County of Orange **MEMO**

DATE: November 12, 2009

TO: Development Processing Review Committee

FROM: Francisco Alonso, Assistant Director, OC Planning

SUBJECT: DPRC Meeting Minutes – October 14, 2009

A meeting of the Development Processing Review Committee was held on Wednesday, October 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)
Thomas Grable – Thomas Grable & Associates (5th 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

Cynthia Baker – OC Planning, Manager, Customer Service
Laree Brommer – OC Planning, Manager, Land Use Planning
Mahrooz Ilkhanipour – OC Planning, Manager, Building & Grading Plan Check
Rick LeFeuvre – OC Public Works, Acting Planning Director
Juanita Smithey – OC Planning, Recording Secretary
Michael Wellborn – OC Planning, Manager, Code Enforcement

MEMBERS ABSENT

Douglas Cox – County of Orange, BOS (4th District)
Rick Fitch – Hunsaker & Associates (3rd District)
Jackie Hare – J. L. Hare Associates, Inc. (Co-Chair) (2nd District)
Lee Lowrey – Lowrey Pacific Capital (1st District)

1. **Approval of Meeting Minutes for September 9, 2009**
   The meeting minutes for September 9, 2009, were moved by Tom Grable for approval and seconded by Mike Recupero.

2. **Planning Department Update**
   a. Introduction of Rick LeFeuvre as the Acting Planning Director.
   b. Customer Service Section updates
      - Cynthia Baker distributed handouts.
      - Cynthia Baker to work with Jay on flowcharts and bring item back to discuss next month.
   c. Planning Audit Update
      - Jess Carbajal discussed the Task Force of County staff which was formed by Chair Bates.
      - Discussed APPS status currently being reviewed.
      - Monthly progress reports are being provided to the Board of Supervisors.
      - Planning requested a list of APPS requirements from the DPRC members.
      - Discussed lowering fees and hybrid approach (Flat fees/Time & Materials).

3. **Model Landscape Ordinance Update**
   - Mike Wellborn indicated the deadline is the end of this year.
   - Workshop was held at Planning Commission regarding ordinance in September.
   - Planning Commission hearing held October 7, 2009 discussed item.
   - Item going before Planning Commission on November 4, 2009.
   - New ordinance will go before Board of Supervisors in December.

4. **Other Business**
   No other business discussed.

5. **Next Meeting**
   The next meeting of the Development Processing Review Committee will be held on Thursday, November 19, 2009, at 8:30 am.