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Report Date: September 23, 2016
Executive Highlights

Fiscal Year 2016 was another exciting and busy year for the Department of Planning:

- In response to an Emergency Proclamation issued by Governor Ige and at the direction of Mayor Arakawa, the Department joined forces with several other County departments and brainstormed solutions for our affordable housing and homeless problems. A proposed bill was drafted to allow additional accessory dwellings (ohanas) on larger lots and to prohibit the use of accessory dwellings for new short-term rentals; this bill and other initiatives are being considered by the County Council.

- A new Metropolitan Planning Organization was created as required by the United States Department of Transportation based on the urban population center of Central Maui. The MPO consists of representatives from the County Departments of Public Works, Planning and Transportation, the County Council, and the State Department of Transportation.

- The Lanai Community Plan update was enacted, and the draft Molokai Community Plan update was transmitted to the County Council for its review and action.

- Amendments to Chapter 2.80B, Maui County Code, were proposed to clarify the different roles of community plan land use designations and zoning. This measure is pending review by the County Council.

- The Department submitted the first-ever status reports on the implementation of the Countywide Policy Plan, Maui Island Plan and nine community plans.

- Further changes to the short-term rental home ordinance were discussed with the County Council and proposed amendments should be ready for County Council action in FY17.

- Two staff members were assigned to work under the Mayor’s direction to focus on redevelopment of Wailuku town, including the creation of the “Iao Plaza” site, the implementation of a Clean and Safe program, the ongoing development of a Wells Park Master Plan, and the contract management for the new parking and events facility.

- The new iNovah cashiering system was implemented January 1, 2016. In the first six months of the system operation, the department collected $267,677.00 in payments of application fees, fines and other revenues. The department also began accepting credit cards for payment.

- The old office trailer at Mitchell Pauole Center on Molokai was decommissioned; Department staff now have an office inside the main building.

- Work continued on the preparation for a new countywide permit database. Maui’s Automated Planning and Permitting System (MAPPS) is the County’s first enterprise level Geographic Information System (GIS) which will replace the antiquated KIVA permitting system. Personnel from several divisions are actively involved in the implementation of this countywide system, which is expected to go live in 2018.
General Background Information

Mission Statement and Goals

The mission of the Department of Planning is to manage growth in a sustainable manner that balances our economy, culture and the environment. As in prior years, the Department identified four strategies to accomplish its mission in FY16:

- Provide quality service to the public by offering accurate and timely information in a friendly and professional manner in the performance of the Department’s duties.
- Administer and enforce zoning and other land use regulations to ensure that all applicable laws and rules are being followed. Enforcement is generally complaint-based so that the Department can effectively respond to concerns raised by the public.
- Review and process applications for a wide variety of developments, from small bed-and-breakfast operations to large commercial or industrial projects. Applications are carefully considered with respect to their surrounding uses, potential impacts, and consistency with long-range plans.
- Prepare and implement long-range plans, such as the Countywide Policy Plan, Maui Island Plan, regional community plans, and various master plans. The development of these plans is an open public process with extensive community participation and involvement, as these plans will guide and direct development and growth for many years.
These goals are largely continual efforts that will extend into FY17 and beyond. For example, starting in FY15, the Department invested in process mapping and process improvement training for employees to improve customer service, reduce permit processing time, and standardize output. Employees continue to work on documenting current permit processes, identifying areas that need improvement, and redesigning new, efficient processes.

**Charter Provision**

The Department of Planning is organized in accordance with Section 8, Chapter 8.1. of the Charter of the County of Maui which states, “There shall be a department of planning consisting of a Maui planning commission, a Molokai planning commission and a Lanai planning commission, a planning director, a board of variances and appeals, and the necessary staff.”

