the application based on the criteria in

subsection E of this section. A copy of the staff report shall be mailed to the applicant before the public hearing on the application.

3. Public hearing before the cultural resource management commission. After due notice in accordance with PHMC § 18.80.010, the cultural resource management commission shall conduct a public hearing on the application. At the public hearing, the cultural resource management commission shall consider the application, the relevant support materials, the staff report, and public testimony. Within a reasonable period of time after the close of the public hearing, the cultural resource management commission shall defer action on the demolition permit for 180 days, or approve, approve with conditions, or disapprove the application based on the criteria in subsection E of this section.

4. Notice of decision. The zoning administrator shall provide a copy of the decision of the cultural resource management commission to the applicant by mail within a reasonable period of time after the decision is made.

E. Criteria. To defer action, or approve, or approve with conditions an application for a demolition permit, the cultural resource management commission shall consider the proposed demolition in the context of the standards governing demolition that are included in the appropriate historic district conservation plan, the architectural or historic significance and the value of the structure or site, and take any of the following actions:

1. Deferral of action on application. If it is determined that the structure or site has historical, architectural or cultural interest or value as determined in the appropriate historic district conservation plan, the cultural resource management commission may defer a final decision on an application for demolition for 180 days from the date that the application for a demolition permit is accepted as complete. Upon determining that action is to be deferred, the cultural resource management commission shall direct the zoning administrator to consult with recognized historic preservation organizations and other civic groups, public agencies, and interested citizens and report back to the commission within such 180-day period as to the feasibility of:

- a. Public or civic acquisition of the structure or site;
- b. Relocating one or more of the structures or features of the site so as to preserve its historic or architectural value; or
- c. Any other reasonable means of preserving the structure's or site's historic or architectural value.

2. If at the end of the 180-day period it is demonstrated that the structure or site cannot be preserved through acquisition, relocation or any other reasonable means, the demolition permit shall be issued.

3. Immediate action. A demolition permit shall be issued if the cultural resource management commission determines that the structure or site has no substantial historical, architectural, or cultural interest or value identified in the appropriate historic district conservation plan.

F. Conditions. The zoning administrator may recommend, and the cultural resource management commission may impose, such conditions in a demolition permit that are necessary to accomplish the purposes and intent of this section, and prevent or minimize adverse impacts upon the public and neighborhoods. These conditions shall run with the land and shall not be affected by a change in ownership.

G. Appeal. Any interested person may appeal the decision of the cultural resource management commission on an application for a demolition permit to the planning commission in accord with the provisions of PHMC Chapter 18.130.

H. Amendment to demolition permit. A demolition permit may be amended, extended, or modified only in accord with the procedures and criteria established for its original approval. (Ord. 710 § 35-12.22, 1996; 1991 code § 35-12.22)

Attachment C

Community Development Program 23.5. Develop a tree planting and maintenance strategy to reduce ambient air temperature on hot sunny days.

Community Development Program 23.6. Work with Pleasant Hill Bayshore Disposal to continue to improve citywide recycling programs, with the goal of attaining the mandated 50 percent diversion rate.

Community Development Program 23.7. Work with the Central Contra Costa Sanitary District and the East Bay Municipal Utility District to expand the use of recycled and other non-potable water for landscape irrigation and other appropriate uses.

Community Development Program 23.8. Continue to implement the City program to replace traffic signal bulbs with light-emitting diodes and back-up batteries to save energy and avoid signal outages.

Community Development Program 23.9. Require compliance with the City Recycled Water Ordinance.

Community Development Goal 24. Place utility lines underground.

Community Development Policy 24A. Achieve undergrounding of utilities when and where feasible.

Community Development Program 24.1. Require undergrounding of utilities in conjunction with installation or modification of public and private improvements.

Cultural and Historic Resources

The Zoning Ordinance includes overlay districts intended to protect and enhance historical and cultural resources, including by guiding development around them. The historic overlay district has been applied only to the Rodgers Ranch. Built in 1868, the Rodgers House and Barn are the oldest remaining structures in Pleasant Hill and the only ones in the city listed on the National Register of Historic Places. Although other structures in Pleasant Hill have potential historical significance (see *Table CD4*), there are no State Historical Landmarks in the city.

The cultural resources overlay district has not been utilized. State records list seven Native American archeological sites in the city. Any cultural resources, including those discovered during development, may become eligible for protection through application to the City and review by the Cultural Resource Management Commission.

Table CD4. Structures of Potential Historic Significance

Structure	Description
Allen House, 109 Allen Way	Built in the 1920s as main house on same site as Corrigan House.
Baels Adobe, Creekside Road	One-story adobe house with open arrangement and large living room.
Boss-Slater House, 2485 PH Rd.	A one-story cottage that may have been moved from Slater Avenue.
Brandon House 481 Boyd Road	Berkeley style, 1921, shingle house with hip roof, fireplace. May have been moved from Brandon Road
Corrigan House 108 Allen Way	Two-story wood frame farmhouse built late 1910s. Adjacent chicken coop remodeled as living quarters.
Dathe Barn, 265 Oak Park Lane	White frame two-story barn with front hayloft opening.
DeMartini House 3200 Buskirk Avenue	One-story home of an early community leader. Now used as a place of business.
Francisco House, 2937 Dorothy Dr.	Two-story cottage style with exposed rafters.
Hobart-Daily House, 755 W. Boyd	Ranch style house, 1938, built by then-owner of Rodgers Ranch.
Hook House, 6 St. Lawrence Court	Arts and crafts bungalow.
Molino House, 2150 PH Road	Italian style house with kitchen in basement and adjacent tank house.
Pleasant Hill Grammar School 2050 Oak Park Boulevard	Oldest public building in city, 1920. Owned by Rec. & Park District. Became Police Dept. office in 1970. Cultural center, theater and museum since 1982.
Roche Ranch Barn, 1525 Roche Dr.	California style, 1905, with central loft and side stables.
Patrick Rodgers Ranch 315 Cortsen Road	Wood farmhouse and California style barn, 1868. Owned by Recreation and Park District. Listed on the National Register of Historic Places in 1991.
Rodgers House, 315 Twinview Dr.	White frame 19 th -century house.
Thorp House Creekside Road	Two-story cement house with interior loft, enclosed patio and sunroom. Built in the 1930s.
World War I Monument Boyd Rd./Contra Costa Boulevard	Originally dedicated 1927. Moved when Interstate 680 was built. Honors 76 men and one woman from the county who died in the war.

Source: Pleasant Hill Historical Society, 2002

Community Development Goal 25. Preserve historic sites and structures.

Community Development Policy 25A. Pursue methods to maintain historic structures and appropriately designate and protect additional historic and cultural resources that may exist in the city.

Community Development Program 25.1. Maintain the historic and cultural resources overlay districts for potential future application.

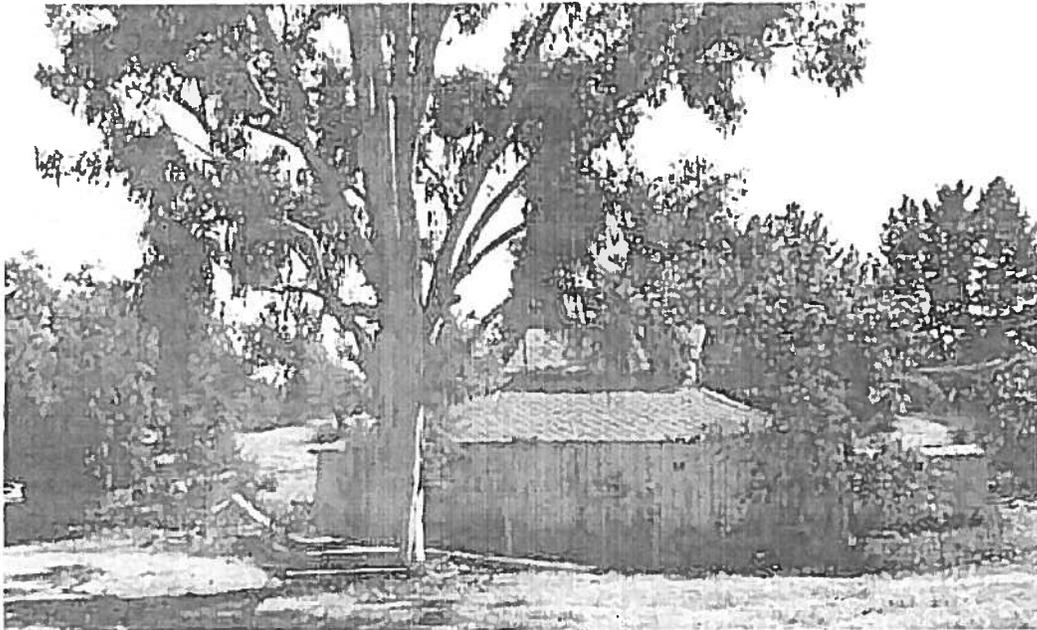
Community Development Program 25.2. Conduct a survey of the city to identify historic or cultural sites eligible for resource protection, with specific consideration of structures 45 years old and older.

Community Development Program 25.3. Apply for the Certified Local Government designation necessary to receive technical assistance and grant funding from the National Park Service.

Community Development Program 25.4. Establish a commission that includes experts in local history and archaeology to manage the city's historic resources and/or add cultural resource management responsibility to the charge of the Architectural Review Commission.

Community Development Program 25.5. If cultural resources are unearthed during construction, earth-disturbing work shall be suspended until appropriate mitigation is established by the City in consultation with a qualified archaeologist retained by the developer and/or with the County Coroner.

