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MINUTES OF THE REGULAR MEETING OF THE  
DEVELOPMENT PROCESSING REVIEW COMMITTEE (DPRC)  
*Wednesday, June 1, 2022, 8:30 A.M.*

CAS Boardroom 300  
601 N. Ross Street, Santa Ana, California 92701 (Staff Only)  
DPRC Members participated via Zoom

**MEMBERS PRESENT**

Michael Recupero – Recupero & Associates, Inc. (1<sup>st</sup> District)  
Rick Foster – Universe Properties, LLC (2<sup>nd</sup> District)  
Nathan Searles – PRA Group Inc. (2<sup>nd</sup> District)  
Joe Lambert – Construction Planning Services (3<sup>rd</sup> District)  
Jim Holas – Rancho Mission Viejo (Chair) (4<sup>th</sup> District)  
Patrick McCabe – Christopher Homes (5<sup>th</sup> District)

**MEMBERS ABSENT**

John O'Neill – International Brotherhood of Electrical Workers Orange County (1<sup>st</sup> District)  
Rick Fitch – Hunsaker & Associates (3<sup>rd</sup> District)  
Jeff Okamoto – Huitt-Zollars, Inc. (Vice Chair) (5<sup>th</sup> District)

**STAFF PRESENT**

Amanda Carr – Deputy Director, Development Services  
Justin Kirk – Division Manager, Planning  
Sharon Gilliam – Secretary, Development Services  
Laree Alonso – Division Manager, Permitting  
Hadi Tabatabaee – Building Official  
Bea Bea Jimenez – Division Manager, Land Development  
Judy Kim – Manager, Private Property Permits  
Jeff Ernst – Manager, Engineer Design, Infrastructure Programs  
Ali Fayad – Sr. Civil Engineer, Flood Control & Design  
Ashley Tarroja – Jr. Civil Engineer, Infrastructure Programs Design

**GUESTS**

Timothy Kerbrat - OCFA

1. Introductions
2. Approval of Meeting Minutes

- The meeting minutes for May 4, 2022, were moved for approval by Rick Foster and seconded by Patrick McCabe and unanimously approved.

### 3. AB 361 – Brown Act Updates Relating to Teleconferencing

Under AB 361, which amended Government Code section 54953 to add subdivision (e), if a state of emergency continues or social distancing is still recommended, both of which currently exist for Orange County as local and state emergencies continue to exist and social distancing is still recommended at this time, the Development Processing Review Committee (DPRC) can meet virtually. During the first meeting held virtually, the DPRC would be required to make certain findings to continue holding virtual meetings. These findings would then need to be made every 30 days, even if the meeting is only called for that purpose. The DPRC needs to review and reconsider the circumstances of the state of emergency and then find, by majority vote, that after review and consideration of the emergency, one of the following is true: 1. The state of emergency continues to directly impact the ability of the members to meet in person, or 2. State or local officials continue to impose or recommend measures to promote social distancing.

- The motion to meet virtually for the next scheduled DPRC meeting, July 6, 2022, was made by Rick Foster, seconded by Nathan Searles, and approved by a unanimous vote.

### 4. DPRC meeting dark in July or August

- Due to AB361 – Brown Act Updates Relating to Teleconferencing, (see item #3 for details), DPRC will need to meet in the month of July and August in order to remain in compliance to have the option to meet remotely.
- The motion to meet on July 6, 2022, in order to remain in compliance of AB361, was made by Patrick McCabe, seconded by Michael Recuperero, and approved by a unanimous vote.

### 5. DPRC Goals

- OCFA – Timothy Kerbrat, Deputy Fire Marshall, provided the following update:
  - New OCFA Fee Schedule will be implemented on July 1, 2022
  - New 2022 California Fire Code w/local amendments, effective January 2023
  - Focus: OCFA Planning and Development working to improve outreach to customers
  - New OCFA Records Management System (ORION) projected to be online Spring of 2023
  - OCFA and OCPW developing plan to streamline LMS customer approvals for completed projects
  - Updated State Regulated Area (SRA) and Local Regulated Area (LRA) Fire Severity Hazard Maps expected Fall 2022.
- LMS

- Update regarding Status of DPRC Subdivision committee requested fixes will be provided at the August 2022 meeting

6. DPRC's review of the draft update of the OC Flood Control District Design Manual

- Jeff Ernst – subcommittee review
- LMS – Follow up with Jeff Okamoto
- Follow up at next regular DPRC meeting
- Jeff Ernst clarified that his team is fine either a subcommittee or peer review of the manual
- Board of Supervisor date is end of 2022
- Ali Fayad clarified the jurisdiction of the Flood Control District

7. Street & Storm Drain Checklist

- Hadi Tabatabaee, Building Official, clarified that the completed checklist is for General Communities. Hadi will share with DPRC members and DPRC to provide feedback, two weeks from today's meeting

8. OC Development Services and Service Delivery Status – Justin Kirk

Justin Kirk provided the following update: - Planning

- EIR for the Ranch Hill project in Tustin - finishing Final Environmental Reviews, out for public comment and review
- Oak Grove in Coto de Caza, public review starting soon
- Chabad – appeal to Board of Supervisors, June 2022
- ADU plans will be sent to DPRC for review and comments, August/September 2022
- Housing Element – high level summary will be sent to DPRC for comments

Laree Alonso provided the following update: - Permitting

- Increase in walk ins and permit intakes
- Wait times reduced to 3 to 4 minutes
- Decrease in permit issuance
- Vacancy – Permit Technician, job bulletin posting soon
- Wireless Ordinance – Planning Commission, summer 2022
- RMV Presentation by Jay Bullock at the Subdivision committee meeting

Bea Bea Jimenez provided the following update: - Land Development

- Two job offers made for AMI, one will start on next Monday., the other will start in two weeks
- Selection Interviews for Project Manager to begin

Hadi Tabatabaee provided the following update: - Building & Safety

- Building Inspector IV – job offer was declined, start process over

9. Other Business

- Rick Foster asked when an architectural layout of the ADU plans will be available. Staff will send the draft to DPRC ahead of next month's meeting and possibly add the discussion to the agenda

10. Adjournment

Development Processing Review Committee  
Attendance Matrix  
2022

X	Jan 5	Feb 2	Mar 2	Apr 6	May 4	Jun 1	Jul 6	Aug 3	Sep 7	Oct 5	Nov 2	Dec 7
Mike Recupero District 1	X	X	X	X	X	X						
John O’Neill District 1	X	X	X	X	X	-						
Rick Foster District 2	X	X	X	X	X	X						
Nathan Searles District 2	X	X	X	X	X	X						
Rick Fitch District 3	X	X	X	X	X	-						
Joe Lambert District 3	-	X	X	-	X	X						
Vacant District 4	n/a	n/a	n/a	n/a	n/a	n/a						
Jim Holas District 4	X	X	X	X	-	X						
Jeff Okamoto District 5	X	X	X	X	X	-						
Patrick McCabe District 5	X	X	X	-	X	X						