**Organizational Charts**

The organizational charts for each division are included on pages 5 to 9.
CURRENT PLANNING DIVISION
DEPARTMENT OF PLANNING
COUNTY OF MAUI
TABLE OF ORGANIZATION
As of December 31, 2015

CURRENT PLANNING DIVISION
PC-0017  Planning Program Administrator  EM-07

CLERICAL SECTION
PC-0075  Secretary I  SR-14

PC-0026  Office Operations Assistant II (Molokai)  SR-10 (1)
PC-0028  Office Operations Assistant II (CZM)  SR-10 (2)
PC-0054  Clerk III  SR-10

SECRETARIES TO BOARDS AND COMMISSIONS
PC-0005  Secretary to Boards/Commissions II  SR-18
PC-0033  Secretary to Boards/Commissions II  SR-18
PC-0023  Secretary to Boards/Commissions II  SR-18

LAND USE PLANNING SECTION
PC-0018  Planner VI  SR-26

PC-0003  Planner V  SR-24
PC-0011  Planner V  SR-24
PC-0014  Planner V  SR-24
PC-0035  Planner V  SR-24
PC-0080  Planner V  SR-24
PC-0021  Planner III  SR-20
PC-0069  Planner III  SR-20 (4)

ENVIRONMENTAL PLANNING SECTION
PC-0076  Planner VI  SR-26

PC-0031  Planner V (CZM)  SR-24
PC-0058  Planner IV (Molokai)  SR-22 (3)
PC-0030  Planner IV (CZM)  SR-22
PC-0047  Planner IV (CZM)  SR-22 (4)
PC-0029  Planner IV  SR-22
PC-0059  Planner IV  SR-22

*CZM = Coastal Zone Management Program (Grant Funded)
(1) PC-0026 Budgeted reallocation from Office Operations Assistant II (SR-10) to Land Use Permit Clerk (SR-12)
(2) PC-0044 Position title correction from Clerk III to Office Operations Assistant II (no change in SR)
(3) PC-0068 Budgeted as Planner V (SR-24), to be corrected in FY17 budget
(4) PC-0047 Planner IV (SR-22) is budgeted as Planner III (SR-20), and PC-0069 Planner III (SR-20) is budgeted as Planner IV (SR-22). Incumbents switched positions effective May 16, 2015. Budget to be corrected in FY17.

Page 2 of 5
# Table of Organization

As of December 31, 2015

## Zoning Administration and Enforcement Division

<table>
<thead>
<tr>
<th>Position</th>
<th>Code</th>
<th>Title</th>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>PC-0037</td>
<td>Planning Program Administrator</td>
<td>EM-07</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PC-0041</td>
<td>Secretary to Boards/Commissions II</td>
<td>SR-18</td>
<td></td>
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<tr>
<td>PC-0070</td>
<td>Secretary I</td>
<td>SR-14 (1)</td>
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<tr>
<td>PC-XXXX</td>
<td>Office Operations Assistant I</td>
<td>SR-08 (2)</td>
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## Zoning Enforcement Section

<table>
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<tr>
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<th>Title</th>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>PC-0072</td>
<td>Zoning Inspector III</td>
<td>SR-21 (3)</td>
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</table>

## Plans Review Section

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<th>Code</th>
<th>Title</th>
<th>Code</th>
<th>Title</th>
</tr>
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<tbody>
<tr>
<td>PC-0025</td>
<td>Administrative Planning Officer</td>
<td>EM-03</td>
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</tr>
<tr>
<td>PC-0038</td>
<td>Land Use &amp; Building Plans Examiner</td>
<td>SR-19 (4)</td>
<td></td>
</tr>
<tr>
<td>PC-0052</td>
<td>Land Use &amp; Building Plans Examiner</td>
<td>SR-19</td>
<td></td>
</tr>
<tr>
<td>PC-0057</td>
<td>Land Use &amp; Building Plans Examiner</td>
<td>SR-19 (4)</td>
<td></td>
</tr>
<tr>
<td>PC-0055</td>
<td>Land Use &amp; Building Plans Technician</td>
<td>SR-15</td>
<td></td>
</tr>
<tr>
<td>PC-0078</td>
<td>Land Use Permit Clerk</td>
<td>SR-12</td>
<td></td>
</tr>
<tr>
<td>PC-0079</td>
<td>Land Use Permit Clerk</td>
<td>SR-12</td>
<td></td>
</tr>
</tbody>
</table>

