

PLANNING COMMISSION

Jay Goyal, Chairman

Kevan Hutchinson, Vice-Chairman

Eugene Bumbera George A. Marquez

Darren Smith Robert Palacio Ramon Castro

AGENDA
PLANNING COMMISSION
REGULAR MEETING
WEDNESDAY, JULY 10, 2019 AT 5:30 P.M.
CITY OF BRAWLEY COUNCIL CHAMBERS
383 MAIN STREET
BRAWLEY, CALIFORNIA

- 1. CALL TO ORDER / ROLL CALL
- 2. APPROVE AGENDA
- 3. APPROVE MINUTES JUNE 5, 2019
- 4. PUBLIC APPEARANCES

The Planning Commission encourages citizen participation on all matters presented for their consideration. Members of the public who wish to speak on an issue that is not on the agenda may do so during the "Public Appearances" section at any meeting. The Planning Commission does not take action on items presented under Public Appearances.

PUBLIC HEARINGS

5. A tentative parcel map (PM19-04) submitted to allow for construction of 2 single family dwellings on property located at the 1543 A Street, Brawley, CA 92227. The property is currently zoned R-2 (Residential Low Density) and is .5 acres in size.

Property Owner: Sierra-Mare Enterprises, INC

Mario Maresca

Representative: Dynamic Consulting Engineers

David Beltran

Legal Description: The East 60 Feet of the South 1/2 Block B, Brawley

Subdivision 2 except the South 30 Feet, City of Brawley,

County of Imperial, state of California, APN 047-430-053.

6. A tentative parcel map (PM19-05) submitted to allow for construction of 4 single family dwellings on property located at the 1635 C Street, Brawley, CA 92227. The property is currently zoned R-2 (Residential Low Density) and is 1.5 acres in size.

Property Owner: Sierra-Mare Enterprises, INC

Mario Maresca

Representative: Dynamic Consulting Engineers

David Beltran

Legal Description: The South 1/2 of the West 1/2 of Lot 3, 1.25 Acres,

Brawley Subdivision #1, City of Brawley, County of

Imperial, State of California, APN 047-250-007

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7. CODE ENFORCEMENT REPORT

*May Code Enforcement Report Attached

- 8. REVIEW AND ADOPTION OF PLANNING COMMISSION RULES 2018-2019
- 9. ELECTION OF OFFICERS 2018-2019
- 10. NEXT MEETING DATE
- 11. ADJOURNMENT

Supporting documents are available for public review in the Community Development Services office, 205 S. Imperial Avenue, Brawley, Monday through Friday, during regular posted business hours. Individuals who require special accommodations are requested to give 24-hour prior notice.

Contact: Alma Benavides, City Clerk, 760-351-3080

CITY OF BRAWLEY June 5, 2019

The Planning Commission of the City of Brawley, California, met in Regular Session at 5:30 p.m., City Council Chambers, 383 Main Street, Brawley, California, the date, time, and place duly established for the holding said meeting. The City Clerk attests to the posting of the agenda pursuant to the G.C.54954.

1. CALL TO ORDER/ROLL CALL

The meeting was called to order by Vice-Chairman Hutchinson @ 5:31 pm

PRESENT: Goyal, Marquez, Smith, Bumbera, Castro, Hutchinson

ABSENT: Palacio

2. APPROVAL OF AGENDA

The agenda was **approved** as submitted. m/s/c Smith/ Palacio 6-0

AYES: Marquez, Smith, Bumbera, Castro, Hutchinson, Palacio

NAYES: None ABSENT: Goyal ABSTAIN: None

3. APPROVAL OF MINUTES

The minutes were **approved** as submitted. m/s/c Castro/ Palacio 6-0

AYES: Marquez, Smith, Bumbera, Castro, Hutchinson, Palacio

NAYES: None ABSENT: Goyal ABSTAIN: None

4. PUBLIC APPEARANCES

5. PUBLIC HEARING VAR 19-01

A variance (VAR 19-01) submitted requesting to allow for to allow for the expansion of the existing single family dwelling to encroach in the front yard setback on property located at 698 & 698 1/2 South Imperial Avenue, Brawley, CA 92227. The property is currently zoned R-1 (Residential Single Family) and is .39 acres in size.

Property Owner: Jesus Antonio & Aimee Reynosa Angulo

Legal Description: South 74 Feet of Lot 1 RESUB OF West 1/2 of Block 55 Original Map 1

20, City of Brawley, County of Imperial, State of California, APN 049-

181-019.

Planning Director Gaste, presented the staff report to the commission. He added that the front yard setback required is based on size of lot. If the lot was the size the minimum lot size allowed a variance would not be required and that the structure would end up being at a relative distance to the surrounding properties.

OPEN PUBLIC HEARING @ 5:34 PM

Jesus Antonio Reynosa, Owner, addressed the Commission and mentioned that his intent is to expand his current structure and modernize the home.

PUBLIC HEARING CLOSED @ 5:38PM

The Commission approved the variance as proposed. m/s/c Castro/ Palacio 6-0

AYES: Marquez, Smith, Bumbera, Castro, Hutchinson, Palacio

NAYES: None ABSENT: Goyal ABSTAIN: None

6. PUBLIC HEARING CUP 11-02

Review of conditional use permit (CUP11-02) that allows for the keeping of 6 chickens and one rooster located at 1557 Manzanita Street, Brawley, CA 92227. The property is currently zoned R-1 (Residential Single Family) and consists of 0.15 acres of land.

Property Owner: Roberto and Irma Zaragoza

Representative: Gloria Zaragoza

Legal Description: Lot 12, Valle Grande Subdivision in Brawley Subdivision No. 1, City of

Brawley, County of Imperial, State of California, APN047-480-056.

Planning Director Gaste, informed the Commission that the reason this item was brought before the Commission is that there were multiple complaints from a single complainant which requires review of the permit.

Commissioner Hutchinson asked what happens to the fowl if the permit was revoked

Planning Director Gaste, informed the Commission that if revoked the fowl would need to be removed.

Planning Commission Secretary Montaño, informed the Commission that there have not been other complaints received by any department (Code Enforcement, Police Department or Animal Control) for the location since approval of the permit in 2011. In addition to that she also informed the commission of three comments received during the public notice phase of this review: 1 from the complainant and 2 from surrounding neighbors in favor of the fowl.

OPEN PUBLIC HEARING @ 5:40 PM

Gloria Zaragoza, Representative, addressed the Commission and explained the issues she has had with the complainant. She also mentioned that they agree with the modifications to the permit.

