
MINUTES OF THE REGULAR MEETING OF THE
DEVELOPMENT PROCESSING REVIEW COMMITTEE (DPRC)
Wednesday, September 2, 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

John O'Neill – International Brotherhood of Electrical Workers Orange County (1st District)
Jay Bullock – Rancho Mission Viejo (2nd District)
Rick Lutzky – Lutzky Associates Development, LLC (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)
Patrick McCabe – Christopher Homes (5th District)

MEMBERS ABSENT

Michael Recupero – Recupero & Associates, Inc. (1st District)
Joe Lambert – Construction Planning Services (3rd District)

STAFF PRESENT

Khalid Bazmi – Chief Deputy Director/County Engineer
Richard Vuong – Interim Deputy Director, Development Services
Sharon Gilliam – Secretary, Development Services
Bea Bea Jiménez – Division Manager, Land Development
Satinder Verma – Division Manager, Inspection Services
Hadi Tabatabaee – Division Manager, Building & Safety
Laree Alonso – Division Manager, Permitting
Judy Kim – Manager, Permitting
Ali Fayad – Sr. Civil Engineer, Flood Control & Design
Jeff Ernst – Manager, Engineer Design
Ashley Tarroja – Jr. Civil Engineer, Infrastructure Programs Design
Jerry Sterling – Consultant

GUESTS

None

1. Approval of Meeting Minutes

The meeting minutes for July 1, 2020 were moved for approval by Jay Bullock and seconded by Pat McCabe, and unanimously approved.

2. DPRC Goals

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

- Zoning Code update – July Board of Supervisors, approved
 - Changed Plan vs. Substantial Compliance procedure
 - Subcommittee (Mike, Joe, Jim, Jay, Richard Vuong and Brian Kurnow) to discuss further
 - Laree added that Zoning & Subdivision should not be mixed
- LMS
 - LMS Plan Check & Issuance Fees – permit Issuance fee automatic – Update
 - Fee Estimator Tool – Laree Alonso
 - On hold until fee schedule is in effect, 9/14/2020
 - Open to ideas
 - Make as predictable as possible
 - Conversation with Bea Bea and builders first
 - Gather requirements late September 2020, early October 2020
 - Jim to follow up with Bea Bea
- Encroachment Permit Process Update – Laree Alonso
 - Joe Lambert’s comments
 - Notify Bea Bea Jimenez when a project is going through Encroachment process
 - Bea Bea and Laree will work on this internally
 - Who is working on the project & who does the applicant contact?
- OCFA – Submittals and County coordination – Richard Vuong
 - Invite OCFA to DPRC meeting
 - Final Map Clearances
- OC Local Drainage Manual Update – Status
 - Carl Taylor commented that in DPRC’s review of the manual they asked to see what changed and what was added and the reason for the changes
 - Khalid Bazmi addressed why the LDM was changed – not due to State of Federal regulations
 - Subcommittee (Carl, Jay, Jeff, Mike and Jim) meeting to be scheduled with Jeff Ernst
 - DPRC (Carl) to send collective written comments in two weeks
 - Jeff Ernst and team to review comments and inform Subcommittee members when they are ready to meet
- Accessory Dwelling Unit Legislation – Update -Richard Vuong
 - Flyer almost complete
 - Jim and Richard to discuss what can and cannot be done
- Vehicle Miles Traveled (VMT) – Effective July 1, 2020 Update – Richard Vuong
 - Meeting to discuss continuance of Planning Commission

recommendation

3. OC Development Services and Service Delivery Status – Richard Vuong
 - COVID 19 Update - Returning to work and public access
 - Public counter is open
 - Approval from CEO for recruitment, Land Development, Admin I position
 - Internal recruitment received no applicants
 - Will do an external recruitment, will take 2 to 3 months
4. Other Business
 - None
5. Public Comments
 - None
6. Adjournment
 - DPRC meeting adjourned at 9:53 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	-		-			
John O'Neill District 1	X	-	X		X	X	X		X			
Jay Bullock District 2	X	X	X		X	X	X		X			
Rick Lutzky District 2	X	X	-		X	-	X		X			
Rick Fitch District 3	X	X	-		X	X	-		X			
Joe Lambert District 3	X	X	X		X	-	-		-			
Carl Taylor District 4	X	X	X		X	X	X		X			
Jim Holas District 4	X	X	X		X	X	X		X			
Jeff Okamoto District 5	X	X	X		X	X	X		X			
Patrick McCabe District 5	X	X	-		X	X	X		X			