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County of Hawai'i
PLANNING DEPARTMENT
PUNA COMMUNITY DEVELOPMENT PLAN ACTION COMMITTEE

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Tuesday, November 10, 2015
DRAFT Meeting Minutes

CALL TO ORDER

Chairperson Patti Pinto called the Puna Community Development Plan (PCDP) Action Committee (AC) to order at 3:03 p.m. in the Pāhoa Community Center. The following persons were present:

Action Committee: June Conant, Farris Etterlee, Leila Kealoha, Patti Pinto, Oshi Simsarian, René Siracusa and Elmer Solis. Susan Osborne and Sharon Daun were absent.

Staff: Hans Santiago – Puna CDP Project Manager and Keiko Mercado – Puna CDP Planning Assistant.

Members of the public: 5

ADDITIONS TO THE AGENDA: NONE

ANNOUNCEMENTS:

1. Farris announced that KAPONO (*a community-directed organization that welcomes community members from Kalapana to Kapoho to join together for the protection and enhancement of the health, heritage, and safety of our communities: our homes, our 'ohana, and our lifestyles*) has launched a new survey and is already receiving a great response. The survey will help KAPONO to prioritize goals and projects within its Corridor Management Plan. Anyone who frequents the Red Road (HWY 137) is encouraged to fill out a survey online at www.kapono.org or www.hwy137redroad.org.
2. Oshi announced that there is a HOPE Services project coming into Pāhoa.
3. René announced that the Puna Community Medical Center will have its Medi-Van at Kalani Honua and will begin to see patients on the 1st and 3rd Fridays of the month from 9:00am – 1:00pm. This will be a one year demonstration project to figure out whether or not it will be cost effective. The Puna Community Medical Center will begin extended hours of operation to accommodate the working population. This will be done in two phases: 1) Start opening from 8:00am-5:00pm on Sundays; and 2) Remain open during lunch hour and remain open until 7:00pm.
4. René announced that she will be at the January AC meeting to speak on behalf of PONC. She also informed the AC that the Vacation Land Trust Property has not yet named a new attorney, so it is temporarily on hold until that is done.

5. Hans invited the members of the public and the AC to stay after the conclusion of the AC meeting to enjoy some food.

PUBLIC TESTIMONY: None

APPROVAL OF MINUTES:

René moved to approve the minutes of the September 8, 2015 meeting as submitted. Second by Elmer. The motion to approve the minutes as submitted passed with 7 votes aye, 0 votes nay.

NEW BUSINESS:

1. **Communication Nos. 2015-38 & 2015-39: Connectivity and Emergency Response Subcommittee (CERS):** Marlene Hapai informed the AC on the recent activities of the subcommittee, including a site visit to several connectivity points in the Puna mauka area. The findings from the site visits will be shared with the Subcommittee, the Ad hoc committee, the AC, and the public. Next steps and feasibility will be determined using the data collected Subcommittee will work with the AC to submit relevant CIPs. The Subcommittee will also work on scheduling meetings with Representative Gabbard, Senator Schatz, and Senator Lorraine Inouye.

   Communication No. 2015-38 & 2015-39 can be viewed and downloaded from the following website:
   http://records.co.hawaii.hi.us/Weblink8/1/doc/75802/Page1.aspx
   http://records.co.hawaii.hi.us/Weblink8/1/doc/75803/Page1.aspx

2. **Volcano Long Range Plan Subcommittee (VLRPS):** Pat Halpern informed the AC on the recent activities of the subcommittee. She made available a preliminary draft version of a proposed Forest Protection Overlay District for Volcano. While it is not ready for review yet, they hope to bring a complete version to the January 12, 2016 AC meeting. Volcano has the highest densities of small residential lots in East Hawaii and the potential build-out could be devastating to the native forests that define Volcano. Through this initiative the VLRPS hopes to educate landowners and builders etc., strengthen land clearing rules, and provide incentives to encourage compliance. The subcommittee is also interested in putting out a survey to ensure they hear as many voices from the community as possible.

   René shared that Mālama O Puna provides free property assessment; identify native plants, invasive plants, and offers suggestions for hand clearing. She also shared that the VLRPS might want to look into the Exceptional Tree Ordinance.

   Leila shared that the AC included a recommendation to decrease lot size for forest preservation incentives when they submitted their input for the General Plan Comprehensive Update.

   Patti also shared that the AC has used the Volcano Building in the Forest brochure as a base to creating a broader Building in Puna brochure.

3. **Communication No. 2015-42: Pāhoa Regional Town Center Plan Subcommittee (PRTCPS):** Oshi informed the AC on the recent activities of the subcommittee including work on the wastewater treatment study, parking lot purchase, Post Office Rd., lava viewing, and the design review committee.

   Hans spoke to the wastewater treatment study to clarify for the AC that the departments involved are not against the study; at this point the departments do not have the ability to manage a contract making it an inappropriate time to move forward. He briefly explained the extensive work that goes into managing a contract and reiterated that right now is just not the appropriate time to move forward.

Oshi shared an article with information on a Pāhoa business that was fined $82,000.00 for their cesspool. Her thoughts are that there is potential for some Pāhoa businesses to be shut down.

