



DATE: March 2, 2010

TO: Development Processing Review Committee

FROM: Francisco Alonso, Assistant Directo, OC Planning

SUBJECT: DPRC Meeting Minutes – February 8 2010

A meeting of the Development Processing Review Committee was held on Monday, February 8, 2010, 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 – Construction Planning Services (3rd District)
Michael Recupero – Recupero & Associates, Inc. (1st District)
Carl Taylor – Huitt-Zollars, Inc. (4th District)

GUESTS

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

STAFF

Jess Carbajal – OC Public Works, Director
Rick LeFeuvre – OC Public Works, Acting Planning Director
Francisco Alonso – OC Planning, Assistant Planning Director
Cynthia Baker – OC Planning, Manager, Customer Care
Michael Balsamo – OC Planning, Manager, General Land Use Planning
Laree Brommer – OC Planning, Land Use Planning, Planned Communities
Mahrooz Ilkhanipour – OC Planning, Manager, Permit Intake
Harry Persaud - OC Planning, Manager, OC Planned Communities
David Shepherd – OC Planning, Manager, Land Use – Planned Communities
Juanita Smithey – OC Planning, DPRC Secretary

MEMBERS ABSENT

Fred Ameri – RBF Consulting (5th District) Thomas Grable – Tri-Pointe (5th District) Lee Lowrey – Lowrey Pacific Capital (1st District

1. Approval of Meeting Minutes for January 13, 2010

The meeting minutes for January 13, 2010, were moved by Rick Fitch for approval and seconded by Joe Lambert.

2. <u>Planning Department Update</u>

- a. Planning Audit Update
 - Jess suggested moving this meeting location to the Executive Conference Room 808.
 - Discussed staff changes.
 - Discussed new DPC hours proposal to change to 7:30 am 5:00 pm.
 - DPC renovation is underway; remodel emphasis is on customer service.
 - Building Inspectors have moved under OC Engineering at Fruit Street.
 - Implementation of an Intern Program in OC Planning for additional resources.
 - Mentorship program implemented.
 - Staff will provide parking analyses update to DPRC at March 8th meeting.
 - Items from Performance Audit are 70-75% complete.
 - Budget presentation will be presented to the BOS on March 2, 2010.
 - Recommending Fee structure to Board of Supervisors.
 - Looking into the use of redevelopment monies.

3. Infrastructure Update

• Harry Persaud gave a presentation and overview of Infrastructure Projects.

4. Other Business

Members suggested inviting OCFA to the meeting in March or April to discuss the Standard Conditions of Approval.

7. Next Meeting

The next meeting of the Development Processing Review Committee will be held on Monday, March 8, 2010, at 1:30 pm.