County of Orange **MEMO**

DATE: February 4, 2009

TO: Development Processing Review Committee

FROM: Francisco Alonso, Assistant Director, OC Planning

SUBJECT: DPRC Meeting Minutes – January 14, 2009

A meeting of the Development Processing Review Committee was held on Wednesday, January 14, 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

Fred Ameri – RBF Consulting (5th District)
Jay Bullock – Planning Solutions, (Chair) (2nd District)
Douglas Cox – County of Orange, BOS (4th District)
Rick Fitch – Hunsaker & Associates (3rd District)
Thomas Grable – William Lyon Homes, Inc. (5th District)
Jackie Hare – J. L. Hare Associates, Inc. (Co-Chair) (2nd District)
Joe Lambert – J. L. Hare Associates, Inc. (3rd District)
Lee Lowrey – Independent (1st District)
Michael Recupero – Recupero & Associates, Inc. (1st District)

GUESTS

Steve Danley – County of Orange, Deputy CEO
Jessica Toohey – Huitt-Zollars, Inc.

STAFF

Francisco Alonso – OC Planning, Assistant Director
Laree Brommer – OC Planning, Mgr., Land Use, Current/Environmental Planning
Mahrooz Ilkhanipour – OC Planning, Manager, Building Plan Check/DPC
Tim Neely – OC Planning, Director
Clark Shen – OC Planning, Manager, Subdivision & Grading
Juanita Smithey – OC Planning, Recording Secretary

MEMBERS ABSENT

Carl Taylor – Huitt-Zollars, Inc. (4th District)

1. **Approval of Meeting Minutes for December 10, 2008**
   The meeting minutes for December 10, 2008, were approved.

2. **Staffing and Organizational Update**
   a. Planning Department Update
      - Tim Neely, Pat Seraballs and Ron Tippets retiring in March 2009.
      - Recruiting for Tim's position.
      - Tim will stay involved with open space project.
      - Focus on doing more with less.
      - Planning wants to get more consistency but adds to length of the process.
      - Per Tim, lowered planning and building fee rates at 01/13/09 BOS meeting.
      - BIA gave accolades for rates dropping.

   b. Project Management Policy Update.

3. **Guest Speaker: Steve Danley, Performance Auditor**
   - Looking at Planning process, Time and Materials, length of entire process.
   - Audit focus is to improve planning process through recommendations.
   - Want unfiltered information to give to BOS. (Interview Process)
   - Public input may be requested.
   - DPRC encouraged discussions with BIA.
   - Jay will send a list of clients to DPRC Secretary for Steve to contact.
   - Customer service is main focus of audit per Steve.

4. **Other Business: SB 375 (Greenhouse Gas Emissions Reduction and AB 1881 (Water Savings)**
   - Jay suggested a subcommittee be formed for Greenhouse issues; bring item up at February meeting.
   - Michael Wellborn will speak on AB 1881 at March Meeting.
   - Past Chair distributed 2008 DPRC Annual Report to staff and BOS.

5. **Next Meeting**
   The next meeting of the Development Processing Review Committee will be held on Wednesday, February 11, 2009, at 8:30 am.