PUBLIC HEARING CLOSED @ 5:58 PM

The Commission approved the modifications to the conditional use permit as proposed. m/s/c Palacio/ Castro 6-0

AYES: Marquez, Smith, Bumbera, Castro, Hutchinson, Palacio

NAYES: None ABSENT: Goyal ABSTAIN: None

7. CODE ENFORCEMENT REPORT

*April Code Enforcement Report were presented

8. ADJOURNED TO July 10, 2019.

Gordon R. Gaste AICP CEP, Development Services Director



STAFF REPORT

Minor Subdivision: PM 19-04 1635 C Street Subdivision

Property Owner(s): Sierra-Mare Enterprises, INC.

c/o Mario Maresca

Representative(s): David Beltran, LS, Dynamic Consulting Enginees

Legal Description: South 1/2 of the West 1/2 of Lot 3, 1.25 Acres, Brawley

Subdivision #1, City of Brawley, County of Imperial, State of

California, APN 047-250-007

Location: 1635 C Street

Area: 1.25 Acres (54,450 Square Feet)

Zoning: R-2 (Residential Low Density)

Existing Use: Vacant

Proposed Use: Single Family Dwelling

Surrounding Land Uses:

North - R-2 (Low Density Multiple-Family Residential)/ Vacant

South - R-2 (Low Density Multiple-Family Residential)/ Single Family House **East -** R-2 (Low Density Multiple-Family Residential)/ Single Family House

West- R-3 (Medium Density Multiple-Family Residential)/ Apartments

General Plan Designation: Low Density Residential

CEQA Status: Exempt

PLANNING COMMISSION, JULY 10, 2019, 5:30 P.M.
CITY OF BRAWLEY COUNCIL CHAMBERS, 383 MAIN STREET,
BRAWLEY, CALIFORNIA

Minor Subdivision: PM 19-04

General Information:

The parcel map for this Parcel Map was submitted in order to permit Single Family Dwelling. The property is currently zoned R-2 (Residential Low Density). The site is currently Vacant and is 1.25 acres in size. The proposed parcel map shows to subdivide one parcel into four parcels to allow for the construction of four single family residential units. A thirty foot right of way is also being proposed for the future extention of B Street. Access is proposed via C Street. There are no zoning conditions currently imposed on this property.

Information to the Comission:

- 1. The applicant shall obtain an encroachment permit from the Department of Public Works for any new, altered or unpermitted driveways necessary to access each of the parcels from a public street.
- 2. The applicant shall obtain a tax certificate from the County Tax Collector.
- 3. The applicant shall pay all fees associated with review and approval of the site plan, parcel map, and variance.
- 4. The applicant shall pay fees to record the final parcel map.
- 5. The applicant shall defend, indemnify, and hold harmless the City of Brawley, or its agents, officers and employees from any claim, action or proceedings against the City or its agents, officers, or employees to attack, set aside, void or annul, an approval by the Planning Commission or City Council concerning the subdivision. The City of Brawley shall promptly notify the applicant of any claim, action or proceedings and shall cooperate fully in the defense.
- 6. Any person or party who succeeds to the interest of the present owner by sale, assignment, transfer, conveyance, exchange or other means shall be bound by the conditions of approval.
- 7. Provide sewer and water, curb and gutter, sidewalks and other improvements to City standards before City issues certificate of occupancy for any structure for each parcel.

The recommendation is based on the following findings:

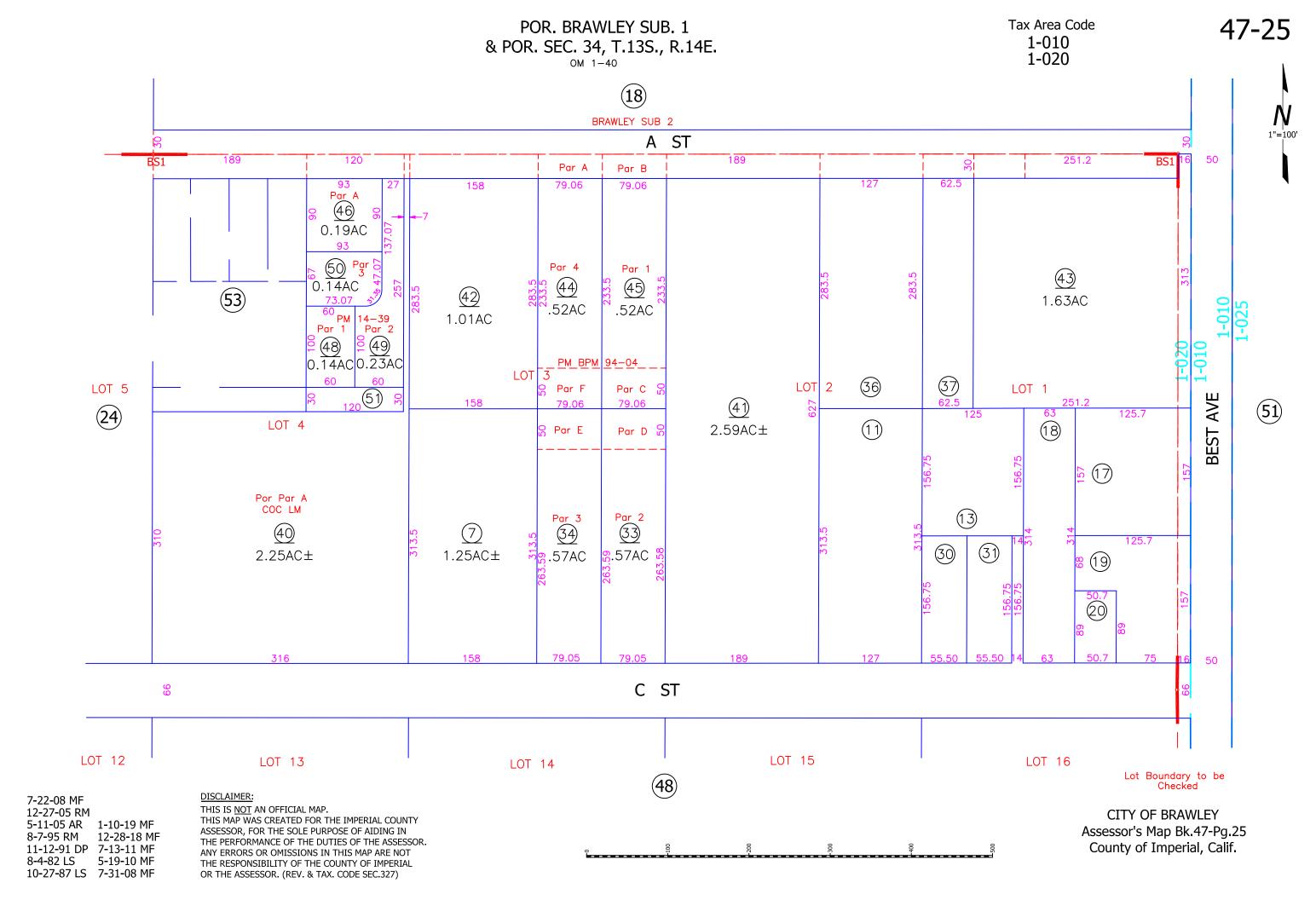
- 1. The proposal is exempt from CEQA pursuant to Section 15315.
- 2. The location of the project and surrounding land uses make it unlikely the project will cause significant environmental impacts (as referenced in the Exempt).
- 3. Approval of the Exempt and parcel map will not be detrimental to the public welfare or detrimental to the health and safety of the residents of the City of Brawley.
- 4. The tentative map is consistent with the character of the area for that type of land use.
- 5. The size of the new parcel(s) is consistent with the Zoning ordinance.
- 6. The size of the new parcel(s) is consistent with the General Plan.
- 7. The Parcel Map was performed in compliance with the Subdivision Map Act and Subdivision Ordinance requirements.

