

KONA COMMUNITY DEVELOPMENT PLAN ACTION COMMITTEE

COUNTY OF HAWAII

MINUTES

MEETING DATE: July 22, 2009

TIME: 2:08 p.m.

PLACE: Hanama Conference Room, Suite 103  
Hanama Place, Kailua-Kona  
Kailua-Kona, Hawaii 96740

ROLL CALL

1. Members Present: Maralyn Herkes, Bo Kahui, Gretchen Lawson, Kenneth Melrose, Janice Palma-Glennie, Robert Ward
2. Absent and Excused: Fritz Harris-Glade, Michael Matsukawa
3. County of Hawaii: Amy Self
4. Planning Department: Bobby Jean Leithead Todd, Deanne Bugado, Allen Salavea Bennett Mark (left at 2:50 pm), Margaret Masunaga (left at 2:50)
5. Recorder: Angie Gee
6. Public: H. Michael Sweene (from 3:05pm)

Chair Ken Melrose determined that there was a quorum and opened the meeting.

STATEMENTS FROM THE PUBLIC ON AGENDA ITEMS

None.

APPROVAL OF MINUTES

1. Meeting minutes of June 9, 2009 – Marni Herkes moved and Bo Kahui seconded to approve the minutes. Bob Ward added one change to the minutes. Ken Melrose asked if all in favor of minutes as amended. Motion carried unanimously.
2. Meeting minutes of June 24, 2009 – Marni Herkes moved and Bob Ward seconded to approve the minutes. Bob Ward suggested minor changes and clarification to the minutes Ken Melrose asked if all in favor as amended. Motion carried unanimously.

OLD BUSINESS

Ken Melrose commented attached to the June 24th minutes is the re-drafted Operating Guidelines including exhibit A - Selection Process. Those are the guidelines that the KCDP AC will be using.

## NEW BUSINESS

- KCDP Implementation.** Chair Melrose proposed 4 committees: Transportation and Public Facilities; Environmental, Economic and Land Use; Housing, Energy and Economic Development; Educational and Outreach with 2 people in charge of each sub-committee. Discussion evolved around engaging and recruiting people from the community to get involved with each sub-committee. Amy Self stated if only 2 committee members would be on each committee then they would not be subject to Sunshine Law. If more, then the sub-committee would be subject to Sunshine Law and would require 3 meeting process: 1<sup>st</sup> would be to establish public and news meeting, 2<sup>nd</sup> is establish the scope and whose on committee and purpose, report back findings to full committee; 3<sup>rd</sup> subsequent meeting, discuss what they were for and take vote if necessary. Amy also stated that if any committee wanted to give a full report that it would have to be on the agenda for the next meeting. The sub-committee groupings and members associated with each sub-committee are as follows:  
Transportation and Public Facilities – Bob Ward & Bo Kahui  
Environmental Resources and Cultural Resources, Land Use – Janice Palma-Glennie & Bob Ward  
Housing, Energy and Economic Development – Marni Herkies & Ken Melrose  
Education and Outreach – Janice Palma-Glennie & Marni Herkes  
Bo Kahui moved to establish the 4 sub-committees; Marni Herkes seconded; All were in favor.  
Ken Melrose asked if the secondary people in 2 sub-committees are willing to withdraw for other members (those not present: Mike Matsukawa and Fritz Harris-Glade) and received a favorable response.

Ken Melrose suggested the use of the first paragraph of each of the chapters of the CDP and also the implementation as laid out on Chapter 5 of the CDP. Each of the committee should look at the matrix for an on-going, 1 & 2 years time frame.
- Honokohau Village Center Master Plan.** Allen Salavea updated the members on the Honokohau Village Center Master Plan which is currently in the contracting phases. Focusing on 3 areas: 1<sup>st</sup> part - Education: community, government and development; 2<sup>nd</sup> part - developing a master plan for Honokohou TOD; and 3<sup>rd</sup> part - working on calibrating or incorporating master plan and elements into the County zoning code. The Planning Department has hired a consultant, Place Makers. They are also the consultant for Kau CDP. A charrette is now in process of gathering data sense with the consultant either in September or October and then post and wrap up in February or March. A calibration part should forthcoming. Allen stressed the community involvement and education would help in the charrette. Ken Melrose commented to have the Planning Department update given by Allen Salavea on the monthly agenda.
- Design Center.** Deanne Bugado gave report. Deanne Bugado, Allen Salavea, Margaret Masunaga and Bennett Mark are part of the Design team right now. Based on when applications come in, the Design Center team will pull in other departments as needed: i.e. Department of Public Works, Housing, etc., to meet with the applicant to discuss the

proposed project. There is no set space nor time scheduled as yet. Normal process would be to have applications come in when still in conceptual phase so they can ask questions and start designing based on feedback from various departments, divisions within the county. Place Makers is very key to help develop this and therefore part of their contract to do the calibration for the project, such as developing a check off list.

4. **Planning Department update on applications and actions pending.** Deanne Bugado had passed around a list of Applications for the month of June and asked for feedback. Janice Palma-Glennie suggested on the TMK, the area would be really helpful, like Kealakehe, whatever the ahupua'a, to be more specific in addition to the TMK. Bob Ward suggested also including into the list the pending application. Deanne Bugado mentioned that pending Planning Commission items would be found on the internet under the Boards and Commissions.

Janice Palma-Glennie asked if something on the list jumps out that fits with the CDP, maybe the committee would be able to comment and discuss on it. Deanne Bugado warned that many items on the list were time sensitive like ministerial permits such as plan approvals have a 30-day time frame for processing and there would not be enough time for those items be brought to the committee for comment.

Palamanui. BJ Leithead Todd commented that what amendments have been proposed are consistent with the CDP but if any of the committee members disagree that they would be able to comment front of the Planning Commission this coming Friday as individuals. Ken Melrose commented that the Palamanui documents dated July 21, 2009 that was handed out was an FYI so the committee could sense the tenure about how things are going in the community as they work to implement the plan. He further reminded the committee that they specifically are not charged with looking at applications whether they are new or old.

Ken Melrose then asked if the group would like to have more discussion in particular with the Honokohau State Lands General Plan revision at this next meeting. There was a letter from Native Hawaiian Legal Counsel, from Dickey Nelson and Kaliko Chun. Recommendation was to include this under the Planning Department update as a line item for the next meeting.

#### STATEMENTS FROM THE PUBLIC REGARDING ITEMS ON THE AGENDA

None.

#### ANNOUNCEMENTS

- Ken Melrose: At the meeting for Forest City that happened last week, Leeward Planning Commissioner, Fred Housel, whose group has been doing the Town Meetings for a long time, offered an opportunity in February next year to participate in the Town Meeting.
- Next meeting date is August 26 in Hanama Conference Room, Suite 103.

ADJOURNMENT

There being no further business, at 4:22pm, it was moved by Marni Herkes and seconded by Bob Ward that the meeting be adjourned. Motion was unanimously carried by a voice vote of all Committee Members in attendance.

Respectfully submitted,

Angie Gee, Recorder

A T T E S T:

Ken Melrose, Chair  
Kona Community Development Plan Action Committee