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## AGENDA

### COMMUNITY AND ECONOMIC DEVELOPMENT SUBCOMMITTEE

November 13, 2023  
5:00 PM

City Hall  
First Floor Conference Room, 4B  
65 Civic Avenue  
Pittsburg, CA 94565

#### **Subcommittee Members**

Jelani Killings, Councilmember  
Angelica Lopez, Councilmember

#### **Planning Commission Representatives on Land Use**

Ivelina Popova, Commissioner  
Elissa Robinson, Commissioner

- 
1. **Public Comment for Non-Agenda Items**
  2. **Land Use** (*Councilmember Killings, Councilmember Lopez, Commissioner Popova, Commissioner Robinson*)
    - a. **Pittsburg Renaissance Preschool.** Staff will provide an overview of the application to establish a Day Care facility within an existing multitenant building located at 158 E. 3<sup>rd</sup> St. *Subcommittee feedback requested.*
    - b. **HASA Norcal Project.** Staff will provide an overview of the application for construction and operation of a sodium hypochlorite (bleach) manufacturing and distribution facility at 901 Loveridge Road. *Informational item only.*
  3. **Economic Development** (*Councilmember Killings, Councilmember Lopez*)
    - a. **Façade Improvement Program.** Staff will overview draft guidelines for a program intended to assist businesses and property owners enhance commercial areas. *Subcommittee feedback requested.*
  4. **Environmental Services** (*Councilmember Killings, Councilmember Lopez*)
    - a. **Environmental Services Grants Update.** Staff will provide information on ongoing grant activities. *Subcommittee feedback requested.*
    - b. **Multifamily Organics Pilot Education Program.** Commercial three-container

program rollout is set to commence in 2024. Staff will provide an update.  
*Subcommittee feedback requested.*

- c. **6<sup>th</sup> Annual Pittsburg Fishing Derby.** Staff will present a slideshow summarizing the successful event. *Subcommittee feedback requested.*

**5. Subcommittee and Staff Reports or Remarks**

**6. Adjournment**



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## MEMORANDUM

**DATE:** November 13, 2023  
**TO:** Community and Economic Development Subcommittee  
**FROM:** Kelsey Gunter, Associate Planner  
**RE:** **Item 2a: Pittsburg Renaissance Preschool, AP-23-0092**

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The proposed project is a request for Use Permit approval to establish a Day Care facility within an existing multitenant building located at 158 East Third Street, Pittsburg, CA. The proposed business would operate as a preschool center serving no more than 25 children between the ages of 2 and 6 that reside in the City of Pittsburg and neighboring communities. The applicant applied for the Use Permit application on July 11, 2023, pursuant to Pittsburg Municipal Code (PMC) Section 18.52.010, requiring a Use Permit prior to operation of a day care in the Pedestrian Commercial (CP) Zoning District.

The day care facility would offer childcare and educational program Monday through Friday beginning at 7:30 A.M. and continuing through 6:00 P.M. The day care facility would use the existing fenced area behind the tenant space for outdoor play and gardening activities. The day care facility would charge monthly tuition for revenue. At current, the applicant operates a childcare from her residence. With interest in expanding her business to accommodate additional children and curriculum, the applicant is pursuing a Use Permit to operate a preschool and a license through the State of California Department of Social Services - Community Care Licensing, to operate as a childcare center.

To facilitate the use proposed, the applicant must make exterior modifications including installation of child-proof fencing within outdoor play area. Fencing is required to create a barrier between the children's play space and the adjacent tenant space's exit stairs, separation between the play area and all above-ground utilities within the open space, and for clear working space for maintenance.

On October 12, City staff met with the applicant to discuss concerns, including those related to the size and usability of the proposed outdoor play area; queuing of pick-up and drop-off of children; and the proximity of proposed use to the adjacent uses, particularly alcoholic beverage brewing, and alcoholic beverage sales and service establishment(s).

Staff and the applicant are requesting feedback from the Subcommittee Members on the proposed use, particularly in regard to those concerns identified above.



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## MEMORANDUM

**DATE:** November 13, 2023  
**TO:** Community and Economic Development Subcommittee Members  
**FROM:** Maurice Brenyah-Addow, Senior Planner  
**RE:** **Item 2b: HASA Norcal Project, AP-22-0107 (UP, DR)**

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The proposed project consists of a Use Permit and Design Review application for construction and operation of a sodium hypochlorite (bleach) manufacturing and distribution facility at 901 Loveridge Road (within the boundary of the Corteva property). The proposed facility would be located on a 1.57-acre site and consist of an office building with a laboratory, an eight-car parking area, a bleach production plant, a tank farm, and a truck loading rack. The site is classified "Industrial" in the Pittsburg General Plan land use map and zoned "IG – General Industrial".

### Background:

Pursuant to CEQA guidelines staff has completed and circulated an Initial Study/Mitigated Negative Declaration for the proposed project. The Initial Study found the project would have less-than significant impacts with mitigation in the areas of Air Quality, Biological Resources, Cultural Resources, and Mandatory Findings of Significance. The Initial Study found the project would have less-than-significant impacts in the areas of Aesthetics, Energy, Geology and Soils, Greenhouse Gas Emissions, Hazards and Hazardous Materials, Hydrology and Water Quality, Land Use and Planning, Noise, Public Services, Transportation and Traffic, Tribal Cultural Resources, and Utilities and Service Systems. The Initial Study found the project would have no impacts in the areas of Agricultural and Forestry Resources, Mineral Resources, Population and Housing, Recreation, and Wildfire.

### Next Steps/Required Approvals:

The minimum 30-day public review and comment period for the Initial Study/Mitigated Negative Declaration began on October 24, 2023, and will end at 5:00 p.m. on November 27, 2023. The project is tentatively scheduled to be heard before the Planning Commission on December 12, 2023.

***This item is being presented to the Subcommittee as an informational item only. Staff may answer questions of a factual nature.***

### Attachments:

1. Selected project plans

A B C D E F G H

**Project Scope**  
The project scope for the NorCal Integration Project (NCIP) consists of the Detailed design phase which will provide all inputs for a complete Detailed Design engineering package.

**Overall Project Scope**  
► Design a plant that will produce bleach by reacting chlorine and sodium hydroxide via pipeline from the Corteva facility through a continuous manufacturing unit

**Pipe & Utilities Tie-In Work**  
► A heat traced chlorine line will be installed from a Corteva designated tie in point to the bleach plant. It is expected that the new pipeline will be provided on new tee supports and sleepers  
► A heat traced caustic line will be installed from a Corteva designated tie in point to the bleach plant. It is expected that the new pipeline will require a new pipe bridge across the entrance to an existing process unit at the Corteva facility  
► A filtered water line will be installed from a Corteva designated tie in point to the bleach plant and overall facility is required. A dedicated pipe bridge will be designed for filter water service which will be captured in the associated offsite boundary location proposal  
► All necessary utilities to support a new operations facility will be provided  
► All interconnecting piping, support, and appurtenances

**Bleach Plant**  
► The Bleach Plant will comprise of the following equipment:  
• 1 (one) Skid Mounted Bleach Plant  
• 1 (one) Skid Mounted Filter  
• 1 (one) Oberlin Filter Press  
• 1 (one) Single Cell Open Loop-Cooling Tower  
• 1 (one) Cooling Tower Pump  
• 1 (one) Backwash Pump  
• 2 (two) Sump Pumps  
• 4 (four) Water Softeners  
• 1 (one) Skid Mounted Scrubber  
• 1 (one) 8,500 Gallon Water Tank  
• 1 (one) Air Compressor and Tank  
• 1 (one) Soft Process Water Tank (500 gallons)  
• A canopy/sunroof over all major equipment  
• A foundation on piles with pads, trenches, and sumps for all major equipment  
• Interconnecting piping, support, and appurtenances  
• Interconnecting instrumentation, power, and control supply  
• A maintenance/dry storage building  
• A fire sprinkler system for the process area  
• A fire sprinkler system for the maintenance/dry storage building

**Tank Farm**  
The Tank Farm will consist of 15 poly propylene process storage tanks (11,800 gallons) comprised of:  
• 2 (two) Filtrate Water Tanks  
• 1 (one) Bleach Dilution Soft Water Tank  
• 1 (one) Backwash Soft Water Tank  
• 3 (three) Unfiltered Bleach Tank  
• 6 (six) Filtered Bleach Tanks  
• 2 (two) Mud Tanks  
► 2 (two) sump pumps  
► A foundation on piles with pads, trenches, sumps, and necessary containment  
► Interconnecting piping, support, and appurtenances  
► Interconnecting instrumentation, power, and control supply

**Employee Building**  
AB (Aztec Buyer) wishes to install new prefabricated modular units, for the new Employee Building, which will be located West of the process Area to house the following uses:  
The new modular building will be required to meet blast hardening specification and meet shelter-in-place requirements for toxic inhalation hazards. The Break Room has been identified to serve as the shelter in place in the event of a toxic release from the operating facility.  
The Employee Building program includes:  
• Break Room for 8 people that will serve as a shelter in place room.  
• A combined Locker/ PPE Storage Room  
• Accessible Restrooms per code  
• Control Room adjacent to a QC Lab. The room needs to house a desk/chair/desktop computer and a file cabinet.  
• Support lab with fume hood and sink. The fume hood does not require any piped utilities.  
• Supervisors' office  
• Supply Closet  
• Electrical Area Classification requirements due to the presence of nearby Physical Hazards are not required.  
• Appropriate HVAC requirements

**Maintenance/dry storage building**  
The Maintenance/dry storage building is located adjacent to the process area and this is a pre-engineered Metal building designed to store the necessary filter media and maintenance equipment. See plans for additional information.

**Process Canopy**  
A large canopy/sunroof will be provided over all major equipment in the process area and will also extend over the maintenance building

**Truck Loading Rack**  
► The Truck Loading Rack will be comprised of:  
• A platform with gangway suitable for truck loading  
• A suitable containment area, complete with pit and open steel grating, appropriate for truck loading  
• 2 (two) sump pumps  
► The design for all interconnecting piping, support, and appurtenances  
► The design for all interconnecting instrumentation, power, and control supply  
► A canopy of sufficient length to cover trucks while loading

**Overall Site Development**  
► Safety showers and eye wash stations are to be specified and located  
► A parking lot for 8 (eight) employees  
► Grading/drainage/sewers are required  
► Fire system requirements are to be determined  
► A piling plan is required  
► A finished grading plan is required

**Electrical**  
► A new PG&E step-down pad mounted main service transformer is required to provide power to the facility.  
► Additional electrical distribution equipment is required at the HASA site to provide power to the facility

**Air**  
► A new air compressor and dryer is required to supply air to process control valves to bleach manufacturing skid  
► A plant air connection is required to supply air to the bleach filtration process for tank agitation, pneumatic process pumps, and truck loading system

**Water**  
► 4 (four) water softeners are required. Soft water exchange units will be provided by third party vendor  
► A potable water connection is required to be used for sanitary facilities, firewater, and safety showers  
► Header tap, backflow prevention, a pay meter, and a distribution system are required for the design of the facility  
► A filtered water connection is required for dilution of sodium hydroxide and dilution of the finished bleach product

**Instrument Air**  
► Instrument air will be required to supply air to process control valves on the bleach manufacturing skid

**Metering**  
► Custody metering will be required for the chlorine, caustic, and filtered water lines which is captured in the associated offsite boundary location proposal  
► Electricity metering to be provided by PG&E

**GOVERNING CODES**  
ALL WORK, MATERIALS, METHODS, ETC., SHALL CONFORM TO ALL GOVERNING BUILDING CODES, ORDINANCES, REGULATIONS AND AGENCIES.  
2019 CALIFORNIA BUILDING CODE  
2019 CALIFORNIA BUILDING CODE, CHAPTER 11-8 (ALL ACCESSIBILITY COMPLIES WITH THIS SECTION)  
2019 CALIFORNIA FIRE CODE  
2019 CALIFORNIA MECHANICAL CODE  
2019 CALIFORNIA PLUMBING CODE  
2019 CALIFORNIA ELECTRICAL CODE  
2019 CALIFORNIA ENERGY CODE  
2019 CALIFORNIA GREEN BUILDING STANDARDS

**PROJECT INFORMATION**  
PROJECT ADDRESS: 901 LOVERIDGE RD, PITTSBURG, CA 94565  
BLOCK/LOT/APN: 073-220-049  
LAT/LONG: 38 DEGREES 01'27.91" N 121 DEGREES 51'23.10" W. ELEVATION 24 FEET  
ZONING: THE SITE IS ZONED IG (GENERAL INDUSTRIAL), THE GENERAL PLANT AREA IS ALSO INDUSTRIAL. THE SPECIFIC PROPOSED USE FALLS UNDER HEAVY INDUSTRIAL.

AREA OF NEW ADDITIONS/STRUCTURES: 18,000 SF  
TOTAL AREA OF NEW IMPERVIOUS SURFACES: 70,000 SF

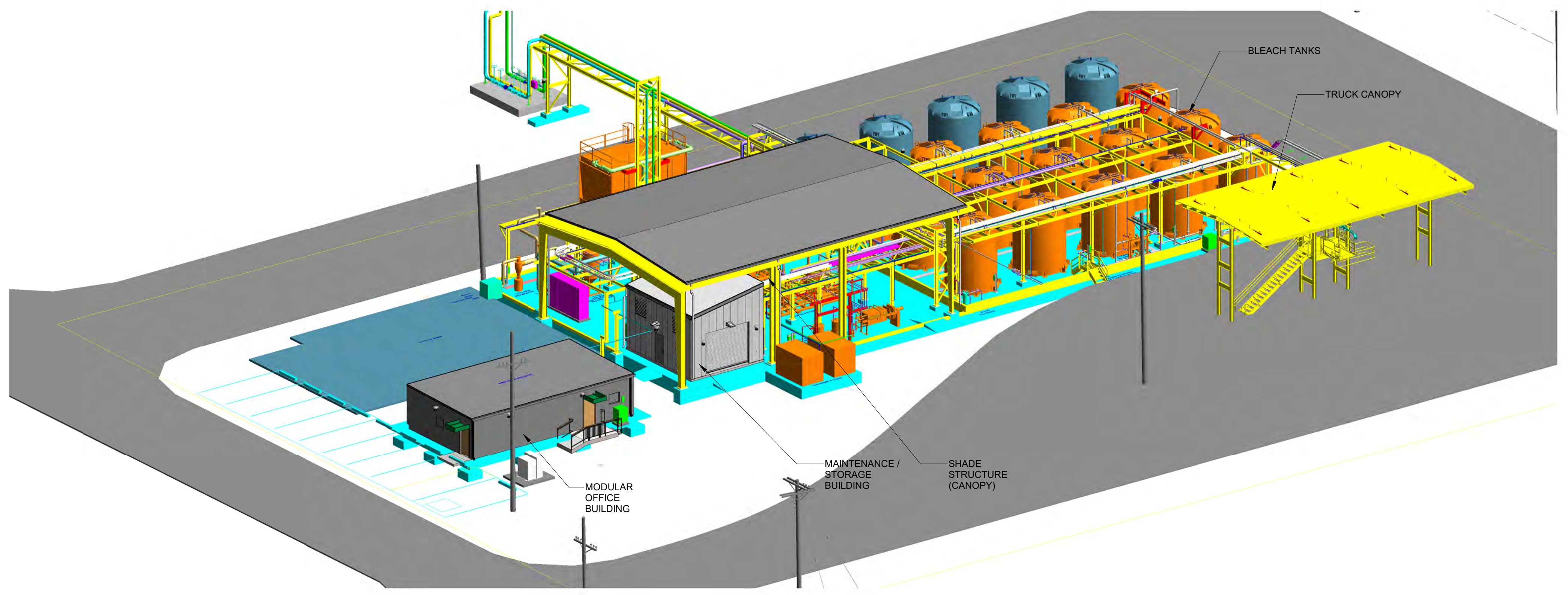
OCCUPANCY GROUP:  
MODULAR OFFICE BUILDING: B OCCUPANCY  
MAINTENANCE / STORAGE BUILDING: H-4 OCCUPANCY  
SHADE STRUCTRE / CANOPY: H-4 OCCUPANCY  
BLEACH TANKS: H-4 OCCUPANCY  
TRUCK CANOPY: H-4 OCCUPANCY

SHEET INDEX - PLANNING	
SHEET #	SHEET NAME
PLANNING	
AP-000	COVER SHEET
AP-001	3D VIEWS
AP-002	3D VIEWS
AP-004	DATA TABLE
AP-100a	AREA PLAN
AP-100b	ENLARGED AREA PLAN
AP-100c	EXISTING BOUNDARY SURVEY AND TOPOGRAPHIC MAP
AP-100d	SITE PLAN
AP-101	OVERALL FLOOR PLAN
AP-102	CANOPY / SHADE STRUCTURE DRAWINGS
AP-103	MAINTENANCE / DRY STORAGE DRAWINGS
AP-103b	MAINTENANCE / DRY STORAGE DRAWINGS
AP-104	MODULAR EMPLOYEE OFFICE DRAWINGS

SHEET INDEX - PLANNING	
SHEET #	SHEET NAME
C-1	GRADING PLAN
C-2	ROADWAY AND PAVEMENT PLAN
C-3	STORM & SEWER CONCEPT PLAN
E-1	ELECTRICAL TITLE SHEET
E-2	POLE AND UNDERGROUND PLAN
E-3	POLE AND UNDERGROUND PLAN
P-1	PIPING TITLE SHEET
P-2	PIPING PLOT PLAN
P-3	PIPING PLOT PLAN
P-4	PIPING PLOT PLAN
P-5	PIPING PLOT PLAN

- BLEACH SKID -SEE SEPARATE PDF (1 SHEET TOTAL)
- COOLING TOWER -SEE SEPARATE PDF (10 SHEETS TOTAL)
- PROCESS AREA CANOPY -SEE SEPARATE PDF (16 SHEETS TOTAL)
- PRE FAB MAINTENANCE / DRY STORAGE -SEE SEPARATE PDF (17 SHEETS TOTAL)
- PREFAB TRUCK CANOPY -SEE SEPARATE PDF (7SHEETS TOTAL)
- PRE FAB ROOF EXAMPLE -SEE SEPARATE PDF (1 SHEET TOTAL)

TOTAL SHEETS: 76



# Aztec Buyer - Planning Submittal

## Pittsburg, CA



REV. MARK	REVISION	BY	CHK	APP	DATE	REV. MARK	REVISION	BY	CHK	APP	DATE	DESIGNED	PS	STATUS	PLANT NO.
1	PLANNING SUBMITTAL	PS	SV	DW	9/8/2022										

DRAWING ISSUE RECORD						ISSUE NO.	REV	MATERIAL OR JOB SPEC	BID	FAB	CONST	REF

DESIGNED	PS	STATUS	PLANT NO.

DRAWN	PS	P.E. SEAL

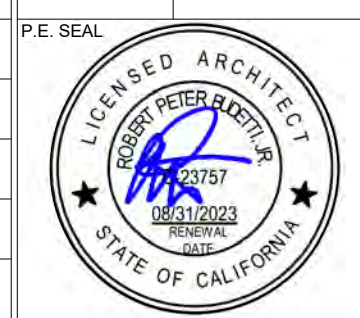
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APPROVED

PROJ. ENGR.

MFG. REP.

SCALE	1956-AP-000	REV. A
N.T.S.		