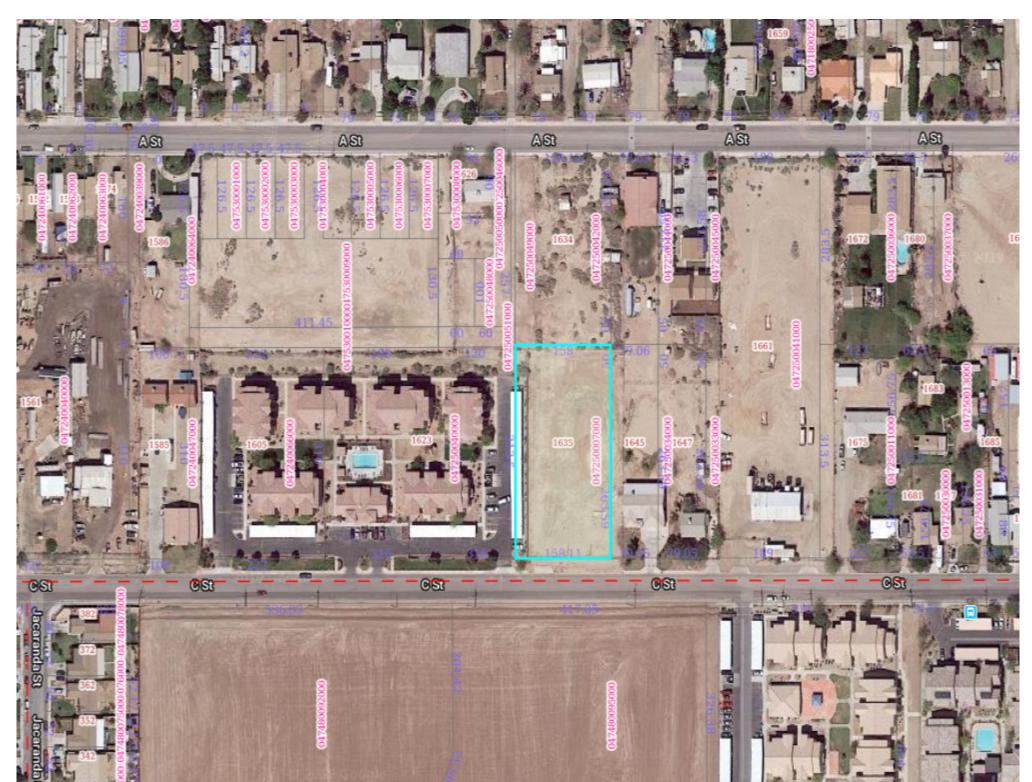
The Brawley General Land Use Map designates this property for Low Density Residential land uses.

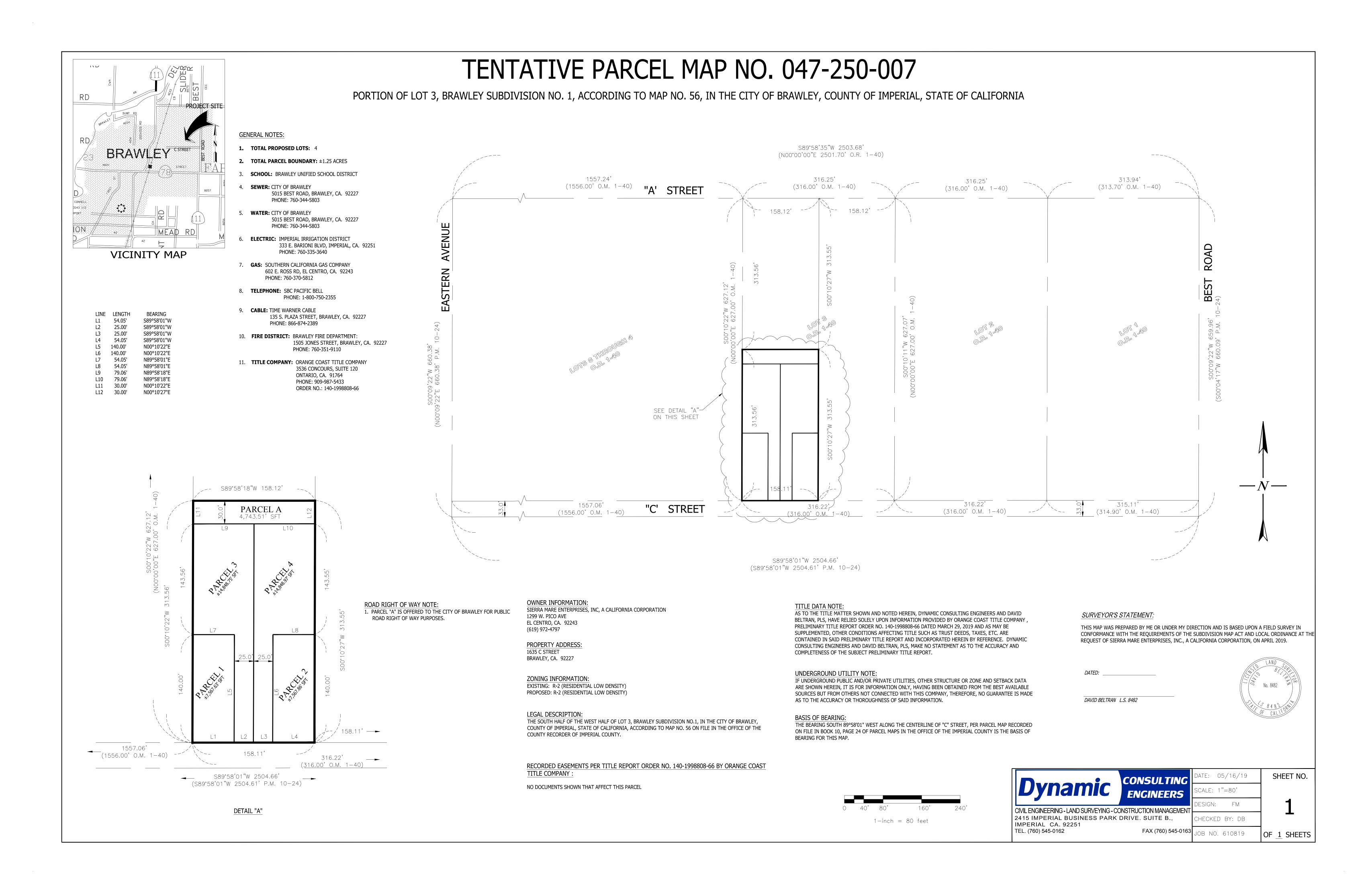
R-2 (Residential Low Density) zoning permits Single Family Dwelling.

ATTACHMENT: Location Map; Proposed Parcel Map

NOTE TO THE PROPERTY OWNER: PLANNING COMMISSION REQUIRES THAT THE APPLICANT OR REPRESENTATIVE BE PRESENT AT THE PUBLIC HEARING FOR THIS ITEM. PLEASE DIRECT ANY QUESTIONS CONCERNING THIS REPORT TO THE PLANNING DEPARTMENT AT (760) 344-8822.







