



DRO OVERSIGHT SUBCOMMITTEE MEETING
Friday, February 1, 2008 AGENDA
Vista Center Complex
2300 Jog Road
Room 2E-12, Planning/Zoning Conference Room
Time: 2:00 – 4:00 p.m.

Topics of Discussion

1. Review 10/12/07 Minutes – **(Attachment A)**
2. Current Process Issues;
 - a. Resubmittal of Traffic Studies - Nick Uhren - can they be submitted thru Zoning other than specified Intake/Resubmittal dates?
 - b. Reasons for Insufficiency & DRO Clearing Comments – Bradley - how are insufficiencies determined and does the DRO have authority to clear certification issues by Zoning or other agencies?
 - c. Resubmittal Notice to Departments – Bradley - how/when are other departments notified of resubmittals?
 - d. Change of Direction by Sr. Staff Late in Process-Bradley/Jeff/Wendy, etc. - there have been changes in direction after pre-apps, formal review and certification by DRO and just prior to hearings. -Bradley/Jeff/Wendy, etc.
3. Proposed Changes to Process;
 - a. Pre-submittal checklist - update and comments (Wendy/Maryann)
 - b. New CDR Intake Sheet/Form, -- Bradley -- update on the new form that was handed out at the last submittal.
 - c. Variance Time Extension Memo and Revisions to Variance Process – Bradley -- update of 1/16 memo from Jon and changes to Variance apps.
 - d. Allow Off the Board submittals At Risk between ZC & BCC – Bradley - consideration of accepting OTB applications between the ZC & BCC hearings.
4. Attendance of DRO meeting - Jon/Wendy
5. DRO Tracking of Applications on Agenda – **(Attachment B)**
6. Building Permit to be submitted and reviewed simultaneously with a plat application – Input – **(Attachment C)**
7. Update of URA, Infill and Redevelopment Code - Jon/Maryann
8. Discuss next Topic to work on
9. Elect new Chair and Vice Chair
10. Adjournment