## Planning Section

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>PC-0042</td>
<td>Planner VI</td>
<td>SR-26</td>
<td></td>
</tr>
<tr>
<td>PC-0022</td>
<td>Planner V</td>
<td>SR-24</td>
<td></td>
</tr>
<tr>
<td>PC-0055</td>
<td>Planner IV</td>
<td>SR-22</td>
<td></td>
</tr>
<tr>
<td>PC-0027</td>
<td>Planner I</td>
<td>SR-16 (6)</td>
<td></td>
</tr>
<tr>
<td>PC-0045</td>
<td>Planner I</td>
<td>SR-16</td>
<td></td>
</tr>
</tbody>
</table>

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1. PC-0070 Proposed reallocation from Secretary I (SR-14) to Secretary II (SR-16)
2. PC-XXXX Proposed expansion position Office Ops Assistant I (SR-08); however, County Council deleted expansion position in FY16 budget
3. PC-0072 Proposed reallocation from Zoning Inspector III (SR-21) to Supervising Zoning Inspector (SR-23)
4. PC-0038 Proposed reallocation from Land Use & Building Plans Examiner (SR-19) to Senior Land Use & Building Plans Examiner (SR-21); however, PC-0057 will be reallocated instead due to vacancy.
5. PC-0040 and PC-0048 Proposed reallocation from Zoning Inspector Trainee (SR-14) to Zoning Inspector I (SR-16) when incumbent meets minimum qualifications
6. PC-0027 Proposed reallocation from Planner I (SR-16) to Planner II (SR-18) when incumbent meets minimum qualifications
LONG RANGE PLANNING DIVISION
PC-0043 Planning Program Administrator EM-07

PC-0053 Secretary I SR-14
PC-0071 Office Operations Assistant II SR-10

GEOGRAPHIC INFORMATION SYSTEMS (GIS) SECTION
PC-0054 GIS Analyst VI SR-26
PC-0050 GIS Analyst V SR-24
PC-0062 GIS Analyst V SR-24
PC-0019 GIS Analyst II SR-18

COMPREHENSIVE PLANNING SECTION
PC-0020 Planner VI SR-26
PC-0060 Planner V SR-24
PC-0066 Planner V SR-24
PC-0067 Planner V SR-24
PC-0045 Planner IV SR-22
PLAN IMPLEMENTATION DIVISION
PC-0063 Administrative Planning Officer EM-03

PC-0061 Planner V SR-24
PC-0073 GIS Analyst V SR-24
External Factors Affecting Operations

The functions of the Department are driven by various county, state and federal laws, programs and guidelines. These include but are not limited to the county's zoning ordinances (Title 19 of the Maui County Code), the state land use law and coastal zone management law (Chapters 205 and 205A of the Hawaii Revised Statutes) and federal floodplain development restrictions. Changes to these requirements can have significant impacts on how the Department operates – such changes can impact the types of uses that are permitted in different land use districts and can, therefore, impact the permitting process for proposed uses.

Changes in economic conditions can also impact the Department's operations. Upturns or downturns in the economy can drive the types and volume of development applications that are submitted to the Department for processing. In a robust economy, projects can be more numerous and larger than in a sluggish economy.
Resources

Staffing/Personnel

The Department has five divisions: Administration, Current Planning, Zoning Administration and Enforcement, Long Range Planning, and Plan Implementation. A listing of all Departmental personnel, as of June 30, 2016, is below.

Administration

- Director: William Spence
- Deputy Director: Michele Chouteau McLean
- Private Secretary: Avis Teshima-Wong
- Administrative Officer: Jacky Takakura
- Account Clerk III: Charmaine Rodrigues
- Office Operations Assistant II: Theresa “Momi” Maglente

Current Planning

- Planning Program Administrator: Clayton I. Yoshida, AICP
- Planner VI: Ann Cua
- Planner VI: Jeffrey Dack
- Planner V: Kurt Wollenhaupt
- Planner V: James Buika
- Planner V: Paul Fasi
- Planner V: Danny Dias
- Planner V: Erin Wade
- Planner V: Gina Flammer
- Planner IV: Keith Scott
- Planner IV: Livit Callentine, AICP
- Planner IV: Candace Thackerson
- Planner IV: Tara Furukawa
- Planner IV (Molokai Planner): Sybil Lopez
- Planner IV: Evelyn Aako
- Planner III: Ryan Quigless
- Secretary to Boards & Commissions II: Carolyn Takayama-Corden
- Secretary to Boards & Commissions II: Suzette Esmeralda
- Secretary to Boards & Commissions II: Leilani Ramoran-Quemado
- Secretary I: Linda Sakahara Kim
- Office Operations Assistant II (Molokai): Nina-Lehua Kawano
- Clerk III: Nancy Tanji
- Office Operations Assistant II: Edna Abe
- Office Operations Assistant II: Laury Kanae
Zoning Administration and Enforcement

