



PLANNING COMMISSION

Jay Goyal, Chairman

Kevan Hutchinson, Vice-Chairman

Eugene Bumbera George A. Marquez

Darren Smith Robert Palacio Juan Tavares

UPDATED AGENDA
PLANNING COMMISSION
REGULAR MEETING
WEDNESDAY, OCTOBER 2, 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 July 10, 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.

5. CODE ENFORCEMENT REPORT

*June and July Code Enforcement Report Attached

6. REVIEW AND ADOPTION OF PLANNING COMMISSION RULES 2019-2020

7. ELECTION OF OFFICERS 2019-2020

8. NEXT MEETING DATE

9. 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
July 10, 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 @ 5:30 pm**

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

2. APPROVAL OF AGENDA

The agenda was **approved** as submitted. m/s/c Palacio/Marquez 5-0

AYES: Palacio, Marquez, Smith, Bumbera, Hutchinson
NAYES: None
ABSENT: Castro, Goyal
ABSTAIN: None

3. APPROVAL OF MINUTES

The minutes were **approved** as submitted. m/s/c Smith/ Palacio 5-0

AYES: Palacio, Marquez, Smith, Bumbera, Hutchinson
NAYES: None
ABSENT: Castro, Goyal
ABSTAIN: None

4. PUBLIC APPEARANCES

5. PUBLIC HEARING PM 19-04

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.

City Manager Bayon-Moore, presented the staff report to the commission.

OPEN PUBLIC HEARING @ 5:35PM

Mario Maresca, owner, addressed the Commission and mentioned that his intent is to develop two additional homes in this lot.

PUBLIC HEARING CLOSED @ 5:37PM

The Commission **approved** the variance as proposed. m/s/c Smith/ Palacio 5-0

AYES: Palacio, Marquez, Smith, Bumbera, Hutchinson
NAYES: None
ABSENT: Castro, Goyal
ABSTAIN: None

6. PUBLIC HEARING PM 19-05

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

City Manager Bayon-Moore, presented the staff report to the commission.

OPEN PUBLIC HEARING @ 5:39PM

Mario Maresca, Owner, addressed the Commission and mentioned that his intent is to construct four additional homes on this vacant lot.

PUBLIC HEARING CLOSED @ 5:42PM

The Commission **approved** the variance as proposed. m/s/c Smith/ Palacio 5-0

AYES: Palacio, Marquez, Smith, Bumbera, Hutchinson
NAYES: None
ABSENT: Castro, Goyal
ABSTAIN: None

7. CODE ENFORCEMENT REPORT

*May Code Enforcement Report were presented

8. REVIEW AND ADOPTION OF PLANNING COMMISSION RULES 2019-2020

The Commission **tabled** this item to a later date. m/s/c Smith/ Palacio 5-0

AYES: Palacio, Marquez, Smith, Bumbera, Hutchinson
NAYES: None
ABSENT: Castro, Goyal
ABSTAIN: None

9. ELECTION OF OFFICERS 2018-2019

The Commission **tabled** this item to a later date. m/s/c Smith/ Palacio 5-0

AYES: Palacio, Marquez, Smith, Bumbera, Hutchinson

NAYES: None

ABSENT: Castro, Goyal

ABSTAIN: None

10. ADJOURNED TO August 7, 2019.

11. ADJOURNMENT @ 6:03 pm

Gordon R. Gaste AICP CEP, Development Services Director

DRAFT

JUNE 2019 CODE ENFORCEMENT REPORT

PROPERTY ADDRESS	VIOLATION TYPE	DATE SENT	COMMENTS
624 Main Street (EXPO Furniture)	Code Enforcement	9/5/2018	Illegal sign-sent letter-pending
125 West "C" Street	Code Enforcement/Waste Nuisance	10/29/2018	Illegal shade built without permit/ trash in alley- 2nd Notice sent letter/pending
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
310 Elle Street	Code Enforcement	1/31/2019	Car parked at back yard-met with tenant-in process
1148 "E" Street	Code Enforcement	2/7/2019	Illegal mechanic shop residential area-sent letter-pending
593 & 595 North Imperial Avenue	Code Enforcement	2/7/2019	Installation of air conditioner without permit-sent 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
405 – 409 South 14 Street	Waste Nuisance	3/13/2019	Final Letter Sent
321 West "A" Street	Waste Nuisance	3/13/2019	Trash in alley-letter sent-pending
357 West "A" Street	Waste Nuisance	3/13/2019	Trash in alley-letter sent-pending
361 E Street	Housing	4/3/2019	Inspection of Apartments
1075 Main Street	Code Enforcement	4/5/2019	Abandoned Car and Tires on Site. Completed 4/11/2019
1658 River Drive	Housing	4/5/2019	Completed on 4/5/19
603 West D Street	Waste Nuisance	4/8/2019	1st Notice Sent 4/8/19- In Progress
646 West D Street	Waste Nuisance	4/8/2019	Completed on 04/12/19
147 West C Street	Waste Nuisance	4/8/2019	Trash in Alley- Second Letter Sent 4/8/2019
368 East G Street	Fire Hazard	4/11/2019	Vacant Home with green waste. 1st Notice Sent 4/11/2019- In Progress