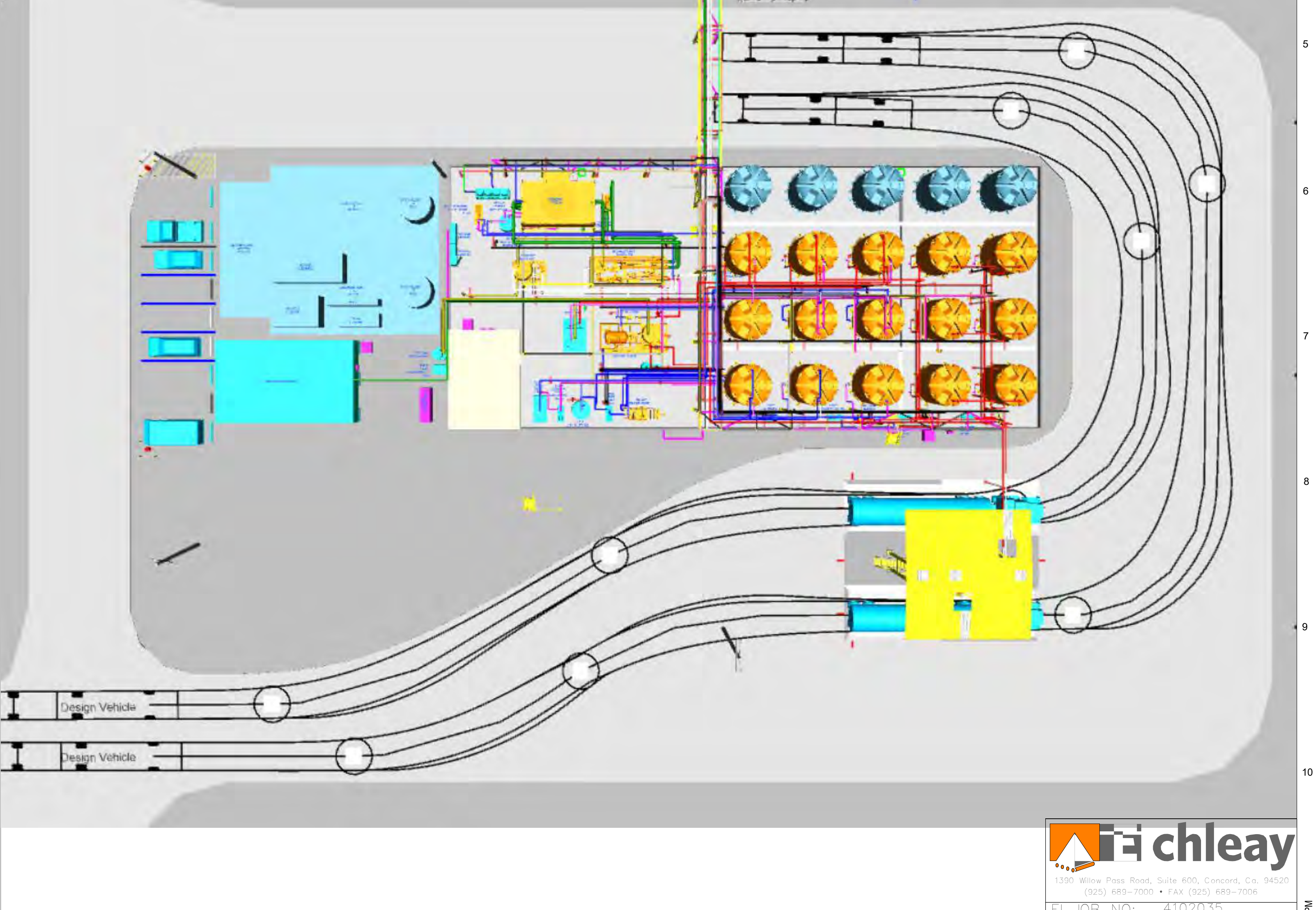
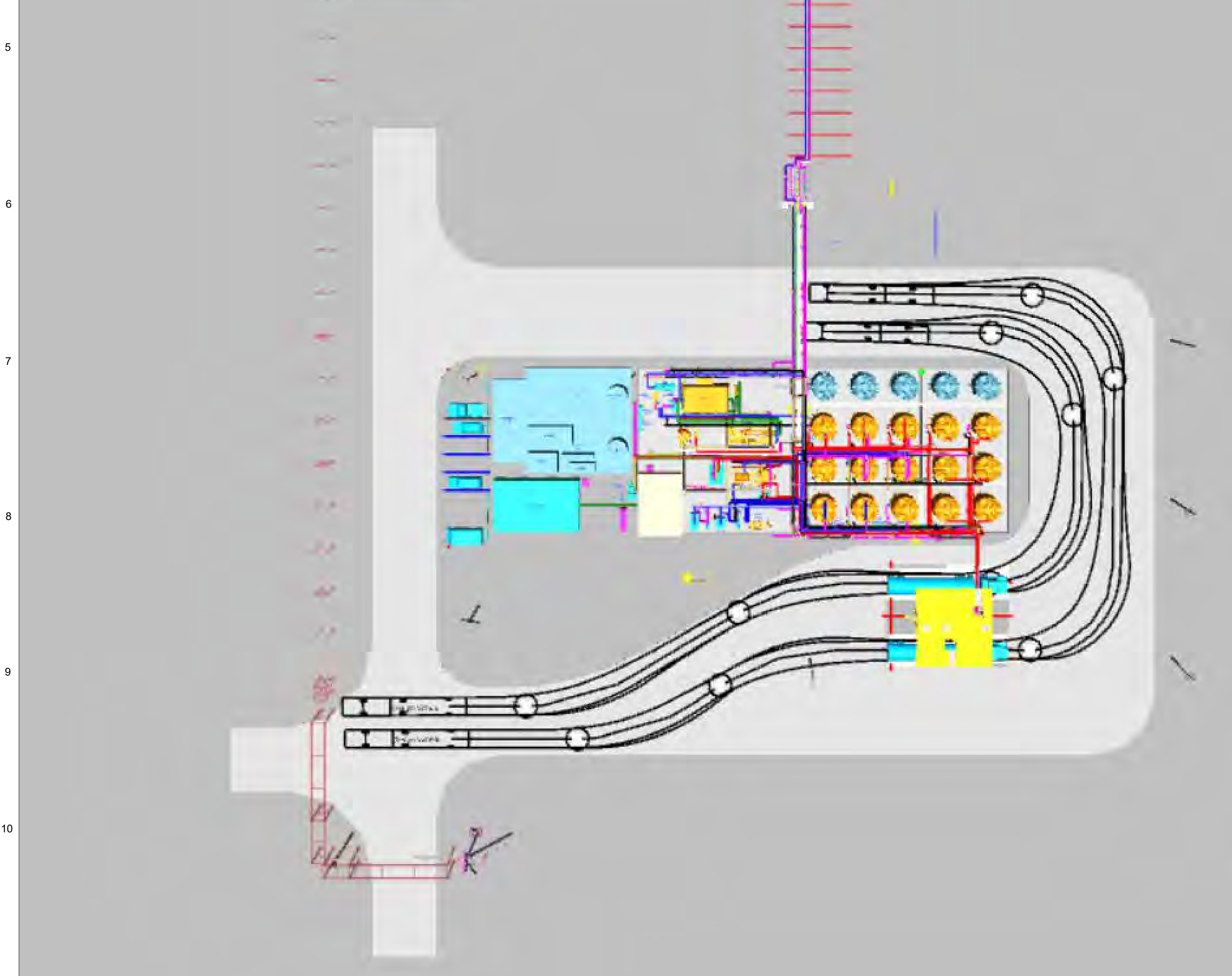
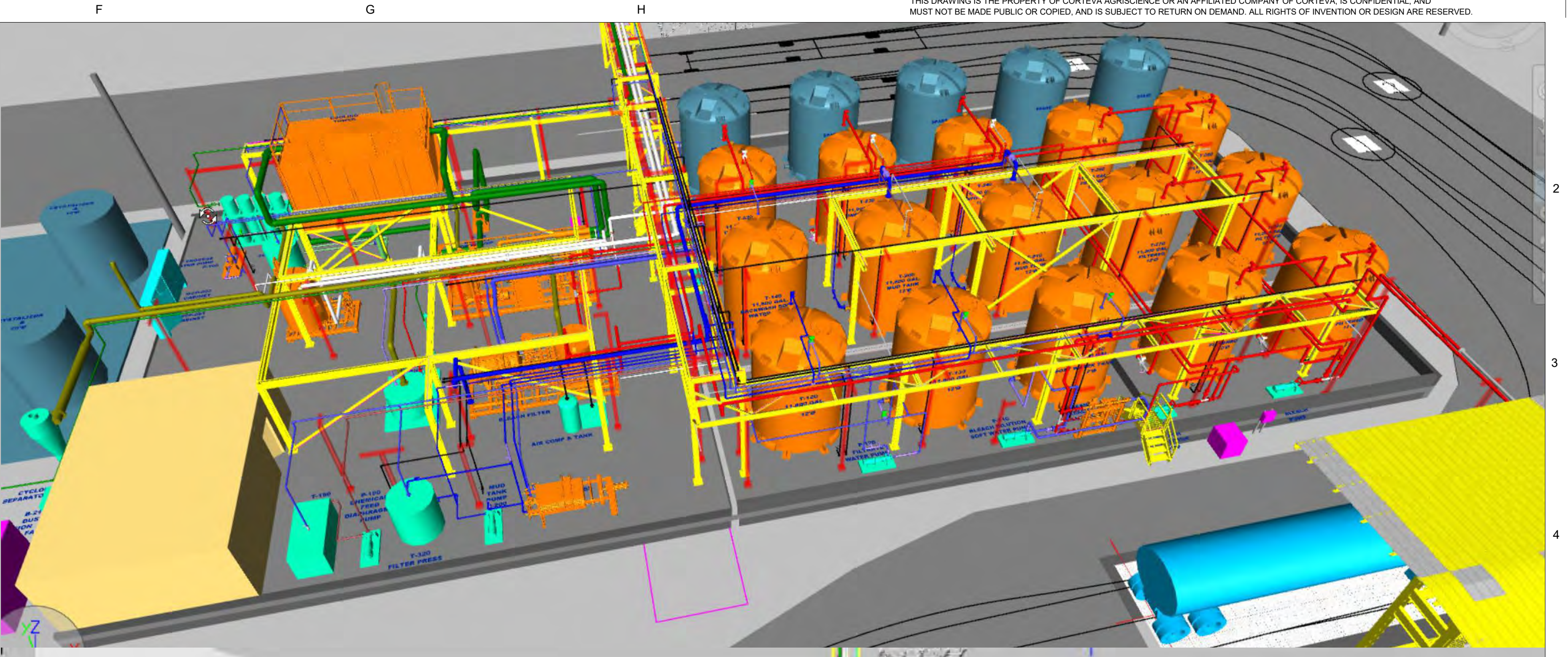
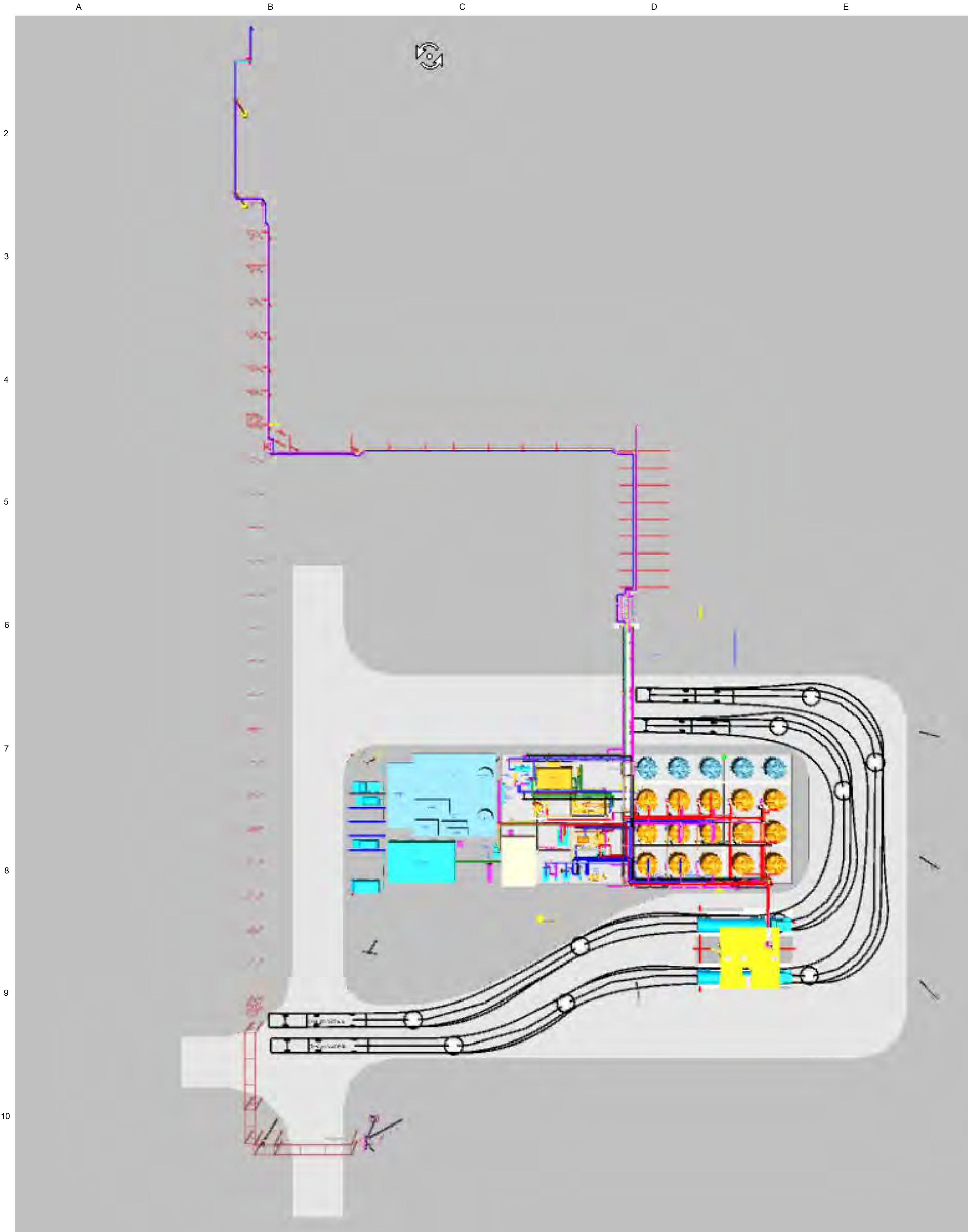


PITTSBURG OPERATIONS | AZTEC BUYER, Inc | PITTSBURG, CALIFORNIA

ARCHITECTURE  
AZTEC BUYER - PLANNING SUBMITTAL  
COVER SHEET

4102035 | N.T.S. | 1956-AP-000 | REV. A

A B C D E F G H I J K L



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APPROVED	
PROJ. ENGR.	
MFG. REP.	

STATUS	PLANT NO.
P.E. SEAL	

**chleay**  
1550 Wilcox Pass Road, Suite 600, Concord, Ca. 94520  
(925) 689-7000 • FAX (925) 689-7006  
E! JOB NO: 4102035

**AZTEC BUYER, Inc**  
PITTSBURG OPERATIONS      PITTSBURG, CALIFORNIA

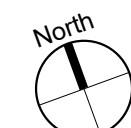
ARCHITECTURE  
AZTEC BUYER - PLANNING SUBMITTAL  
3D VIEWS

SCALE: N.T.S.      1956-AP-002

REV. A



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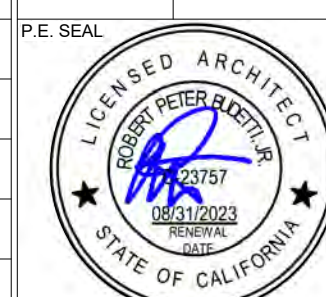


**chleay**  
 1350 Wilcox Pass Road, Suite 600, Concord, Ca. 94520  
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 E! JOB NO: 4102035

REV. MARK	REVISION	BY	CHK	APP	DATE	REV. MARK	REVISION	BY	CHK	APP	DATE
1	PLANNING SUBMITTAL	PS	SV	DW	9/8/2022						

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MFG. REP.			



PITTSBURG OPERATIONS **AZTEC BUYER, Inc** PITTSBURG, CALIFORNIA  
 ARCHITECTURE  
 AZTEC BUYER - PLANNING SUBMITTAL  
 AREA PLAN  
 SCALE: N.T.S. 1956-AP-100A  
 4102035  
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**LEGEND:**

- FIRE HYDRANT
- CONCRETE PAD
- MONUMENT (MON)
- UNDERGROUND COMMUNICATION
- UNDERGROUND ELECTRICAL
- UNDERGROUND FUEL GAS
- UNDERGROUND NATURAL GAS
- UNDERGROUND SANITARY SEWER SYSTEM
- UNDERGROUND STORM DRAINAGE
- UNDERGROUND UNIDENTIFIED UTILITY
- UNDERGROUND UTILITY
- UNDERGROUND WATER SUPPLY
- OVERHEAD POWER LINE

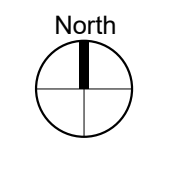
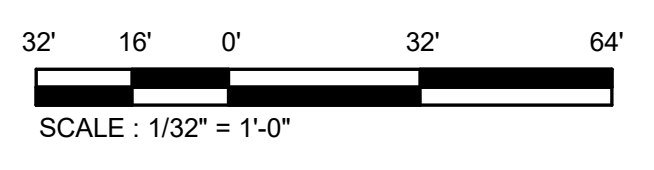
**ABBREVIATIONS:**

- BP BASEPLATE
- CB CATCH BASIN
- COM COMMUNICATION
- CONC CONCRETE
- COND CONDUIT
- DI DRAIN INLET
- DIA DIAMETER
- EL ELEVATION
- ELEC ELECTRICAL
- EP EDGE OF PAVEMENT
- FDN FOUNDATION
- FH FIRE HYDRANT
- FW FIRE WATER
- FWV FIRE WATER VALVE
- GPR GROUND PENETRATING RADAR
- GRND GROUND
- FL FLOW LINE
- INV INVERT
- MH MANHOLE
- NGAS NATURAL GAS
- NTS NOT TO SCALE
- OD OUTSIDE DIAMETER
- PS PIPE SUPPORT
- SD STORM DRAIN
- SDCB STORM DRAIN CATCH BASIN
- SDMH STORM DRAIN MANHOLE
- SH SHEET
- SSWR SANITARY SEWER
- STRM STORM DRAINAGE
- TOS TOP OF STEEL
- TYP TYPICAL
- UNKN UNKNOWN
- UTIL UNIDENTIFIED UTILITY
- UTIL UTILITY
- WATR WATER SUPPLY
- WV WATER VALVE

**NOTES:**

- 1.) TRADITIONAL SURVEY PERFORMED BY F3 & ASSOCIATES, INC ON DECEMBER 7-10, 2021
- 2.) GPR SURVEY PERFORMED BY F3 & ASSOCIATES, INC ON DECEMBER 21 & 30, 2021
- 3.) UNDERGROUND UTILITIES SEARCHED FOR AND LOCATED USING METAL DETECTION, PASSIVE MODE SCANS, AND GROUND PENETRATING RADAR. UTILITIES FOUND AND MARKED AT 95% CONFIDENCE LEVEL FOR DEPTHS ZERO TO FOUR FEET BELOW GRADE. QUALITY OF READINGS ARE PREDICTED ON THE SOIL CONDITIONS AND MATERIAL TYPES.
- 4.) ALL DISTANCES SHOWN ARE IN U.S. SURVEY FEET AND DECIMAL THEREOF, UNLESS OTHERWISE NOTED
- 5.) HORIZONTAL DATUM: CORTEVA MONUMENT CONTROL SURVEY REPORT-202109
- 6.) BASIS OF BEARING: MONUMENT G-6(1375) & MONUMENT G-5(1374)
- 7.) VERTICAL DATUM: CORTEVA MONUMENT CONTROL SURVEY REPORT-2021C9

**EXISTING BOUNDARY SURVEY AND TOPOGRAPHIC MAP** Scale: 1/32" = 1'-0" **1**



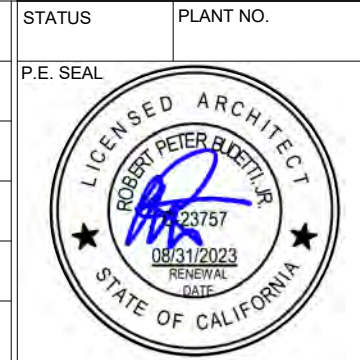
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REV. MARK	REVISION	BY	CHK	APP	DATE

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PROJ. ENGR.	
MFG. REP.	



