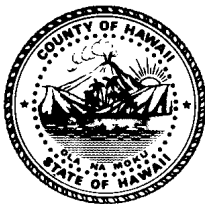


William P. Kenoi
Mayor



Duane Kanuha
Director

Bobby Command
Deputy Director

West Hawai'i Office
74-5044 Ane Keohokalole Hwy
Kailua-Kona, Hawai'i 96740
Phone (808) 323-4770
Fax (808) 327-3563

County of Hawai'i
PLANNING DEPARTMENT

East Hawai'i Office
101 Pauahi Street, Suite 3
Hilo, Hawai'i 96720
Phone (808) 961-8288
Fax (808) 961-8742

Sept. 16, 2015

RE: Community Development Plan Action Committee meetings

Aloha members of CDP Action Committees,

Due to limited staff time and a number of major initiatives currently being undertaken by the Planning Department, I am asking our CDP action committee staff members to begin scheduling meetings every other month. ACs should meet in September 2015 and then again in November and then in January and so on.

The Planning Department is currently in the midst of two major initiatives, the General Plan review and a new program that has increased planning's responsibilities during the processing of building permits. A reallocation of time by staff members will allow staff to better prepare for upcoming meetings.

While we are asking for your understanding regarding AC meetings, this does not mean you have to reduce your participation in the community development plan program. Subcommittees may meet as often as they wish, and I feel this change should make the participation on subcommittees more meaningful and effective, as this is where the actual work should take place. Should an extremely vital issue arise, there is always the option of a special meeting during the off months.

I would like to thank all Action Committee members for taking the initiative to serve and work with the Planning Department in managing the various CDPs.

Mahalo,

Bobby Command
Deputy Planning Director
County of Hawaii