



MINUTES OF THE REGULAR MEETING OF THE
DEVELOPMENT PROCESSING REVIEW COMMITTEE (DPRC)
Wednesday, January 8, 2020, 8:30 A.M.

CAS Boardroom 300
601 N. Ross Street, Santa Ana, California 92701

MEMBERS PRESENT

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)
Patrick McCabe – Christopher Homes (5th District)
Michael Recupero – Recupero & Associates, Inc. (1st District)
Rick Lutzky – Lutzky Associates Development, LLC (2nd District)
Joe Lambert – Construction Planning Services (3rd District)
Jim Holas – William Lyon Homes (Chair) (4th District)
Jeff Okamoto – Huitt-Zollars, Inc. (Vice Chair) (5th District)

MEMBERS ABSENT

None

STAFF PRESENT

Julie Lyons – Assistant Director, OC Public Works
Bellinda Erikson – Staff Specialist, Development Services
Laree Alonso – Division Manager, Permitting
Richard Vuong – Division Manager, Planning
Bea Bea Jimenez – Division Manager, Land Development
Satinder Verma – Division Manager, Inspection Services
Judy Kim – Manager, Permitting
Jonathan Liou - OC IT
Amar Jha - OC IT

GUESTS

None

1. Approval of Meeting Minutes
The meeting minutes for December 4, 2019 were moved for approval by John O’Neill and seconded by Rick Lutzky, and unanimously approved.

2. DPRC Goals

- Members are requesting a Project Manager as a point of contact
- Looking for a verification of Distribution of their Application
- Trust Account Management – Streamline Input Process
- Permit Issuance Fee – Allow automatically
- Standardize interdepartmental (OC Parks, OC Flood, OC Waste & Recycling) review timelines within LMS
- Preview of Plan Check & Issuance Fees (fee Estimator)
- Explore Survey Plan Check Processing Timeline: Final Maps, Easements, LLA's
- Outside Agency Integration into LMS (Utilities, etc.)
- Encroachment Permit – Process Streamlining
- Bond Exoneration Checklist Review
- Accessibility – Consistency during Concurrent Processing
- Floating Master – Partial Closeout Process
 - See spreadsheet for details

3. OC Development Fees Update

- Richard Vuong gave an update on the status of the OC Development Services Fee Schedule
 - Draft fee schedule sent to DPRC members and BIA (Building Industry Association)

4. OC Development Services and Service Delivery Status

- Laree Alonso and Judy Kim provided an LMS update regarding the following:
 - Housing Units
 - Ticket Releases
 - Email Notifications
 - An update on Service Delivery Dashboards to be provided at the next meeting
 - Items on the schedule by category
 - Items on the schedule for 2020
- Laree Alonso provided an updated on the following:
 - Express
 - Increase in number of permits, wait times and emails
 - Customer Surveys

5. Other Business

- Members expressed interest in having Survey, Right-of-Way, and OCFA staff at future meetings (dates to TBD)

6. Public Comments

- None

7. Adjournment

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											
John O’Neill District 1	X											
Jay Bullock District 2	X											
Rick Lutzky District 2	X											
Rick Fitch District 3	X											
Joe Lambert District 3	X											
Carl Taylor District 4	X											
Jim Holas District 4	X											
Jeff Okamoto District 5	X											
Patrick McCabe District 5	X											