607 South Imperial Ave	Fire Hazard	4/11/2019	Vehicles and Other Abandoned Junk On Site Final Notice Sent -4/11/2019- To be Sent to Legal
420 Palm Ave	Work Without Permit	4/15/2019	AC Installation done without Permit. 1st Notice Sent 4/15/2019- In Progress
934 Martin Place	Illegal Structure	4/30/2019	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 Lot with Illegally Dumped Trash- 1st Notice Sent on 4/30/2019- In Progress
Flamming Street and North Imperial Avenue	Vacant Lot	5/10/2019	Lot full of trash-pending
1148 "E" Street	Code Enforcement	5/15/2019	Owner living in property with no utilities-working 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
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
335 West Cattle Call Drive	Housing	5/29/2019	Water leak-sent letter-pending
409 South 14th Street	Code Enforcement	5/30/2019	Trash at front and back yards-sent letter-pending
1318 J Street	Code Enforcement	6/13/2019	Illegal shed with power

731 3rd Street	Waste Nuisance	6/14/2019	Construction debris in Alley
109 E G Street	Health Hazard	6/13/2019	Water leak under units and suspicious organic growth
1124 East G Street	Fire Hazard and Public Nuisance	6/13/2019	Delapidated abandoned structure and junk in yard
721 3rd Street	Public Nuisance	6/14/2019	Construction debris in Alley

JULY 2019 CODE ENFORCEMENT REPORT

PROPERTY ADDRESS	VIOLATION TYPE	DATE SENT	COMMENTS
624 Main Street (EXPO Furniture)	Code Enforcement	9/5/2018	Illegal sign-sent letter-pending
125 West "C" Street	Code Enforcement/Waste Nuisance	10/29/2018	Illegal shade built without permit/ trash in alley- 2nd Notice sent letter/pending
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
310 Elle Street	Code Enforcement	1/31/2019	Car parked at back yard-met with tenant-in process
1148 "E" Street	Code Enforcement	2/7/2019	Illegal mechanic shop residential area-sent letter-pending
593 & 595 North Imperial Avenue	Code Enforcement	2/7/2019	Installation of air conditioner without permit-sent 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
405 – 409 South 14 Street	Waste Nuisance	3/13/2019	Final Letter Sent
321 West "A" Street	Waste Nuisance	3/13/2019	Trash in alley-letter sent-pending
357 West "A" Street	Waste Nuisance	3/13/2019	Trash in alley-letter sent-pending
361 E Street	Housing	4/3/2019	Inspection of Apartments
603 West D Street	Waste Nuisance	4/8/2019	1st Notice Sent 4/8/19- In Progress
147 West C Street	Waste Nuisance	4/8/2019	Trash in Alley- Second Letter Sent 4/8/2019
368 East G Street	Fire Hazard	4/11/2019	Vacant Home with green waste. 1st Notice Sent 4/11/2019- In Progress
607 South Imperial Ave	Fire Hazard	4/11/2019	Vehicles and Other Abandoned Junk On Site Final Notice Sent -4/11/2019- To be Sent to Legal
420 Palm Ave	Work Without Permit	4/15/2019	AC Installation done without Permit. 1st Notice Sent 4/15/2019- In Progress
934 Martin Place	Illegal Structure	4/30/2019	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 Lot with Illegally Dumped Trash- 1st Notice Sent on 4/30/2019- In Progress
Flamming Street and North Imperial Avenue	Vacant Lot	5/10/2019	Lot full of trash-pending
1148 "E" Street	Code Enforcement	5/15/2019	Owner living in property with no utilities-working with USDA-pending
664 South Eastern Avenue	Code Enforcement	5/29/2019	Camping trailer being occupied-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
335 West Cattle Call Drive	Housing	5/29/2019	Water leak-sent letter-pending
409 South 14th Street	Code Enforcement	5/30/2019	Trash at front and back yards-sent letter-pending
1318 J Street	Code Enforcement	6/13/2019	Illegal shed with power
731 3rd Street	Waste Nusiance	6/14/2019	Construction debris in Alley
109 E G Street	Health Hazard	6/13/2019	Water leak under units and suspicious organic growth
1124 East G Street	Fire Hazard and Public Nuisance	6/13/2019	Delapidated abandoned structure and junk in yard
721 3rd Street	Public Nuisance	6/14/2019	Construction debris in Alley
1148 Alamo Street	Code Enforcement	7/17/2019	Parking on real property (Illegal)-pending
1099 Alamo Street	Code Enforcement	7/17/2019	Parking on real property (Illegal)-pending
1138 Alamo Street	Code Enforcement	7/17/2019	Parking on real property (Illegal)-pending
1149 Alamo Street	Code Enforcement	7/17/2019	Parking on real property (Illegal)-pending
1850 Main Street (Pilot Travel Center)	Code Enforcement	7/17/2019	Nuisance (over grown weeds)-complete 07-12-19
1252 East "K" Street	Code Enforcement	7/17/2019	Parking on real property (Illegal)-pending
1113 Cedar Court	Code Enforcement	7/17/2019	Parking on real property (Illegal)-pending

682 South Second Street	Code Enforcement	7/12/2019	Standing water (met with County Vector control mosquito)-complete 07-12-19
North Imperial Avenue & River Drive	Vacant Lot	7/15/2019	Vacant lot with illegally dumped material & weeds.- 1st notice-pending
601 East "H" Street	Code Enforcement	7/15/2019	Weeds and along sidewalk and within the lot. 1St. Notice-pending
616 South 17th Street	Code Enforcement	7/17/2019	Weeds in alley -completed 07-26-19
847 Eucalyptus Avenue	Code Enforcement	7/17/2019	Parking on real property (Illegal)-pending
1147 Accorn Court	Code Enforcement	7/17/2019	Broken wood fencing in parkway-completed 07-25-19
1204 East "K" Street	Waste Nuisance	7/17/2019	Tree waste in alley-complete 07-22-19
1134 Apple Way	Code Enforcement	7/17/2019	Parking on real property (Illegal)-In Progress

**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.