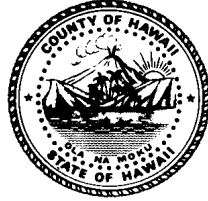


Harry Kim
Mayor



Michael Yee
Director

Daryn Arai
Deputy Director

County of Hawai‘i PLANNING DEPARTMENT

NORTH KOHALA COMMUNITY DEVELOPMENT PLAN ACTION COMMITTEE

Aupuni Center • 101 Pauahi Street, Suite 3 • Hilo, Hawai‘i 96720
Phone (808) 961-8288 • Fax (808) 961-8742

Monday, November 13, 2017

DRAFT Meeting Minutes

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CALL TO ORDER

Chair John Winter called the North Kohala Community Development Plan (PCDP) Action Committee (AC) to order at 5:02 p.m. in the Hisaoka Gym Conference Room.

ROLL CALL

Action Committee Members Present: John Winter (Chair), Faith Yates (Vice), Veronica (Lani) Eugenio, Richard Elliot, Ben Ney, Kristen (Lehua) Dircks, Jack (John) Hoyt

Action Committee Members Absent-Excused:

Staff: CoH Planners: LeAna Gloor, Keiko Mercado, Eric Cook.

Members of the public: 6 Members of the public were in attendance.

ADDITIONS TO THE AGENDA:

ANNOUNCEMENTS:

1. Chair John Winter announced that he would like to see an annual report from each subcommittee and group from the North Kohala CDP Action Committee.

PUBLIC COMMENT ON AGENDA ITEMS:

There was no testimony given from members of the public.

APPROVAL OF MINUTES:

Committee Member Richard Elliot moved to approve the minutes of the May 8, 2017 meeting, as submitted. Second by Committee Member Jack (John) Hoyt. The motion to approve the minutes as submitted passed with 5 votes aye, 0 votes nay. [Faith Yates and Veronica Eugenio were not present at the time of this vote].

REPORTS AND OTHER PRESENTATIONS:

Report on Activities of the North Kohala CDP Action Committee: 2017

CDP Planner LeAna Gloor presented the 2017 Report on Activities of the North Kohala CDP Action Committee.

To view Comm. No. 2017-18 North Kohala Action Committee Accomplishments 2017 please follow this link:

<http://records.co.hawaii.hi.us/weblink/DocView.aspx?dbid=1&id=90154&page=1>

32 **Subcommittee Reports:**

33 Growth Management: Comm. No. 2017-16 Growth Management Notes 11.6.17

34 The last meeting for this group was held on November 6th. There was concern expressed with
35 the increase in overnight guest accommodations. The group is drafting a letter to the Planning
36 Department requesting a speaker from the Planning office to speak about the issue of
37 overnight guest rentals.

38 Concern was expressed over the new lighted sign in town. Members of the public seem to be
39 displeased with the sign, although there was a lighted sign as a CIP project for North Kohala
40 CDP. Concern has been expressed that the sign may be a distraction to drivers.

41 To view Comm. No. 2017-16 Growth Management Group Notes please follow this link:

42 <http://records.co.hawaii.hi.us/weblink/1/doc/90165/Page1.aspx>

43 Parks, Water, Roads: There is interest in Pratt Road as an emergency bypass road. It was
44 announced they are working toward getting parking on the mauka side of the highway.

45 The next parks, water, and roads subcommittee meeting will be held on November 15th at 5pm.

46 The subcommittee is looking into setting up a meeting with HELCO.

47 Health: This subcommittee talked with seniors in the community about various health issues.

48

49 *[Chair John Winter chose to change the order of the agenda items from the original agenda. The order it was*
50 *presented/discussed was as follows: 1.Communication No. 2017-12 Discussion of CDP Subcommittees & Sunshine*
51 *Law; 2. Comm. No. 2017-11 Discussion of County Capital Improvement Program; 3.Communication No. 2017-13*
52 *Draft AC Capital Improvement (CIP) Recommendation Letter; 4. Comm. No. 2018-01 Discussion of 2018 Meeting*
53 *Dates]*

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56 **BUSINESS:**

57 **1. Communication No. 2017-12 Discussion of CDP Subcommittees & Sunshine Law:**

58 CDP Planner LeAna Gloor presented and explained the structure and requirements of subcommittees
59 and investigative subcommittees in relation to Sunshine Law.

60 During the discussion it was clarified that Action Committee members are allowed to attend and
61 participate in discussion of community meetings if there are 2 or less Action Committee members in
62 attendance.

63 Chair Winter announced that the Action Committee would be voting to disband the subcommittees
64 and discussed the potential to create community partnership groups instead. The community
65 partnership groups do not have to be agendized and are not subject to Sunshine Law.

66 It was asked what the deadline is for Action Committee members to submit new items for a meeting
67 agenda. It was clarified that the absolute deadline is 6 days prior to the meeting but it is preferred to
68 receive new agenda items before the 6 day deadline.

