

MINUTES OF THE REGULAR MEETING OF THE  
DEVELOPMENT PROCESSING REVIEW COMMITTEE (DPRC)  
*Wednesday, October 6, 2021, 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. (1<sup>st</sup> District)  
John O’Neill – International Brotherhood of Electrical Workers Orange County (1<sup>st</sup> District)  
Rick Foster – Universe Properties, LLC (2<sup>nd</sup> District)  
Nathan Searles – PRA Group Inc. (2<sup>nd</sup> District)  
Rick Fitch – Hunsaker & Associates (3<sup>rd</sup> District)  
Jim Holas – Rancho Mission Viejo (Chair) (4<sup>th</sup> District)  
Patrick McCabe – Christopher Homes (5<sup>th</sup> District)  
Jeff Okamoto – Huitt-Zollars, Inc. (Vice Chair) (5<sup>th</sup> District)

**MEMBERS ABSENT**

Joe Lambert – Construction Planning Services (3<sup>rd</sup> District)

**STAFF PRESENT**

James Treadaway, Director, OC Public Works  
Nardy Khan, Deputy Director, Infrastructure Programs  
Richard Vuong, Division Manager, Planning  
Sharon Gilliam – Secretary, Development Services  
Bea Bea Jimenez – Division Manager, Land Development  
Hadi Tabatabaee – Division Manager, Building & Safety  
Satinder Verma – Division Manager, Inspection Services  
Laree Alonso – Division Manager, Permitting  
Jeff Ernst - Manager, Engineer Design, Infrastructure Programs

**GUESTS**

None

1. Introductions, DPRC members and county staff.
2. Approval of Meeting Minutes  
The meeting minutes for September 1, 2021 were moved for approval by John O’Neill and seconded by Rick Fitch and unanimously approved.

3. AB 361 – Brown Act Updates Relating to Teleconferencing
  - The motion to meet virtually for the next scheduled DPRC meeting, November 3, 2021, was made by John O’Neill, seconded by Nathan Searles, and approved by a unanimous vote.
4. December meeting location
  - DPRC members discussed if meeting would be held off site or in person as prior December meetings in the past prior to the COVID-19 state of emergency
  - DPRC members will vote at the November meeting
5. DPRC Goals
  - Outside Agency Clearances - OCFA
    - Bea Bea provided an overview of the issues
    - Bea Bea and Hadi to meet with OCFA
    - Requested a memo from OCFA to provide direction
  - Clearance Screen – Subcommittee (Joe Lambert, Jim Holas, Pat McCabe, Bea Bea Jimenez, and Judy Kim)
    - Schedule time to meet and report at the November meeting
6. Development Feedback
  - Plan Check
    - LMS did not notify the Plan Checker, issue appears to be resolved
  - E-Stamping
    - What is the process?
  - Permit Issuance
    - What is the process? Jim Holas and Bea Bea Jimenez to meet to discuss the process
    - Bea Bea, Amanda Carr, Cameron Welch, Laree Alonso and OCIT to meet and discuss issues of neighborhood builders. Bea Bea will update at November DPRC meeting
  - Map Checking
    - Jim Holas to reach out to Kevin Hills, County Surveyor to invite OC Survey to attend the January 2022 DPRC meeting
    - Process takes too long.
7. OC Development Services and Service Delivery Status – Richard Vuong
  - James Treadaway thanked DPRC for their support and also stated that there would be changes in OC Dev Services and asked Richard Vuong, Division Manager, Planning, to announce the changes
  - Richard Vuong announced that this would be his last DPRC meeting and that he would be transferring from OC Public Works to the Board of Supervisors office, First District, effective October 22, 2021
  - Richard Vuong thanked the DPRC members for all of their support. Jim Holas, Chair thanked Richard for all of his work at Development Services

- Laree Alonso, Division Manager, Permitting will provide coverage until a new Division Manager is hired. An internal and external recruitment will take place, ASAP. DPRC members can reach out to Laree Alonso, Joanna Chang and Brian Kurnow with any questions regarding Planning
- Regional Housing Needs Assessment (RHNA)
  - Internal review of final draft
  - Public review
  - Stakeholder workshops
  - Comments through October 2021
  - Planning Commission Study Session – October 2021
  - Planning Commission – Early January
  - Board of Supervisors – February 2022
- New Planning Commissioner, 2<sup>nd</sup> District
- Senate Bill 9 – Allows single family lots to be divided into two lots, working with County Counsel and will provide a pamphlet that will be shared with DPRC before being released to the public

Hadi Tabatabaee provided the following update:

- Busy with Accessory Dwelling Units (ADUs) and remodels
- Update on the progress of building 14

Satinder Verma provided the following update:

- Number of inspections have increased

Laree Alonso provided the following update:

- Number of building permits have increased
- Increase in number of express permits
- Walk- ins, consistent at approximately 25 customers per day
- Number of encroachment permits have decreased
- Acoustical Consultant Certification – opened an additional application window, 9/1/2021 to 9/30/22, only received one applicant

Bea Bea Jimenez provided the following update:

- Admin Manager I recruitment
  - Only five candidates, only two interviewed and those two were not successful at moving on to the next step, will meet with HR for other options
  - MIG – administrative level additional person
  - Increase in permits
  - Bea Bea, Amanda Carr, Cameron Welch, Laree Alonso and OCIT to meet and discuss issues of neighborhood builders. Bea Bea will update at November DPRC meeting
- Jeff Ernst provided an update on the Flood Control Design Manual
  - Share the draft with DPRC at the November or December meeting

## 8. Other Business

- 2022 DPRC Goals

## 9. Adjournment

Development Processing Review Committee  
Attendance Matrix  
2021

Name	Jan 6	Feb 3	Mar 3	Apr 7	May 5	Jun 2	Jul 6	Aug 4	Sep 1	Oct 6	Nov 3	Dec 1
Mike Recupero District 1	X	X	X	-	X	X		X	X	X		
John O’Neill District 1	X	X	X	X	-	X		X	X	X		
Rick Foster District 2	N/A	N/A	N/A	N/A	N/A	X		X	X	X		
Nathan Searles District 2	N/A	N/A	N/A	N/A	X	X		X	X	X		
Rick Fitch District 3	X	X	X	X	X	X		X	X	X		
Joe Lambert District 3	X	X	X	-	X	X		X	X	-		
Vacant District 4	X	X	X	X	X	X		n/a	n/a	n/a		

Jim Holas District 4	X	X	-	X	X	X		-	X	X		
Jeff Okamoto District 5	X	X	X	X	X	X		X	-	X		
Patrick McCabe District 5	X	-	X	X	X	-		X	X	X		