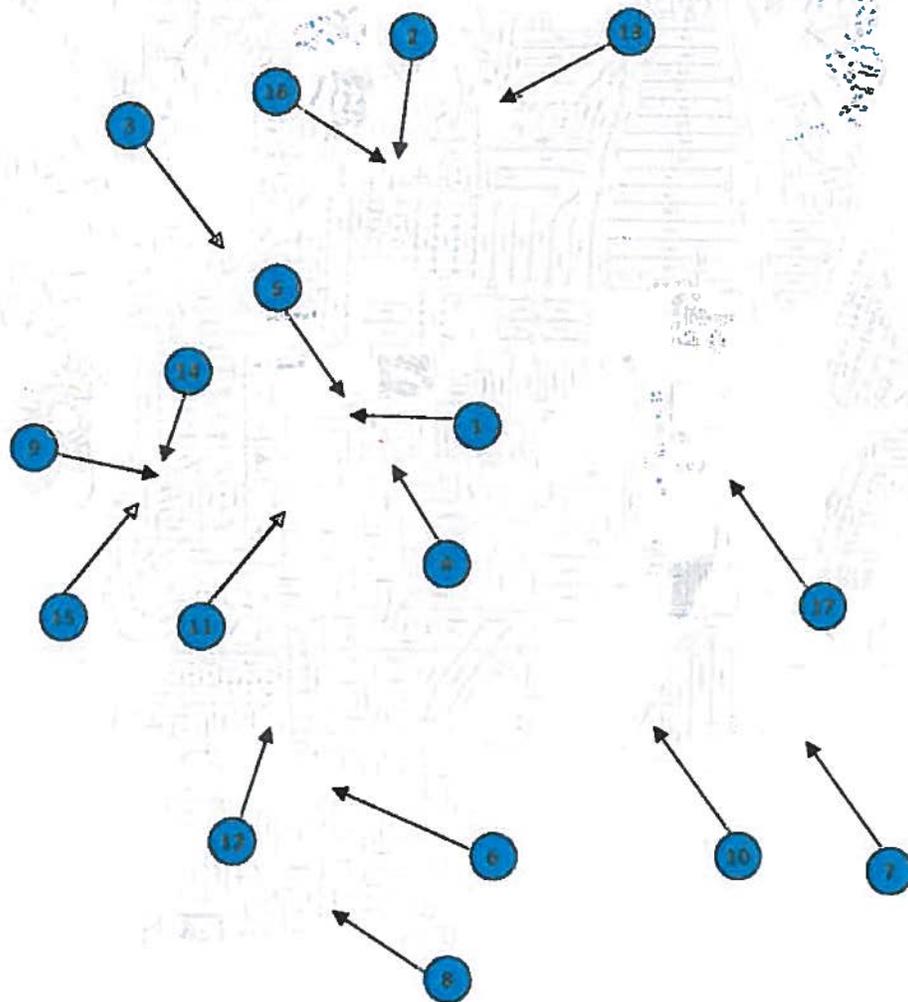
Community Development Program 25.6. Require archaeological archival study for proposed development projects, plus field study for projects on previously undeveloped properties.



Barn at Rodgers Ranch

Map of Potential Historical Site From 2003 General Plan – Table CD4

Site #	Site Structure
1	Allen House
2	Baels Adobe
3	Boss-Slater House
4	Brandon House
5	Corrigan House
6	Datie Barn*
7	DeMartini House*
8	Francisco House
9	Hobart-Daily House
10	Hook House
11	Molino House
12	Pleasant Hill Grammar School
13	Roche Ranch Barn
14	Patrick Rodgers Ranch
15	Rodgers House
16	Thorp House
17	WWI Monument
	*no longer exists



Current Pictures of Potentially Historic Sites Noted in the City of Pleasant Hill General Plan

Allen House
109 Allen Way



Baels Adobe *Creekside Way*



Boss-Slater House
2485 Pleasant Hill Rd.

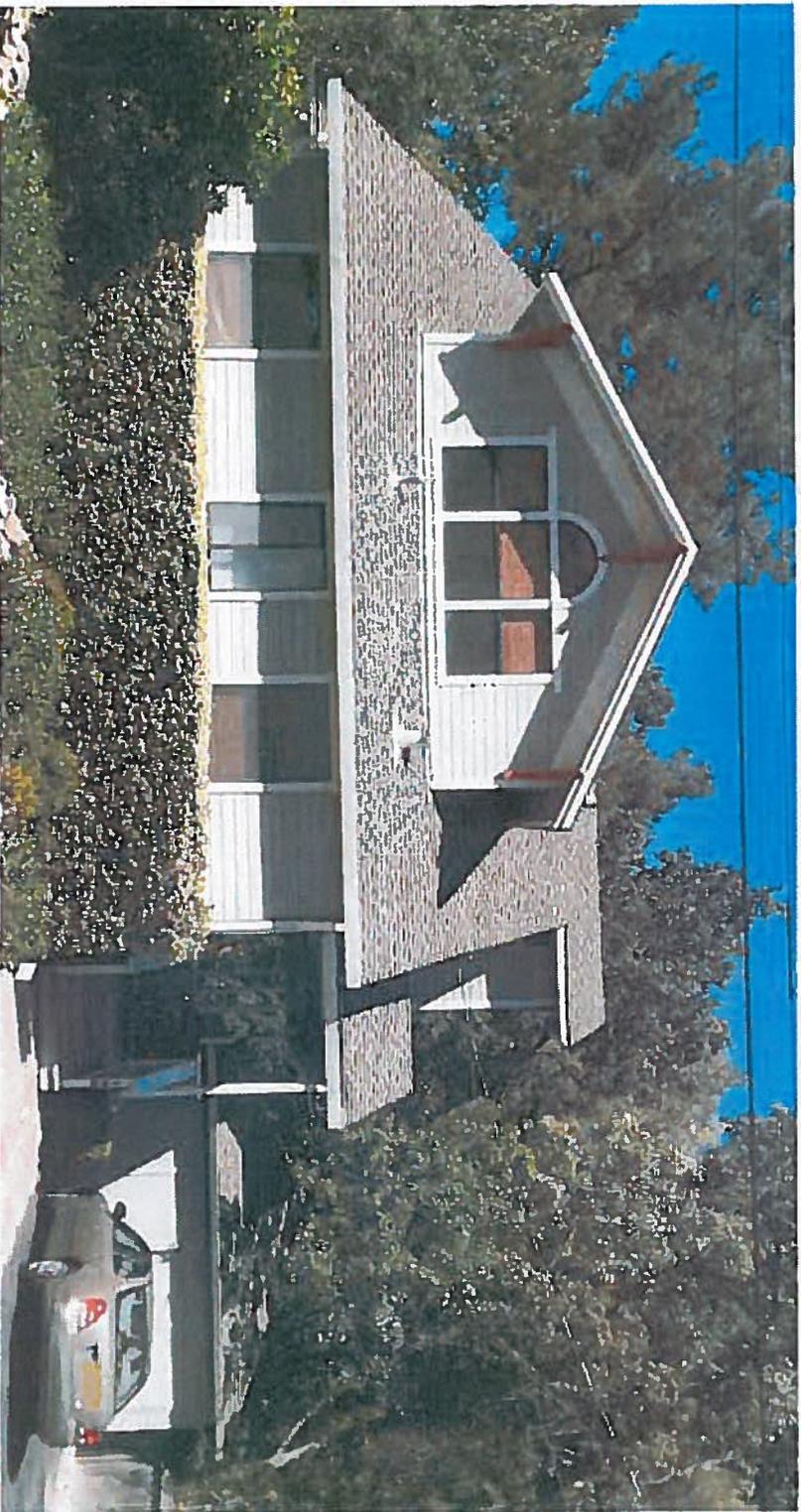


Brandon House

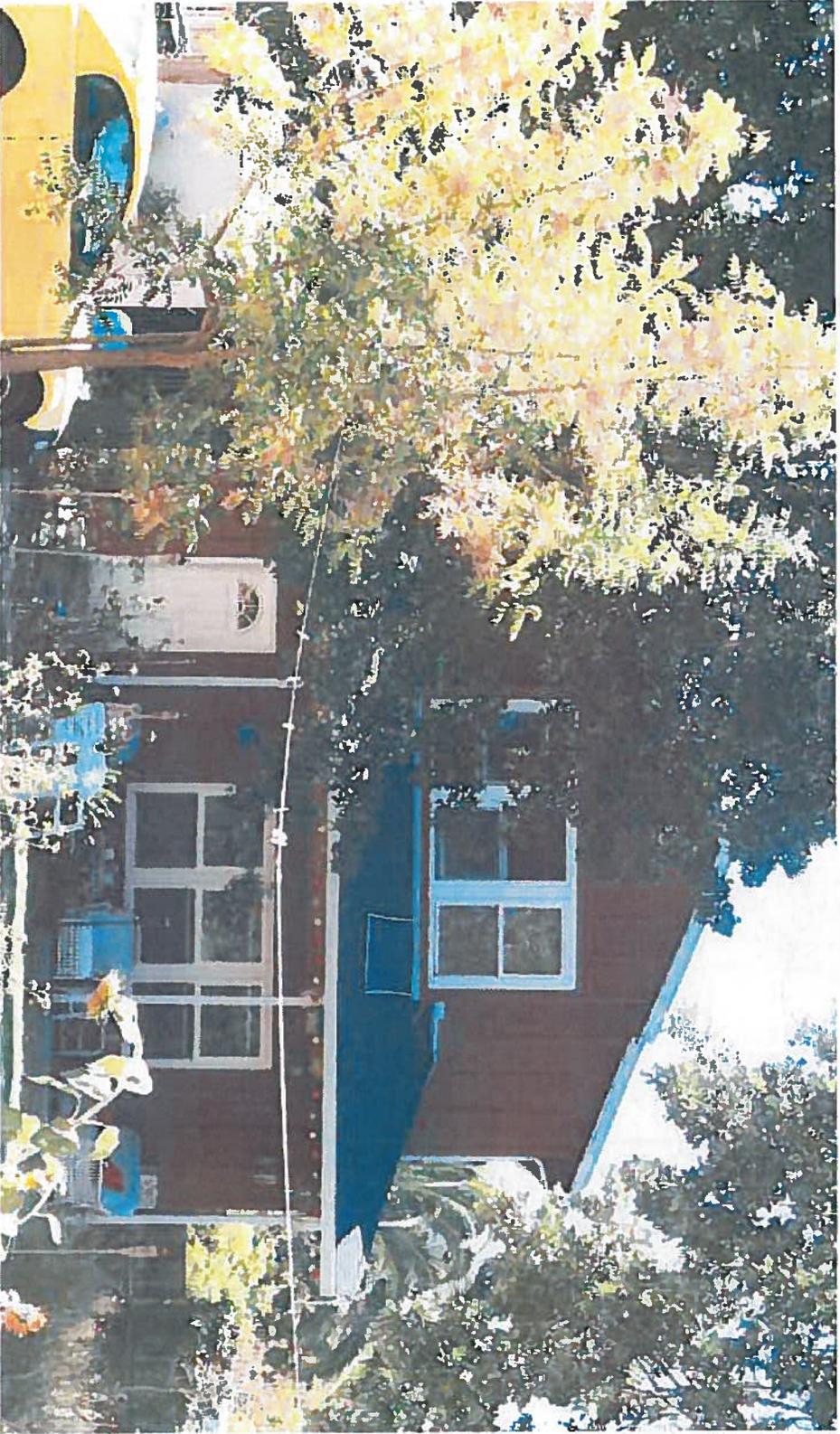
481 Boyd Rd.