Hans clarified the timeline for the EPA fines relative to the generation of the CIP for the feasibility study. The requirements for the businesses to meet the EPA requirements are not connected to the feasibility study. Those were requirements in place prior even to the discussion about the possibility of the feasibility study. Although the subjects are related, the issues and fines the businesses are facing currently, is not a result of the feasibility study being delayed.

Elmer shared that negotiations are moving forward for the acquisition of the Luquin's parking lot.

Patty has provided Hans a copy of the guidelines she's drafted for the Design Review Committee and he will compare it against the ordinances that were passed to ensure alignment.

René commented that the Design Review Committee will have to be careful with members and their recusal from properties they are tied to.

Communication No. 2015-42 can be viewed and downloaded from the following website:
http://records.co.hawaii.hi.us/Weblink8/1/doc/75854/Page1.aspx

4. **Town Hall Subcommittee:** Leila informed the AC that they are still looking for venues where they could set up an informational table. They will look into drafting up a possible press release highlighting the AC and work with Hans to ensure appropriateness and Planning Department approval.

5. **Communication No. 2015-45: Budget Subcommittee:** Farris explained that the Budget Subcommittee completed their task of filling out the appropriate FIS forms for projects that have lapsed or will lapse at the end of 2015-2016 FY. After reviewing the provided forms, Patti pointed out that the connectivity FISs were not included in the packet. There was discussion regarding the Sewer Feasibility Study and the Pāhoa Regional Town Center Master Plan as separate FISs.

   René reminded the AC that all of these particular FISs were previously approved by the AC and with the inclusion of the missing FISs, this document is ready for transmittal.

   René moved to accept the text of the letter to the Planning Director and the enclosures with the understanding that all missing FISs will be included in Communication 2015-45. Second by Elmer. Motion passed with 7 votes aye and 0 votes nay.

   Communication No. 2015-45 can be viewed and downloaded from the following website:
   http://records.co.hawaii.hi.us/Weblink8/1/doc/75848/Electronic.aspx

6. **Communication Nos. 2015-40 & 2015-41: Building in Puna Brochure:**
   Farris moved to approve the brochure and the letter as submitted. Second by June.

   Elmer reviewed some possible changes suggested by René and Leila that could be made by a friendly amendment.

René made a friendly amendment to ensure proper diacritical marks, punctuation and the addition of "improved drainage" under the Common Misunderstandings section. Second by Farris. Motion passed with 7 votes aye and 0 votes nay.

Discussion commenced regarding a photo for the front of the brochure and how the brochure might be printed and distributed once approved by the Planning Department.

René made a friendly amendment to change "Resource List for Building in the Forest" to "Resource List for Building in Puna." Second by Farris. Motion passed with 7 votes aye and 0 votes nay.

Main motion as amended passed with 7 votes aye and 0 votes nay.

Communication Nos. 2015-40 & 2015-41 can be viewed and downloaded from the following website:
http://records.co.hawaii.hi.us/Weblink8/1/doc/75807/Electronic.aspx
http://records.co.hawaii.hi.us/Weblink8/1/doc/75806/Page1.aspx

7. **Communication Nos. 2015-43 & 2015-44: Memo from the Deputy Planning Director re: Community Development Action Committee Meetings and New 2015-2016 Schedule for Action Committee Meetings:** Hans explained the format and intent of the proposed AC schedule for 2015-2016. This schedule was an attempt to be very concise and very strategic through the year. This schedule will be a working document and will change as it needs to. Communication and commitment will be the key to working effectively with the new bi-monthly meeting schedule.

   René moved to file the Deputy Directors memo and approve the format of the schedule presented. Second by Farris.

   Suggestions were made to add a header for meeting dates and also to add meeting locations.

   Motion passed with 7 votes aye and 0 votes nay.

   Leila moved to alternate meeting locations between Pāhoa Community Center and Kea'au Community Center. Second by Oshi. Motion passed with 7 votes aye and 0 votes nay.

   Hans updated the AC on the status of possible new AC members. Right now the Planning Department is working with the Mayor's office and we are hopeful that new members will be present at the January meeting. We should continue to encourage people to apply to the AC and have them bring their applications to the Planning Department.

   Communication Nos. 2015-43 & 2015-44 can be viewed and downloaded from the following website:
   http://records.co.hawaii.hi.us/Weblink8/1/doc/75809/Electronic.aspx
   http://records.co.hawaii.hi.us/Weblink8/1/doc/75810/Electronic.aspx

8. **Recognition of outgoing Action Committee members:** Patti, Oshi, and René were presented with leis, certificates of appreciation from the Mayor's office, and letters of appreciation from the Planning Director to recognize their tremendous efforts and outstanding commitment as Action Committee members. Leila shared an oli mahalo (chant of gratitude) and everyone in attendance expressed thanks and appreciation to Patti, René and Oshi.

UNFINISHED BUSINESS: None

AGENDA FOR NEXT MEETING: (January 12, 2015)

1. CERS Report
2. VLRPS Report
3. MTS Report
4. MVPS Report
5. PRTCPS Report
6. PONC Presentation
7. Election of Officers
8. AC Members Roles on Subcommittees
9. New AC Members
10. Town Hall Subcommittee
11. Emergency room update

ADJOURNMENT: The Chair, without objection, adjourned the meeting at 4:44 p.m.