STAFF REPORT

Minor Subdivision: PM 19-05 1543 A Street Subdivision

Property Owner(s): Sierra-Mare Enterprises, INC.

c/o Mario Maresca

Representative(s): David Beltran, LS, Dynamic Consulting Engineers

Legal Description: The East 60 Feet of the South 1/2 Block B, Brawley Subdivision 2

except the South 30 Feet, City of Brawley, County of Imperial,

state of California, APN 047-430-053

Location: 1543 A Street

Area: 0.5 Acres (20,347 Square Feet)

Zoning: R-2 (Residential Low Density)

Existing Use: Vacant

Proposed Use: Two Single Family Dwelling

Surrounding Land Uses:

North - R-3 (Medium Density Multiple-Family Residential)/ Vacant

South - R-2 (Low Density Multiple-Family Residential)/ Single Family House
 East - R-2 (Low Density Multiple-Family Residential)/ Single Family House
 West- R-2 (Low Density Multiple-Family Residential)/ Single Family House

General Plan Designation: Low Density Residential

CEQA Status: Exempt

Minor Subdivision: PM 19-05

General Information:

The parcel map for this Parcel Map was submitted in order to divide one parcel in two. The property is currently zoned R-2 (Residential Low Density). The site is currently Vacant and is 0.5 acres in size. The proposed parcel map shows to subdivide one parcel into two parcels to allow for the construction of two single family residential units. A thirty foot right of way is also being proposed for the future connection of Magnolia Street. The rear parcel to be divided will not be constructed on until a point in time when the half width of Magnolia Street is constructed. Access is proposed via A Street. There are no zoning conditions currently imposed on this property.

Information to the Comssion:

Staff Recommendation:

- 1. The applicant shall obtain an encroachment permit from the Department of Public Works for any new, altered or unpermitted driveways necessary to access each of the parcels from a public street.
- 2. The applicant shall obtain a tax certificate from the County Tax Collector.
- 3. The applicant shall pay all fees associated with review and approval of the site plan, parcel map, and variance.
- 4. The applicant shall pay fees to record the final parcel map.
- 5. The applicant shall defend, indemnify, and hold harmless the City of Brawley, or its agents, officers and employees from any claim, action or proceedings against the City or its agents, officers, or employees to attack, set aside, void or annul, an approval by the Planning Commission or City Council concerning the subdivision. The City of Brawley shall promptly notify the applicant of any claim, action or proceedings and shall cooperate fully in the defense.
- 6. Any person or party who succeeds to the interest of the present owner by sale, assignment, transfer, conveyance, exchange or other means shall be bound by the conditions of approval.
- 7. Provide sewer and water, curb and gutter, sidewalks and other improvements to City standards before City issues certificate of occupancy for any structure for each parcel.
- 8. Parcel 2 will not be developed until the at least a half width of Magnolia Street and North 16th Street is improved.

The recommendation is based on the following findings:

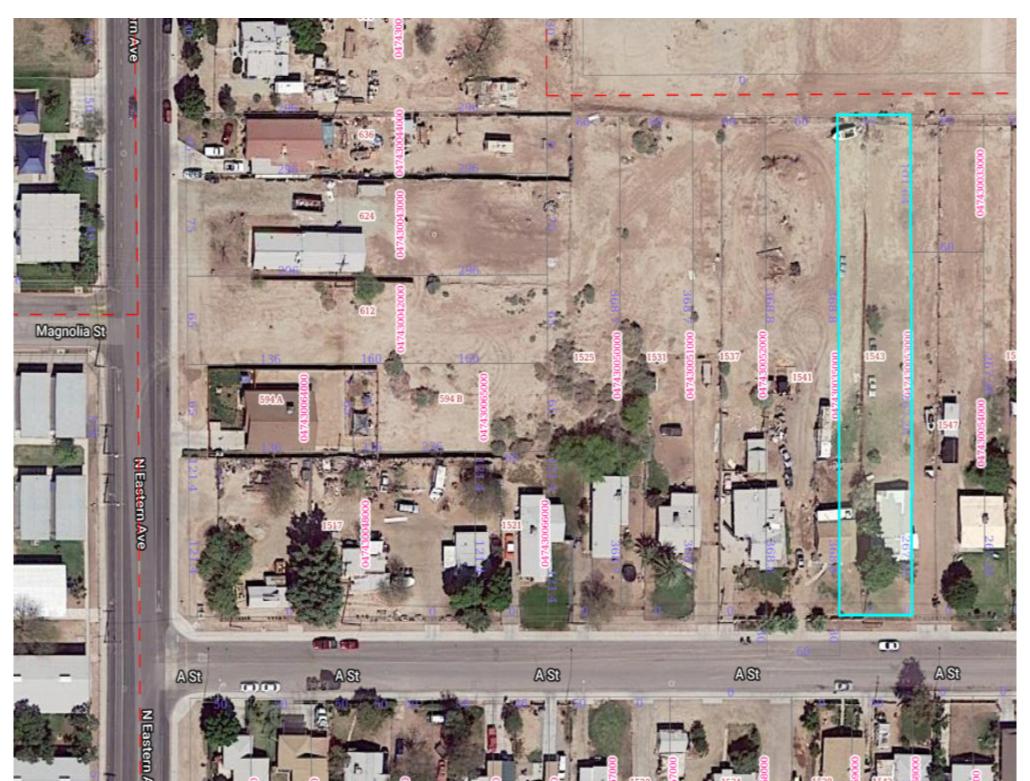
- 1. The proposal is exempt from CEQA pursuant to Section 15315.
- 2. The location of the project and surrounding land uses make it unlikely the project will cause significant environmental impacts (as referenced in the Exempt).
- 3. Approval of the Exempt and parcel map will not be detrimental to the public welfare or detrimental to the health and safety of the residents of the City of Brawley.
- 4. The tentative map is consistent with the character of the area for that type of land use.
- 5. The size of the new parcel(s) is consistent with the Zoning ordinance.
- 6. The size of the new parcel(s) is consistent with the General Plan.
- 7. The Parcel Map was performed in compliance with the Subdivision Map Act and Subdivision Ordinance requirements.

