



PLANNING COMMISSION

Ramon Castro, Chairman

Jay Goyal, Vice-Chairman

Eugene Bumbera Robert Palacio Kevan Hutchinson

George A. Marquez Darren Smith

AGENDA

**PLANNING COMMISSION
REGULAR MEETING
WEDNESDAY, NOVEMBER 7TH, 2017 AT 5:00 P.M.
CITY OF BRAWLEY COUNCIL CHAMBERS
383 MAIN STREET
BRAWLEY, CALIFORNIA**

1. **CALL TO ORDER / ROLL CALL**
2. **APPROVE AGENDA**
3. **APPROVE MINUTES OF SEPTEMBER 5th, 2018 MEETING**
4. **PUBLIC APPEARANCES**
5. **ZONING AND CODE ENFORCEMENT**
*August & September 2018 reports attached.
6. **REVIEW AND ADOPTION OF PLANNING COMMISSION RULES 2018-2019**
7. **ELECTION OF OFFICERS 2018-2019**
8. **NEXT MEETING DATE**
9. **ADJOURNMENT**

Supporting documents are available for public review in the Planning Department, 400 Main Street, Suite 2, 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
September 5, 2018

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 **Commissioner Hutchinson** @ 5:30 pm

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

2. APPROVAL OF AGENDA

The agenda was **approved** as submitted updated. m/s/c Hutchinson/Goyal 6-0

3. APPROVAL OF MINUTES

The minutes of March 7, 2018 were **approved** during the June 2018 Planning Commission meeting. m/s/c Palacio/Marquez 4-0

4. PUBLIC APPEARANCES

Development Services Director Gaste introduced Council Member Hamby to the Planning Commission as the new City Council Liaison.

5. PUBLIC HEARING PM 18-02

The applicant is requesting parcel map approval in order to subdivide one parcel into three single family dwellings. The property is currently zoned R-2 (Residential Low Density). The site is currently vacant and is 0.61acres in size. Access is proposed via A Street.

Property Owner/Applicant: Sierra-Mare Enterprises, INC.

Representative: J. Carlos Romero, ProTerra

Legal Description: The West 120 Feet, East 127 Feet, South 287 Feet North 317 Feet of Lot 4 excluding PAR A Of Lot Line Adjustment Brawley Subdivision 1, City of Brawley, County of Imperial, State of California, APN 047-250-047

Planning Director Gaste gave an overview and background information of the project as presented in the staff report.

OPEN PUBLIC HEARING @ 5:36PM

Rudy Vallarta, 1626 E A Street, expressed his concerns regarding development of the lot given the placement of his lot with the project. Concerns expressed related to crime, fires and increased traffic. He also had concerns with the access point to the three parcels as it is proposed via a private driveway at A Street that is parallel to his property. He also added that he had concerns of the proximity of the project to his parcel as he knows the preexisting fence was placed at approximate property lines and not true property lines.

Planning Director Gaste, informed Mr. Vallarta and the Commission that there were no concerns raised by the Fire or Police Department. He added that there is to be no parking in the driveway and would not interfere with fire access to the site if needed.

Commissioner Goyal, asked Mario Maresca, Developer for Sierra-Mare Enterprises, if he would post no parking signs and to install a fence at the appropriate property lines.

Mario Maresca, Sierra-Mare Enterprises, INC, informed the commission that he would install any required signage and would install a fence.

PUBLIC HEARING CLOSED @ 6:21PM

The Commission **approved** the parcel map as with added conditions. m/s/c Hutchinson/Palacio 6-0

6. PUBLIC HEARING CUP 18-02

The applicant is requesting a Conditional Use Permit (CUP 18-02) to allow for the addition of a 55 foot Stealth Wireless Communication Tower. The property is currently zoned C-2 (Medium Commercial), and is 1.2 acres in size. The site is currently a commercial plaza. Access is proposed via 1st Street or Brawley Avenue.

Property Owners:	JRM Development, LLC c/o Jitendra Goyal
Applicant/Representative:	Will Kazimi, Smart Link, LLC
Legal Description:	Northerly 167.53 Foot Strip in Block 1, City of Brawly, County of Imperial, State of California, APN 048-201-003

Planning Commissioner Goyal at this time excused himself from this portion of the meeting due to conflict of interest.

Planning Director Gaste gave an overview and background information of the project as presented in the staff report.

OPEN PUBLIC HEARING @ 6:23PM

There were no public comments.

PUBLIC HEARING CLOSED @ 6:24PM

The Commission **approved** the conditional use permit as presented. m/s/c Palacio/Hutchinson 5-0

8. ZONING CODE ENFORCEMENT

9. ADJOURNED TO OCTOBER 3, 2018.

10. ADJOURNMENT @ 6:43 pm

Gordon R. Gaste AICP CEP, Development Services Director

**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 last.

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.

