

MINUTES OF THE REGULAR MEETING OF THE
DEVELOPMENT PROCESSING REVIEW COMMITTEE (DPRC)
Wednesday, September 6, 2023, 8:30 A.M.

CAS, 1st Floor Multipurpose Rooms 103 & 105
601 N. Ross Street, Santa Ana, California 92701

MEMBERS PRESENT

John O'Neill – International Brotherhood of Electrical Workers Orange County (Chair)
(1st District)

Jim Holas – Rancho Mission Viejo (4th District)

Joe Lambert – Construction Planning Services (3rd District)

MEMBERS ABSENT

Jeff Okamoto – Huitt-Zollars, Inc. (Vice Chair) (5th District)

Rick Foster – Universe Properties, LLC (2nd District)

Michael Recuperero – Recuperero & Associates, Inc. (1st District)

Nathan Searles – Womble Bond Dickinson (2nd District)

Rick Fitch – Hunsaker & Associates (3rd District)

STAFF PRESENT

Justin Kirk – Deputy Director, Development Services

Hadi Tabatabaee – Building Official

Bea Bea Jimenez – Manager, Land Development

Nick Ballon – Staff Specialist, Building & Safety

Matthew Ayers – Staff Specialist, Building & Safety

GUESTS

None

1. Introductions / Roll call
2. Approval of Meeting Minutes
 - The meeting minutes for August 2, 2023, were not approved at the September 6, 2023 meeting due to not enough districts present for the September meeting. Minutes will be voted on at the October 4, 2023 meeting.
3. DPRC Goals
 - Ongoing goals.
 - Q4 Meetings – Guest speakers

- Have Survey attend upcoming DPRC meeting in Q4 2023.
 - Have OCFA attend upcoming DPRC meeting in Q4 2023.
 - Standard Plans for ADU
 - Few minor outstanding plan check comments.
 - a. Should be resolved soon and will go live once all comments are resolved.
 - LMS Updates
 - a. Judy Kim to provide monthly LMS updates starting with October's meeting.
4. OC Development Services and Service Delivery Status – Justin Kirk
- Justin Kirk provided the following updates.
 - Housing element
 - On 3rd cycle review. Goes to board in early September.
 - Update to rate study & builder fees starting in October.
 - Staffing update
 - Should have a Planning Manager hired in the next month or two.
 - Justin's previous position will be next recruitment once Planning Manager has been hired.
 - Hadi Tabatabaee provided the following staffing updates for Building & Safety:
 - Recruitment ongoing for 2 additional Building Inspectors.
 - Jeff McIver (Supervising Building Inspector), leaving the county on 09/15/23.
 - Recruitment process will start mid-September to fill this position.
 - Recruitment for Civil Engineer / Plan Checker ongoing.
 - Interviews starting mid-September for Civil Engineer position.
 - Bea Bea Jimenez provided the following staffing updates for Land Development:
 - New Project Manager has started with Land Development.
 - Primarily working on infrastructure projects for RMV.
 - Interviews starting mid-September for Civil Engineer position.
 - New recruitment starting soon for Planner for Land Development.
5. Other Business
- Next meeting will be October 4th.
6. Items of Interest to the Public:
- No members of the public in attendance for today's meeting.
7. Adjournment
- Meeting adjourned at 9:35 a.m.

Development Processing Review Committee
Attendance Matrix
2023

Name / District	Jan 4	Feb 1	Mar 1	Apr 5	May 3	Jun 7	Jul 5	Aug 2	Sep 6	Oct 4	Nov 1	Dec 6
Mike Recupero District 1	X	X	-	n/a	-	X	n/a	X	-			
John O’Neill District 1	X	X	X	n/a	X	X	n/a	-	X			
Rick Foster District 2	X	X	X	n/a	X	X	n/a	X	-			
Nathan Searles District 2	X	X	X	n/a	-	X	n/a	X	-			
Rick Fitch District 3	-	X	-	n/a	-	-	n/a	X	-			
Joe Lambert District 3	X	X	X	n/a	X	X	n/a	X	X			
Vacant District 4	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a			
Jim Holas District 4	X	X	X	n/a	X	X	n/a	X	X			
Jeff Okamoto District 5	X	-	X	n/a	X	X	n/a	X	-			
Diane Harkey District 5	-	-	-	n/a	X	X	n/a	Resigned from DPRC effective Jun 16 23. Vacant until filled.				

Table Legend:

“X” =	In attendance
“-” =	Not in attendance