



County of Orange

MEMO

DATE: June 2, 2009
TO: Development Processing Review Committee
FROM: Francisco Alonso, Assistant Director, OC Planning
SUBJECT: DPRC Meeting Minutes – May 13, 2009

A meeting of the Development Processing Review Committee was held on Wednesday, May 13, 2009, at 8:30 a.m. in the H. G. Osborne Building, on the Third Floor, in Conference Room 313.

The following persons were in attendance:

MEMBERS

Jay Bullock – Planning Solutions, (Chair) (2nd District)
Rick Fitch – Hunsaker & Associates (3rd District)
Jackie Hare – J. L. Hare Associates, Inc. (Co-Chair) (2nd District)
Joe Lambert – J. L. Hare Associates, Inc. (3rd District)
Lee Lowrey – Sterling Pacific Holdings, Ltd. (1st District)
Michael Recupero – Recupero & Associates, Inc. (1st District)

GUESTS

Jeff Okamoto, RBF Consulting
Jessica Toohey – Huitt-Zollars, Inc.

STAFF

Francisco Alonso – OC Planning, Assistant Director
Laree Brommer – OC Planning, Manager, Land Use Planning
Jess A. Carbajal – OC Public Works, Chief Deputy Director
Juanita Smithey – OC Planning, Recording Secretary

MEMBERS ABSENT

Fred Ameri – RBF Consulting (5th District)
Douglas Cox – County of Orange, BOS (4th District)
Thomas Grable – Independent (5th District)
Carl Taylor – Huitt-Zollars, Inc. (4th District)

1. Approval of Meeting Minutes for April 8, 2009

The meeting minutes for April 8, 2009, were moved by Mike Recupero to be approved and seconded by Joey Lambert.

2. Staffing and Organizational Update

a. Planning Department Update

- Announced rotations that took place in Planning.
- Emphasis on utilizing contract management.
- Discussed possible lay-offs.

b. Planning Audit Update

- Jess emphasized finding solutions and making things better.
- Jackie Hare felt goal should be to educate applicant.

3. Flowcharts, Checklists & Conditions Clearance

- Jay discussed creating flowcharts, checklists, and conditions of approval (COAs) clearances for review process for RMV projects. Jay distributed handouts.
- Goal is to create flowcharts and checklists for standard county permit processes and then identify differences (if any for RMV) or any other specific geographic area.

4. Other Business

No other business to discuss.

5. Next Meeting

The next meeting of the Development Processing Review Committee will be held on Wednesday, June 10, 2009, at 8:30 am.