CODE ENFORCEMENT REPORT AUGUST 2018

PROPERTY ADDRESS	VIOLATION TYPE	DATE SENT	COMMENTS
201 West Jones Street	Waste Nuisance	08/01/18	Tree waste in the alley-sent letter-closed 08/10/18
352 West "D" Street	Waste Nuisance	08/01/18	Tree waste in the alley-sent letter-closed 08/07/18
1060 East Main Street	Vacant Lot	08/02/18	Overgrown weeds and trash-sent letter-pending
506 Russell Road	Code Enforcement	08/03/18	Trailer on street-referred to Police Department-closed 08/07/18
1139 East "I" Street	Vacant Building	08/03/18	Vacant home surrounded by trash and weeds-sent letter-pending
1141 East "I" Street	Vacant Building	08/03/18	Vacant house being occupied by vagrants-sent letter-pending
Malan Street-APN# 047-380-062	Vacant Lot	08/06/18	Lot full of weeds-sent letter-pending
681 Vine Street	Abandoned Vehicles	08/06/18	Cars and trash at back yard-sent letter-pending
930 East "J" Street	Waste Nuisance	08/06/18	Trash in alley-sent letter-pending
Malan Street-APN# 047-380-060	Nuisance	08/06/18	Lot full of weeds-sent letter-pending
962 East "J" Street	Waste Nuisance	08/06/18	Trash in the alley-sent letter-closed 08/15/18
988 East "J" Street	Vacant Lot	08/06/18	Trash in the alley-sent letter-pending
954 East "J" Street	Waste Nuisance	08/06/18	Tree waste in yard-sent letter-closed 08/17/18
1499 Adler Street	Waste Nuisance	08/07/18	Tree waste in the yard near an IID power pole-pending
165 West Main Street	Waste Nuisance	08/08/18	Trash enclosure inhabited by vagrants-sent letter-closed 08/24/18
1673 Malan Street/Lot Behind	Vacant Lot	08/08/18	Vacant lot full of weeds-letter sent-pending
1685 Malan Street	Vacant Building	08/08/18	Overgrown weeds-sent letter-pending
645 Highway 111	Vacant Building	08/08/18	Vacant mobile home and weeds-sent letter-pending
201 North 8 th Street	Downtown Specific Paint / Signage	08/08/18	Paint and sign non-conforming-letter sent-pending

433 North 3rd Street	Abandoned Building	08/08/18	Collapsed house and weeds-sent letter-pending
332 Jacaranda Street	Abandoned Vehicles	08/13/18	Illegally parked vehicles-sent letter-closed 08/17/18
371 Jacaranda Street	Code Enforcement	08/13/18	Mechanical business operating at residential zone-sent letter-closed 08/24/18
109 East "G" Street	Waste Nuisance	08/13/18	Furniture in the alley-sent letter-closed 08/25/18
381 Jacaranda Street	Code Enforcement	08/13/18	Car parked on front yard-letter sent-closed 08/17/18
1598 East "C" Street	Vacant Lot	08/13/18	Full of weeds and trash-sent letter-closed 09/15/18
549 Willard Avenue	Waste Nuisance	08/16/18	Tree trash in the alley-sent letter-closed 09/04/18
440 Terrace Drive	Waste Nuisance	08/16/18	Tree trash in the alley-sent letter-closed 08/21/18
629 Willard Avenue	Waste Nuisance	08/16/18	Tree trash in the alley-sent letter-closed 08/22/18
688 Marilyn Avenue	Waste Nuisance	08/16/18	Tree trash in the alley-sent letter-closed 08/21/18
245 "J" Street	Waste Nuisance	08/16/18	Tree trash in alley-sent letter-pending
1137 East Main Street	Vacant Building	08/16/18	Vacant house inhabited by vagrants and overgrown weeds-sent letter-closed 08/19/18
1165 East Main Street	Vacant Building	08/16/18	Vacant house full of trash, weeds and other combustible waste material-pending
673 Rio Vista Street	Waste Nuisance	08/16/18	Tree trash in the alley-sent letter-pending
660 Sycamore Drive	Waste Nuisance	08/16/18	Tree trash in the alley-sent letter-pending
590 Willard Avenue	Waste Nuisance	08/16/18	Garage door in the alley-sent letter-closed 08/21/18
577 Willard Avenue	Waste Nuisance	08/16/18	Tree waste in the alley-letter sent-closed 08/27/18
638 Russell Road	Waste Nuisance	08/16/18	Tree trash in the alley-sent letter-pending
650 Sycamore Drive	Waste Nuisance	08/16/18	Tree trash in the alley-sent letter-pending
622 Russell Road	Waste Nuisance	08/16/18	Tree waste in the alley-sent letter-closed 09/19/18
Highway 86 & Wildcat Drive	Vacant Lot	08/16/18	Overgrown weeds and trees-sent letter-pending