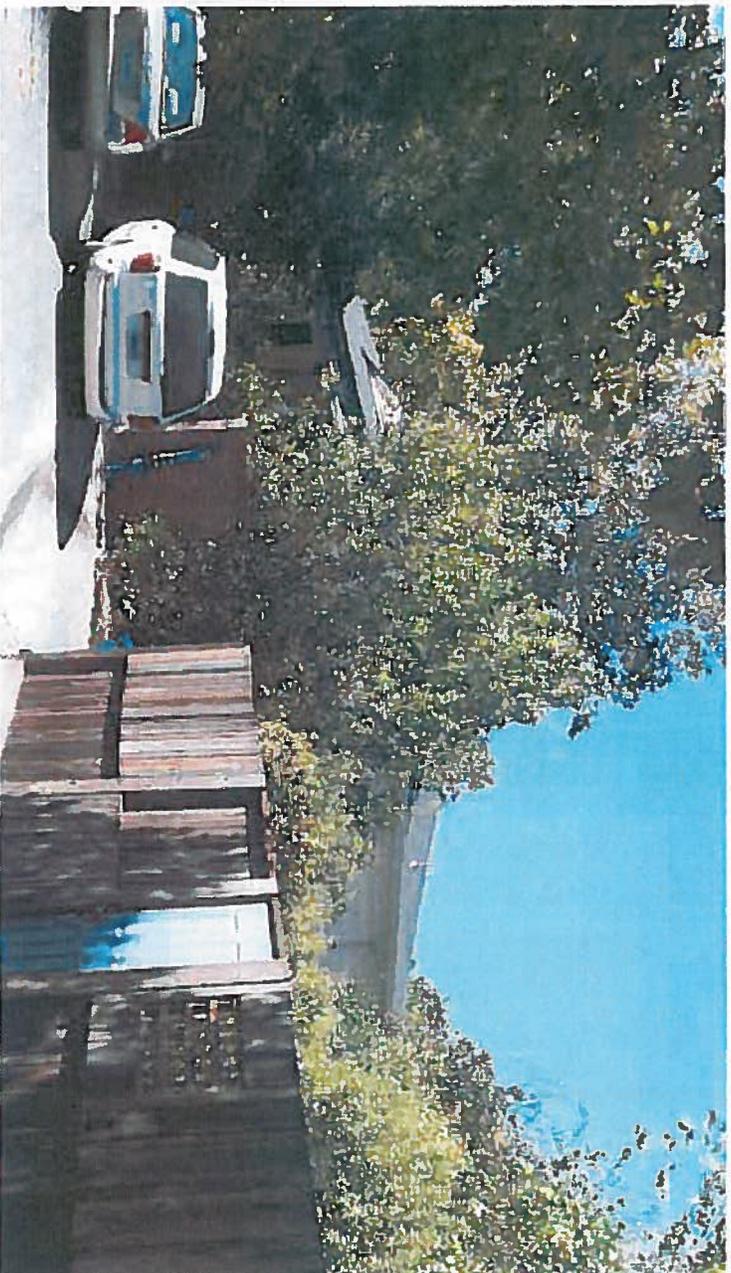
Corrigan House
108 Allen Way



Francisco House
2937 Dorothy Drive

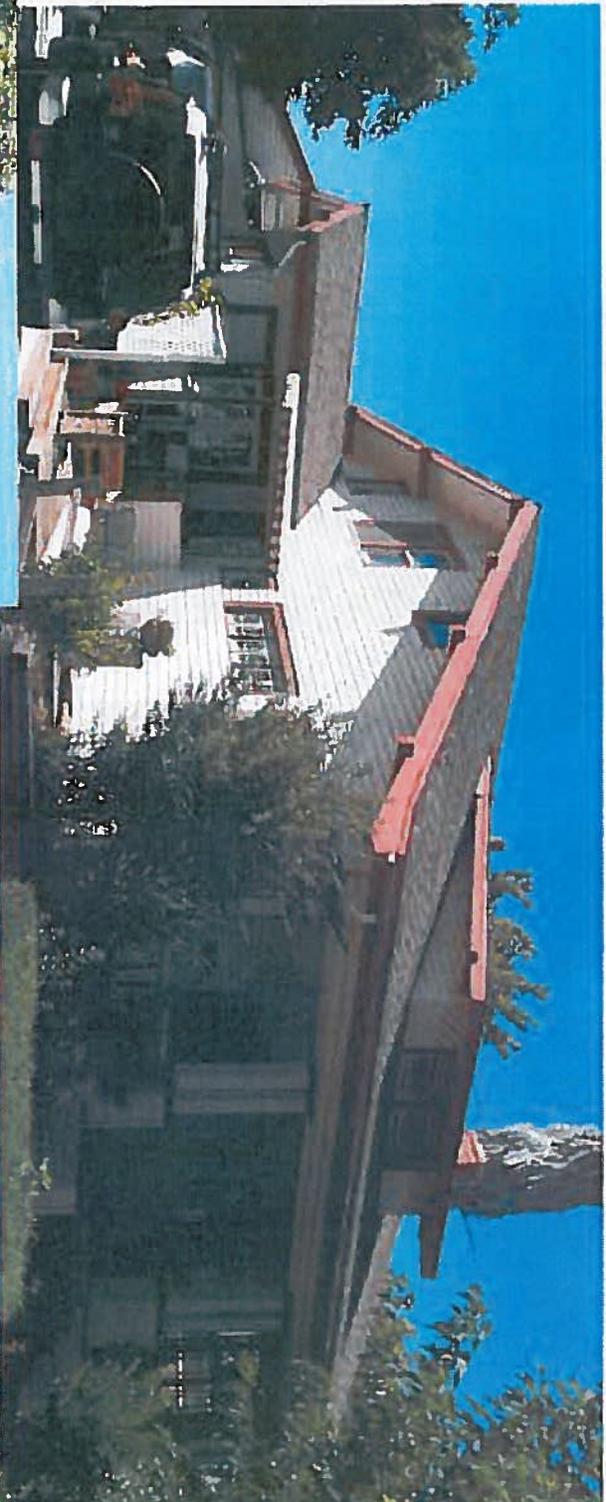


Hobart-Daily House
755 W. Boyd Ave



Hook House

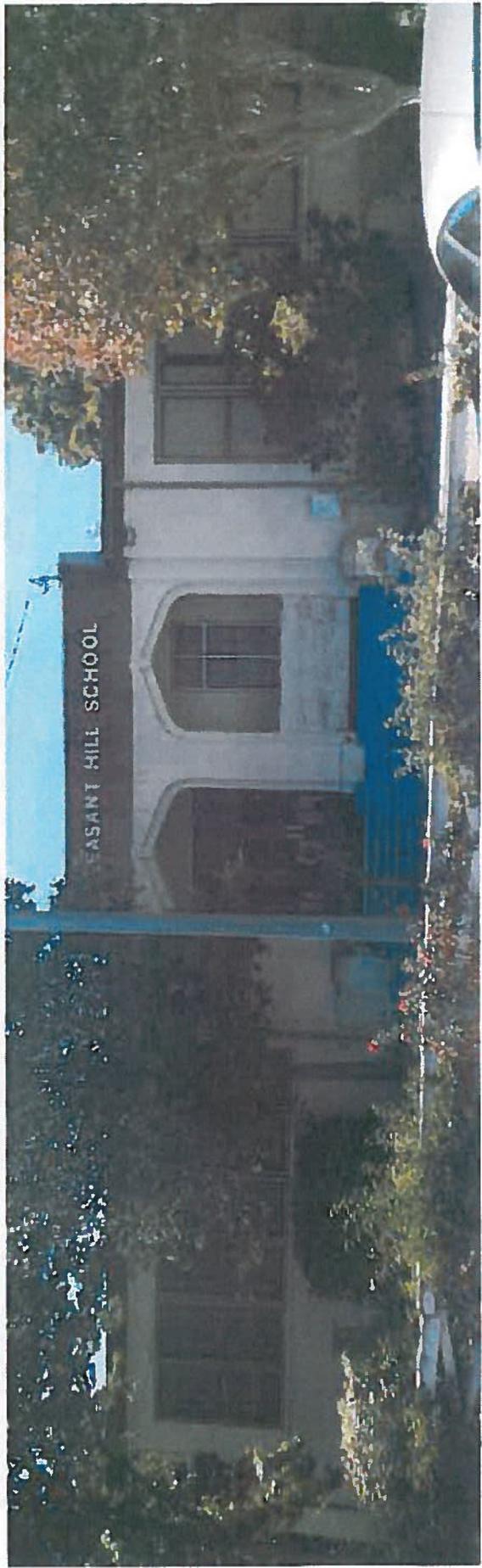
6 St. Lawrence Ct.