STATUS: PLANT NO. **AZTEC BUYER, Inc**

PITTSBURG OPERATIONS PITTSBURG, CALIFORNIA

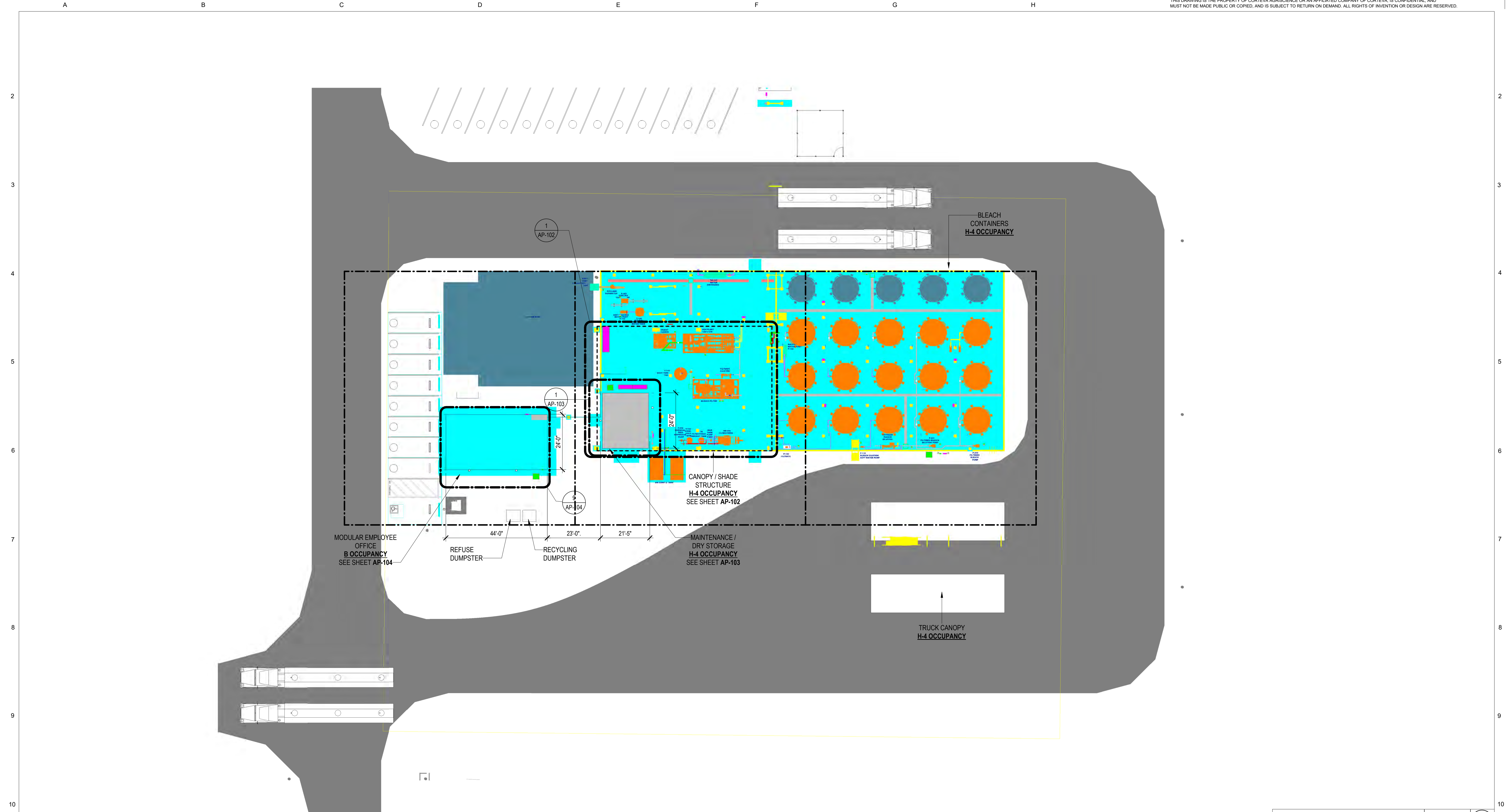
ARCHITECTURE  
AZTEC BUYER - PLANNING SUBMITTAL  
SITE PLAN

4102035 SCALE AS NOTED 1956-AP-100C

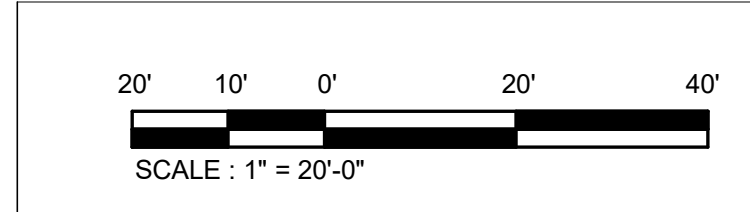
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**OVERALL FLOOR PLAN** Scale: 1" = 20'-0" **1**



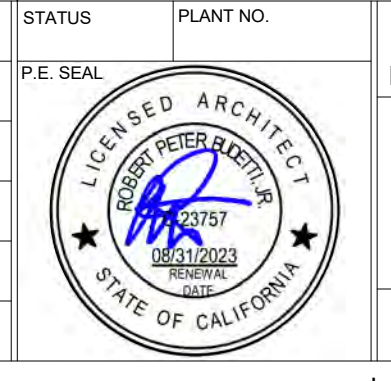
North

1350 Wilke Pass Road, Suite 600, Concord, Ca. 94520  
(925) 689-7000 • FAX (925) 689-7006  
E! JOB NO: 4102035

REV. MARK	REVISION	BY	CHK	APP	DATE	REV. MARK	REVISION	BY	CHK	APP	DATE
1	PLANNING SUBMITTAL	PS	SV	DW	9/8/2022						

ISSUE NO.	REV	MATERIAL OR JOB SPEC	BID	FAB	CONST	REF	DATE ISSUED FOR

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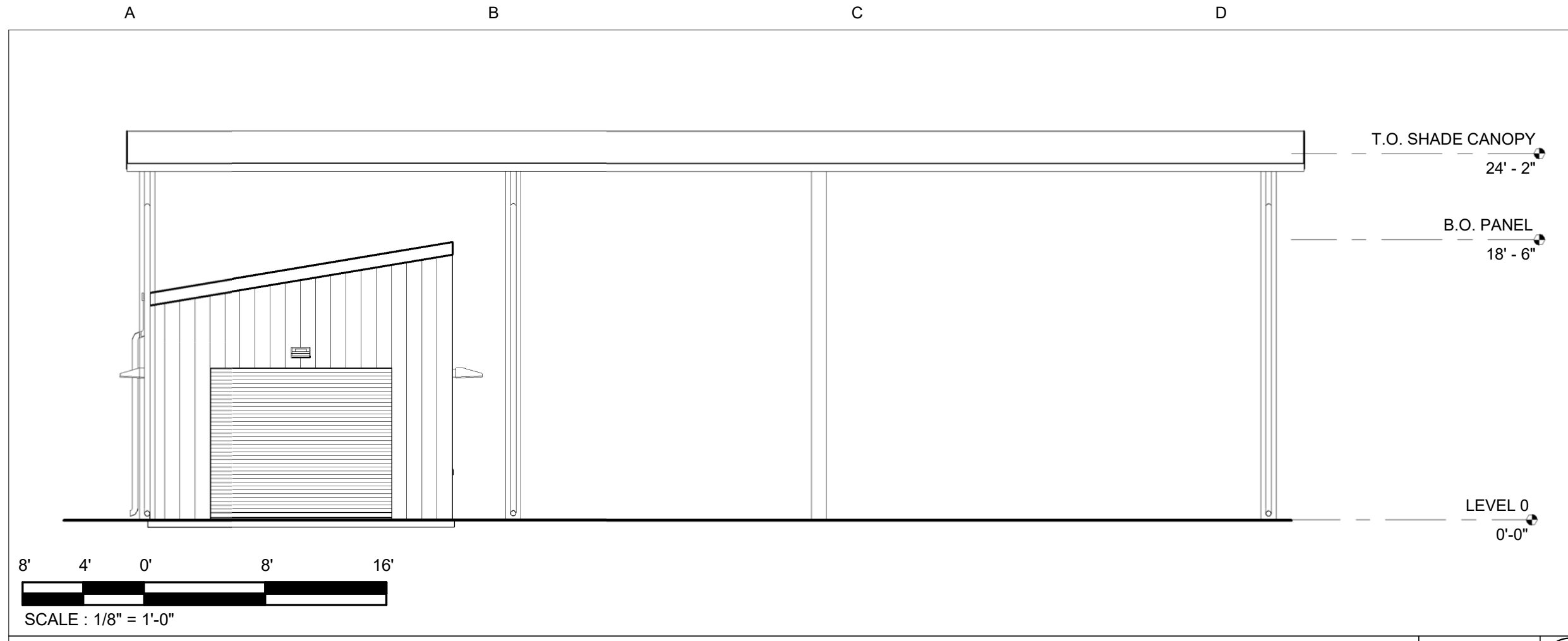
PITTSBURG OPERATIONS **AZTEC BUYER, Inc** PITTSBURG, CALIFORNIA

ARCHITECTURE  
AZTEC BUYER - PLANNING SUBMITTAL  
OVERALL FLOOR PLAN

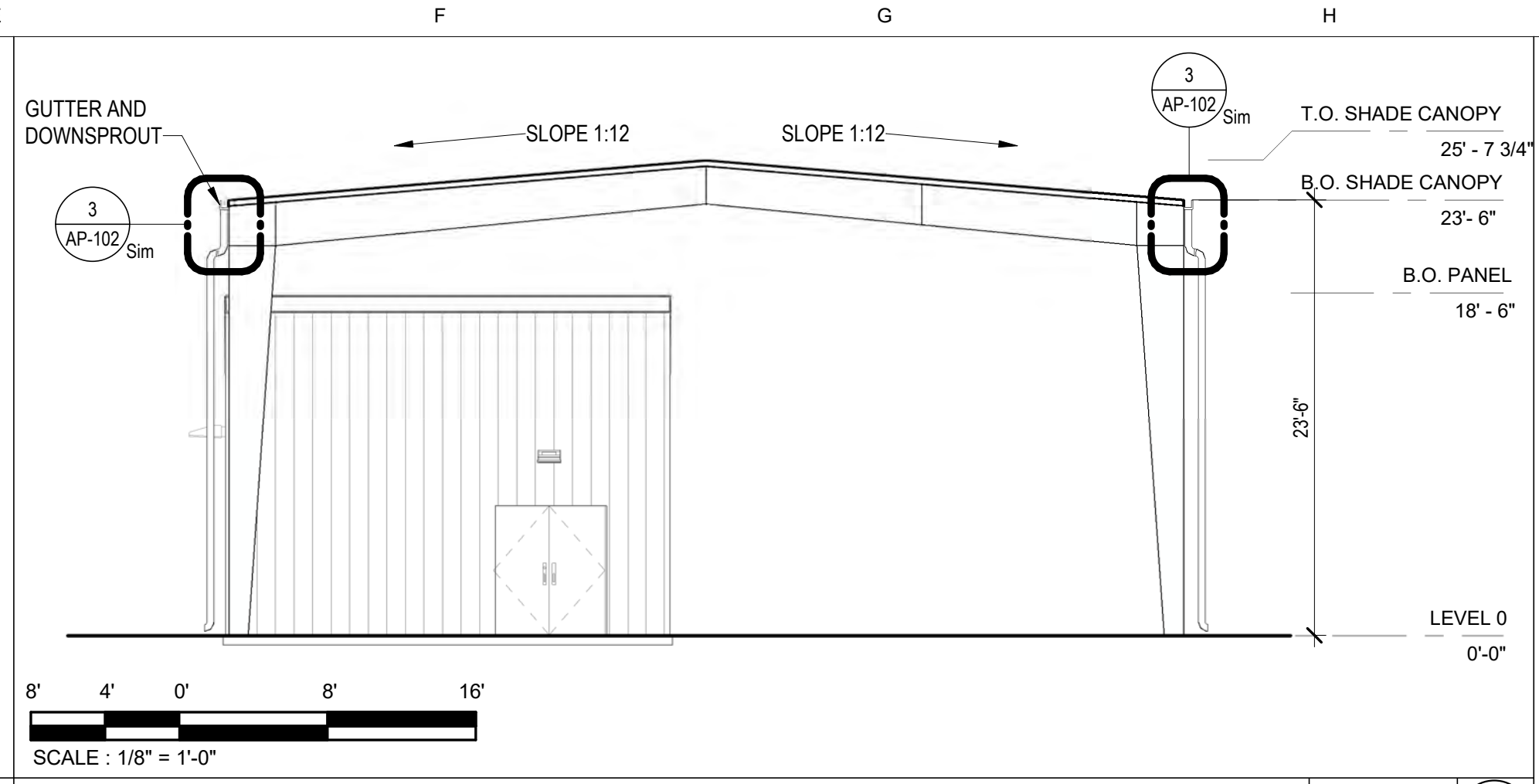
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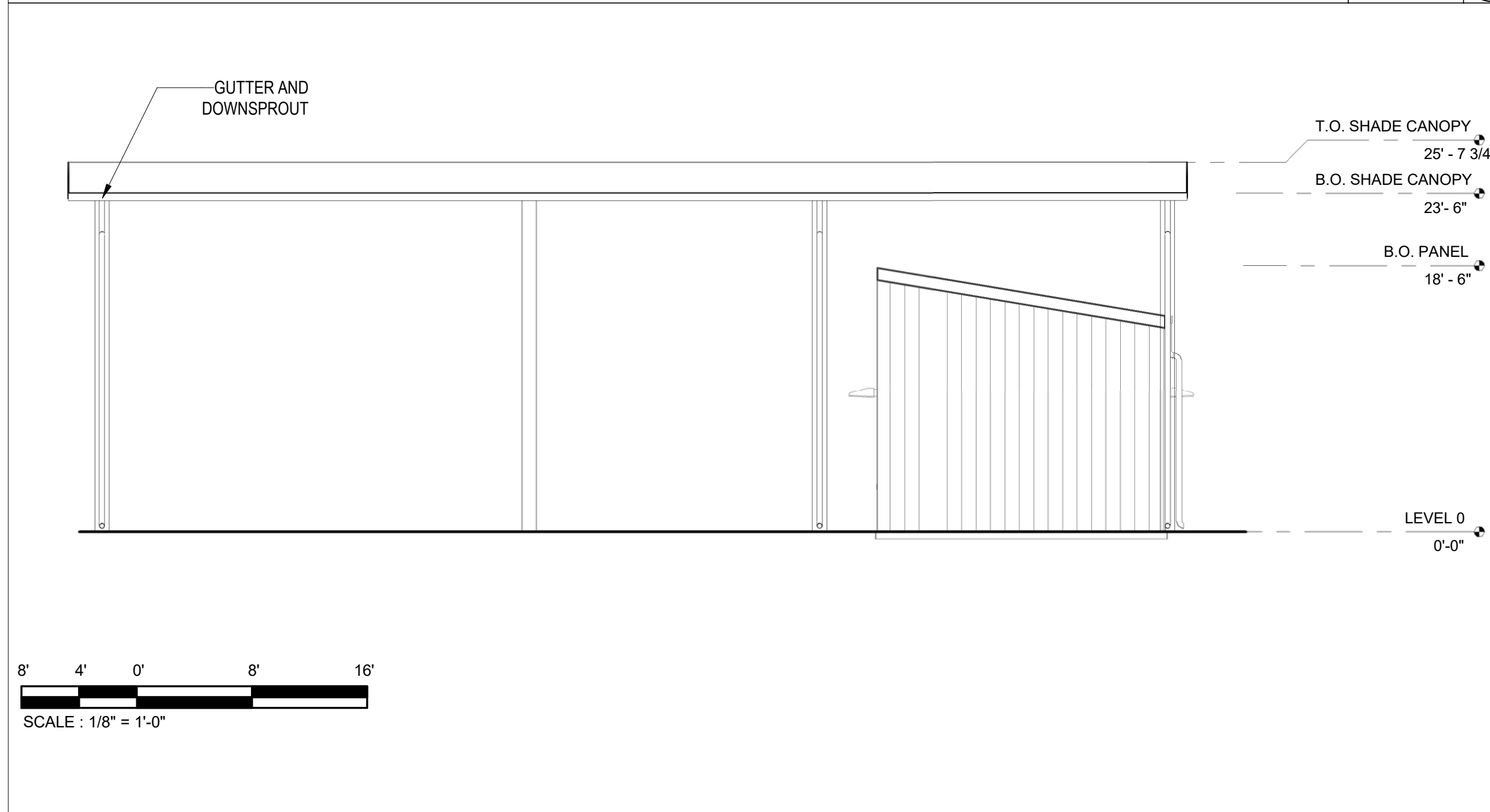
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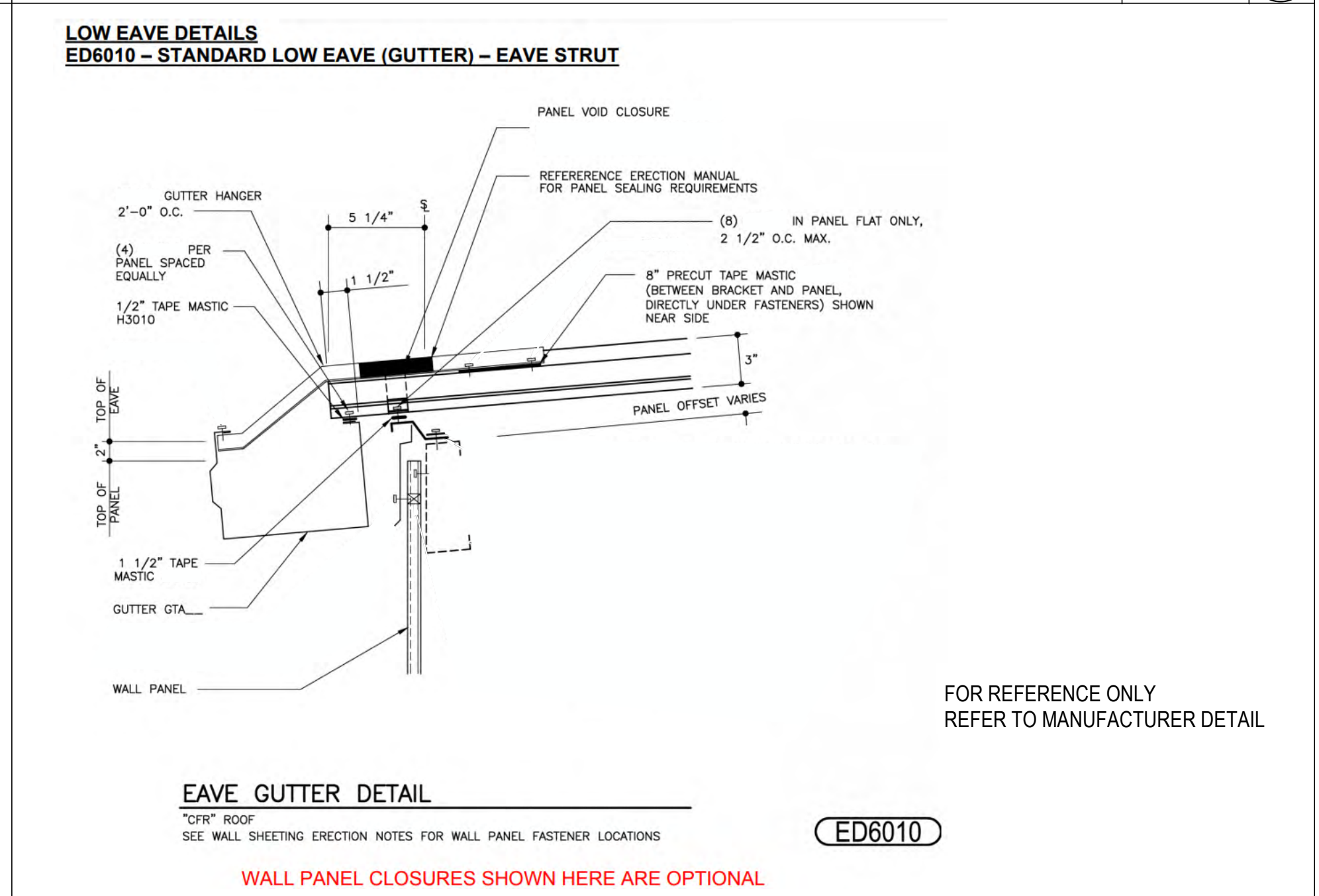
SHADE CANOPY STRUCTURE ELEVATION Scale: 1/8" = 1'-0" 7



