

# Brawley

CALIFORNIA



## DOING BUSINESS IN BRAWLEY

A step-by-step guide to opening  
the doors of your business

For more information, please visit  
[www.brawley-ca.gov](http://www.brawley-ca.gov)



## HERE'S A TIP!

Do you have a business plan, a budget, a marketing plan? If not, the Brawley Chamber of Commerce or the Small Business Development Center are available to assist.

## STEP 1: ZONING

To confirm that a location is zoned properly for the intended use or for navigation assistance with the permitting process, contact the Planning Dept. at **760.344.8822**. If land development is involved, a zone change or conditional use permit may be required. A no cost Development Review Committee is available to obtain quality feedback from all City depts.

## STEP 2: BUSINESS LICENSE

To initiate a business license, retrieve an application from the Finance Dept. at 400 Main St., Suite 1. This form can also be found on the City website under the finance department forms.



### STEP 3: FIRE INSPECTION

An initial fire inspection is required prior to opening. Annual inspections will follow. Some business types require the installation of sprinklers and/or a range hood. Special conditions apply to the handling of hazardous materials. Contact the Fire Marshal at **760.344.1234** to schedule a site visit.

### STEP 4: COMMUNITY DEVELOPMENT SERVICES

A certificate of occupancy is required as a condition of the business license. Encroachment permits and building permits may be required. Contact the Building Official at **760.344.8622** for more info.

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## STEP 5: PUBLIC WORKS

If the property doesn't have a water meter & backflow preventer, installation is required, followed by annual certifications. If a restaurant is proposed, a grease trap is required. Contact Public Works at **760.344.5800**.

## FINAL STEPS

For a security alarm permit, contact the Police Department at **760.351.2648**.

For trash & recycling services, contact Republic Services at **760.355.0004**.

Businesses are encouraged to contact County of Imperial Environmental Health Division and the Air Pollution Control District for additional requirements.

For more information, please visit [www.brawley-ca.gov](http://www.brawley-ca.gov)





## **OTHER AGENCY CONTACT INFORMATION**

***Brawley Chamber of Commerce***

*204 S. Imperial Ave., Brawley - 760.344.3160*

***Small Business Development Center***

*1850 W. Main St., Suite C, El Centro - 760.312.9800*

***Imperial Valley Economic  
Development Corporation***

*1405 N. Imperial Ave., Suite 1, El Centro - 760.353.8332*

***Imperial County - America's Job  
Center of California***

*860 Main St., Brawley - 760.344.2131*

***Imperial County Public Health Dept.  
Division of Environmental Health***

*797 Main St., Suite B, El Centro - 442.265.1888*

***Imperial County Air Pollution  
Control District***

*150 S. 9th St., El Centro - 442.265.1800*



## **CITY OF BRAWLEY CONTACT INFORMATION**

***Office of the City Manager***

*383 Main St. - 760.351.3048*

***Planning Department***

*400 Main St., Suite 2 - 760.344.8822*

***Finance Department***

*400 Main St., Suite 1 - 760.344.1550*

***Community Development Services***

*205 S. Imperial Ave. - 760.344.8622*

***Public Works Department***

*180 S. Western Ave. - 760.344.5800*

***Police Department***

*351 Main St. 760.351.2648*

***Fire Department***

*760.344.1234*

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