Molino House 2150 Pleasant Hill Road

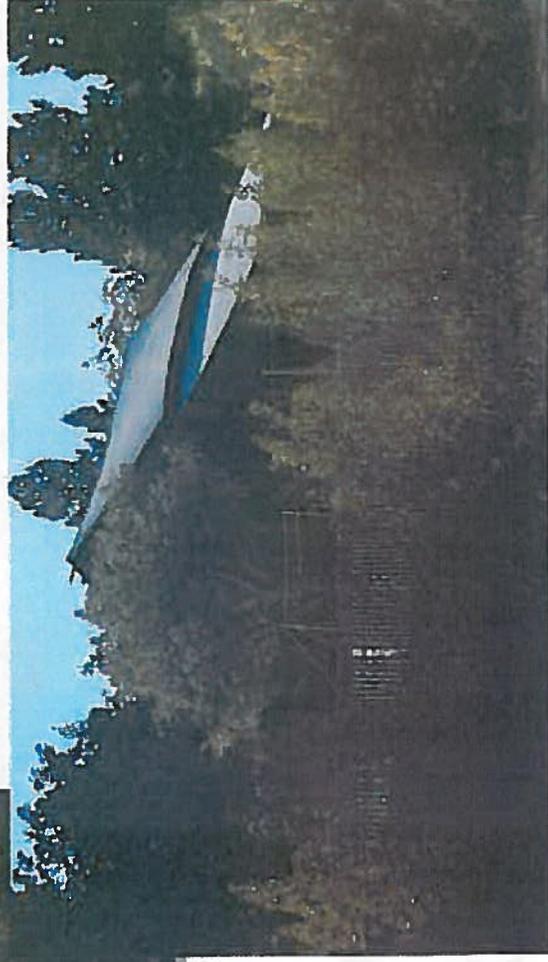
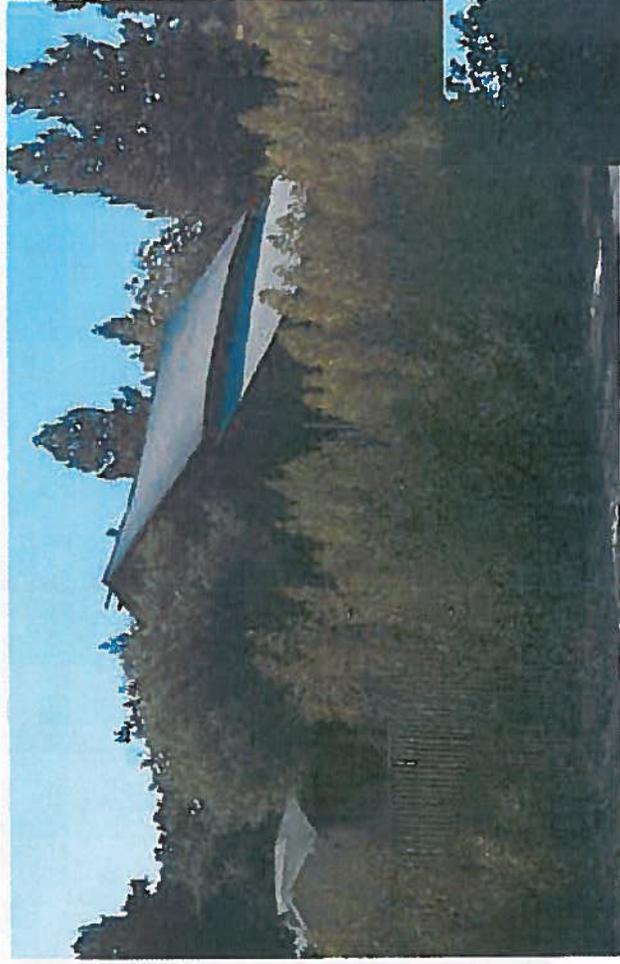


Pleasant Hill Grammar School
2050 Oak Park Blvd



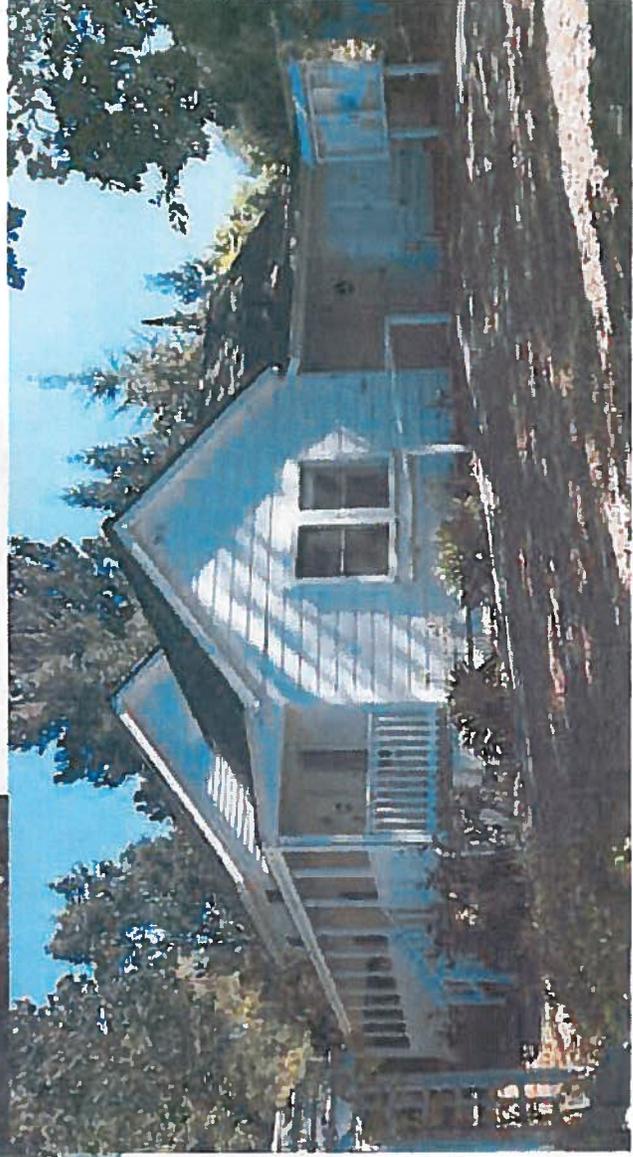
1818 ZACHWILDE DRIVE, SUITE 100
ROSELAND, NJ 07068

**Roche Ranch Barn
1671 Stanmore Dr. (1525 Roche Dr.)**



Patrick Rodgers Ranch

315 Cortsen Rd



Rodgers House

315 Twinview Drive



Thorp House
Creekside Rd.



**World War I Memorial
Boyd Rd and Contra Costa Blvd**





MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: September 19, 2013

RE: Agenda Item #12 – September 26, 2013 Board Meeting

To Schedule Continued Discussions Regarding Budget Items

This item was continued from the last Board Meeting to have more specific information regarding the future discussions on fiscal year 2013 – 14 budget.

MEMORANDUM

TO: Board of Directors, Pleasant Hill Recreation and Park District

FROM: Sandra Bonato
Chair, Budget Committee

RE: Proposed Budget Summit

DATE: September 20, 2013

At our September 12, 2013 meeting, the Board asked for more explanation of my request for date-setting for a short series of Budget Workshops in the next two months. As I evaluated my request further in response, I came to see that the heart of this proposal is to bring the full Board of Directors closer to the work of the Long Range Business Plan Committee (known familiarly as the OWG – Official Working Group). The Workshops would be in large measure to understand what senior staff members are working to achieve and why, to applaud their leadership and impressive commitment to strengthening the District financially and serving the public by evaluating and proposing modifications to the District's business model, and to seek interim input from the full Board as the OWG's work evolves.

While Zac Shess and I are participating with other OWG members in setting the foundational direction in which the group is going, it clearly behooves us to confirm policy support for that direction, to keep the full Board close to the discussions, and to aid the Board in understanding the vision represented on the OWG.

The attached list is now modified to emphasize the OWG reporting-out goal. Other discussion items are included because they have budget implications that are integral to the Board's ability to support the OWG's organizational goals. It is appropriate for us as a Board to discuss these issues, continuously certainly, but now in depth and to be prepared for implementation as the right time and opportunity arise. If a parallel needs to be drawn, I would ask you to think of this proposal as being akin to (although different than) the City Council's Goals Workshop scheduled for this month.

Attachment

GOALS OF BUDGET SUMMIT
Pleasant Hill Recreation and Park District Board and Staff

Contemplated for Series of Study Sessions
October/November 2013

Proposed by
Sandra Bonato, Chair, PHR&PD Budget Committee

Report/Update of Long Range Business Plan/OWG Activities
New Business Model
Contract Services
Evaluating Actual Cost of Facilities Use and Maintenance for Budgeting,
for Applying Subsidies, for Programmatic Use, and for Reserves
Evaluating Program and Services Benefits/Costs
Roles of Senior Staff in Evaluation and Tracking Process
Capital Project: Sidewalks
Partnerships
Marketing
Filling Positions/Staffing
Financial Planning for OWG Goals

Salary/Benefits Comparisons

Potential Salary Adjustments for Positions with Enhanced Responsibilities

Marketing/Program, Business & Partnership Development Position

Grants

ERAF Adjustment

Building Reserves

Impacts of Budget on District Goals



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: September 19, 2013

RE: Agenda Item #13 – September 26, 2013 Board Meeting

Report on Architectural Review Commission Regarding AT&T Wireless Communication Facility near Paso Nogal Park

The Architectural Review Commission met on Thursday, September 19. Board Member Bonato was able to attend. She will give an update and report on the AT&T Wireless Communication situation near Paso Nogal Park.

**MEETING AGENDA
CITY OF PLEASANT HILL
ARCHITECTURAL REVIEW COMMISSION**

**September 19, 2013
5:00 P.M.**

Large Community Room, 100 Gregory Lane, Pleasant Hill, CA 94523 www.ci.pleasant-hill.ca.us (925) 671-5209

CHAIR: JOHN HART

VICE CHAIR: JILL BERGMAN

MEMBERS: THOR SCORDELLIS, GEORGE CORRIGAN, RICHARD STANTON

Members of the audience wishing to speak on any matter are requested to fill out a card and turn it in to the Chair. Items not on the agenda will be considered during the Public Comment portion of the meeting. Comments on any item under the Public Hearing portion of the agenda will be accepted only when the public hearing is opened for that item. Comments are limited to three minutes per speaker. Presentations made by applicants are limited to a maximum combined time of 15 minutes. If the applicant or his or her representative fails to attend the public hearing concerning their application, the Architectural Review Commission may take action to deny the application. An application may be entertained for continuance upon receipt of written notification of the applicant's inability to attend the hearing. Materials related to an item on this agenda submitted to the Commission after distribution of the packet are available for public review in the City of Pleasant Hill Planning Division at 100 Gregory Lane, Pleasant Hill, CA 94523 during normal business hours. Such documents are also available on the City of Pleasant Hill website at www.pleasant-hill.ca.us subject to staff's ability to post the documents before the meeting.