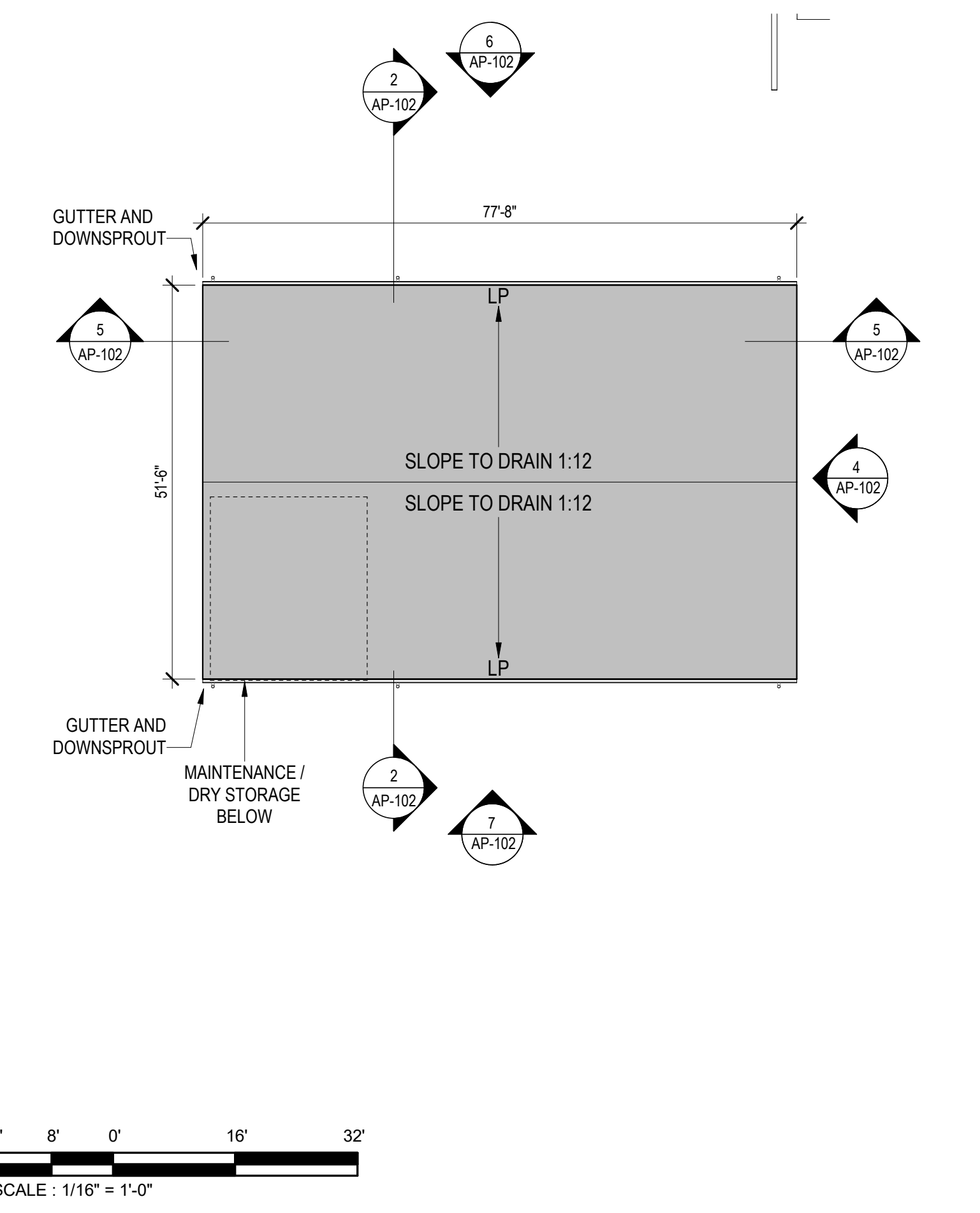
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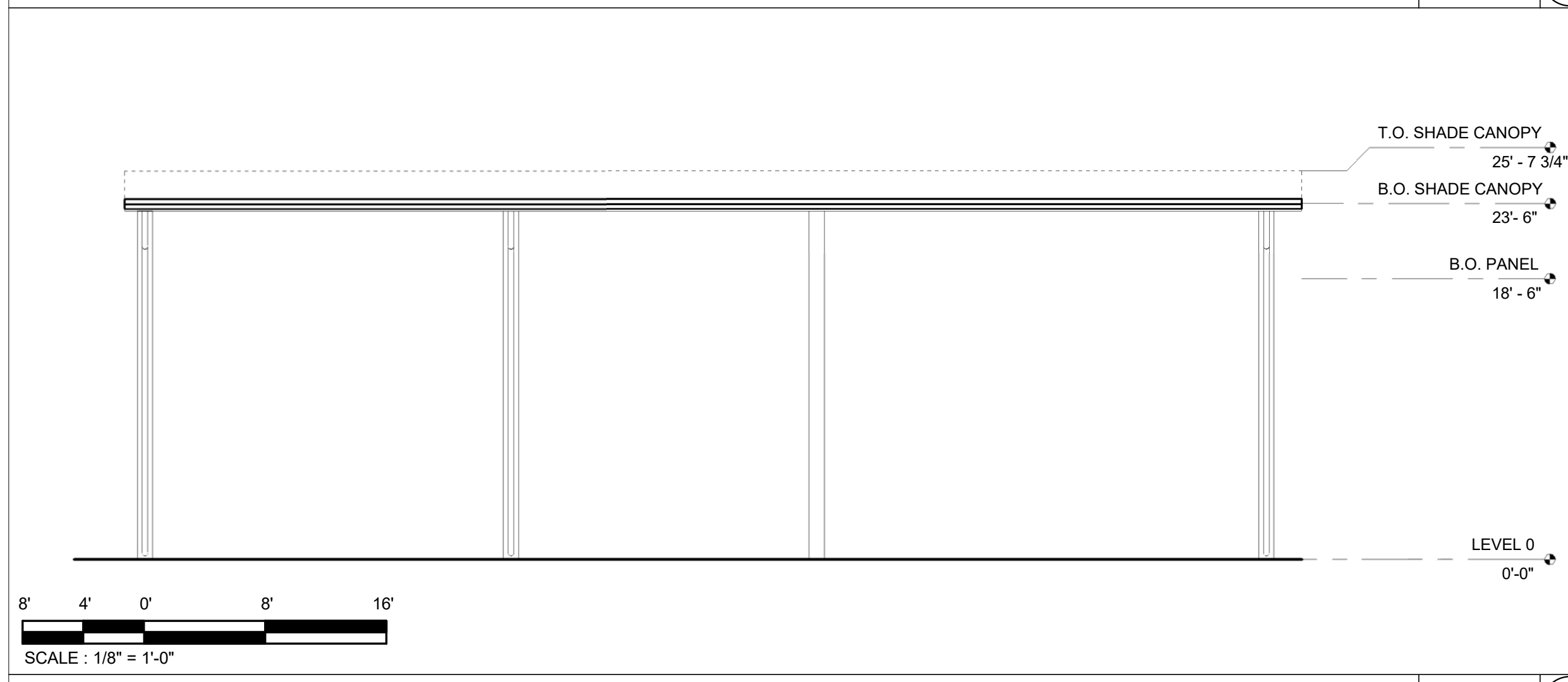
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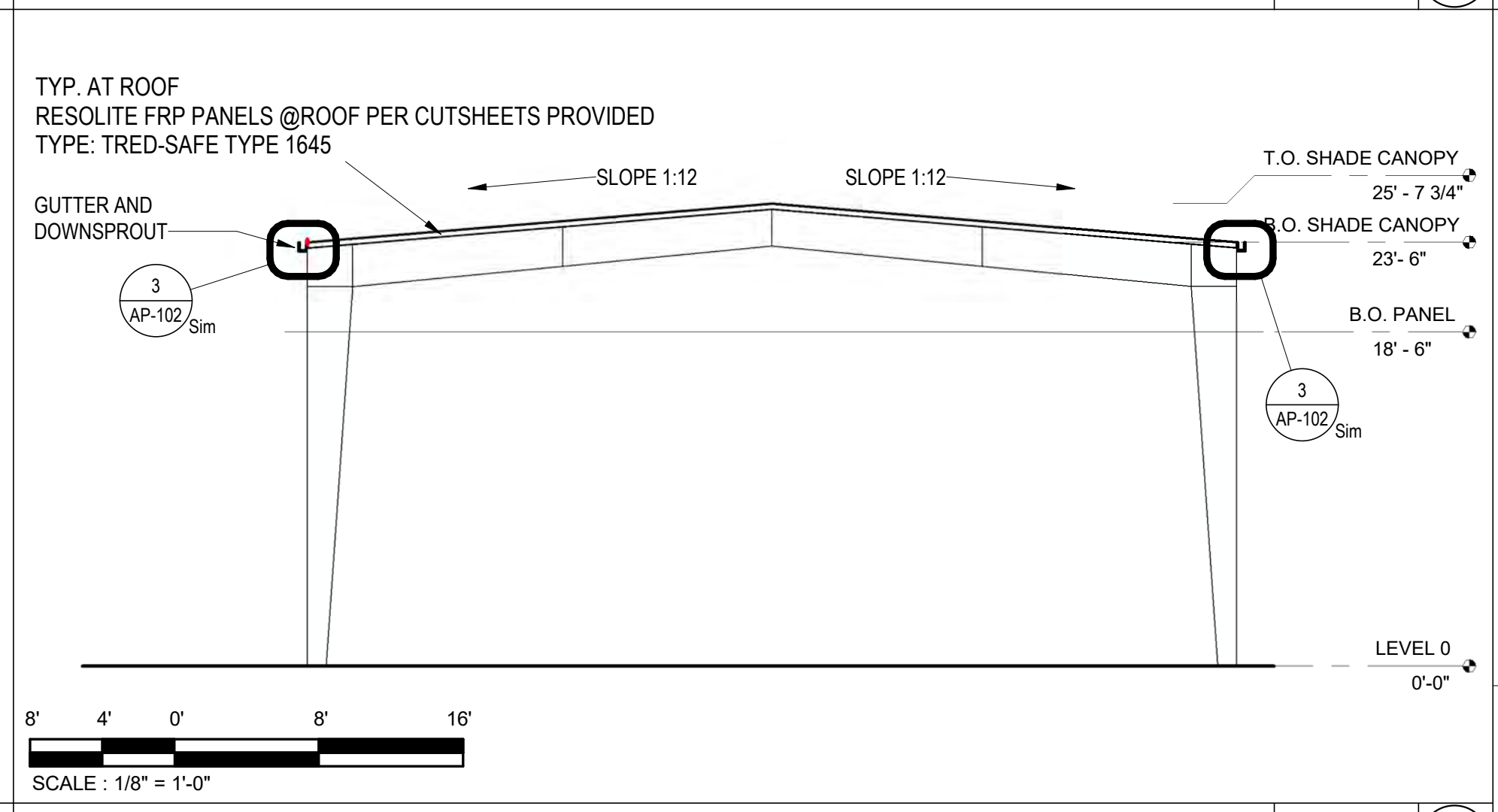
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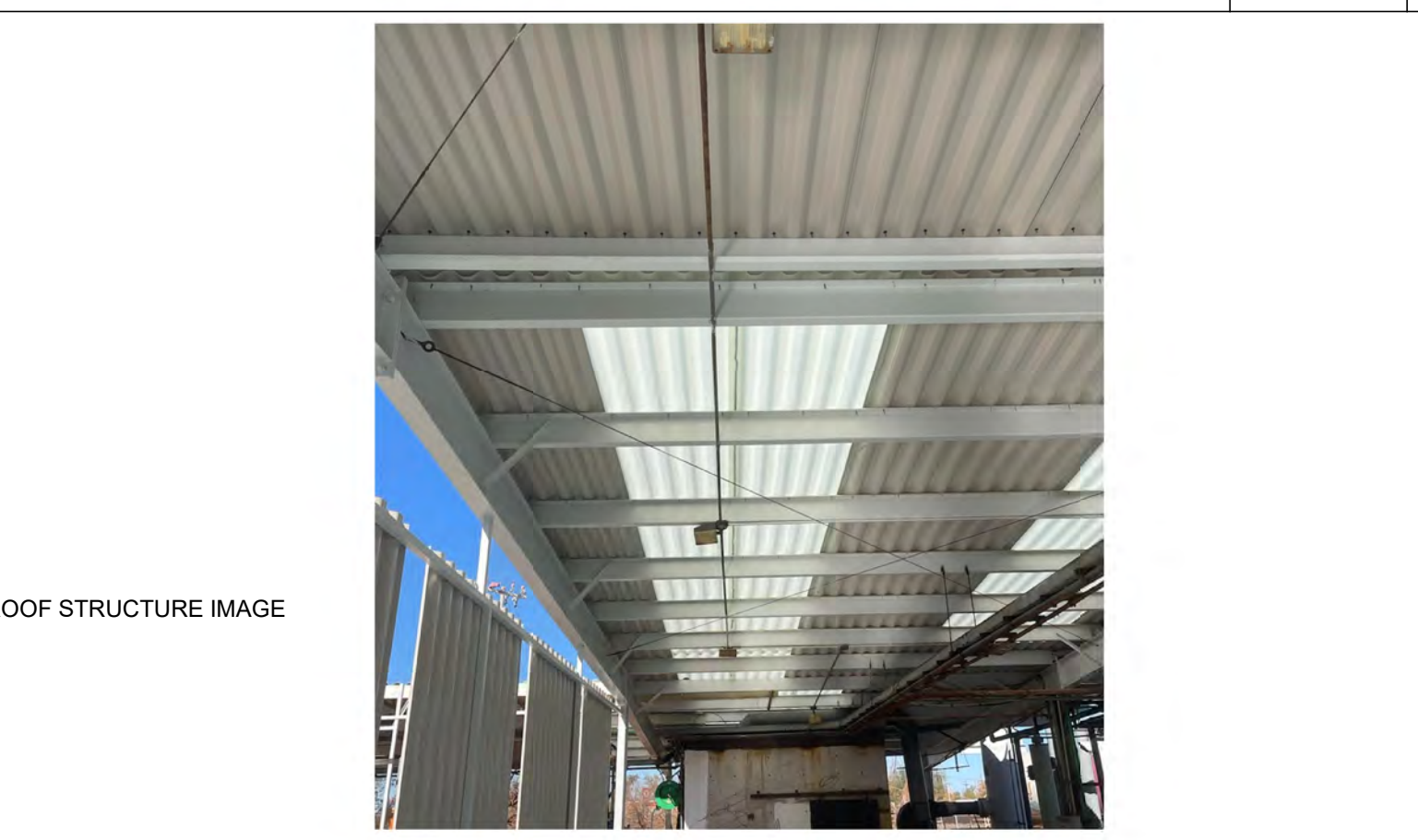
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SHADE CANOPY STRUCTURE SECTION Scale: 1/8" = 1'-0" 5



SHADE CANOPY STRUCTURE SECTION Scale: 1/8" = 1'-0" 2



ROOF STRUCTURE IMAGE

North

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E! JOB NO: 4102035

REV. MARK	REVISION	BY	CHK	APP	DATE	REV. MARK	REVISION
1	PLANNING SUBMITTAL	PS	SV	DW	9/8/2022		

BY	CHK	APP	DATE	ISSUE NO.	REV	MATERIAL OR JOB SPEC	BID	FAB	CONST	REF

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SV	SV	
PROJ. ENGR.		
MFG. REP.		

