

BYLAWS OF THE DEVELOPMENT PROCESSING REVIEW COMMITTEE (DPRC)

I. Purpose

The Development Processing Review Committee (DPRC) was established to assist OC Development Services in the review of procedures and codes related to the planning and development process for private development projects.

II. Responsibilities

Review and comment on proposed revisions to codes, guidelines, and processing of private development projects.

III. Membership

A. Number: The DPRC shall comprise of two members nominated by each supervisorial district and appointed by the Board of Supervisors

B. Qualifications and Appointment of Members: Each nominee to the DPRC shall be a resident of the County of Orange. A nominee to the DPRC may reside outside of the supervisorial district of the Supervisor who recommended him or her for Board approval, provided the written consent of the Supervisor in whose district the nominee resides is obtained prior to appointment by the Board of Supervisors.

C. Terms of Office: Concurrent with Supervisor's term of office

D. Termination of Members:

1. Members shall be nominated by a Supervisor and approved by the Board of Supervisors.
2. Members serve at the discretion of the Board of Supervisors and may have their membership terminated by a majority vote by the Board of Supervisors.

E. Officers:

1. The officers of the DPRC shall be a Chair and a Vice Chair.
2. Secretary of the DPRC shall be the current secretary of the Deputy Director of OC Development Services.
3. Officers are elected by the membership of the DPRC at each annual organizational meeting and shall serve until the next organizational meeting.

F. Vacancies:

Vacancies in membership occurring prior to the expiration of a term of office shall be addressed in the following manner: The member vacating membership shall notify the Chair and county staff that is serving as Secretary to the DPRC of the date of vacancy. The secretary shall complete a Scheduled Vacancy Form and submit the form to the Clerk of the Board office. The Clerk of the Board office will notify the Supervisor of the vacancy.

IV. Procedures:

- A. Members representing three out of the five districts shall constitute a quorum of the DPRC.
- B. The Secretary shall take minutes of each meeting. The minutes shall record (1) the attendance of each member present, (2) all motions made and seconded.
- C. All meetings shall be open and public in accordance with the provisions of the Government Code Section 54950 et seq., also known as the Ralph M. Brown Act.
- D. The DPRC shall schedule regular monthly meetings at a specific location, date and time. Special meetings may be held in accordance with the Ralph M. Brown Act.
- E. Prior to any meeting, the County of Orange staff shall post an agenda for that meeting at three public locations determined by the County of Orange in accordance with the Ralph M. Brown Act.

V. Compensation:

Members serve as volunteers and there is no County compensation for time, services, or supplies for DPRC.

VI. Amendments:

The Board of Supervisors may amend these Bylaws.