

MINUTES OF THE REGULAR MEETING OF THE
DEVELOPMENT PROCESSING REVIEW COMMITTEE (DPRC)

Wednesday, November 4, 2020, 8:30 A.M.

CAS Boardroom 300
601 N. Ross Street, Santa Ana, California 92701 (Staff Only)
DPRC Members participated via Zoom

MEMBERS PRESENT

Michael Recupero – Recupero & Associates, Inc. (1st District)
John O’Neill – International Brotherhood of Electrical Workers Orange County (1st District)
Jay Bullock – Rancho Mission Viejo (2nd District)
Rick Fitch – Hunsaker & Associates (3rd District)
Carl Taylor – Huitt-Zollars, Inc. (4th District)
Jim Holas – Rancho Mission Viejo (Chair) (4th District)
Jeff Okamoto – Huitt-Zollars, Inc. (Vice Chair) (5th District)

MEMBERS ABSENT

Rick Lutzky – Lutzky Associates Development, LLC (2nd District)
Joe Lambert – Construction Planning Services (3rd District)
Patrick McCabe – Christopher Homes (5th District)

STAFF PRESENT

Richard Vuong – Interim Deputy Director, Development Services
Sharon Gilliam – Secretary, Development Services
Hadi Tabatabaee – Division Manager, Building & Safety
Laree Alonso – Division Manager, Permitting
Jerry Olivera – Manager, Permitting
Jeff Ernst – OC Infrastructure

GUESTS

None

1. Approval of Meeting Minutes

The meeting minutes for October 7, 2020 were moved for approval by Carl Taylor and seconded by John O’Neill, and unanimously approved.

2. DPRC Schedule of Meetings – 2021

- Approved as presented

3. DPRC Goals

DPRC and county staff provided updates to the goals listed below. See spreadsheet for details.

- Wireless Guidelines
 - Jerry Olivera, provided a summary on the Draft Guidelines, see attached document that was provided and shared by Jerry.
 - Draft to be sent to DPRC next week, comments due around November 30, 2020

- Zoning Code Update
 - Changed Plan vs Substantial Compliance procedure
 - Richard Vuong provided a summary of the Subcommittee Meeting, which included the following:
 - Joe Lambert provided a matrix of examples of what has been done in the past
 - Progress
 - Next Subcommittee meeting, three weeks from today
 - Finalized by the end of 2020

- LMS
 - LMS Plan Check & Issuance Fees – Update
 - Laree Alonso clarified that the Fee Estimator Tool will not be incorporated with the tool provided by Land Development for the builders
 - Meeting to finalize comments with OCIT
 - Completed by the end of 2020
 - Disclaimers
 - FAQ

 - OC Local Drainage Manual Status – Update
 - Jeff Ernst provided an update which included the following:
 - Reviewed comments from DPRC
 - Reviewing/reconciling with OC Watershed
 - OC Watersheds finalizing Basin Standards and OC Infrastructure to provide to DPRC for review.
 - Updated LDM tentatively scheduled, Board of Supervisors, January 2021
 - Working with RMV and their consultant to develop standard plan for construction of Water Quality Basin (ramps, slopes), WQ Plans not just for RMV, can be used county wide
 - Final drafts of Standard Plans before December 2, 2020, DPRC meeting
 - Provide DPRC with a comparison list of revisions versus what DPRC has already reviewed

- Answered questions from DPRC members
- Encroachment Permits
 - Resolved

4. OC Development Services and Service Delivery Status – Richard Vuong

- Telecommuting agreements – extended to end of the year
- Satinder Verma, Division Manager for Inspections Services in on vacation, Hadi is providing coverage
- RHNA- appeal letter submitted
- Visit the SCAG website for details
- February 2021 - decision on appeals
- Housing Element (site inventory, list of all parcels, affordable housing)
- Reach out to Stakeholders for ideas – March 2021
- 10,000 units or this cycle
- Admin 1 – Land Development moving forward, 1st round of interviews, possibly by the end of 2020 or January 2021
- Planning Applications increased
- Senior Living Facility, tentatively scheduled for Board of Supervisors, March 2021
- RMV item going to Planning Commission next week and December, Board of Supervisors, January 2021

Laree Alonso provided an update on the following:

- Open recruitment for Permit Tech, closes on 11/18/2020, interviews possibly in December and selection interviews in January 2021
- Eliminate a consultant position
- Land Use Element
- Walk ins decreased
- Emails and phone calls increased
- Building and Encroachment Permits increased
- Solicitation for Acoustical Consultants Certifications, applications, November 13, 2020, Planning Commission, January 2021

Hadi Tabatabaee provided an update on the following:

- New Code Enforcement Officer – approved for recruitment
- New Grading Inspector – currently working on justification to hire
- Bldg. 14 progress
- Yale and Anita Projects

5. Other Business

- Jay Bullock shared information on his interview regarding Fire Breaks

- Goals for 2021, discuss at December meeting
- Finalize goals at January 2021 meeting
- Regular scheduled DPRC meeting to be held via Zoom, December 2, 2020

6. Public Comments

- None

7. Adjournment

- DPRC meeting adjourned at 9:36 am

Development Processing Review Committee
 Attendance Matrix
 2020

Name	Jan 8	Feb 5	Mar 4	Apr 1	May 6	Jun 3	Jul 1	Aug 5	Sep 2	Oct 7	Nov 4	Dec 2
Mike Recupero District 1	X	X	X		X	X	-		-	X	X	
John O’Neill District 1	X	-	X		X	X	X		X	X	X	
Jay Bullock District 2	X	X	X		X	X	X		X	X	X	
Rick Lutzky District 2	X	X	-		X	-	X		X	X	-	
Rick Fitch District 3	X	X	-		X	X	-		X	-	X	
Joe Lambert District 3	X	X	X		X	-	-		-	-	-	
Carl Taylor District 4	X	X	X		X	X	X		X	X	X	
Jim Holas District 4	X	X	X		X	X	X		X	X	X	
Jeff Okamoto District 5	X	X	X		X	X	X		X	X	X	

Patrick McCabe District 5	X	X	-		X	X	X		X	X	-	
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