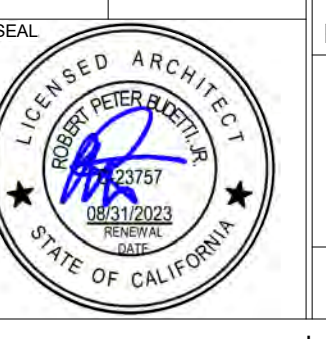
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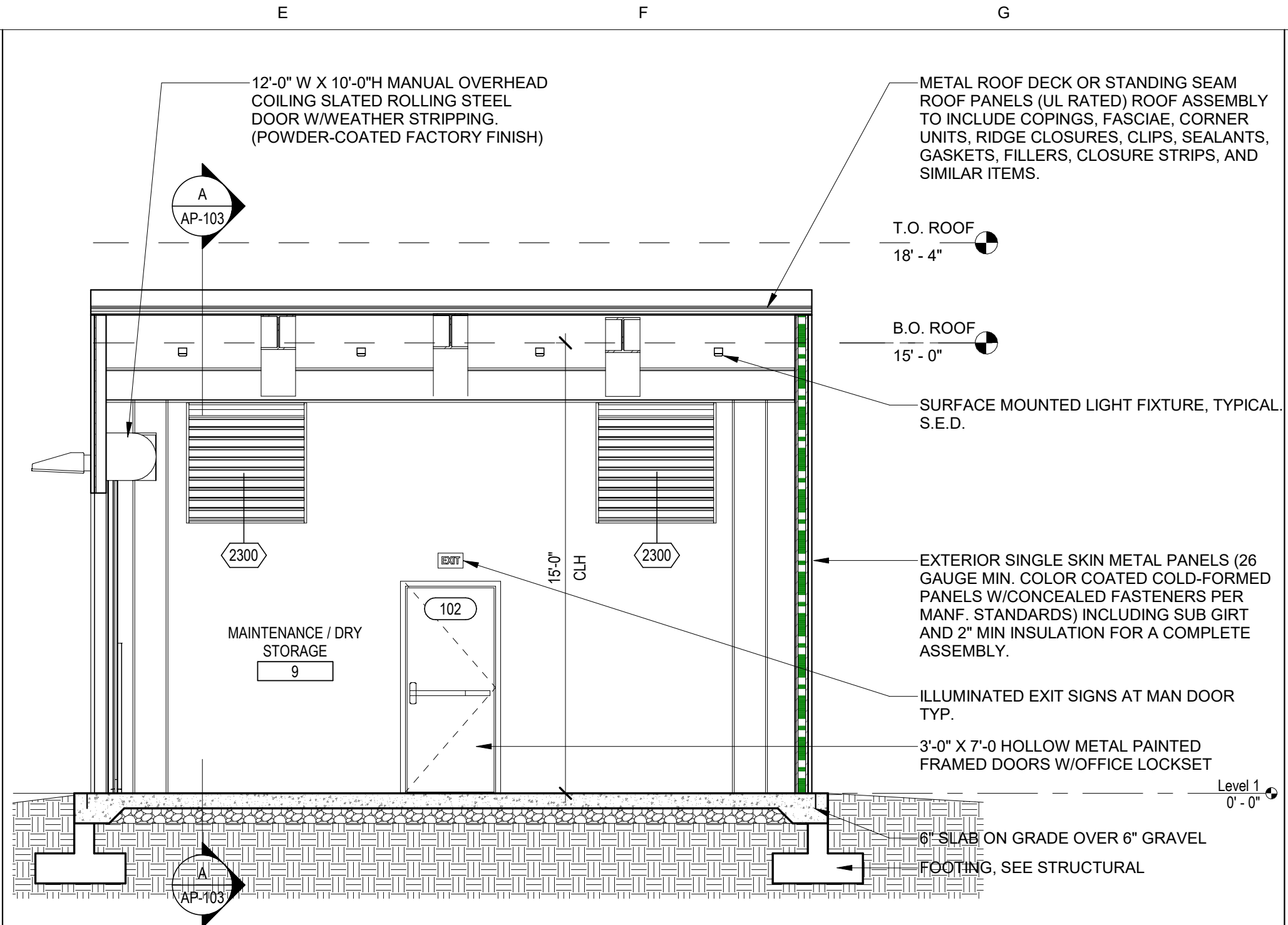
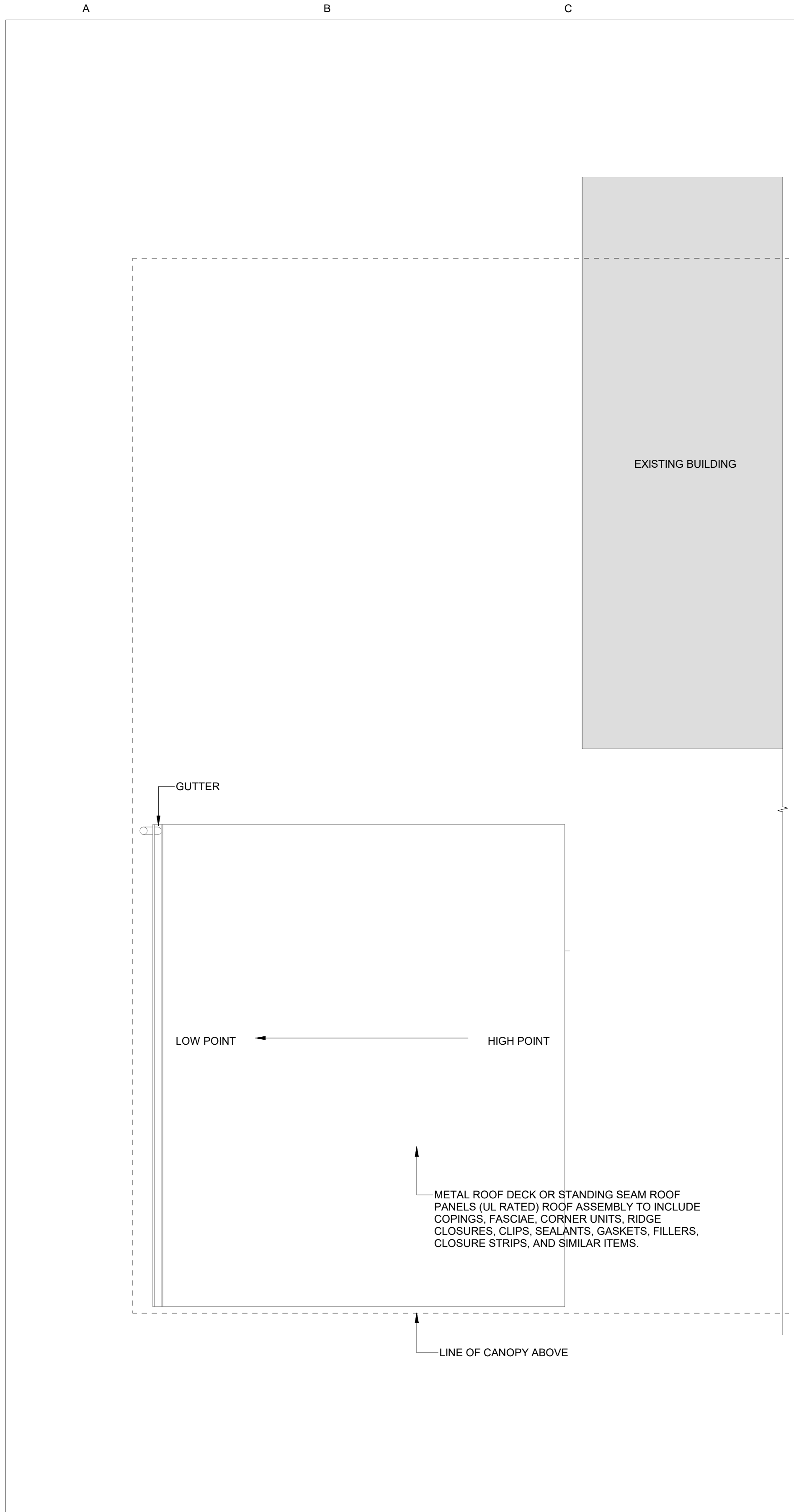
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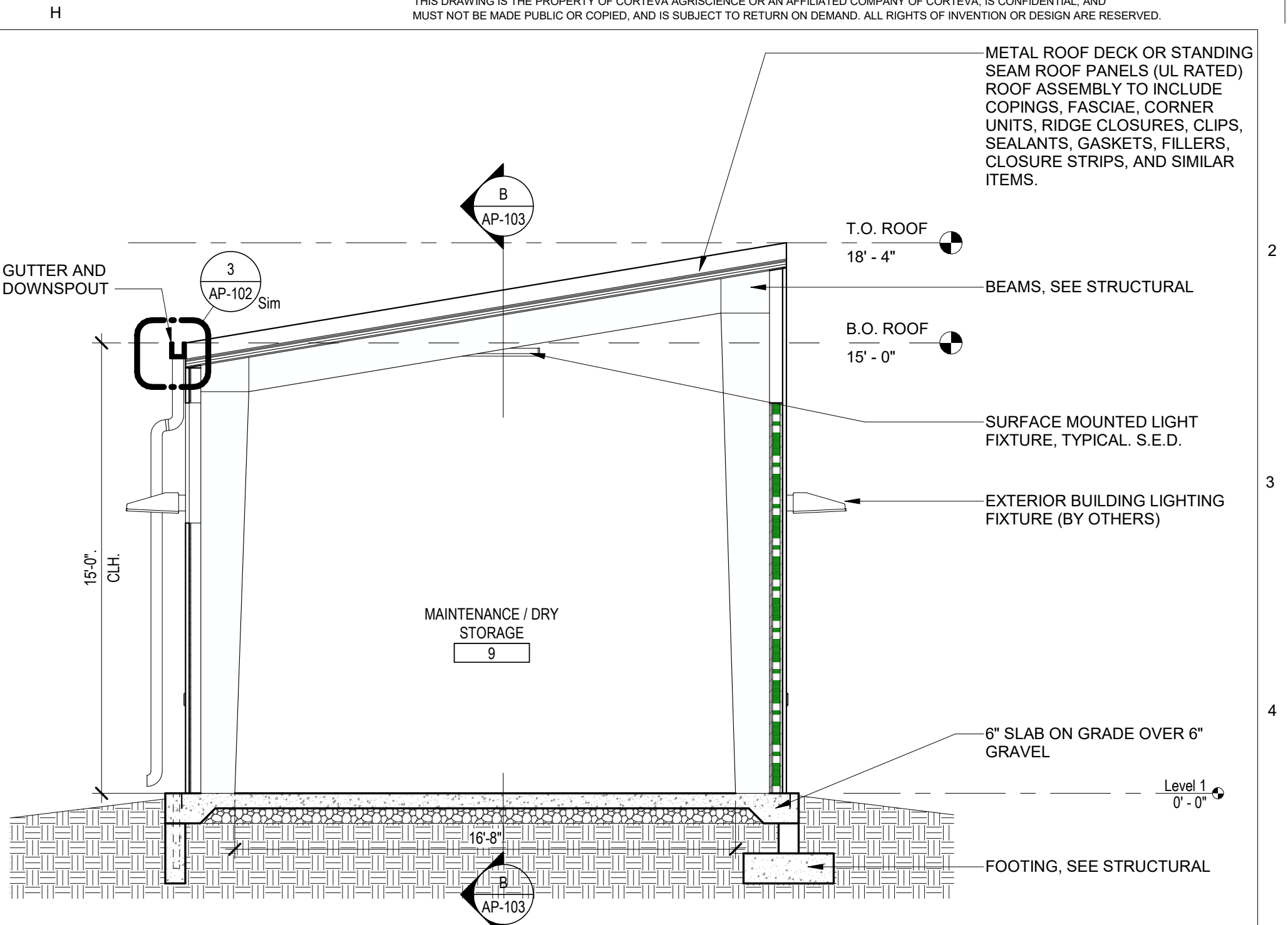
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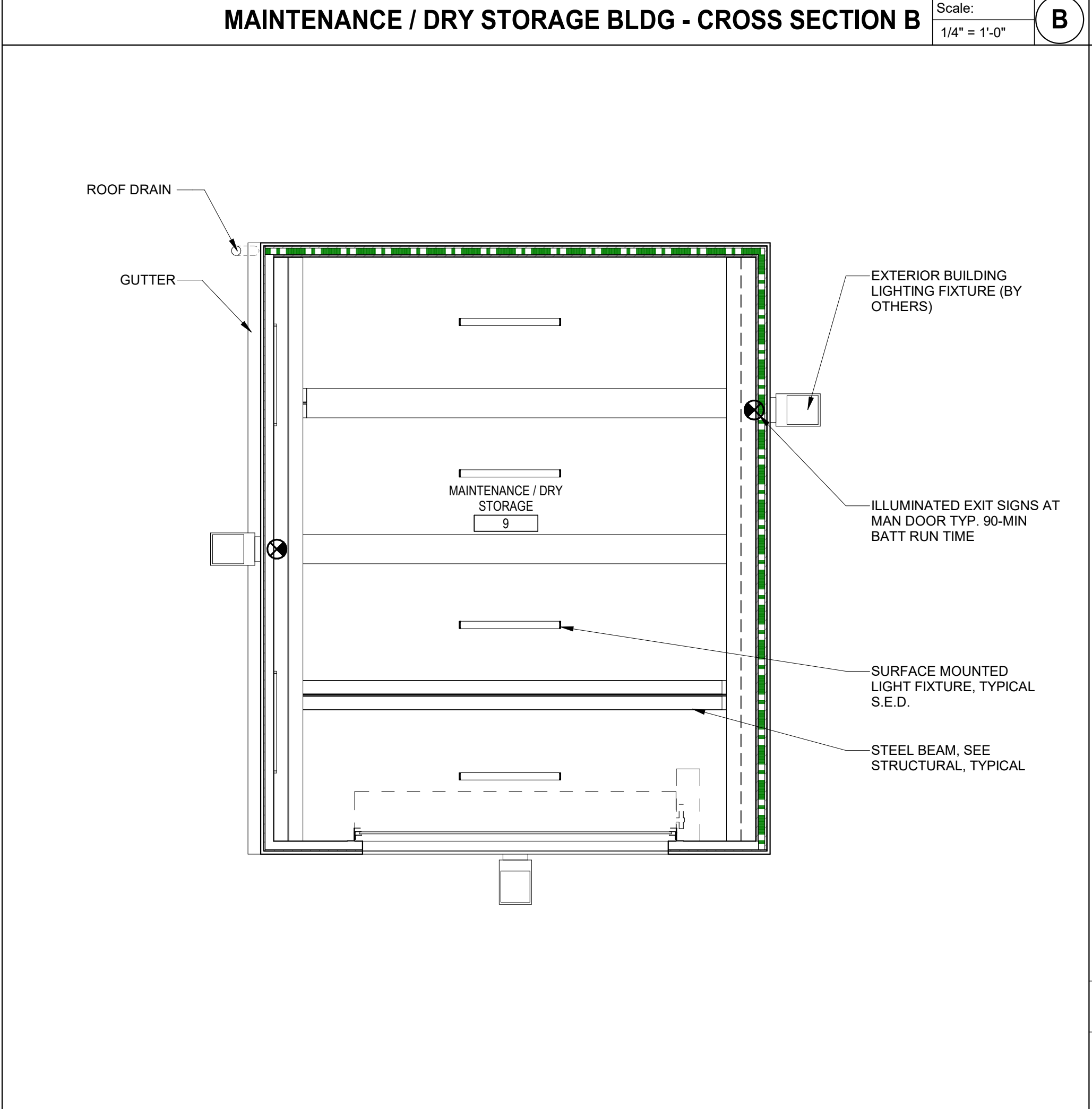
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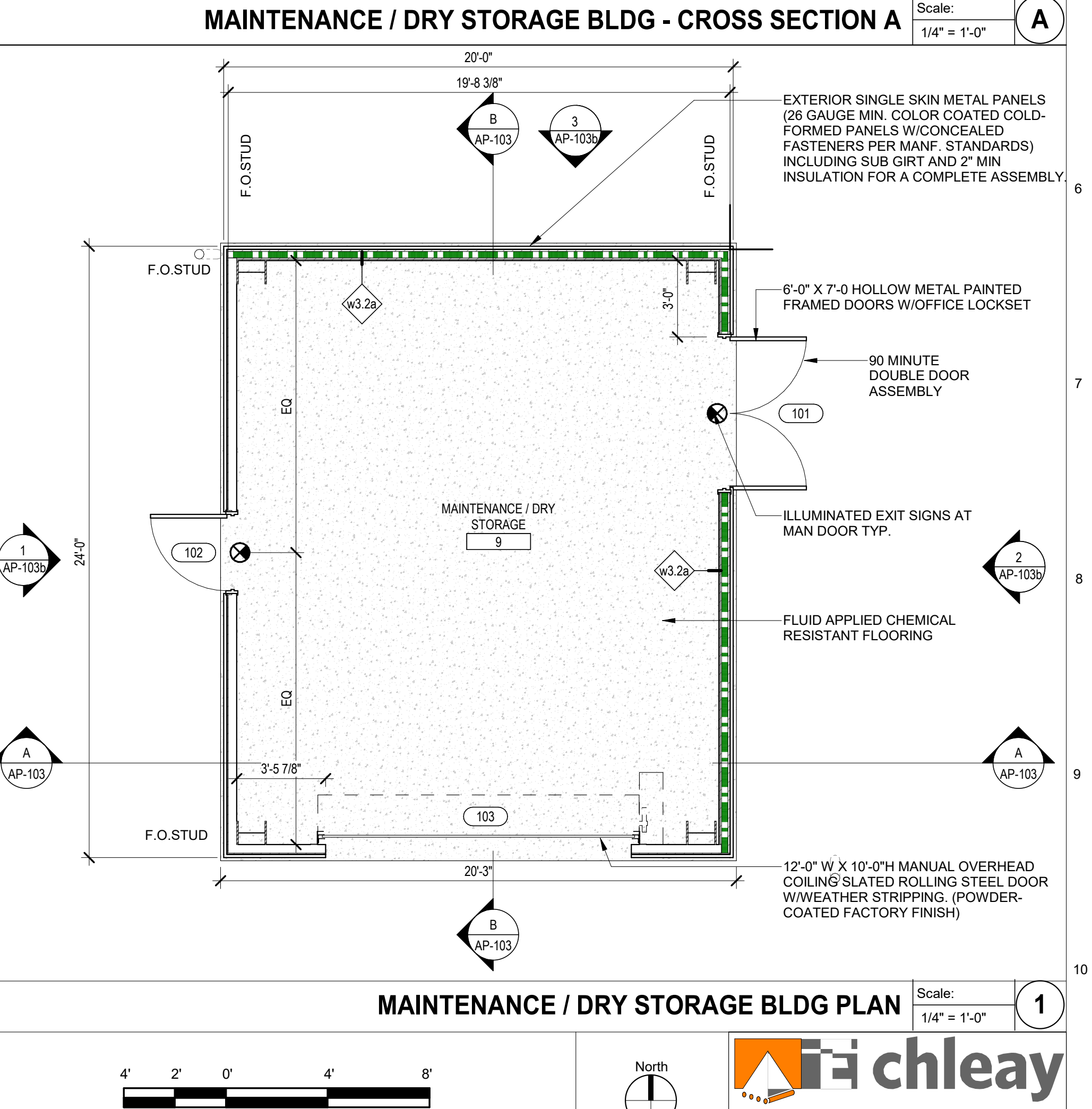
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**MAINTENANCE / DRY STORAGE BLDG - CROSS SECTION A** Scale: 1/4" = 1'-0" **A**



**MAINTENANCE / DRY STORAGE BLDG - REFLECTED CEILING PLAN** Scale: 1/4" = 1'-0" **2**



**MAINTENANCE / DRY STORAGE BLDG PLAN** Scale: 1/4" = 1'-0" **1**

**MAINTENANCE / DRY STORAGE BLDG - ROOF PLAN** Scale: 1/4" = 1'-0" **3**

REV. MARK	REVISION	BY	CHK	APP	DATE	REV. MARK	REVISION
1	PLANNING SUBMITTAL	PS	SV	DW	9/8/2022		

**MAINTENANCE / DRY STORAGE BLDG - REFLECTED CEILING PLAN** Scale: 1/4" = 1'-0" **2**

ISSUE NO.	REV.	MATERIAL OR JOB SPEC	BID	FAB	CONST	REF

Scale: 1/4" = 1'-0"

4' 2' 0' 4' 8'

North

**chleay**  
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(925) 689-7000 • FAX (925) 689-7006  
E! JOB NO: 4102035

**AZTEC BUYER, Inc**  
PITTSBURG OPERATIONS PITTSBURG, CALIFORNIA

ARCHITECTURE  
AZTEC BUYER - PLANNING SUBMITTAL  
MAINTENANCE / DRY STORAGE DRAWINGS

4102035 AS NOTED 1956-AP-103

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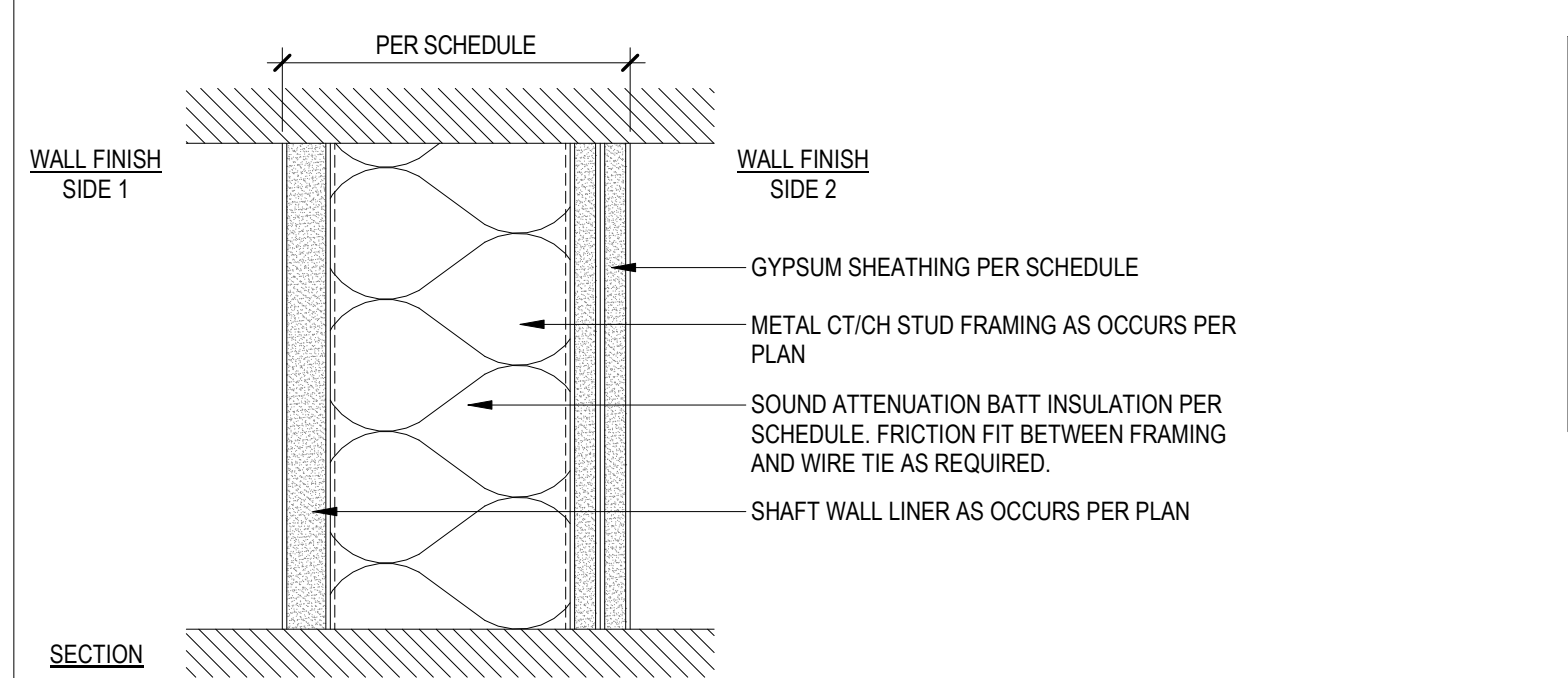
**LOUVER SCHEDULE - MAINTENANCE/ STORAGE BLDG.**

Keynote	Count	Unit Height	Unit Width	Unit Depth
2300	2	4' - 0"	4' - 0"	0' - 6"

**DOOR SCHEDULE - MAINTENANCE/DRY STORAGE BLDG.**

Mark	Height	Width	Thickness	Door Frame Type	Door Frame Finish	Door Panel Type	Door Panel Finish	Door Thickness	Fire Rating
101	7' - 0"	6' - 0"	0' - 1 3/4"	HM	PTD	HM	PTD	PER MANUF	90 MIN.
102	7' - 0"	3' - 0"	0' - 1 3/4"	HM	PTD	HM	PTD	PER MANUF	N.R.
103	12' - 0"	12' - 0"		PER MANUF	PNT-1	PER MANUF	F.F.	PER MANUF	N.R.