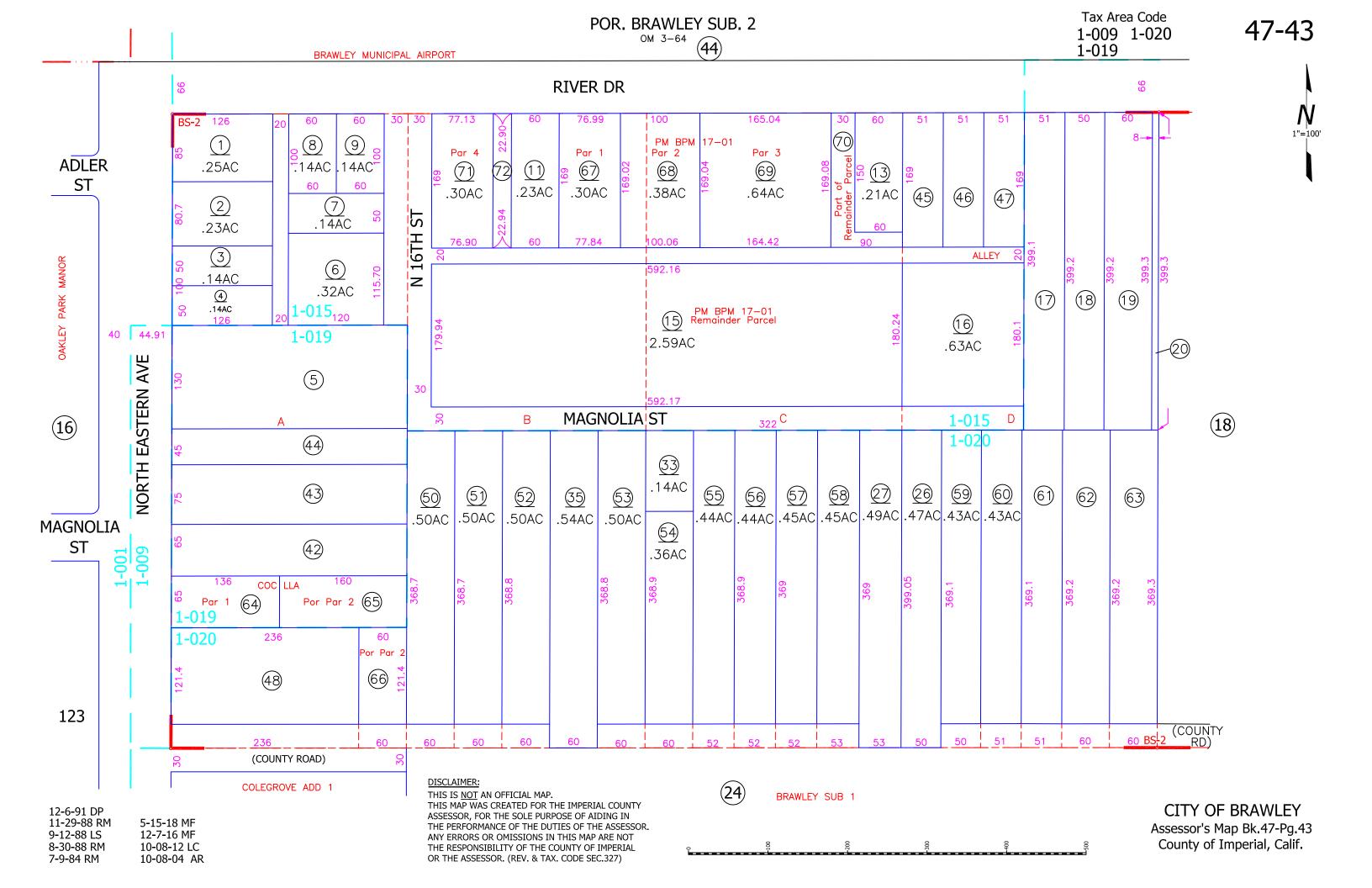
The Brawley General Land Use Map designates this property for Low Density Residential land uses.

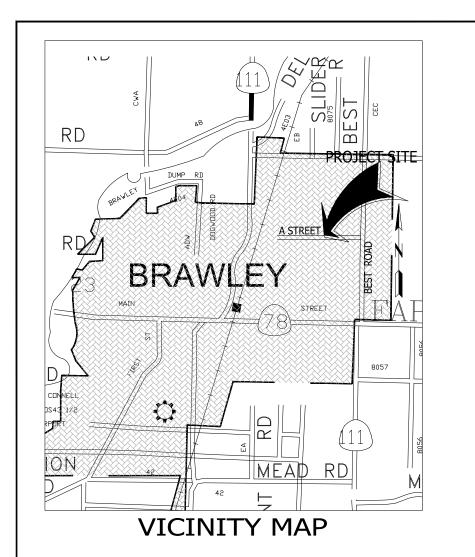
R-2 (Residential Low Density) zoning permits Single Family Dwelling.

ATTACHMENT: Location Map; Proposed Parcel Map

NOTE TO THE PROPERTY OWNER: PLANNING COMMISSION REQUIRES THAT THE APPLICANT OR REPRESENTATIVE BE PRESENT AT THE PUBLIC HEARING FOR THIS ITEM. PLEASE DIRECT ANY QUESTIONS CONCERNING THIS REPORT TO THE PLANNING DEPARTMENT AT (760) 344-8822.

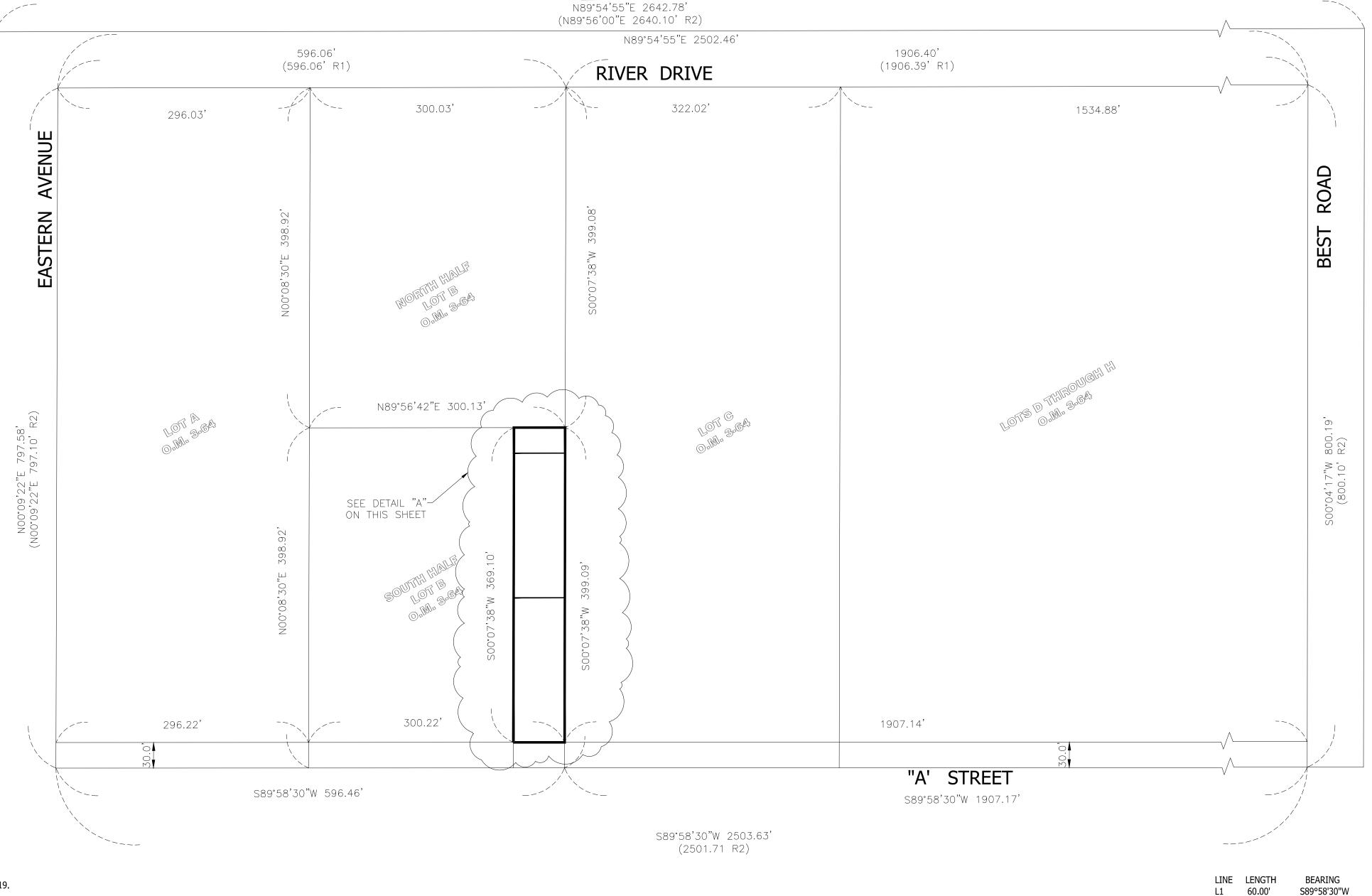






GENERAL NOTES:

- 1. TOTAL PROPOSED LOTS: 2
- 2. TOTAL PARCEL BOUNDARY: ±0.51 ACRES
- 3. **SCHOOL:** BRAWLEY UNIFIED SCHOOL DISTRICT
- 4. **SEWER:** CITY OF BRAWLEY 5015 BEST ROAD, BRAWLEY, CA. 92227 PHONE: 760-344-5803
- 5. **WATER:** CITY OF BRAWLEY 5015 BEST ROAD, BRAWLEY, CA. 92227 PHONE: 760-344-5803
- 6. **ELECTRIC:** IMPERIAL IRRIGATION DISTRICT 333 E. BARIONI BLVD, IMPERIAL, CA. 92251 PHONE: 760-335-3640
- 7. GAS: SOUTHERN CALIFORNIA GAS COMPANY 602 E. ROSS RD, EL CENTRO, CA. 92243 PHONE: 760-370-5812
- 8. **TELEPHONE:** SBC PACIFIC BELL PHONE: 1-800-750-2355
- 9. CABLE: TIME WARNER CABLE 135 S. PLAZA STREET, BRAWLEY, CA. 92227 PHONE: 866-874-2389
- 10. **FIRE DISTRICT:** BRAWLEY FIRE DEPARTMENT: 1505 JONES STREET, BRAWLEY, CA. 92227 PHONE: 760-351-9110
- 11. TITLE COMPANY: ORANGE COAST TITLE COMPANY 3536 CONCOURS, SUITE 120 ONTARIO, CA. 91764 PHONE: 909-987-5433 ORDER NO.: 140-1998808-66



TENTATIVE PARCEL MAP NO. 047-430-053

PORTION OF BLOCK B, BRAWLEY SUBDIVISION NO. 2, ACCORDING TO MAP NO. 220, IN THE CITY OF BRAWLEY, COUNTY OF IMPERIAL, STATE OF CALIFORNIA

BASIS OF BEARING

RECORDED EASEMENTS:

PRELIMINARY TITLE REPORT OF REFERENCE: ORANGE COAST TITLE COMPANY, ORDER No. 140-1975985-66 DATED MARCH 7, 2019.

1 AN EASEMENT FOR THE PURPOSE HEREIN STATED, AND RIGHTS INCIDENTAL THERETO AS PROVIDED IN AN INSTRUMENT.

IN FAVOR OF: IMPERIAL IRRIGATION DISTRICT PURPOSE:

RIGHT OF WAY FOR THE MAINTENANCE OF A POWER LINE AND INCIDENTAL

RECORDED: APRIL 10, 1940 IN BOOK 545, PAGE(S) 384 OFFICIAL RECORDS AFFECTS: MORE PARTICULARLY DESCRIBED IN THE ABOVE MENTIONED.

REFERENCE IS MADE TO SAID DOCUMENT FOR FULL PARTICULARS.

2 AN EASEMENT FOR PURPOSES HEREIN STATED, AND RIGHT INCIDENTAL THERETO AS PROVIDED IN AN

IN FAVOR OF: COUNTY OF IMPERIAL PUBLIC HIGHWAY AND INCIDENTAL PURPOSES

NOVEMBER 16, 1944, IN BOOK 630, PAGE(S) 136 OFFICIAL RECORDS RECORDED: MORE PARTICULARLY DESCRIBED IN THE ABOVE MENTIONED. REFERENCE IS MADE TO SAID DOCUMENT FOR FULL PARTICULARS.

AN EASEMENT AS SET FORTH IN AN INSTRUMENT

DRAIN DITCH AND INCIDENTAL PURPOSES

AUGUST 21, 1958 IN BOOK 1002, PAGE 596 OFFICIAL RECORDS RECORDED: AFFECTS: THE NORTHERLY 8 FEET OF SAID LAND.

ROAD RIGHT OF WAY NOTE: 1. PARCEL "A" IS OFFERED TO THE CITY OF BRAWLEY FOR PUBLIC ROAD RIGHT OF WAY PURPOSES.

BASIS OF BEARING:

THE BASIS OF BEARING FOR THIS MAP IS NORTH 89°54'55" EAST BETWEEN THE SOUTHWEST CORNER OF TRACT 78 AND THE SOUTHEAST CORNER OF TRACT 78 QUOTED BEARING FROM REFERENCE MAPS AND OR DEEDS MAY OR MAY NOT BE IN THE TERMS OF SAID SYSTEM.

TITLE DATA NOTE:

AS TO THE TITLE MATTER SHOWN AND NOTED HEREIN, DYNAMIC CONSULTING ENGINEERS AND DAVID BELTRAN, PLS, HAVE RELIED SOLELY UPON INFORMATION PROVIDED BY ORANGE COAST TITLE COMPANY, PRELIMINARY TITLE REPORT ORDER NO. 140-1998808-66 DATED MARCH 29, 2019 AND AS MAY BE SUPPLEMENTED, OTHER CONDITIONS AFFECTING TITLE SUCH AS TRUST DEEDS, TAXES, ETC. ARE CONTAINED IN SAID PRELIMINARY TITLE REPORT AND INCORPORATED HEREIN BY REFERENCE. DYNAMIC CONSULTING ENGINEERS AND DAVID BELTRAN, PLS, MAKE NO STATEMENT AS TO THE ACCURACY AND COMPLETENESS OF THE SUBJECT PRELIMINARY TITLE REPORT.

UNDERGROUND UTILITY NOTE:

IF UNDERGROUND PUBLIC AND/OR PRIVATE UTILITIES, OTHER STRUCTURE OR ZONE AND SETBACK DATA ARE SHOWN HEREIN, IT IS FOR INFORMATION ONLY, HAVING BEEN OBTAINED FROM THE BEST AVAILABLE SOURCES BUT FROM OTHERS NOT CONNECTED WITH THIS COMPANY, THEREFORE, NO GUARANTEE IS MADE AS TO THE ACCURACY OR THOROUGHNESS OF SAID INFORMATION.



1-inch = 80 feet

LEGAL DESCRIPTION: THE EAST 60 FEET OF THE SOUTH HALF OF BLOCK B OF BRAWLEY SUBDIVISION NO.2, AS PER MAP NO. 220 FILED IN THE OFFICE OF THE COUNTY RECORDER OF IMPERIAL COUNTY.

SURVEYOR'S STATEMENT:

S89°57'36"W

S89°56'42"W

S00°07'38"W

S00°07'38"W

S89°56'42"W

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF SIERRA MARE ENTERPRISES, INC., A CALIFORNIA CORPORATION, ON APRIL 2019.

