

---

MINUTES OF THE REGULAR MEETING OF THE  
DEVELOPMENT PROCESSING REVIEW COMMITTEE (DPRC)  
*Wednesday, May 4, 2022, 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)  
Joe Lambert – Construction Planning Services (3<sup>rd</sup> District)  
Jeff Okamoto – Huitt-Zollars, Inc. (Vice Chair) (5<sup>th</sup> District)  
Patrick McCabe – Christopher Homes (5<sup>th</sup> District)

**MEMBERS ABSENT**

Jim Holas – Rancho Mission Viejo (Chair) (4<sup>th</sup> District)

**STAFF PRESENT**

Amanda Carr – Deputy Director, Development Services  
Justin Kirk - Division Manager, Planning  
Sharon Gilliam – Secretary, Development Services  
Laree Alonso – Division Manager, Permitting  
Hadi Tabatabaee – Building Official  
Bea Bea Jimenez – Division Manager, Land Development  
Judy Kim – Manager, Private Property Permits

**GUESTS**

None

1. Introductions
2. Approval of Meeting Minutes
  - The meeting minutes for April 6, 2022, were moved for approval by John O’Neill and seconded by Rick Foster and unanimously approved.
3. AB 361 – Brown Act Updates Relating to Teleconferencing

Under AB 361, which amended Government Code section 54953 to add subdivision (e), if a state of emergency continues or social distancing is still recommended, both of which currently exist for Orange County as local and state emergencies continue to exist and social distancing is still recommended at this time, the Development Processing Review Committee (DPRC) can meet virtually. During the first meeting held virtually, the Subdivision Committee would be required to make certain findings to continue holding virtual meetings. These findings would then need to be made every 30 days, even if the meeting is only called for that purpose. The DPRC needs to review and reconsider the circumstances of the state of emergency and then find, by majority vote, that after review and consideration of the emergency, one of the following is true: 1. The state of emergency continues to directly impact the ability of the members to meet in person, or 2. State or local officials continue to impose or recommend measures to promote social distancing.

- The motion to meet virtually for the next scheduled DPRC meeting, May 4, 2022, was made by John O’Neill, seconded by Patrick McCabe, and approved by a unanimous vote.
4. Consideration of the Board of Supervisors (BOS) initiated update to the DPRC committee bylaws.
- Justin Kirk, Division Manager, Planning, read into the record, edits to the updated bylaws – see attached
  - The motion to review and approve the update to the DPRC bylaws including the edits was made by Jeff Okamoto and seconded by Rick Foster and unanimously approved.
5. DPRC Goals
- Subcommittee Confirmation
    - LMS – Judy Kim provided a summary of LMS Customer Ticket List
    - Laree Alonso provided clarification regarding LMS Subcommittee
    - The motion to nominate Joe Lambert and Jim Holas as members of the LMS Subcommittee was made by Jeff Okamoto, seconded by Rick Foster, and approved by a unanimous vote. Vice Chairman, Jeff Okamoto will follow up with Chairman Jim Holas.
6. OC Development Services and Service Delivery Status – Justin Kirk
- Justin Kirk provided the following update: - Planning
- Oak Grove - finishing Final Environmental Reviews
  - Two residential permits in Emerald Bay, actions taken at Zoning Administrator hearing
  - Finalizing review and comments – housing element
- Laree Alonso provided the following update: - Permitting
- Increase in walk ins
  - Decrease in intakes

- Wireless Guidelines - Workshop to the Planning Commission, DPRC and other committees will be invited to attend

Bea Bea Jimenez provided the following update: - Land Development

- Actively processing applications / permits in five subareas
- Updating grading check list, one for RMV and one for General Communities
- Finalize draft for Street Improvement Storm Drain Draft Checklist, possibly provide at next DPRC meeting

Hadi Tabatabaee provided the following update: - Building & Safety

- Interviews complete for Supervising Construction Inspector, in house job offer in process
- Building Inspector IV – completed interviews

#### 7. Other Business

- Rick Foster asked when an architectural layout of the ADU plans will be available. Staff will send the draft to DPRC ahead of next month's meeting and possibly add the discussion to the agenda

#### 8. Adjournment

Development Processing Review Committee  
Attendance Matrix  
2022

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