**DOOR AND LOUVER SCHEDULES - MAINTENANCE/ DRY STORAGE BLDG.**



**NOTE:**  
 1. USE MOISTURE AND MOLDRESISTANT WALL BOARD AT ALL WET CONDITIONS: RESTROOMS, DRINKING FOUNTAINS, JANITOR CLOSETS, ETC.  
 2. SEAL ALL PENETRATIONS AT FIRE RESISTIVE CONSTRUCTION WITH APPROVED FIRE ASSEMBLIES.  
 3. SEAL ALL PENETRATIONS INTO SOUND RATED ASSEMBLIES WITH APPROVED RESILIENT ACOUSTIC SEALANT. ALL RECESSED ITEMS SHALL BE SEALED TO MAINTAIN INTEGRITY OF THE ACOUSTIC ASSEMBLY.  
 4. USE LOW-DENSITY SOUND INSULATION BATTS FROM CERTANTEED, JOHNS MANVILLE, OWENS CORNING.

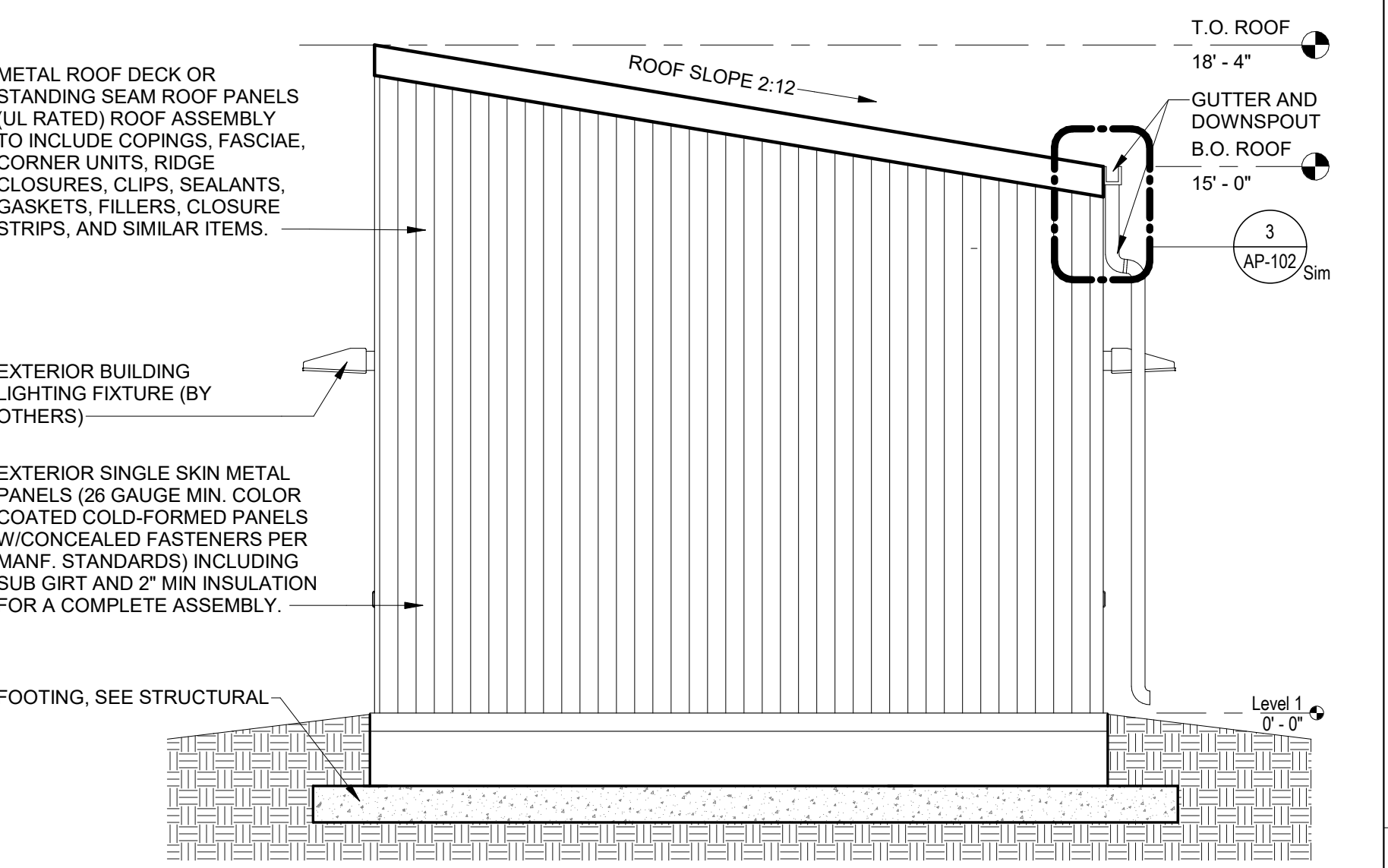
**INTERIOR 2-HR RATED WALL SCHEDULE**

Mark	Wall Structure	Insulation	Wall Finish Side 1	Wall Finish Side 2	Width	Fire Rating	STC Rating
w3.2a	FULL HEIGHT 4" MTL. CT-CH STUD	3.5" ACOUSTICAL BATT	1 LAYER CONT. FULL HEIGHT 1" TYPE X GYPSUM SHAFTLINER	2 LAYER CONT. FULL HEIGHT 5/8" TYPE X GYPSUM WALL BOARD	5 1/4"	2-HR. PER UL DESIGN NO U415B	N.A.

**2 HR-RATED INTERIOR WALL**

REV. MARK	REVISION	BY	CHK	APP	DATE
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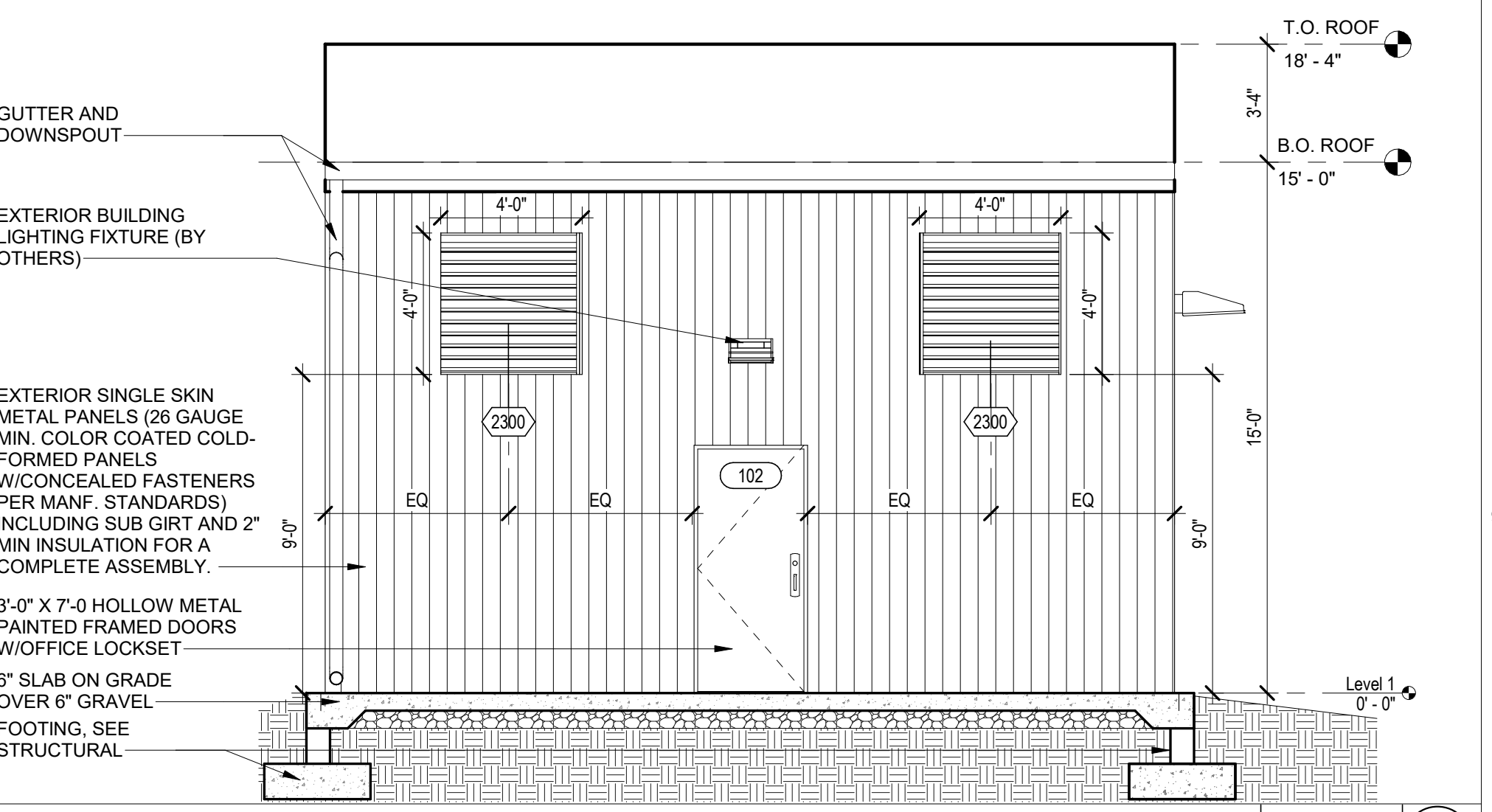
**MAINTENANCE / DRY STORAGE BLDG - ELEVATION - SIDE**



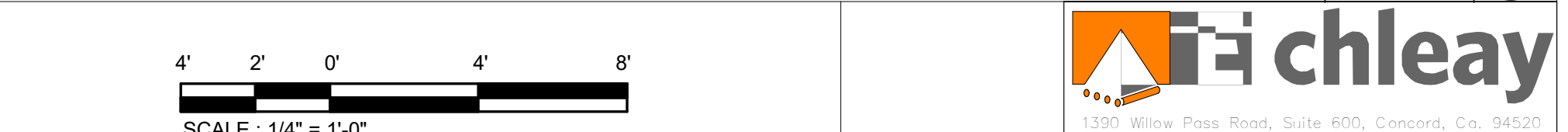
**MAINTENANCE / DRY STORAGE BLDG - SIDE**

ISSUE NO.	REV	MATERIAL OR JOB SPEC	BID	FAB	CONST	REF

**MAINTENANCE / DRY STORAGE BLDG - ELEVATION - BACK**



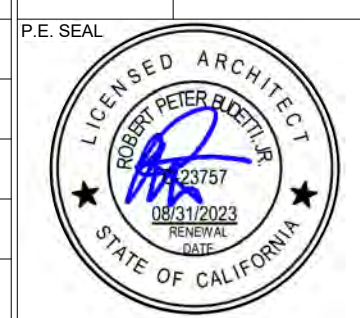
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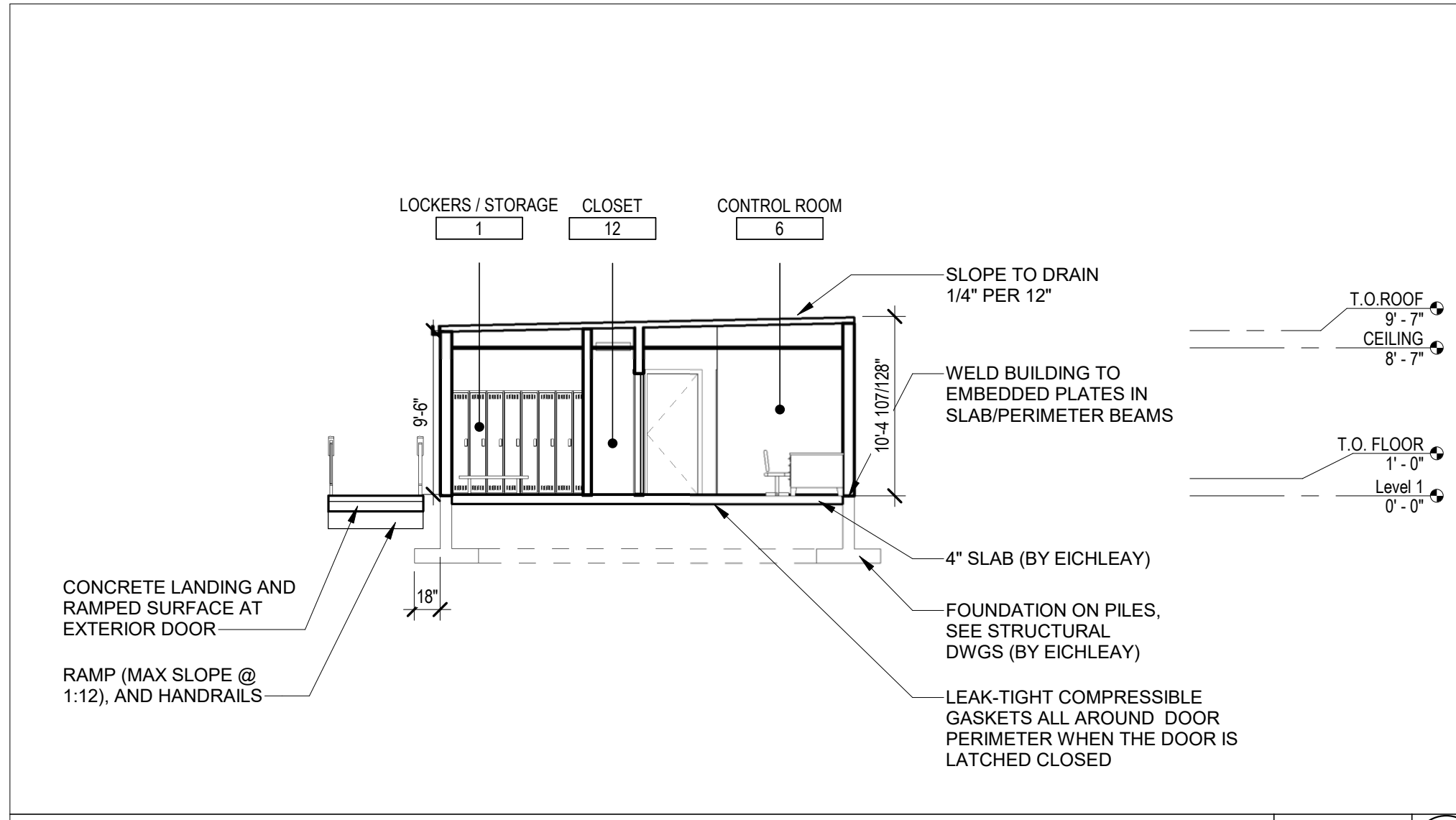
**chley**  
 1350 Wilbur Pass Road, Suite 600, Concord, Ca. 94520  
 (925) 689-7000 • FAX (925) 689-7006  
 EI JOB NO: 4102035