69 Action Committee member Jack (John) Hoyt moved to disband the North Kohala CDP Action
70 Committee Subcommittees. This motion was second by Richard Elliot. The motion to disband the
71 subcommittees was passed with 7 votes aye, 0 votes nay.

72 To view Comm. No. 2017-12 CDP Subcommittees and Sunshine Law please follow this link:

73 <http://records.co.hawaii.hi.us/weblink/1/doc/89583/Page1.aspx>

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75 **2. Comm. No. 2017-11 Discussion of County Capital Improvement Program:**

76 Chair John Winter led a discussion on the reordering of the North Kohala CDP CIP priority list.

77 Councilmember Tim Richards was consulted from the audience on the proposed strategy of CIP
78 prioritization and he support what had been suggested and encouraged the Action Committee to
79 prioritize and focus on the most important CIP projects because, due to budget constraints, they will
80 not be able to get every project funded.

81 A discussion took place between the Action Committee deliberating the reorder of the North Kohala
82 CDP CIP list. It was mentioned that some Action Committee members would like to see a more in
83 depth description of the CIP projects in relation to financing.

84 Jack Hoyt moved to approve the reorder of the North Kohala CDP CIP priority list, moving Mahukona
85 Beach Park to #1, the green waste facility to #2, improving Kapa'a Beach Park to #3, Kamehameha Park
86 improvements to #4. A friendly amendment was made to switch Kamehameha Park improvements to
87 #5 and Pratt Road to #4. This motion was second by Lani Eugenio and was passed with 7 votes aye, 0
88 votes nay.

89 Councilmember Richards requested a copy of the CIP priority list when completed.

90 The committee discussed designating and improving Pratt Road to be an emergency access road or as
91 an alternative route road. Chair John Winter explained that it is difficult to acquire the rights to private
92 road because there are multiple landowners, which is why the status of Pratt Road is yet to change.
93 Concern was expressed regarding liability for the property owners.

94 Discussion of the large lighted sign as a CIP priority took place. Some Action Committee members
95 questioned why the sign is still on the CIP list when the lighted sign that is currently in place is getting
96 push-back from the community.

97 Mr. Hoyt moved to move the large lighted emergency response sign CIP project to item #10 on the CIP
98 priority list. This motion was second by Lehua Ah Sam (Kristin Dircks). This motion passed with 7 votes
99 aye, 0 votes nay.

100 To view Comm. No. 2017-11 and Comm. No. 2017-17 County Capital Improvement Program spreadsheet please follow
101 these links: <http://records.co.hawaii.hi.us/weblink/1/doc/89563/Page1.aspx> ;
102 <http://records.co.hawaii.hi.us/weblink/1/doc/90153/Page1.aspx>

103 **3. Communication No. 2017-13 Draft AC Capital Improvement (CIP) Recommendation Letter:**

104 Committee Member Lehua Ah Sam (Kristin Dircks) moved to approve the CIP recommendation letter
105 to the Planning Director, Comm. No. 2017-13, with amendments and reference sheets. This motion
106 was second by Jack (John) Hoyt. This motion passed with 7 votes aye, 0 votes nay.

107 To view Comm. No. 2017-13 Draft AC Capital Improvements Recommendation Letter please follow this link:
108 <http://records.co.hawaii.hi.us/weblink/1/doc/90055/Page1.aspx>

109 **4. Comm. No. 2018-01 Discussion of 2018 Meeting Dates:**

110 CDP Planner LeAna Gloor announced the North Kohala CDP Action Committee meeting schedule for
111 2018. It was also announced that there will be five new members appointed to the North Kohala CDP
112 Action Committee in 2018.

113 It was asked why the Action Committee will not be meeting every month. It was answered that the
114 Planning Department does not currently have the staffing capacity to facilitate monthly meetings for 5
115 Community Development Plans.

116 Other methods for community outreach were discussed.

117 Committee members expressed concern that they had submitted letters to the Planning Department
118 in the past year and had yet to receive responses. A particular item of concern was their request to
119 review subdivision applications within the North Kohala CDP district.

120 CDP Planner LeAna Gloor pointed out that she had discussed this with Chair Winter after the letter was
121 submitted and further explained to the committee that subdivision applications are not generally sent
122 to any of the Action Committees for review because they are administrative permits and they do not
123 include a process for public comments or review, unlike the change of zone application process. For
124 subdivisions or subdivision consolidation applications, there is not a mechanism for members of the
125 public or committees to attest or submit complaints when land owners are legally entitled to subdivide
126 their property.

127 To view Comm. No. 2018-01 North Kohala CDP Action Committee Meeting Dates 2018 please follow this link:

128 <http://records.co.hawaii.hi.us/weblink/1/doc/90176/Page1.aspx>

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130 **AGENDA FOR NEXT MEETING:** (January 8, 2018)

131 1. Discussion of 2018 Action Committee meeting schedule.

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133 **ADJOURNMENT:** Chair John Winter adjourned the meeting at 6:56 p.m.

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135 All Action Committee information can be viewed and downloaded from our website:

136 <http://www.hawaiicountycdp.info/north-kohala-cdp>

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