Planning Program Administrator: John Rapacz
Administrative Planning Officer: Joseph Alueta
Planner VI: Carolyn Cortez, CFM
Planner V: Paul Critchlow
Planner IV: Paul Mikolay
Planner II: Chelsea Rabago
Planner I: Malia Balberdi
Senior Land Use and Building Plans Examiner: Rulan Waikiki
Land Use and Building Plans Examiner: Avelina Cabais
Land Use and Building Plans Examiner: vacant
Land Use and Building Plans Technician: Russell Higa
Supervising Zoning Inspector: Jay Arakawa
Zoning Inspector II: Conklin “Kai” Wright
Zoning Inspector II: Tammy Osurman
Zoning Inspector I: Gail Davis
Zoning Inspector Trainee: Pikake Fernandez Ruiz
Zoning Inspector Trainee: Merle Tashiro
Secretary to Boards & Commissions II: Chalsey Kwon
Secretary I: Summer Enfield-Carlos
Land Use Permit Clerk: Sheila Nakagawa
Land Use Permit Clerk: Shelly Malia Kan-Hai

Long Range Planning

Planning Program Administrator: Pamela Eaton
Planner VI: David Yamashita
Planner V: Jennifer Maydan, AICP
Planner V: Mary Jorgensen
Planner V: Douglas Miller
Planner IV: Annalise Kehler
Geographic Information Systems Analyst VI: Daniel McNulty-Huffman
Geographic Information Systems Analyst V: Michael Napier
Geographic Information Systems Analyst V: Mark King
Geographic Information Systems Analyst III: Kristana Erikson
Secretary I: Joy Paredes
Office Operations Assistant II: Richele Lesa

Plan Implementation

Administrative Planning Officer: Kathleen Aoki
Geographic Information Systems Analyst V: Peter Graves
Planner V: Simone Bosco
In FY16, the following personnel changes occurred:

**Long Range Division**

- **Kristana Erikson** was reallocated from GIS Analyst II to GIS Analyst III effective February 1, 2016.

**Current Planning Division**

- **Ryan Quigless** was hired as a Planner III on September 1, 2015.
- **Evelyn Aako** was reallocated from Planner III to Planner IV effective March 1, 2016.
- **Edna Abe** was hired as an Office Operations Assistant II effective March 16, 2016.
- **Laury Kanae** was hired as an Office Operations Assistant II effective May 2, 2016.
- Secretary I **Andrea Jordan** resigned on May 20, 2016 to move back to the mainland.

**Zoning Administration and Enforcement Division**

- **Dukie Racadio** accepted a promotional opportunity at the Department of Fire Safety, effective July 15, 2015. Dukie was a Zoning Inspector Trainee.
- **Gail Davis** was reallocated from Zoning Inspector Trainee to Zoning Inspector I effective November 1, 2015.
- Secretary I **Nancy Mahi** left the Department effective December 1, 2015 to accept a promotional opportunity at the Department of Public Works.
- **Jay Arakawa** was reallocated from Zoning Inspector III to Supervising Zoning Inspector effective December 1, 2015.
- Land Use Permit Clerk **Gene Adams-Nakamura** passed away December 27, 2015. She had worked for the Planning Department since 2004.
- Retired Land Use & Building Plans Examiner **Gerald Azbill** returned to the Department on a part-time basis to assist the Plans Review Section, from January 5 to February 10, 2016.
- **Chelsea Rabago** was reallocated from Planner I to Planner II effective February 1, 2016.
- Land Use Permit Clerk **Sharon Matsunaga-Berdel** accepted a transfer to the Department of Water Supply effective February 16, 2016.
- **Linda Sakahara Kim** was promoted to Secretary I effective February 16, 2016. Linda was previously an Office Operations Assistant II in the Current Planning Division.
- Sheila Nakagawa was promoted to Land Use Permit Clerk effective March 16, 2016. She was previously an Office Operations Assistant II in the Current Planning Division.