**AZTEC BUYER, Inc**  
 ARCHITECTURE  
 AZTEC BUYER - PLANNING SUBMITTAL  
 MAINTENANCE / DRY STORAGE DRAWINGS

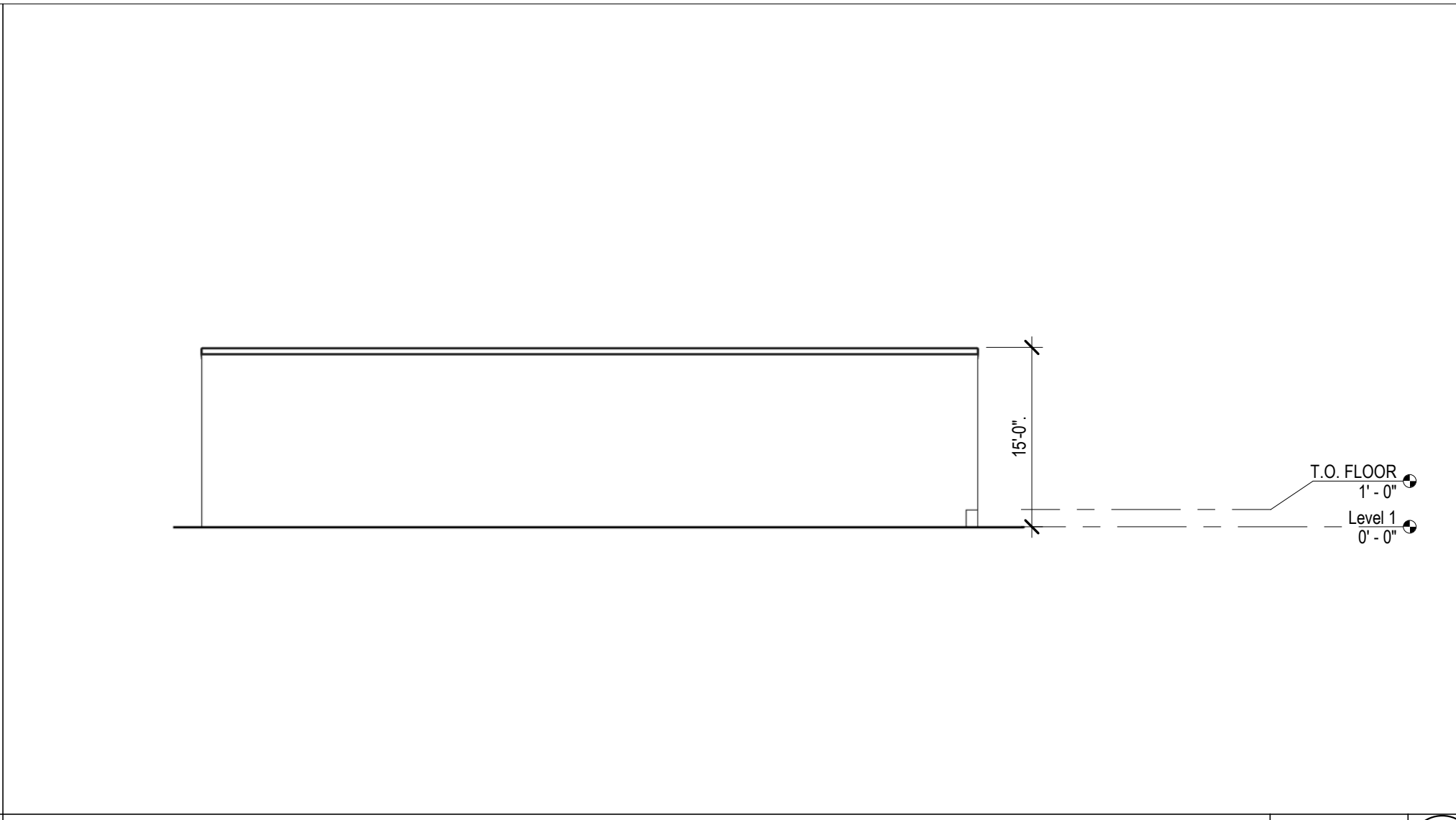
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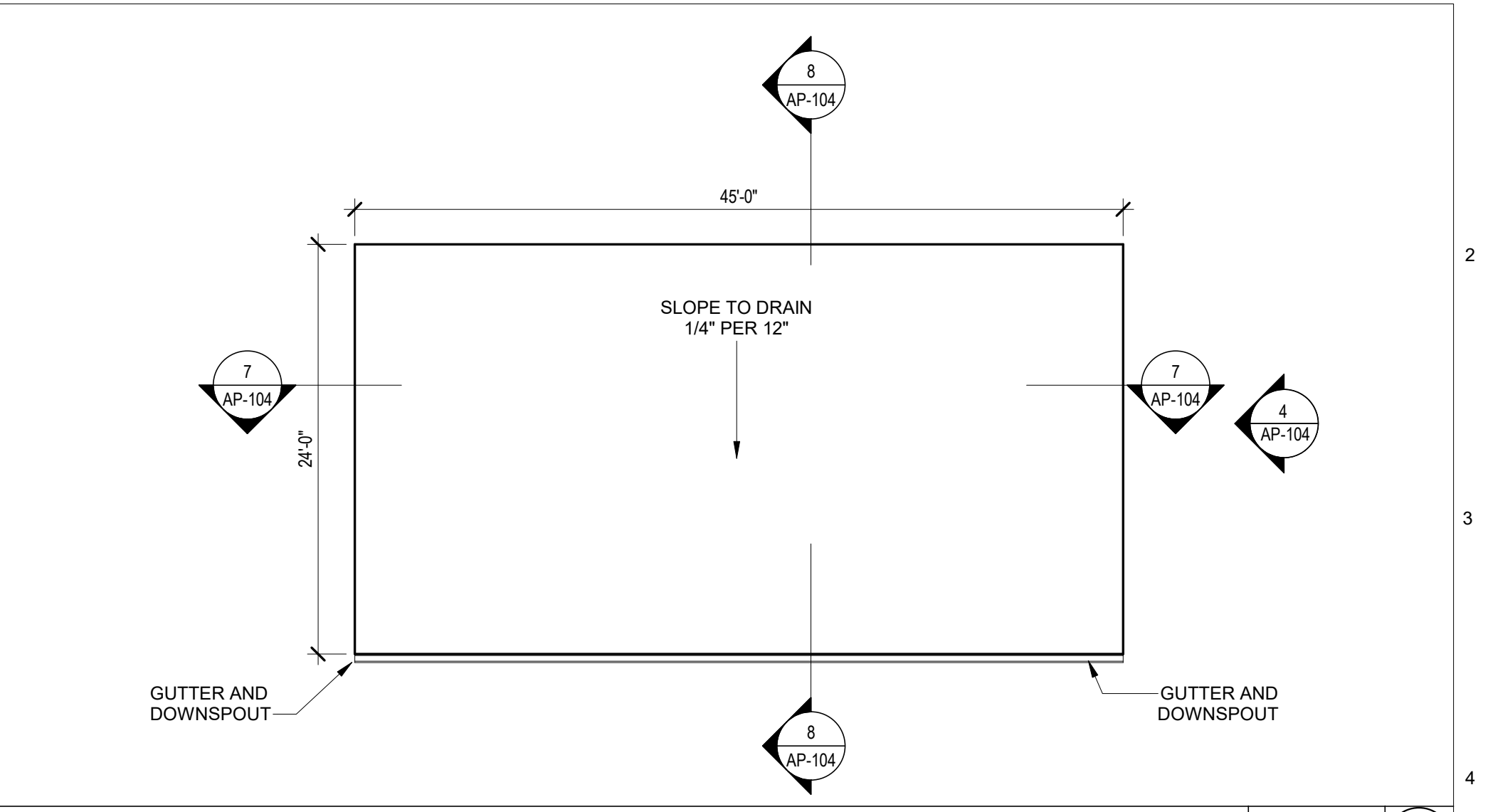
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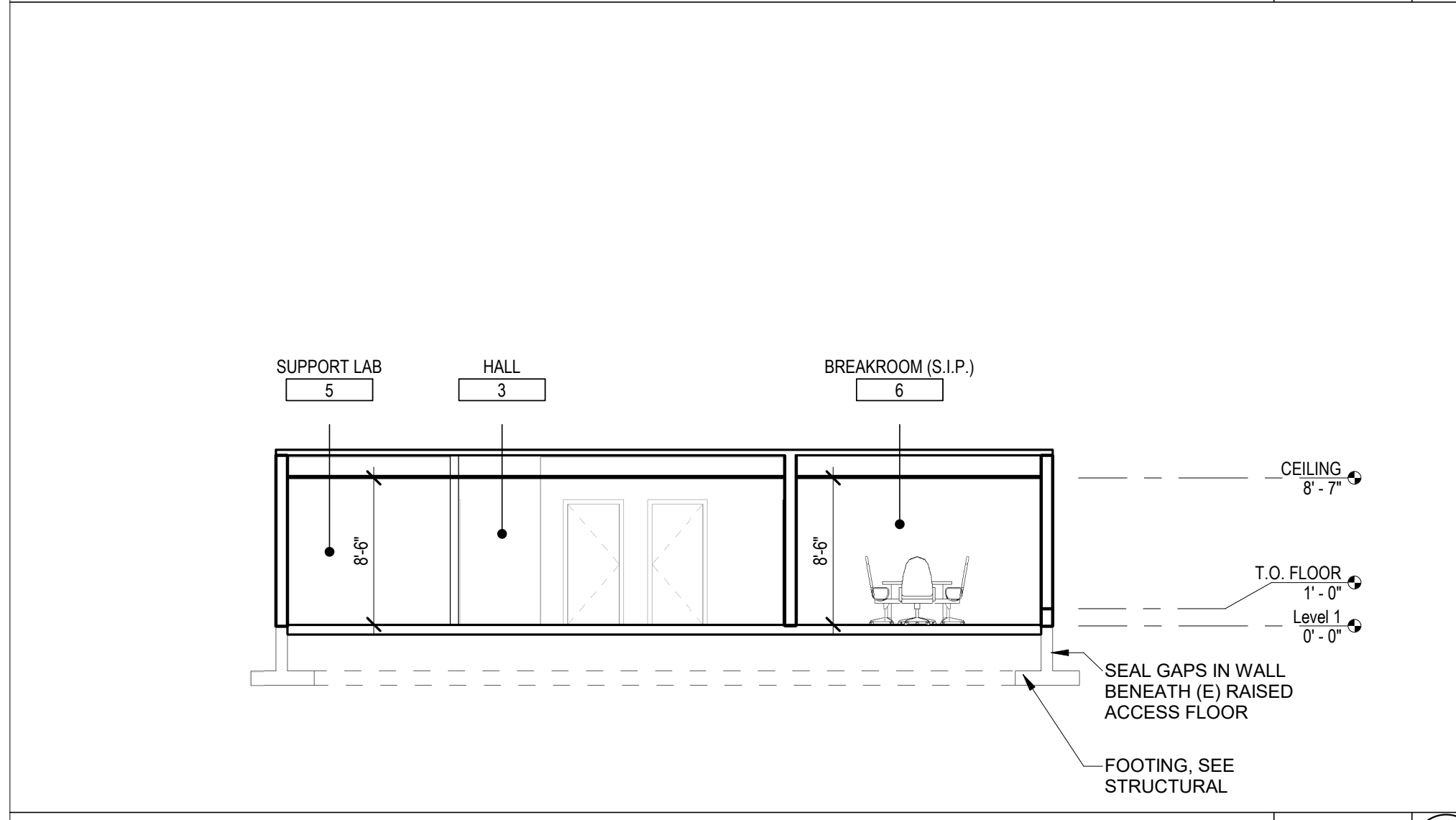
**MODULAR EMPLOYEE OFFICE - SECTION** Scale: 1/8" = 1'-0" **8**



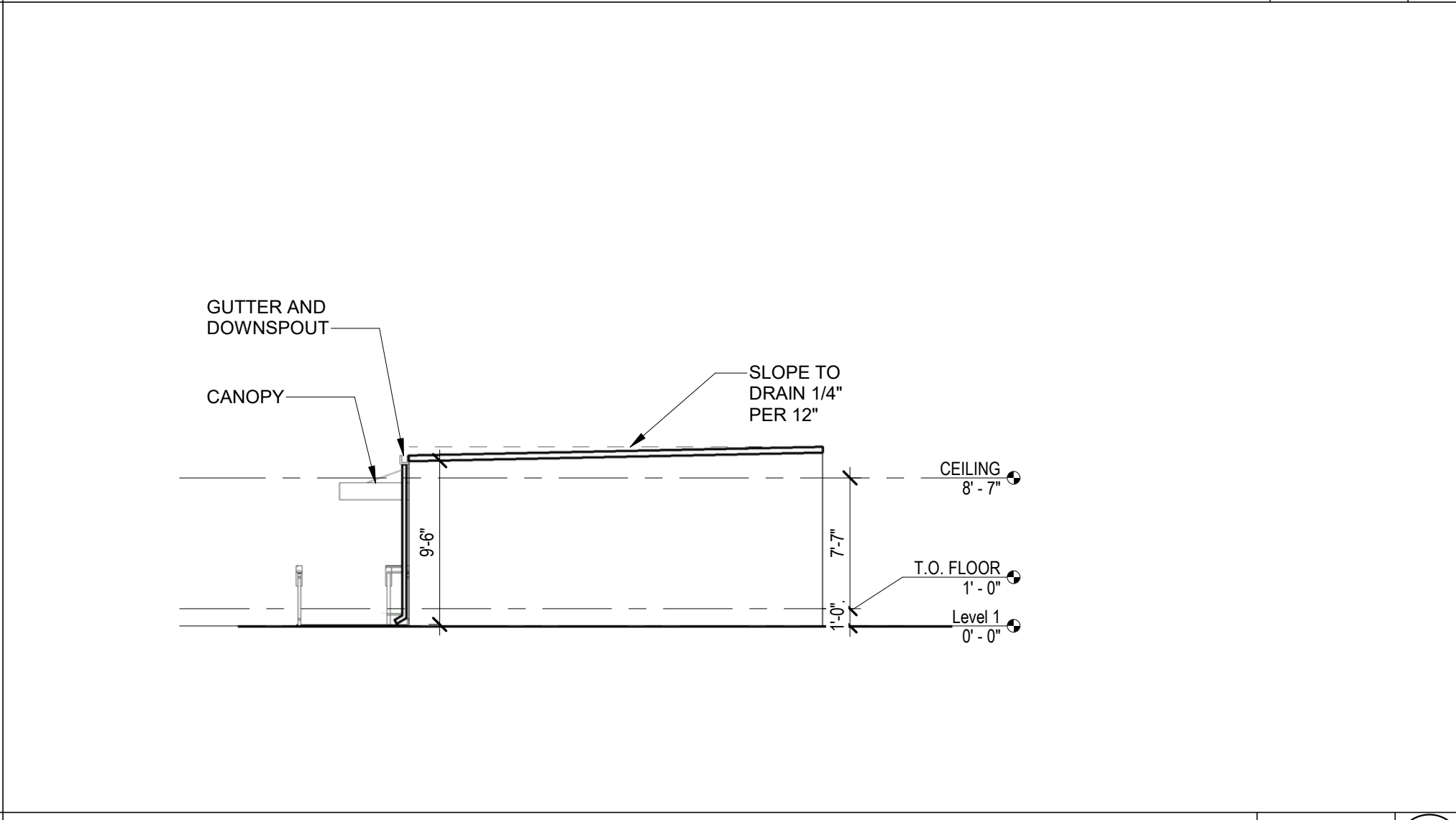
**MODULAR EMPLOYEE OFFICE - ELEVATION** Scale: 1/8" = 1'-0" **5**



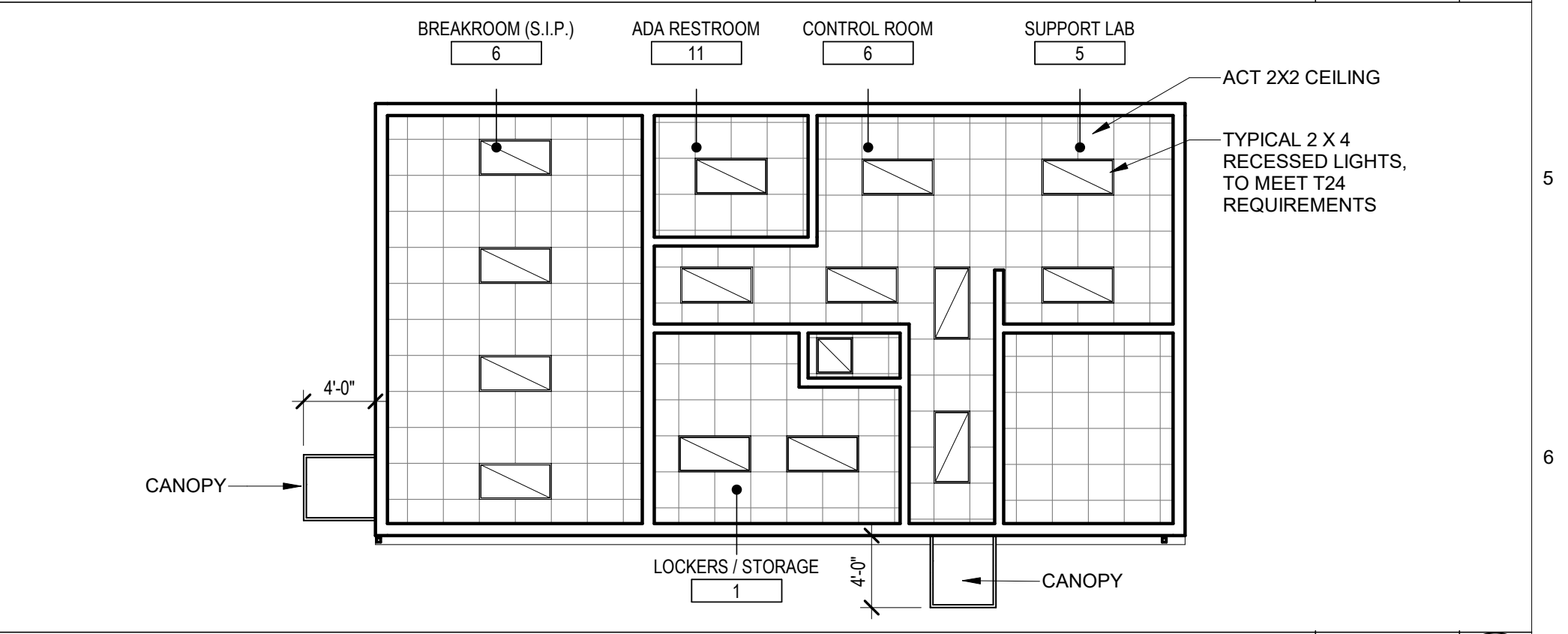
**MODULAR EMPLOYEE OFFICE ROOF PLAN** Scale: 1/8" = 1'-0" **2**



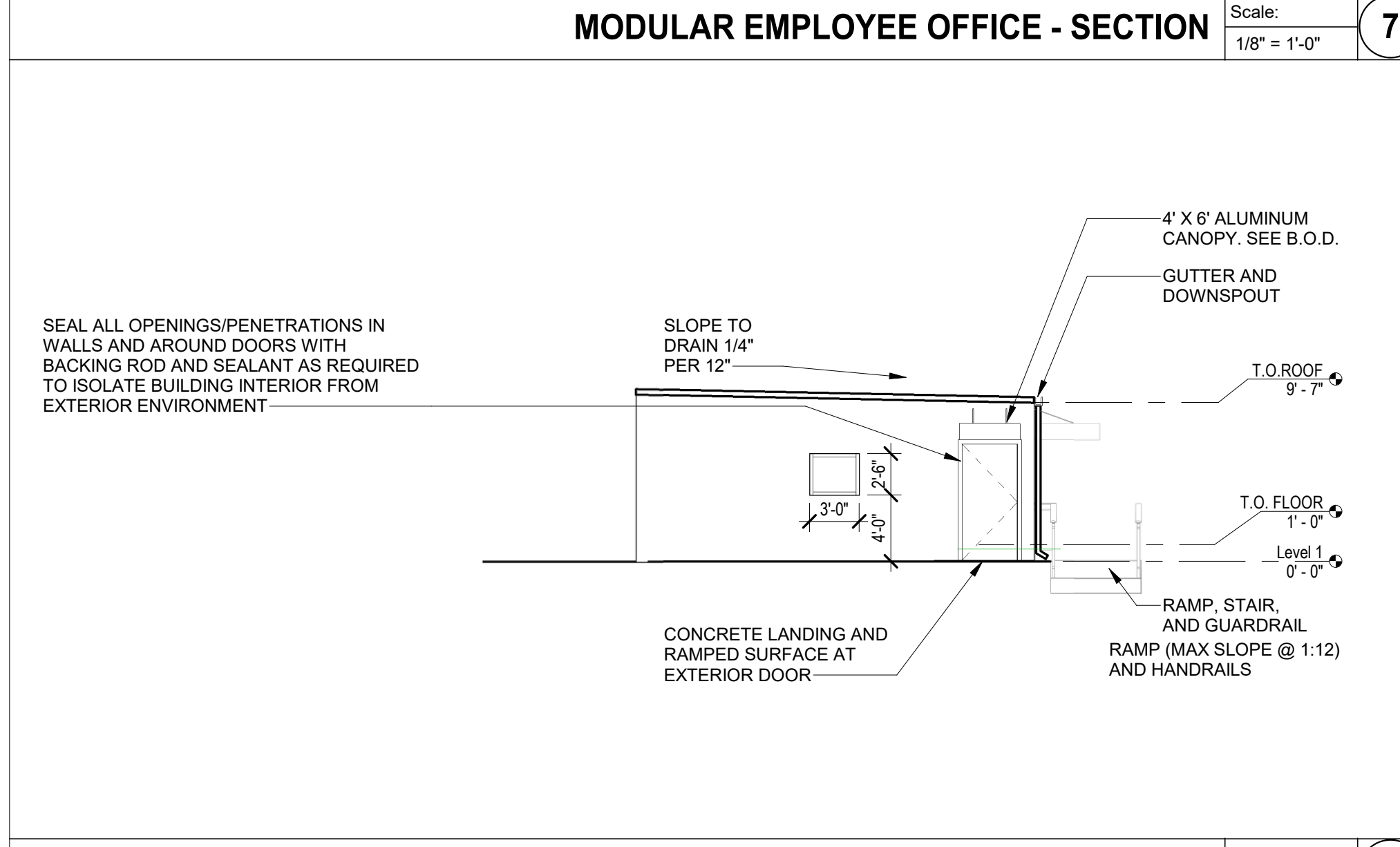
**MODULAR EMPLOYEE OFFICE - SECTION** Scale: 1/8" = 1'-0" **7**



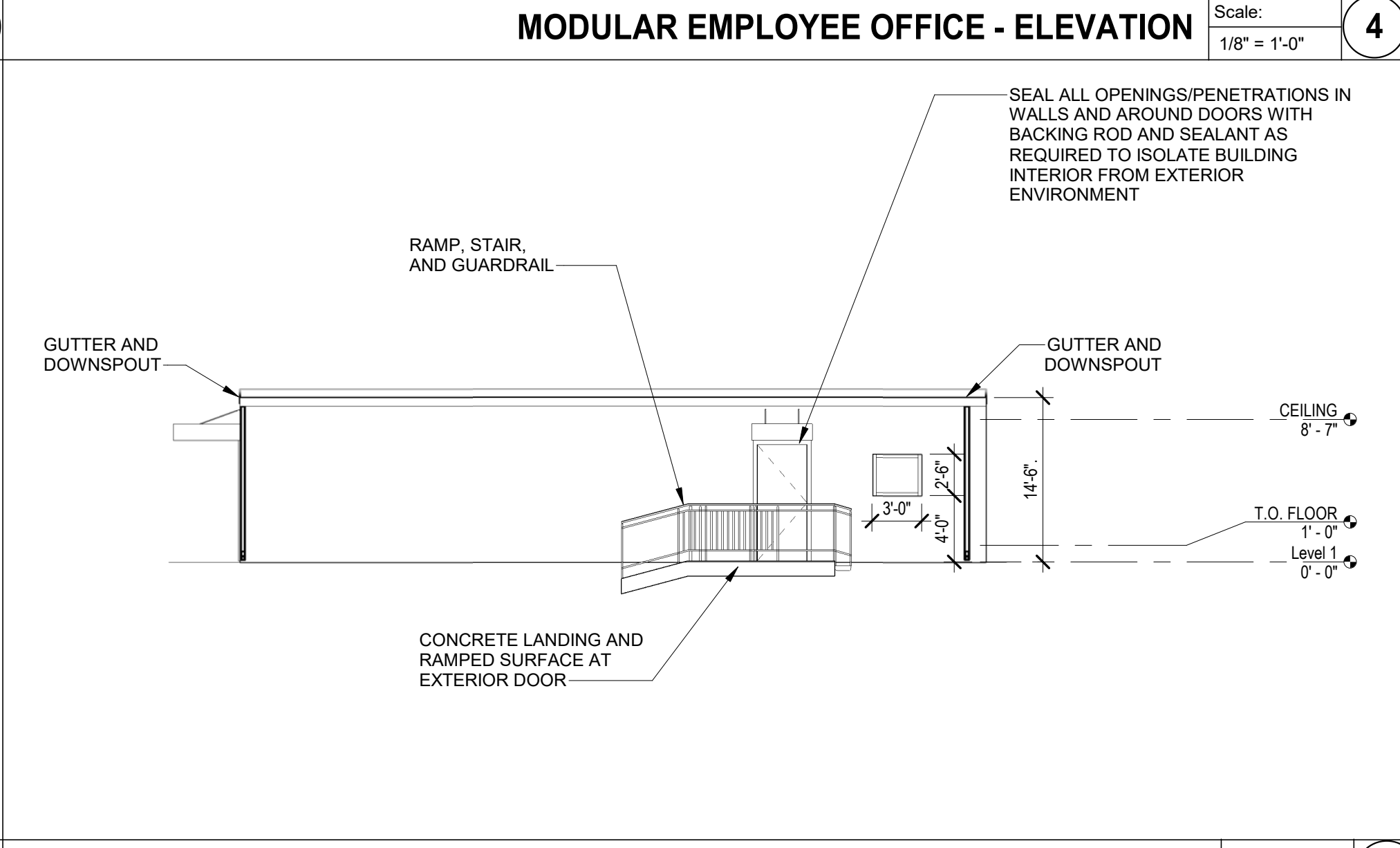
**MODULAR EMPLOYEE OFFICE - ELEVATION** Scale: 1/8" = 1'-0" **4**