DETAIL "A"

.√--/1907.14' ---

`~- S89°58'30"W 1907.17' —**-**

→ 300.22'

→ S89°58'30"W 596.46' ---

DAVID BELTRAN L.S. 8482

→ N89°56'42"E 300.13'

PARCEL





IMPERIAL CA. 92251

TEL. (760) 545-0162

CONSULTING **ENGINEERS**

CHECKED BY: DB FAX (760) 545-0163

ATE: 05/16/19

JOB NO. 610919

OF 1 SHEETS

SHEET NO.

MAY 2019 CODE ENFORCEMENT REPORT					
PROPERTY ADDRESS	VIOLATION TYPE	DATE SENT	COMMENTS		
125 West "C" Street	Code Enforcement/Waste Nuisance	10/29/2018	Illegal shade built without permit/ trash in alley- 2nd Notice sent letter/pending		
1100 East B Street	Code Enforcement	9/24/2018	Cars and trash in yard-sent letter-pending		
1126 East "B" Street	Code Enforcement	9/24/2018	Illegal structure built up to property line-sent letter-		
334 "I" Street	Code Enforcement	9/24/2018	Illegal structure built in rear yard with power-sent letter-pending		
624 Main Street (EXPO Furniture)	Code Enforcement	9/5/2018	Illegal sign-sent letter-pending		
980 East "G" Street	Vacant Lot	9/24/2018	Trash in alley along back fence-sent letter- pending		
1603 Malan Street	Vacant Lot	10/3/2018	Lot full of weeds-sent letter-pending		
402 North First Street	Housing	10/27/2018	Structural hazard rail-sent letter-pending		
624 Main Street	Code Enforcement	10/29/2018	Illegal sign on building-sent letter-pending		
322 East "G" Street	Abandoned Building	11/5/2018	Vacant second dwelling will be demolished-sent letter-pending		
307 North 8 th Street	Abandoned Building	11/30/2018	Vacant building, broken windows and doors-sent letter-complete 12/10/18		
891 West Legion Road	Waste Nuisance	12/4/2018	Overgrown vegetation along sidewalk-met with property owner-in process		
993 "K" Street	Code Enforcement	12/12/2018	RV parked at front yard-met with owner-in process		
Latigo Ranch	Waste Nuisance	12/13/2018	Weed and trash-sent letter-in process-new ownership		
236 East "E" Street	Vacant Lot	12/18/2018	Trash in vacant lot-sent letter-trash removed- complete 12/25/18		
638 North Adams Street	Waste Nuisance	12/18/2018	Overgrown trees-sent letter-in process		
432 West "D" Street	Waste Nuisance	1/7/2019	Trash cans left on street-met with owner-complete 01/07/19		

			,
655 Stanley Place	Waste Nuisance	1/7/2019	Trash cans left on street-met with owner-complete 01/07/19
1069 ½ "I" Street	Housing	1/11/2019	Sewer problem-met with owner-problem resolved-
672 South 5 th Street	Waste Nuisance	1/14/2019	Trash cans left on street-met with owner-complete 01/14/19
1080 "D" Street	Waste Nuisance	1/15/2019	Tree waste at back yard-fire hazard-contacted owner-will remove within 30days
Pal's Recycling/South 8 th Street	Vacant Building	1/17/2019	Vacant building-junk at back-met with owner-in process
1040 "B" Street	Code Enforcement	1/18/2019	Rear fence 10'-met with owner-fence complies with building code-complete 01/25/19
1045 "D" Street	Code Enforcement	1/23/2019	Carport built without permit-met with owner-carport removed-complete-01/23/19
1085 West "D" Street, Apt. #1	Housing	1/23/2019	Bug infestation-contacted property owner-will fumigated apartment-complete-01/30/19
1137 East Main Street	Vacant Building	1/25/2019	Vacant home, transients, trash-met with police and property owner-property secured-complete
718 "E" Street	Housing	1/28/2019	No hot water-met with property manager-problem resolved-02/01/19
633 South 3 rd Street	Code Enforcement	1/29/2019	Abandoned car-met with owner-advised to tow away-complete 01/29/19
310 Elle Street	Code Enforcement	1/31/2019	Inrocace
1069 "E" Street	Code Enforcement	2/7/2019	Illegal trailer hook up to sewer-sent letter- complete 02/21/19
1148 "E" Street	Code Enforcement	2/7/2019	pending
593 & 595 North Imperial Avenue	Code Enforcement	2/7/2019	letter-pending
756 Adler Street	Waste Nuisance	2/26/2019	Junk in back yard-sent letter-pending
516 Ulloa Avenue	Code Enforcement	2/28/2019	Illegal garage enclosed-sent letter-pending

361 – 383 East "E" Street	Housing	3/12/2019	Electrical and other numerous problems-letter sent-met with property owner and contractor 04/03/19- pending
321 West "A" Street	Waste Nuisance	3/13/2019	Trash in alley-letter sent-pending
333 West "A" Street	Waste Nuisance		Trash in alley-letter sent-complete-03/18/19
357 West "A" Street	Waste Nuisance		Trash in alley-letter sent-pending
369 West "A" Street	Waste Nuisance	3/13/2019	Trash in alley-letter sent-complete-03/18/19
405 – 409 South 14 Street	Waste Nuisance	3/13/2019	Final Letter Sent
361 E Street	Housing	4/3/2019	Inspection of Apartments
1658 River Drive	Housing	4/5/2019	Completed on 4/5/19
1075 Main Street	Code Enforcement	4/5/2019	Abandoned Car and Tires on Site. Completed 4/11/2019
147 West C Street	Waste Nuisance	4/8/2019	Trash in Alley- Second Letter Sent 4/8/2019
646 West D Street	Waste Nuisance	4/8/2019	Completed on 04/12/19
603 West D Street	Waste Nuisance	4/8/2019	1st Notice Sent 4/8/19- In Progress
607 South Imperial Ave	Fire Hazard		Vehicles and Other Abandoned Junk On Site Final Notice Sent -4/11/2019- To be Sent to Legal
368 East G Street	Fire Hazard	4/11/2019	Vacant Home with green waste. 1st Notice Sent 4/11/2019- In Progress
420 Palm Ave	Work Without Permit	4/15/2019	AC Installation done without Permit. 1st Notice Sent 4/15/2019- In Progress
9Th. & D Street	Illegally Parked	4/19/2019	Referred to PD 4/19/2019
3rd & I St.	Illegally Parked	4/29/2019	Referred to PD 4/29/2019
934 Martin Place	Illegal Structure	4/30/2009	Illegal Shade Structure- 1st Notice Sent 4/30/2019 / In Progress
954 Martin Place	Fire Hazard and Public Nuisance	4/30/2019	Habited RV and Firewood Stored on Site. 1st Notice Sent on 4/30/2019/ In Progress
506 N Cesar Chavez	Public Nuisance	4/30/2019	People Living in Front Yard inside tent. 1st Notice Sent on 4/30/2019 In Progress
1049 East C Street	Code Enforcement Trash alley	4/30/2019	Trash in Alley 1st Notice Sent 4/30/19 In Progress
Vacant Lot 1000BLK C St.	Code Enforcement Trash in lot	4/30/2019	Vacant Lat with Illegally Dumped Trach, 1st