An appeal of the decision or conditions of the Architectural Review Commission to the City Council must be filed in writing with the City within 10 calendar days of the mailed notice of decision.

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

The public is welcome at this time to address the Architectural Review Commission on any subject, with the exception of scheduled items. Comments are limited to three minutes per speaker.

MINUTES

July 18, 2013 (postponed from August 15th meeting)

August 15, 2013

PUBLIC HEARINGS

1. PLN 13-0068, VILLA MONTANARO SIGNAGE, 201-203 COGGINS DRIVE (20 Minutes)

Staff Report
Attachments A - C
Attachment D Part 1 and Part 2
Attachments E - F

The applicant is requesting approval of a Sign Permit for one new freestanding sign, to consist of sign copy reading *W Villa Montanaro Apartment Homes* on an existing masonry wall, and a sign face replacement on an existing monument sign located at the northeast corner of the intersection at Buskirk Avenue and Coggins Drive. The applicant is also requesting a Minor Sign Adjustment involving not more than a 20% change from any provision of Chapter 18.60 (Signs). Specifically, the minor sign adjustment consists of proposed sign copy that would be placed on an existing 82-inch high masonry wall where the sign ordinance limits freestanding signs in a Residential district to a height of 72-inches (6 feet). Assessor Parcel Number: 148-100-064.

CEQA Determination: Categorically Exempt (Class 1 - Existing Facilities and Class 11 – On-premise signage).

Project Planner: Jeff Olsen, 925-671-5206, jolsen@ci.pleasant-hill.ca.us

DISCUSSION ITEM

1. ARC 10-029, AT&T NEW WIRELESS COMMUNICATION FACILITY - 0 PASO NOGAL COURT (*Continued from August 18, 2011 and August 15, 2013*) (10 minutes)

Progress report on a proposal for a 35-foot artificial pine tree (monopine) which would have twelve panel antennas (75" tall x 10" wide x 5.5" deep). Initially, four equipment cabinets (6' 6" tall) are proposed to be located within a 20' by 30' fenced lease area. The applicant also provided two alternative designs (although the applicant's proposal remains the monopine). The two alternative designs, provided in photo simulation format only, consist of:

- A 35-foot high monopole designed as a faux eucalyptus tree
- A 35-foot high water tank structure

Note: No action will be taken as the item was continued at the August 15th study session, to a specific date of October 3, 2013, with direction to staff to provide a progress report on September 19, 2013.

Assessor's Parcel Number 154-022-015.

CEQA Determination: Categorically Exempt (Class 3, New Construction or Conversion of Small Structures).

Project Planner: Jeff Olsen, 925-671-5206, jolsen@ci.pleasant-hill.ca.us

STAFF COMMUNICATIONS

UPCOMING PROJECTS AND FUTURE MEETINGS

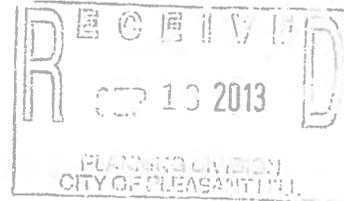
ADJOURNMENT



Modus Inc.
149 Natoma Street, 3rd Floor
San Francisco, CA 94105

September 17, 2013

Architectural Review Commission
City of Pleasant Hill
100 Gregory Lane
Pleasant Hill, CA 94523



RE: Status Report of ARC 10-029 at 0 Paso Nogal Court

Dear Architectural Review Commission and Planning Staff,

Since we last met on August 15, 2013, AT&T and Modus, Inc. have diligently worked to incorporate ARC comments into a revised design at the original location and an alternative design at two alternative locations.

After the coordination of various groups, Modus, Inc. scheduled a site design meeting at the subject site on August 27, 2013. Several groups were involved – including AT&T engineer, PTS Architecture and Engineering, Ericsson Construction, Qulet River Land Services Surveyors, and Contra Costa Water District – in order to find an improved design and location for the original site. After addressing the various opportunities and constraints brought up by the various parties, all agreed on a new location for both the treepole and equipment that is nestled downslope of the previous proposal within an existing tree grove. These plans will be available for review in the pending staff report and discussed at the October 3, 2013 ARC meeting.

Additionally, on July 18, 2013 AT&T met with members of Falconpointe Homeowners Association and Pleasant Hill Recreation and Parks District to walk the area and determine alternative locations. At the August 15, 2013 meeting, coverage analysis was still pending. Since then AT&T has been able to narrow down the 7 locations visited (including the original site) to 3 candidates. The 3 total sites will all have accurate photo simulations to be discussed at the October 3 meeting.

At the October 3, 2013 ARC meeting, Commissioners will be able to review and comment on

- Revised drawings for 0 Paso Nogal Court, CCWD Property
- Photo simulation of revised design for CCWD Property
- Photo simulation of alternative design for Parks & Recreation Property
- Photo simulation of alternative design for Falconpointe HOA Property

AT&T and Modus, Inc. appreciate the additional time they were permitted by Staffs' and Commissioners' to coordinate the various groups and provide significant revisions. Please contact me if you require any additional information or materials.

Sincerely,

Jimmy Stillman | Authorized Land Use Planning Agent for AT&T
Modus Inc. | 149 Natoma Street 3rd Floor | San Francisco, CA 94105 | 925-963-5011



Modus Inc.
149 Natoma Street, 3rd Floor
San Francisco, CA 94105

September 17, 2013

Planning Department
City of Pleasant Hill
100 Gregory Lane
Pleasant Hill, CA 94523



RE: Resubmittal for Architectural Review Commission meeting 10/3/2013

Dear Architectural Review Commission and Planning Staff,

Since we last met on August 15, 2013, Modus, Inc. and AT&T have diligently worked to incorporate ARC comments into a revised design at the original location and an alternative design at two alternative locations. The following resubmittal packet reflects the cooperation of and input from a variety of parties including, but not limited to, Modus site acquisition specialists, AT&T Radiofrequency Engineers, Construction Specialists, Licensed surveyor, Architecture and Engineering team, the Contra Costa Water District, Members of Falconpointe Home Owners Association, Pleasant Hill Parks and Recreation, Planning Staff, ARC, and the Third Party Consultant. The Staff report from 8/15/13 found the original proposal to be in substantial compliance with the City Wide Design Guidelines; however AT&T understands the comments and concerns of the various parties. We hope the proposed designs fit into the context of the existing landscape and meet the ARC's design standards.

The resubmittal packet includes:

- Revised drawings for 0 Paso Nogal Court, CCWD Property
- Photo simulation of revised design for CCWD Property
- Photo simulation of alternative design for Parks & Recreation Property
- Photo simulation of alternative design for Falconpointe HOA Property
- Google Earth Satellite Image of the three site locations

Response to ARC Comments from 8/15/13

1. Design a tree that complements the existing environment and replicates a real tree by having accurate proportions, shape and appearance

The revised drawings have relocated the treepole and equipment shelter into the context of existing natural vegetation. More landscaping is also proposed. The tree design as detailed below adheres to the third party consultant's recommendations of a "well-designed monopine."

2. Landscape professional to add additional landscaping to site and outside lease area

The relocation of the tree allows the site to take advantage of the existing natural vegetation, thus requiring a smaller scale landscaping plan than originally discussed. AT&T has additionally provided a landscaping plan by a licensed architect to further screen the areas lacking existing vegetation. If determined that the new location is suitable and further landscaping than provided is needed, AT&T will provide a landscaping plan by a licensed landscape architect.

3. Explore options with Pleasant Hill Recreation and Park District to add landscaping on their property

The site has moved to a more screened location that has a mix of vegetation around the site. If determined that more landscaping is needed in addition to the existing and proposed vegetation, AT&T will continue to explore this option.

4. Consider relocation of ground equipment

The new proposal relocates both the ground equipment and treepole to a less visible site on the property.

5. Redesign the configuration and style of enclosure to blend with existing hill top environment

AT&T has moved the entire site to an alternative location on the existing property in order to blend into existing hill top environment.

6. Provided detailed plans and photo simulation for proposed project of this specific proposal

Plans and photo simulations for proposed project are included in resubmittal packet.

7. Ensure long-term maintenance of project

AT&T is responsible for all maintenance of their site.

8. Provide designs at alternative sites following City Council direction 7/16/12

The applicant has visited the search ring with members of the HOA and Recreation and Park District to identify alternative locations on CCWD, Falconpointe HOA, and Recreation and Park property. Based on their adequacy to meet coverage objectives, the AT&T radiofrequency engineer narrowed it down to two additional candidates (one on HOA and one on Recreation and Park land). While the site location will be determined by City Council, AT&T has provided photo simulations of the two alternative sites so that the ARC can comment on design. If City Council determines to abandon the original proposal and change locations, AT&T will provide detailed plans.

9. Reiteration of item no. 2 with emphasis to provide an overall composition of natural screening

The landscaping plan provided includes a palette of native vegetation.

10. Consider recommendations by third party review Jonathan Kramer

The revised proposal incorporates many if not all of the third party reviews comments listed in the 8/15/13 Staff Report.

11. Update site plan to include all existing features on CCWD parcel.

Licensed Surveyor, Quiet River Land Services Inc., visited the site on 9/6/13 to identify and update any changes to existing features.

Drawing Revisions for 0 Paso Nogal Court (Contra Costa Water District Site)

The revised drawings offer an improved proposal designed to fit into the existing context of the area and blend in. Most notably, the site location has shifted approximately 20 feet North East to a lower elevation so that it nestles into the existing vegetation. To account for this grade difference, and obtain the same elevation as the original design, AT&T requests a taller tree pole by 10 feet. Thus, looking at the site on the horizon – the height of the tree will appear the same and the view will be improved due to existing and proposed trees serving as a backdrop to help the site blend in. Any changes to equipment, antennas, and RRUs are only due to changes in technology since the tree was first proposed in 2011. Due to the existing vegetation, less landscaping is required; however, licensed architect Tom Holland has proposed a landscape plan planting around the site and down slope on the more bare side of the site (SE) to further screen the site. The landscaping is a mixture of drought tolerant, native species. Below is a simplified side by side comparison of the old and new drawings.