510 Marilyn Avenue	Waste Nuisance	08/16/18	Tree trash in the alley-letter sent-closed 08/28/18
304 South Cesar Chavez Street	Waste Nuisance	08/16/18	Tree trash in the alley-sent letter-pending
245 "J" Street	Waste Nuisance	08/22/18	Tree waste and weeds in the alley-letter sent-closed 09/19/18
683 South Rio Vista Avenue	Waste Nuisance	08/22/18	Trash in the alley-sent letter-pending
245 West Duarte	Waste Nuisance	08/22/18	Trash in the alley-sent letter-pending
740 Magnolia Avenue	Code Enforcement	08/24/18	Vehicles parked on front yard-sent letter-pending
450 West "J" Street	Waste Nuisance	08/28/18	Trash in the alley-letter sent-closed 09/04/18
490 Terrace Circle	Code Enforcement	08/29/18	Chickens and rooster at back yard-sent letter-pending
601 North 13 th Street	Waste Nuisance	08/30/18	Tree waste in the alley-sent letter-pending
620 Willard Avenue	Waste Nuisance	08/30/18	Tree waste and weeds in the alley-letter sent-closed 09/12/18
634 Willard Avenue	Waste Nuisance	8/30/18	Tree waste in the alley-sent letter-pending
534 Willard Avenue	Waste Nuisance	08/30/18	Tree waste in the alley-sent letter-pending
520 Willard Avenue	Waste Nuisance	08/30/18	Tree waste and weeds in the alley-letter sent-closed 09/12/18
1002 Joshua Avenue	Code Enforcement	08/30/18	Cars parked on front yard-sent letter-closed 09/06/18
1015 Ash Street	Code Enforcement	08/30/18	Cars parked on front yard-sent letter-pending

CODE ENFORCEMENT REPORT SEPTEMBER 2018

PROPERTY ADDRESS	VIOLATION TYPE	DATE CHECKED	COMMENTS
533 West "G" Street	Waste Nuisance	09/06/18	Overgrown trees-sent letter-closed 10/3/18
624 Main Street (EXPO Furniture)	Code Enforcement	09/05/18	Illegal sign-sent letter-pending
701 "E" Street	Code Enforcement	09/12/18	Illegal sign-sent letter-closed 09/28/18
109 North 8 th Street (Fine Line)	Code Enforcement	09/12/18	Illegal sign-sent letter-closed 09/18/18
109 North 8 th Street (Fit & Lids)	Code Enforcement	09/12/18	Illegal sign-sent letter-closed 09/18/18
640 "E" Street (Prestige Beauty)	Code Enforcement	09/12/18	Illegal sign-sent letter-closed 09/28/18
314 West "J" Street	Code Enforcement	09/10/18	RV parked in back yard-sent letter-closed 09/17/18
276 East "G" Street	Waste Nuisance	09/12/18	Waste in alley-sent letter-closed 10/08/18
516 Ulloa Street	Code Enforcement	09/12/18	Cars parked in yard-letter sent-closed 10/08/18
175 Monterey Street	Waste nuisance	09/12/18	Waste in right of way-sent letter-pending
216 East "G" Street	Waste Nuisance	09/12/18	Waste in alley-sent letter-pending
164 East "B" Street	Vacant Lot	09/10/18	Waste in lot-sent letter-closed 09/28/18
663 Gilmour Street	Waste Nuisance	09/12/18	Weeds and tree waste in alley-sent letter-closed 09/28/18
662 South Second Street	Waste Nuisance	09/12/18	Waste in alley-sent letter-pending
665 Gilmour Street	Waste Nuisance	09/12/18	Waste in alley-sent letter-closed 10/18/18
1146 Peach Avenue	Code Enforcement/Animal Control	09/24/18	Roosters and chickens at back yard-sent letter-closed 10/01/18
1562 "A" Street	Code Enforcement/Animal Control	09/24/18	Roosters and chickens in back yard-sent letter-pending
1126 East "B" Street	Code Enforcement	09/24/18	Illegal structure built up to property line-sent letter-pending
1134 East "B" Street	Code Enforcement	09/24/18	Living in RV-sent letter-pending
1100 East B Street	Code Enforcement	09/24/18	Cars and trash in yard-sent letter-pending
184 & 176 West "A" Street	Waste Nuisance	09/24/18	Trash in alley-sent letter-closed 10/08/18

682 South 2 nd Street	Waste Nuisance	09/24/18	Overgrown trees-sent letter-pending
1025 East "H" Street	Waste Nuisance	09/24/18	Tree waste in alley-sent letter-pending
974 & 976 East "G" Street	Vacant Lot/Vacant Building	09/24/18	Trash alley, tree waste in lot-sent letter-pending
549 Main Street	Code Enforcement	09/24/18	Ceilings removed-sent letter-pending
980 East "G" Street	Vacant Lot	09/24/18	Trash in alley along back fence-sent letter-pending
334 "I" Street	Code Enforcement	09/24/18	Illegal structure built in rear yard with power-sent letter-pending
957 East "J" Street	Vacant Building	09/27/18	Leaking sewer line-sent letter-closed 10/08/18
Highway 86 and Wildcat Drive	Vacant Lot	09/27/18	Weeds and transient camp-sent letter-closed 10/18/18
1050 South Brawley Avenue	Code Enforcement	09/28/18	Running water from building – contacted property manager-closed 09/28/18