1690 "C" Street	Code Enforcement	5/8/2019	Broken sewer problem fixed by J&A Plumbing-complete 05/08/19
Flamming Street and North Imperial Avenue	Vacant Lot	5/10/2019	Lot full of trash-pending
1148 "E" Street	Code Enforcement	5/15/2019	with USDA-pending
523 "A" Street	Code Enforcement	5/20/2019	Trailer at rear yard-not occupied-sent letter-complete 06/04/19
632 Flamming Avenue	Code Enforcement	5/20/2019	Trailer at rear yard-not occupied-sent letter- complete 06/04/19
1321 "J" Street	Waste Nuisance	5/24/2019	Tree waste in the alley-sent letter-waste removed-complete-06/12/19
1032 "B" Street	Code Enforcement	5/27/2019	Working on vehicles-sent letter-cars removed-complete-06/20/19
664 South Eastern Avenue	Code Enforcement	5/29/2019	Camping trailer being occupied-sent letter- pending
335 West Cattle Call Drive	Housing	5/29/2019	Water leak-sent letter-pending
Lot 25 La Paloma Tract	Vacant Lot	5/29/2019	Homeless encamp-sent letter-pending
185 West "D" Street	Code Enforcement	5/29/2019	Overgrown trees leaning to street-sent letter- pending
409 South 14th Street	Code Enforcement	5/30/2019	Trash at front and back yards-sent letter-pending
1029 Calle del Cielo	Code Enforcement	5/27/2019	Trailer parked at street-referred to Police Department-complete 05/27/19

CITY OF BRAWLEY PLANNING COMMISSION

ORGANIZATION AND OFFICERS (AMENDED 11/2/05)

1. ORGANIZATION

The Planning Commission shall consist of seven regular members and shall be organized and exercise such powers as prescribed by the ordinances of the City of Brawley.

In addition to these seven members, the mayor, the city engineer, and the city attorney shall be ex-officio members of the planning commission.

2. OFFICERS

A. Selection

- (1) A chairperson and vice-chairperson shall be elected annually from among the Planning Commission's membership at the first meeting in July to serve at the pleasure of the Planning Commission.
- (2) The vice-chairperson shall succeed the chairperson if he or she vacates his or her office before his or her term is completed, the vice-chairperson to serve the unexpired term of the vacated officer. A new vice-chairperson shall be elected at the next regular meeting.
- (3) In the absence of the chairperson and vice-chairperson, the senior member shall preside.

B. Responsibilities

The responsibilities and powers of the officers of the Planning Commission shall be as follows:

(1) Chairperson

- (a) Preside at all meetings of the Planning Commission.
- (b) Call special meetings of the commission in accordance with legal requirements and the Rules and Procedures of the Planning Commission.

- (c) Sign documents of the Planning Commission.
- (d) See that all actions of the Planning Commission are properly taken.
- (e) Assist staff in determining agenda items.

(2) Vice Chairperson

During the absence, disability or disqualification of the chairperson, the vice-chairperson shall exercise or perform all the duties and be subject to all the responsibilities of the chairperson.

3. DUTIES AND POWERS

The Planning Commission shall have the power and duties as described in the Municipal Code of the City of Brawley.

MEETINGS

4. PUBLIC MEETINGS

All meetings shall be held in full compliance with the provisions of state law, ordinances of the City, and the Rules and Procedures of the Planning Commission.

5. **REGULAR MEETINGS**

- A. Regular meetings shall be held on the first Wednesday of the month, at 5:30 p.m., in the City Council Chambers, unless otherwise determined by the Mayor, City Council, Chairperson of the Planning Commission, or upon the request of three members of the Planning Commission.
- B. Whenever a regular meeting falls on a public holiday, no regular meeting shall be held on that day. Such regular meeting may be rescheduled to another business day, or canceled by motion by the Planning Commission.
- C. The Planning Commission may hold special meetings in accordance with Government code Section 54956. Special meetings may also be called by the mayor or city council. The request shall be filed with the city clerk who shall give notice required by law.

6. ADJOURNED MEETINGS

In the event it is the wish of the Planning Commission to adjourn its meeting to a certain hour or another day, a specific date, time, and place must be set by the Planning Commission prior to the regular motion to adjourn.

7. STUDY SESSIONS / WORKSHOPS

- A. The Planning Commission may be convened as a whole or as a committee of the whole in the same manner as prescribed for the calling of a special meeting for the purpose of holding a study session provided that no official action shall be taken and no quorum shall be required.
- B. Such meeting shall be open to the public; but, unless the Planning Commission invites evidence or comments to be given, participation by interested members of the public shall not take place at such study sessions.

8. AGENDA

- A. An agenda for each meeting of the Planning Commission shall be prepared by the planning director or his or her designee with the cooperation and approval of the chairperson or in his or her absence the vice-chairperson.
- B. A copy of the agenda shall be posted per state regulations.

9. ATTENDANCE

- A. Members shall be present at all scheduled meetings, on time, and for the duration of the said meeting, unless prior arrangements have been approved by the chairperson. Failure to have approval shall be the same as an unexcused absence.
- B. If any commissioner should be absent for three consecutive meetings of the Planning Commission in a fiscal year, the chairperson shall request that the City Council investigate and take the necessary action.

10. MOTIONS

A. Voting Requirements

- (1) A quorum shall consist of a majority of Planning Commission members.
- (2) The affirmative vote of a majority of the entire Planning Commission is necessary for it to take action. Thus, all actions of the Planning Commission require a majority vote.

- (3) The Mayor, as an ex-officio member, shall have the right to exercise a vote, but this vote shall only be exercised in case of a tie vote among the regular members of the planning commission.
- (4) When a member of the Planning Commission abstains from voting on any matter before it because of a potential conflict of interest, said vote shall not constitute nor be considered as either a vote in favor of or opposition to the matter being considered. When a member of the Planning Commission abstains from voting for any reason other than a potential conflict of interest, the abstention shall be counted with the majority.

B. Voting Order

The order of voting will be rotated each meeting except that the chairperson shall vote

C. Recording of Votes

The minutes of the Planning Commission's proceeding shall show the vote of each member, including if they were absent or failed to vote on a matter considered.

D. Disqualification from Voting

A member shall disqualify himself or herself from voting in accordance with the conflict of interest rules adopted by the California Fair Political Practices Commission. When a person disqualifies himself or herself, he or she shall state prior to the consideration of such matter by the Planning Commission that he or she is disqualifying him or herself due to a possible conflict of interest and shall then leave the voting area.

REVIEW AND AMENDMENTS PROCEDURE

11. REVIEW

These Rules and Procedures of the Planning Commission shall be reviewed in July of each year by a subcommittee appointed by the Chair with the general agreement of the Planning Commission. The review subcommittee shall present their recommendations for amending, or not amending, these rules.

12. AMENDMENTS

In addition, these Rules and Procedures of the Planning Commission may be amended at any meeting at the Planning Commission by a majority of the membership of the Planning Commission provided that notice of the proposed amendment is received by each commissioner not less than 5 days prior to said meeting.