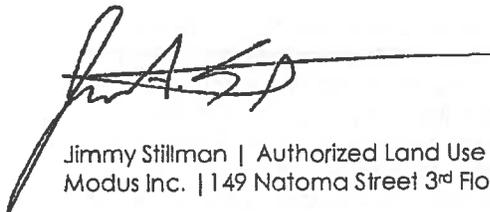
	Drawings ARC 8/15/13	Drawings ARC 10/3/13
Compound Location	At crest of hill	Lowered onto the North East side of the hill into the context of existing vegetation
Tree height	35 foot tree	45 foot tree – additional height is equal to difference in grade that resulted from relocating the tree
Antennas	12 antennas	12 antennas – 2 stacked rad centers. Changed It from 1 to 2 rad centers so antennas have ~18" from end of tree branch/better concealed
RRU's	6 RRUs	15 RRUs – the increase in RRUs reflects change in technology. All RRUs will be mounted behind antennas and not be visible.
Lease Area	20' x 30' (600 square feet)	18' x 35' (630 square feet) – negligible increase in lease area to accommodate constraints of new location
Fencing	6' tall chain link fence	6' tall redwood fence
Equipment Cabinets	6 Cabinets	6 Cabinets
Landscaping	Small toyon bushes around fenced area	Mix of native species around fenced area and on SE side of site.

Tree Design

45 foot monopine
 3.5 – 4 branches per foot (will be reflected in design specs that are ordered upon design approval)
 Bark cladding on pole
 5' 5" of tree foliage on top to contribute to natural shape
 All other design elements not mentioned will try to most closely reflect the 3rd Party Reviewer's recommendations. Tree vendor is TBD upon resolution of appeal.

AT&T and Modus, Inc. appreciate Staffs' and Commissioners' time and cooperation throughout this process. Please contact me if you have any questions or require additional materials/information.

Sincerely,



Jimmy Stillman | Authorized Land Use Planning Agent for AT&T
 Modus Inc. | 149 Natoma Street 3rd Floor | San Francisco, CA 94105 | 925-963-5011

PREPARED FOR:



1525 CALLE ANTONI, SUITE 111
SAN ANTONIO, TEXAS 78203

SITE ADDRESS: 1525 CALLE ANTONI, SUITE 111, SAN ANTONIO, TEXAS 78203



ARCHITECT:



PT&T
POWER TELEPHONE SYSTEMS, LLC

SHEET NO.:	CV1731
PROJECT NO.:	
DRAWN BY:	AF
CHECKED BY:	LEB

NO.	DATE	DESCRIPTION
1	07/18/03	ISSUE FOR REVIEW
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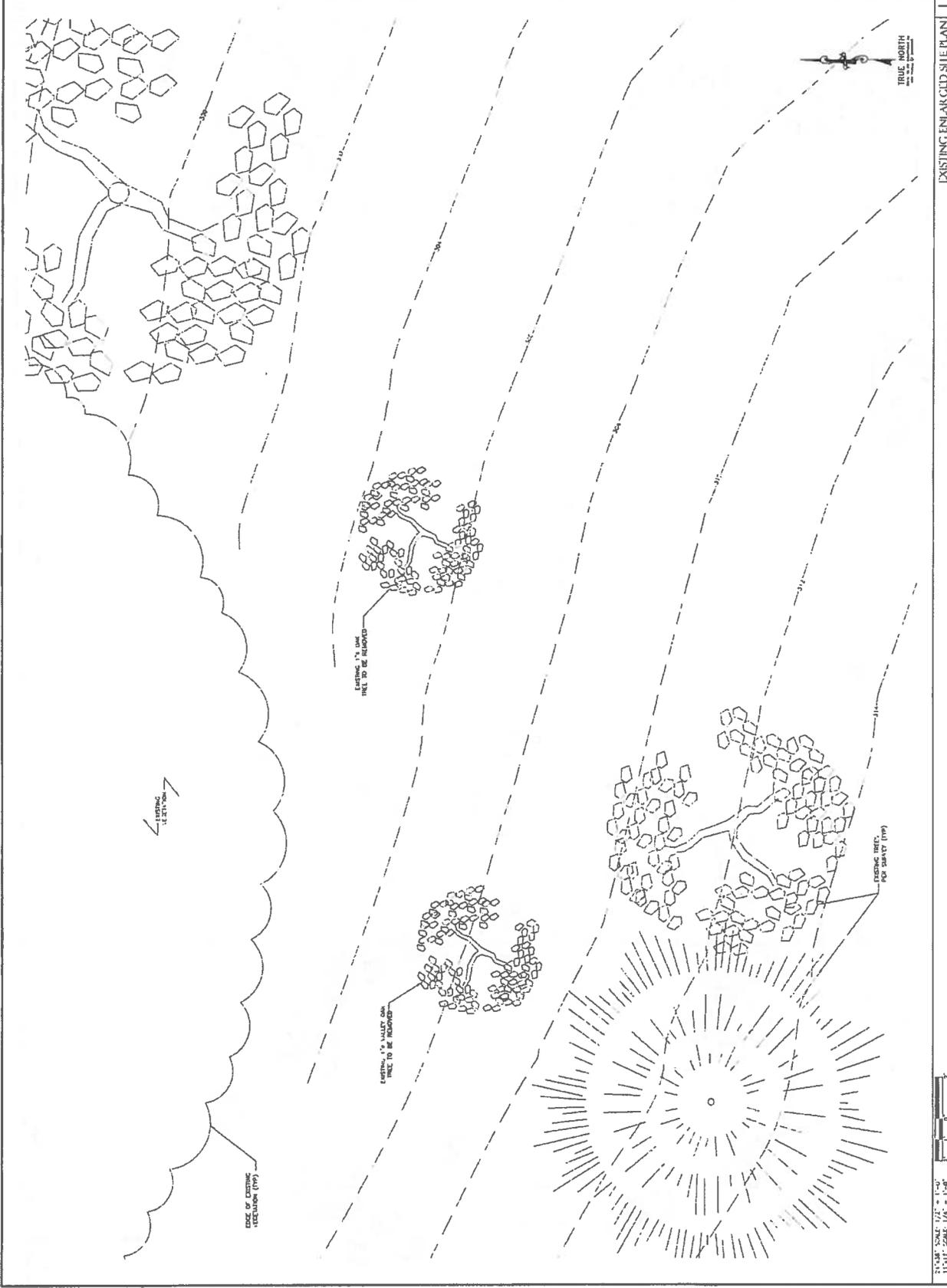
USING THE:

CC14781/
FA (F180)
MORILLO
AVENUE

69 PALO ALTO COURT
PLEASANT HILL, CA 94523

SHEET TITLE:
EXISTING ENLARGED
SITE PLAN

SHEET NUMBER:
A-2



EXISTING ENLARGED SITE PLAN

date F - Falconpointe

CNU4781

Candidate C - R&P

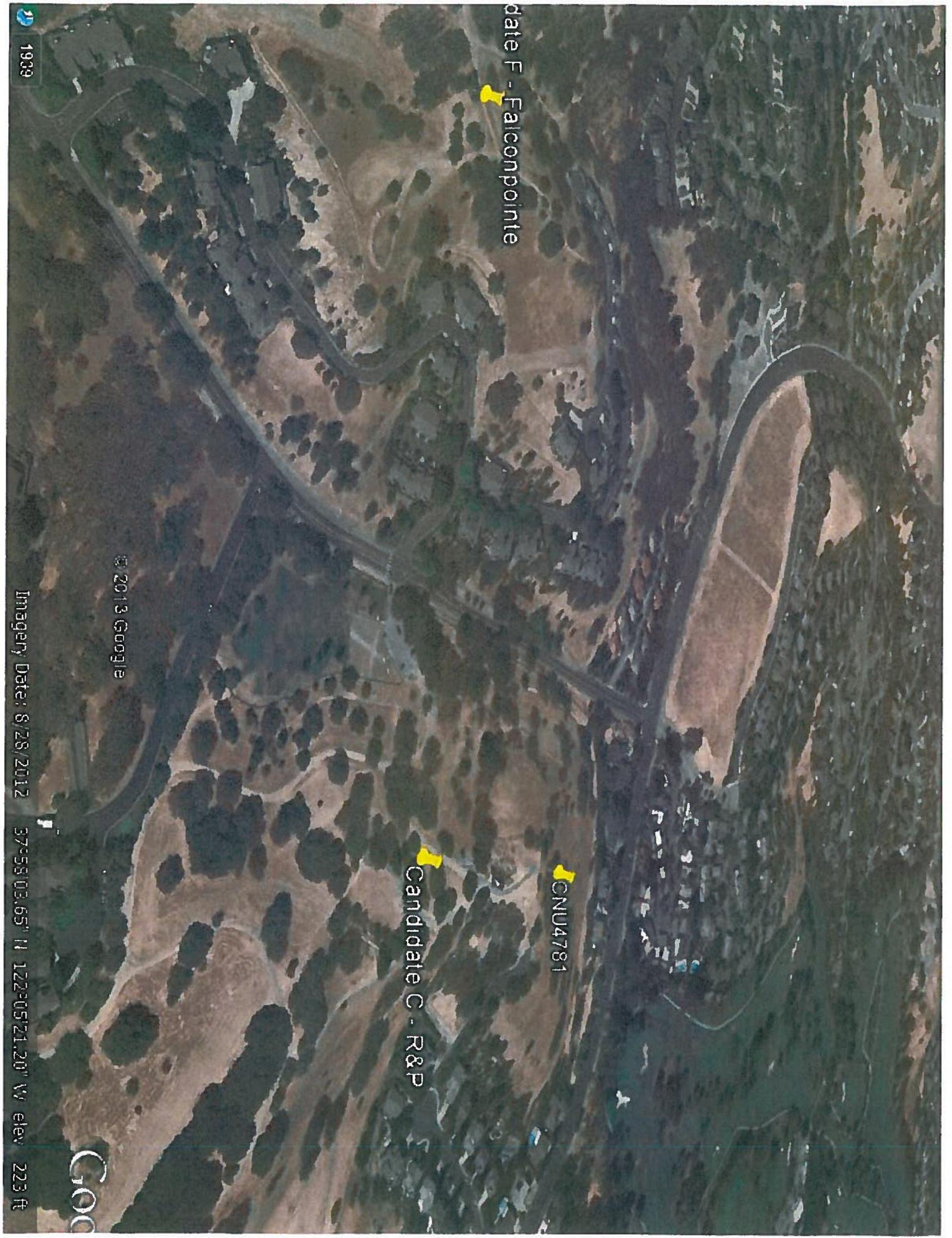
© 2013 Google

Imagery Date: 8/28/2012

37°58'03.65" N 122°05'21.20" W elev 223 ft

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1939



CNU4781

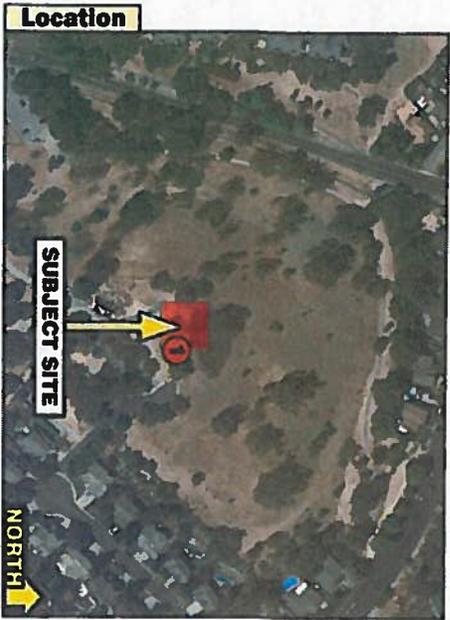
PASA NOGAL
MORELLO AVENUE
PLEASANT HIL, CA 94523



at&t

September 16, 2013

View #: 1



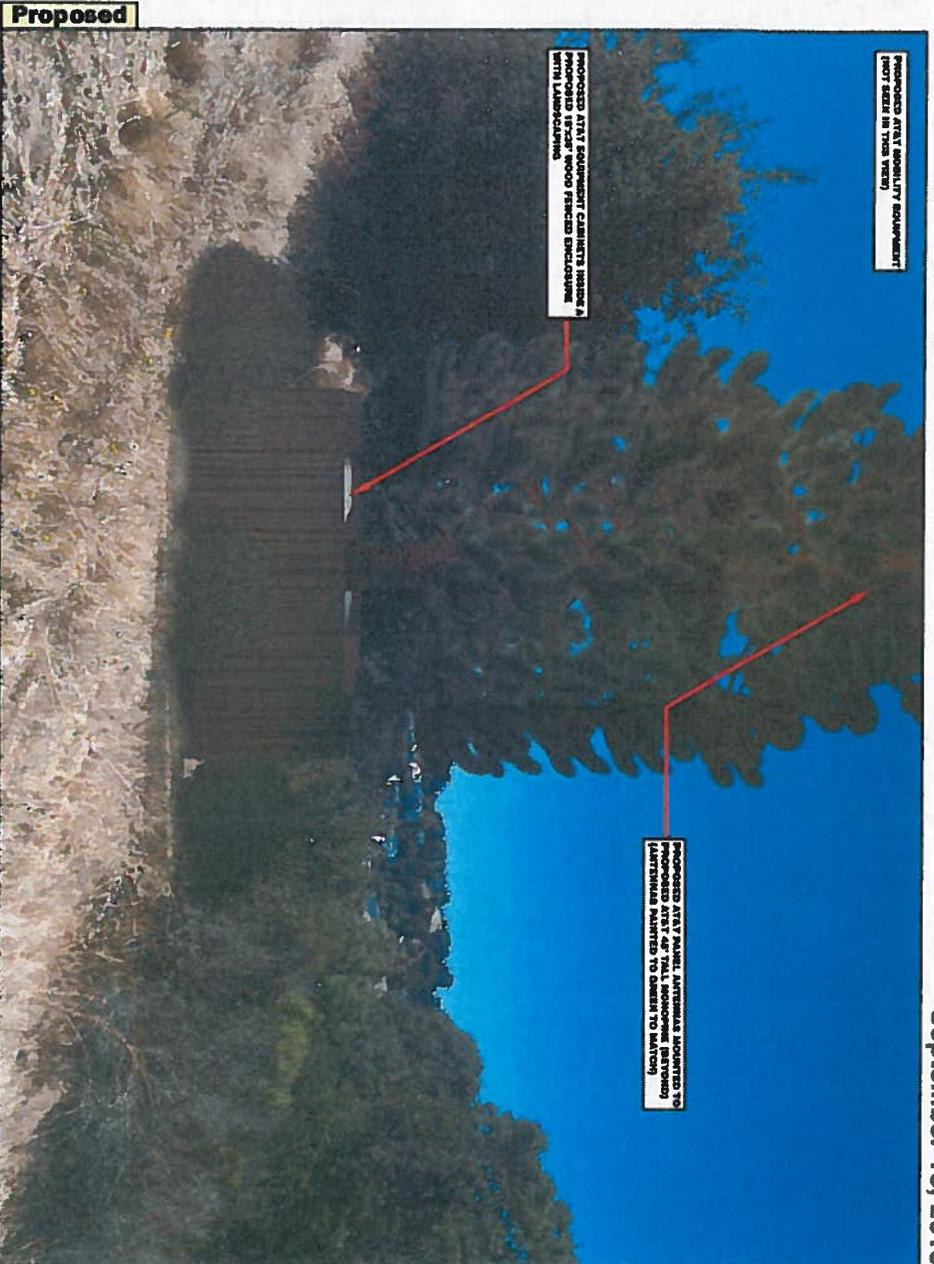
Location

SUBJECT SITE

NORTH



Existing



PROPOSED AT&T MOBILITY EQUIPMENT (NOT SEEN IN THIS VIEW)

PROPOSED AT&T EQUIPMENT CABINETS INSIDE A PROPOSED 16'X16' WOOD FENCED ENCLOSURE WITH LANDSCAPING

PROPOSED AT&T PANEL ANTENNAS MOUNTED TO PROPOSED AT&T 40' TALL MONOPOLE (BEYOND ANTENNAS PAINTED TO BLEND TO BALCONY)

The illustration above is a representation of the proposed project based on information provided by the client. Actual construction may vary depending on site conditions and hardware. AT&T (Pacific Telecom Services) is not responsible for any post production design changes. Monitor disclaimer: (In the event that the proposed installation includes a monopole) The proposed installation is an artistic representation of an actual tower type. The final installation will have cables, cable parts, and various attachments, such as antennas, rods, and bolts. While every effort will be made to duplicate these components, they will not be readily apparent to the casual observer or passerby. However, upon close scrutiny, the true nature of the installation will be apparent.

AT&T Mobility
2600 Camino Ramon, 4th Floor
San Ramon, CA 94583
Jimmy Stillman - Phone: (530) 913-9577

Prepared by: CJL

PTS
Pacific Telecom Services, LLC
3195 Elgin Way Dr., Costa Mesa, CA 92626-3614

REV. **A**

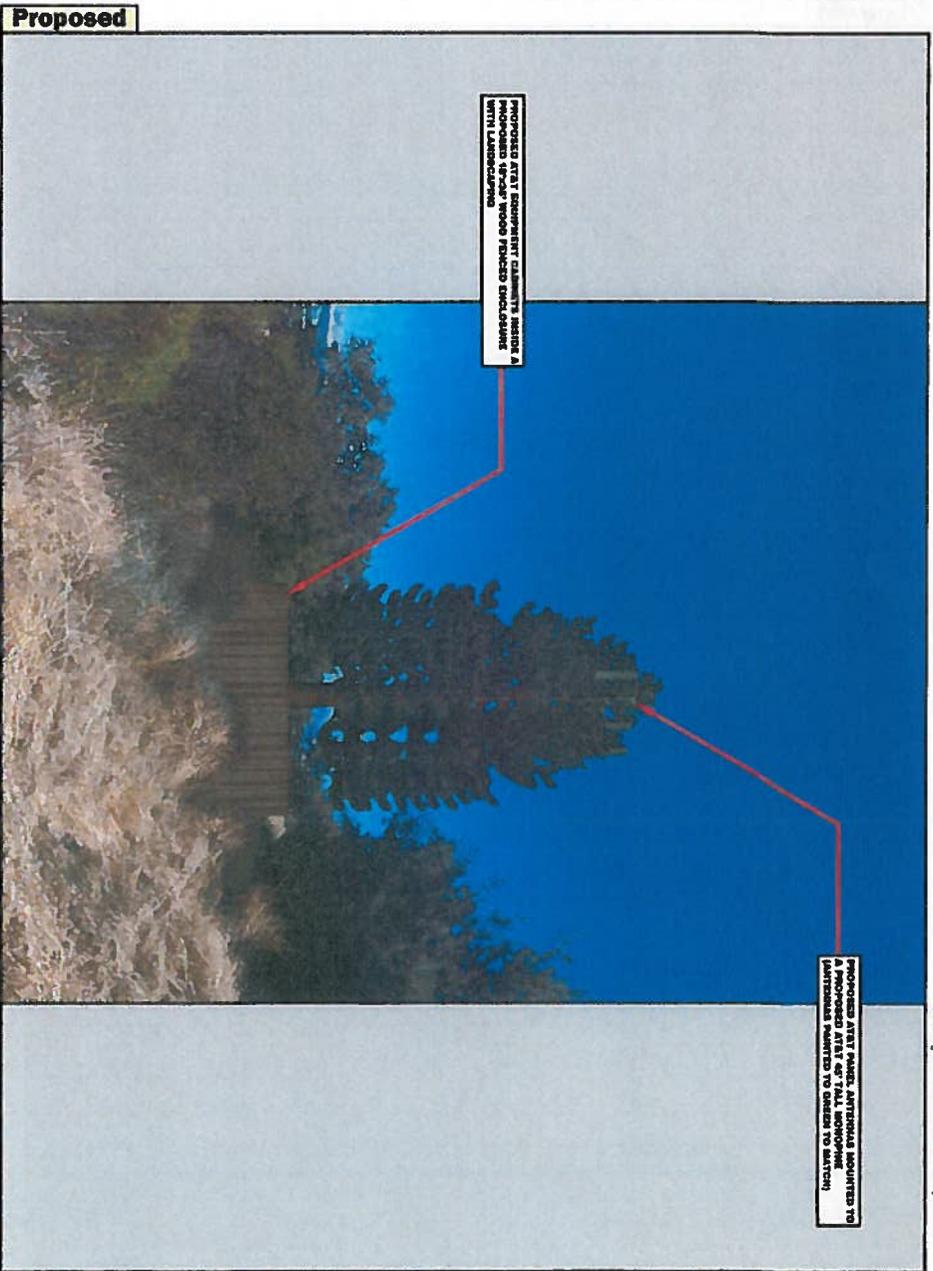
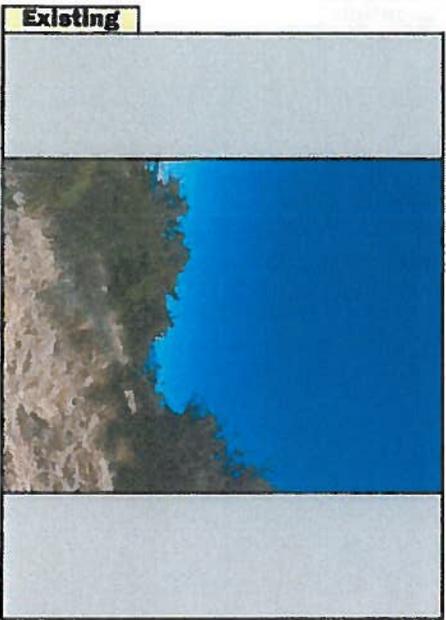
CNU4781
 PASA NOGAL
 MORELLO AVENUE
 PLEASANT HILL, CA 94523