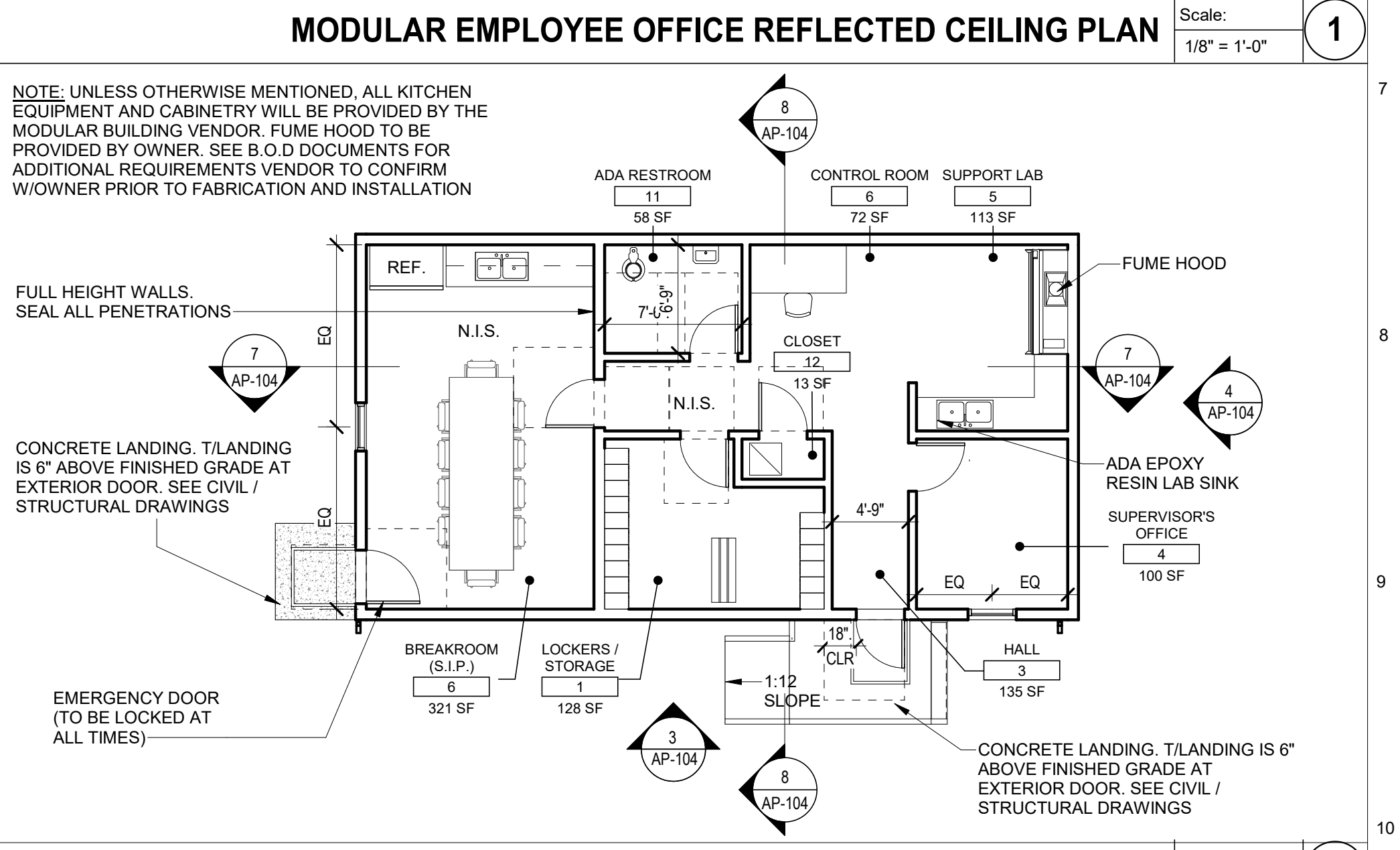
**MODULAR EMPLOYEE OFFICE REFLECTED CEILING PLAN** Scale: 1/8" = 1'-0" **1**



**MODULAR EMPLOYEE OFFICE - ELEVATION** Scale: 1/8" = 1'-0" **6**



**MODULAR EMPLOYEE OFFICE - ELEVATION** Scale: 1/8" = 1'-0" **3**



**MODULAR EMPLOYEE OFFICE FLOOR PLAN** Scale: 1/8" = 1'-0" **9**

8' 4' 0' 8' 16'

SCALE: 1/8" = 1'-0"

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PITTSBURG OPERATIONS PITTSBURG, CALIFORNIA

ARCHITECTURE  
AZTEC BUYER - PLANNING SUBMITTAL  
MODULAR EMPLOYEE OFFICE DRAWINGS

REV. MARK	REVISION	BY	CHK	APP	DATE	REV. MARK	REVISION
1	PLANNING SUBMITTAL	PS	SV	DW	9/8/2022		

ISSUE NO.	REV	MATERIAL OR JOB SPEC	BID	FAB	CONST	REF

DESIGNED	PS	STATUS	PLANT NO.
DRAWN	PS	P.E. SEAL	
CHECKED	SV		
APPROVED			
PROJ. ENGR.			
MFG. REP.			

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1956-AP-104

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## MEMORANDUM

**DATE:** November 13, 2023  
**TO:** Community and Economic Development Subcommittee  
**FROM:** Robert Carrera, Economic Development Manager  
**RE:** **Item No. 3a: Proposed Guidelines for Façade Improvement Grant Program**

---

One of the City's Economic Development Strategic Plan goals for existing businesses is to foster a business climate that is competitive by prioritizing support for existing businesses. One of the objectives under this goal is to develop programs that support the improvement and scaling of established businesses. One common way that City's support existing businesses in this objective is through investment of their building exteriors, also known as facades. Cities provide grants or loans to help business and property owners cover the costs of façade improvements. These investments provide mutual benefits which include beautification of commercial buildings and more potential foot traffic to businesses within these buildings.

Staff is proposing a Façade Improvement Grant Program where eligible applicants can receive up to \$10,000 to improve the facades of their buildings. Guidelines have been drafted which will provide potential applicants with detailed information on the parameters of the program, a copy of the application, and a copy of the standard grant agreement that they will have to sign upon approval of their grant application.

Staff is requesting feedback from the committee on the proposed guidelines of the Façade Improvement Grant Program. Feedback will be noted and considered for incorporation into the program, which is currently scheduled to launch on February 1, 2024.

Attachments:

1. Draft Guidelines – Façade Improvement Grant Program

# Façade Improvement Grant Program Guidelines & Application

November 2023



City of  
**Pittsburg**  
California

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DRAFT



## Executive Summary

The vast majority of Pittsburg's employers are small businesses, whether they are based at home or they have a commercial storefront. These businesses are at the heart and soul of the Pittsburg community and they are bastions of opportunity and creativity. The City and the City Council recognizes how important small businesses are in the community, which is why supporting their success is an essential part of the City's [Economic Development Strategic Plan](#). Businesses with storefronts greatly benefit from investment on those parts of the building that are visible to the public and face publicly accessible areas such as streets and sidewalks. These exteriors are called facades. Investments in these facades provide a number of benefits that include more inviting storefronts, improvements to neighborhood characteristics, reinvestment into older buildings, and more potential foot traffic. The City's Façade Improvement Grant Program aims to spur that investment opportunity.

The City of Pittsburg is providing small businesses with the opportunity to apply for reimbursable grants to cover 100% of the costs up to \$10,000. The City will be issuing up to 5 grants that are worth \$10,000 each per applicant. Any additional work above the \$10,000 threshold is the responsibility of the applicant to cover. This guide will provide you with more information about this program and guide you through the qualification and application process.

Thank you for your interest in this program. If you have any questions or need any guidance throughout the process, you can contact the City's Economic Development Manager, Robert Carrera, at [rcarrera@pittsburgca.gov](mailto:rcarrera@pittsburgca.gov) or by calling 925-252-4279.

## Program Components

The purpose of these funds is specifically for the enhancement and beautification of public-facing building facades that will improve the image and characteristics of the building, the business, and the city and will create an inviting experience that will mutually benefit the business, their customers, and the Pittsburg community. These funds can be used for the following:

- Signage
- Awnings
- Exterior paint
- Anti-graffiti exterior paint
- Windows
- Anti-graffiti film coating on windows
- Front Entrance Doors
- Exterior lighting
- Planter boxes
- Security cameras

Ineligible uses for this grant include:

- Property acquisition
- Building additions
- Performing general or deferred maintenance on buildings or properties
- Upgrading mechanical, plumbing, or electrical equipment, or roof repairs
- Parking area paving, resurfacing, repair, or striping

- Chain link fencing with or without slats
- Working capital
- Advertising beyond exterior signage
- Training
- Start-up costs
- Cash for operating expenses
- Work in progress or performed prior to project's approval

## Timeline

The program will begin accepting applications on February 1, 2024 and will continue through June 30, 2024, or until funds allotted to the program are depleted, whichever comes first. Applications are accepted on a first-come, first-served basis and completed applications are placed in a queue for review and approval. Incomplete applications will not be considered or placed in the queue. If an application is not approved for funding, the next application in the queue will be considered. If an application is approved for funding but funds are fully depleted, that application can be rolled over into the next funding cycle and reconsidered, given that the applicant remains interested and can provide update documents as necessary to the City.

## Prevailing Wage Requirement

All improvements completed through the Façade Reimbursement Program are “public work” as that term is used in Section 1720 of the California Labor Code. In accordance with Labor Code section 1720 et seq., prevailing wages shall be paid for all façade improvements. Use of volunteer labor is not allowed. All estimates and payments for construction and installation of façade improvements shall include prevailing wages and shall otherwise comply with the provisions of Sections 1773.8, 1775, 1776, 1777.5, 1777.6 and 1813 of the California Labor Code and all other applicable laws and regulations with respect to prevailing wages. Applicants are responsible for ensuring that improvements are in compliance with Prevailing Wage Law. To view prevailing wage rates and learn more, visit the State's Department of Industrial Relations webpage by clicking [here](#).

## Eligibility

The City is looking to target those businesses with storefronts that would provide the maximum return on investment for the City, while realizing the greatest amount of long-lasting benefits to the business. Those businesses that the City is looking to invest in must meet the following qualifications.

1. Business must be operating within Pittsburg City Limits
2. Business must have a City of Pittsburg Business License in good standing
3. Business, and the property that business is located on, must have no outstanding, active Code Enforcement cases
4. Business must be a brick-and-mortar operation with a public-facing storefront. Home-based businesses are ineligible
5. Shopping Centers with 5 or less tenants are qualified. A property owner led application is highly encouraged to create a uniformed project, but individual tenants can apply also.
6. Business must be in operation prior February 1, 2022.

## Application Procedures

All interested, qualified parties can apply for this program by filling out the application form shown in Attachment A of this document. In addition to filling out the application, applicants must provide copies of the following documents.

- Copy of Photo ID (Valid Driver's License, Passport, Etc.)
- Copy of Current City of Pittsburg Business License
- Copy of Current W-9 Form
- Copy of 2022 Profit and Loss Statement OR Copy of 2022 Tax Returns
- Copy of Current Lease Agreement (Tenant Applicants Only)
- Signed Letter from Landlord Approving Application (Tenant Applicants Only)
- At Least 5 Before Photos of the Storefront
- Vendor/Contractor Quote(s) for Proposed Work

The application packet can either be submitted in person at City Hall offices to the City's Economic Development Manager, Robert Carrera, or it can be submitted online via email to [rcarrera@pittsburgca.gov](mailto:rcarrera@pittsburgca.gov). Incomplete applications will not be accepted. The City reserves the right to request more documentation if the provided documentation does not clearly identify eligibility or if more information is needed on the proposed work.

## Grant Awarding

Grant applications will be reviewed by a team of City staff that will include representatives from the City's economic development, planning, and building divisions. This team will review and rate applications using a weighted scaled based upon the following categories:

1. Does the applicant demonstrate that they are qualified to receive this grant?
2. Does the applicant demonstrate the understanding of the improvements sought through this program and provide a project that truly enhances the quality of the business, the building, and the neighborhood?
3. Does the applicant provide all the necessary documents as requested through this application?
4. Does the applicant show has lined up the proper contract work to complete such improvements?
5. Does the applicant demonstrate the ability to complete the project on a timely basis?

During the review process, the team may identify if the proposed work will require city permits. Fees for consultation by City staff on permits as well as for the initial submittal of permitting applications are waived through participation in this program. Any additional permit fees incurred through resubmittals, appeals, and so forth are the responsibility of the applicant to cover for payment. The applicant may have the option to pay for those additional permit fees by deducting from their grant balance. The applicant would submit these additional permitting invoices in the form of a reimbursement request (see Post Awarding Procedures) and the approved charges would be deducted from their grant balance.

Upon review, applications that are recommended for approval are taken to the City's Community and Economic Development Subcommittee to provide feedback. The committee is made up of 2 members of the City Council and 2 Members of the Planning Commission. After receiving committee feedback, the City will then begin issuing notifying applicants of their approval of grant funding and then provide the

applicant with a grant agreement for review and signature. As part of the application process, the applicant must agree to the terms and conditions in the grant agreement prior to signing it. Grant agreements will be processed through email using the DocuSign application, which is an efficient method for processing agreements. If the applicant is unable to process their agreement through email, staff will make accommodations to have the applicant sign their agreement in-person.

## Post Awarding Procedures

Upon the completed signing of the grant agreement, the recipient may begin conducting the approved work in the application upon complete signing of the grant agreement. It is the expectation of the recipient to begin the approved work no later than 3 months upon completed signing of the grant agreement, and to complete work within 1 year upon completed signing of the grant agreement. If the approved work is not completed within 1 year completed signing of the grant agreement, the grant agreement will expire and the recipient will no longer be able to reimburse themselves for any additional work beyond the one year lifespan of the grant agreement.

To receive reimbursement of this grant, it is the responsibility of the recipient to provide two pieces of documentation for every reimbursement request; (1) an invoice for the approved work, and (2) proof of payment directly tied to the invoice. If these two documents are not provided in the reimbursement request, the request will not be processed. Upon review and approval of the reimbursement request, staff will process reimbursement requests and issue checks for pick up or mail delivery within 3 weeks. The recipient may submit as many reimbursement requests as needed until their awarded funds are fully expended. It is recommended for efficiency that the recipient wait to submit only one reimbursement request with all expenses and proof of payments from the approved work.

## Attachment A: Façade Improvement Program Application

Applicant Information			
Last	First	M.I.	Date
Daytime Phone Number		Email Address	

Applicant is the Following: (Check all that Apply)

Property Owner	<input type="checkbox"/>
Business Owner/Tenant	<input type="checkbox"/>

Property Owner Information (if different from applicant)			
Last	First	M.I.	Date
Property Owner Mailing Address			Apartment/Unit #
City	State	ZIP	
Daytime Phone Number		Email Address	

Business and Property Information			
Business Name			
Property Address (Location of Business)			Apartment/Unit #
City	State	ZIP	
City Business License #		Years in Business	
Does your business have a storefront open to the public? (Yes/No)			

Grant Funding Information	
Scope of Work	
Estimated Total Project Cost	Grant Amount Requested
What is the proposed timeline for this project?	

Supplemental Documents Checklist	
Copy of Photo ID (Valid Driver's License, Passport, Etc.)	
Copy of Current City of Pittsburgh Business License	
Copy of Current W-9 Form	
Copy of 2022 Profit and Loss Statement OR Copy of 2022 Tax Returns	
Copy of Current Lease Agreement (Tenant Applicants Only)	
Signed Letter from Landlord Approving Application (Tenant Applicants Only)	
At Least 5 Before Photos of the Storefront	
Vendor/Contractor Quote(s) for Proposed Work	

Acknowledgement	
As the legal owner of the above property, I hereby grant authorization for the applicant (whether it is self or tenant) to complete the façade improvements indicated on this application.	
Property Owner Signature	Date
<p>The applicant and/or property owner certify the following:</p> <ul style="list-style-type: none"> <li>- The owner is the property owner of record and there are no current code enforcement actions pending against the property.</li> <li>- We have read the Program Guidelines, we understand them, and we accept them.</li> <li>- We are qualified and will abide by such conditions set forth in this application and all reasonable conditions which may be issued by the City of Pittsburg in the implementation of this project.</li> <li>- If awarded a grant, we will abide to the terms and conditions set forth in the grant agreement.</li> <li>- We will abide by the provisions set forth in the California Labor Code and ensure that all estimates and payments for construction and installation of façade improvements shall include prevailing wages.</li> </ul>	
Property Owner Signature	Date
Applicant Signature	Date

**Attachment B: Façade Improvement Program Grant Agreement**

DRAFT





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## MEMORANDUM

**DATE:** November 13, 2023  
**TO:** Community and Economic Development Subcommittee  
**FROM:** Sara Bellafronte, Assistant to the City Manager  
**RE:** **Agenda Item No. 4a-c**

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### Item No. 4a: Environmental Services Grants Update

1. Brownfields Grants. The City closed out its first brownfield grant this year and has two active brownfield grants funding its current Brownfields Program:
  - a. US EPA Brownfield Multipurpose Grant: \$800,000 grant award. \$500,000 remaining. Upcoming activities under this grant:
    - i. Remediation design of 8<sup>th</sup> Street Linear Park
    - ii. Contribution to cleanup costs of City-owned parcels on E 3<sup>rd</sup> Street at Harbor Street
    - iii. Some funds reserved for use as Economic Development tool to attract and assist innovative prospective Pittsburg businesses
  - b. Department of Toxic Substances Control (DTSC) Equitable Communities Revitalization Grant (ECRG) Round 1: \$534,437 for remediation of City-owned parcels on E 3rd Street at Harbor Street
    - i. Staff attended the Center for Creative Land Recycling conference in October to learn more about the program and provide City perspective to the DTSC on their ECRG program to increase accessibility to the upcoming Round 3 funding.

The City is ineligible for 2024 US EPA grant funds, and looks forward to 2025 grant program announcements.

2. Diablo Energy Storage Mitigation Grant. The City hosted an 80-student Delta Waters cohort on Friday November 3, 2023. The event took place at the Corteva wetlands, the students were from Parkside Elementary, five docents from Pittsburg High School assisted with instruction, and volunteers from the US Department of Fish and Wildlife led three stations. We are thankful for these partnerships the insightful unique experience it affords our local students. This program has been funded by a multitude of sources but most recently a \$55,000 mitigation grant from Diablo Energy Storage.
  3. Solid Waste Grants. The City has applied/will apply for the following solid waste grants for the following amounts and activities:
    - a. CalRecycle Used Oil Grant: approximately \$8,000 to fund the City's residential curbside used oil and oil filter pickup program.
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- b. CalRecycle SB 1383 Local Assistance Grant: \$141,900 for edible food generator education and enforcement assistance in accordance with SB 1383, as well as funds to host free community compost giveaways in 2024.
- c. CalRecycle City/County Payment Program, Beverage Container Recycling Program: approximately \$15,000 to support Civic Pride Day and Adopt-a-Spot events, procure recycle-friendly event swag and educational materials, and BigBelly pilot costs.

**Item No. 4b: Multifamily Organics Pilot Education Program.**

Commercial three-container program rollout is coming in 2024. The City has been contacted by two multifamily residences (Beacon Villas and Mosaic Apartments) that have experienced issues with cart contamination and overflow. Staff provided educational materials to the complexes for resident education and will host in-person organics workshops to prepare residents for the rollout. Regular follow-up will occur to assess the effectiveness of the workshops and provide additional educational services as needed to avoid citations and fines.

**Item No. 4c: 6<sup>th</sup> Annual Pittsburgh Fishing Derby.**

Staff will present a slideshow summarizing the successful event.