at&t

September 16, 2013

View #: 2



The illustration above is a representation of the proposed project based on information provided by the client. Actual construction may vary dependent on approved construction plans and therefore PDS (Pacific Telecom Services) is not responsible for any post production design changes. Monitor on disassembly (in the event that the proposed installation is an existing representation of a tree, and not intended to be an exact reproduction of an actual living tree. The final installation will have cables, cable ports, and various attachments, such as terminals, nuts, and bolts. While every effort will be made to duplicate these components, they will not be exactly apparent to the casual observer or passerby. However, upon closer scrutiny, the true nature of the installation will be apparent.

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 Jimmy Stillman - Phone: (530) 913-9577

Prepared by: CJL

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 Pacific Telecom Services, LLC
 3155 S. Airport Blvd., Suite 100, San Jose, CA 95128-3414

REV. A

CNU4781

PASA NOGAL
MORELLO AVENUE
PLEASANT HIL, CA 94523



at&t

September 16, 2013

View #: 3



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Prepared by: CIL
Pacific Telecom Services, LLC
3180 C Alipart Loop Bldg. Costa Mesa, CA 92626-3414
REV: A

CNU4781

PLEASANTHILL RECREATION & PARKS
PLEASANTHILL RECREATION & PARKS



September 16, 2013



Location



Existing



Proposed

The illustration above is a representation of the proposed project based on information provided by the client. Actual construction may vary dependent on approved construction plans and therefore PTS (Pacific Telecom Services) is not responsible for any post production design changes. Moreover disclaimer: (in the event that the proposed installation includes a monument) The proposed installation is an artistic representation of a tree, and not intended to be an exact reproduction of an actual living tree. The final installation will have cables, cable ports, and various attachments, such as antennas, nuts, and bolts. While every effort will be made to disguise these components, they will not be readily apparent to the casual observer or passerby. However, upon close scrutiny, the true nature of the installation will be apparent.

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Prepared by: C-JL

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REV: **B**

CNU4781

PLEASANTHILL RECREATION & PARKS
PLEASANTHILL RECREATION & PARKS



at&t

September 16, 2013

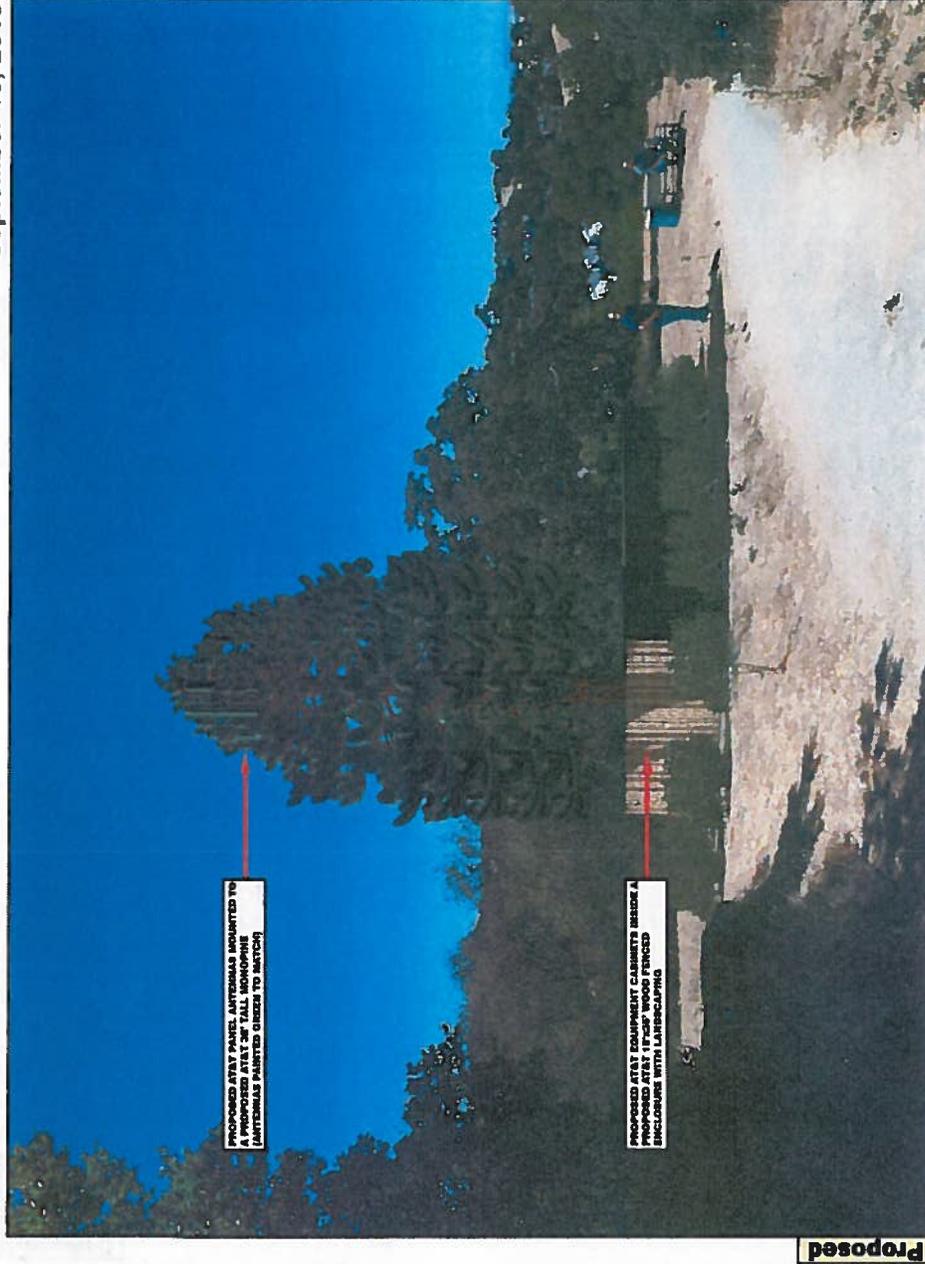


Location



Existing

View #: 2



Proposed

PROPOSED AT&T PANEL ANTENNAS LOCATED TO A PROPOSED AT&T 20' TALL MONOPOLE (ANTENNAS PAINTED GREEN TO MATCH)

PROPOSED AT&T EQUIPMENT CABINETS BEHIND A PROPOSED AT&T 20' TALL MONOPOLE ENCLOSURES WITH LANDSCAPING

The illustration above is a representation of the proposed project based on information provided by the client. Actual construction may vary dependent on approved construction plans and therefore PIS (Pacific Telecom Services) is not responsible for any post production design changes. Monopole enclosures (in the event that the proposed installation includes a monopole) The proposed installation includes a monopole. While every effort will be made to disguise these components, they will not be readily apparent to the casual observer or passerby. However, upon close scrutiny, the true nature of the installation will be apparent.

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Jimmy Stillman - Phone: (530) 913-9577

Prepared by: C-JL

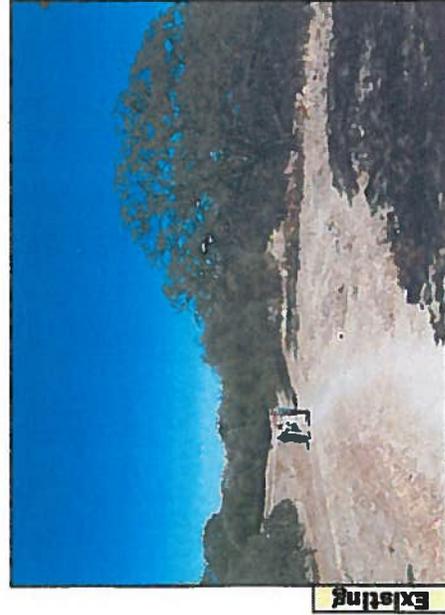
PIS
Pacific Telecom Services, LLC
3188 C Airport Loop Dr. Costa Mesa, CA 92626-3414

REV: **B**

CNU4781
 FALCONPOINTE HOA
 FALCONPOINTE HOA



September 16, 2013



View #: 1



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 Pacific Telecom Services, LLC
 3115 E. Airport Loop, Suite 100, Vista, CA 92082-3414

REV: **C**