- Joseph Nahina, Jr. accepted a promotional opportunity with the State of Hawaii Department of Human Services effective April 18, 2016. Joe was a Zoning Inspector Trainee.

- Pikake Fernandez Ruiz accepted a promotional opportunity as Zoning Inspector Trainee, effective May 1, 2016. Pikake was previously a Land Use Permit Clerk at the Department of Water Supply.

- Merle Tashiro was hired as a Zoning Inspector Trainee effective May 2, 2016.

- Rulan Waikiki was promoted to Senior Land Use & Building Plans Examiner effective May 26, 2016. Rulan was previously a Land Use & Building Plans Examiner.

- Shelly Malia Kan-Hai accepted an interdepartmental transfer to the Land Use Permit Clerk position, effective June 20, 2016. She was previously at the Prosecutor's Office as a Legal Clerk II.

Plan Implementation Division

- Kathleen Aoki was selected to fill the Administrative Planning Officer vacancy, effective December 16, 2015. Kathleen had worked for the Planning Department for more than a decade before moving to Kaunoa Senior Center where she was an Assistant Senior Services Division Administrator.

Financial Overview

The Department’s approved FY16 general fund budget was similar to the FY15 budget. The FY16 budget totaled $5,423,119, representing an increase of 8.3% over FY15. The most notable increase was in line item grants and programs. Minor adjustments included increases in salaries and wages, operations, and professional services. A table showing the approved FY16 budget with FY16 and FY15 actual spending is below. It should be noted that actual spending in any fiscal year includes expenditures that were budgeted and encumbered in prior fiscal years.

<table>
<thead>
<tr>
<th>Budget Item</th>
<th>FY16 Approved Annual Budget</th>
<th>FY16 Actual Expense</th>
<th>FY15 Actual Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Wages</td>
<td>$3,737,777</td>
<td>$3,490,676</td>
<td>$3,443,082</td>
</tr>
<tr>
<td>Administration and Operations</td>
<td>$1,189,913</td>
<td>$1,047,921</td>
<td>$1,120,199</td>
</tr>
<tr>
<td>Leased Equipment</td>
<td>$31,454</td>
<td>$31,194</td>
<td>$83,122</td>
</tr>
<tr>
<td>Line Item Grants and Programs</td>
<td>$463,975</td>
<td>$189,929</td>
<td>$169,003</td>
</tr>
<tr>
<td><strong>TOTAL GENERAL FUNDS:</strong></td>
<td><strong>$5,423,119</strong></td>
<td><strong>$4,785,903</strong></td>
<td><strong>$4,815,406</strong></td>
</tr>
</tbody>
</table>

Source: IFAS BA5104M Budget Actual as of 6/30/2015 and 6/30/2016
As in FY15, the majority of the FY16 budget – $3,737,777 or 69% – supported salaries and wages for the Department’s 62 general funded employees. Administration and operations – which includes office supplies and equipment, office rent, travel expenses for staff to attend meetings on the neighbor islands, and professional services contracts – totaled $1,189,913 or 22%. Leased office equipment totaled $31,454 or less than 1%. The remaining $463,975 or 9% was budgeted for grants and agency program line items, including funding for the Maui Redevelopment Agency, a grant for the University of Hawaii Sea Grant Extension Agent on Maui, an “audit” of our zoning code, and cultural resources management and historic building documentation.

As of June 30, 2016, the Department spent approximately 88% of its approved FY16 budget, leaving $637,216 or 12% for carryover savings. A table depicting this information is provided below.

<table>
<thead>
<tr>
<th>Budget Item</th>
<th>FY16 Approved Annual Budget</th>
<th>FY16 Actual Expense</th>
<th>% Spent</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Wages</td>
<td>$3,737,777</td>
<td>$3,490,676</td>
<td>93%</td>
<td>$247,101</td>
</tr>
<tr>
<td>Administration and Operations</td>
<td>$1,189,913</td>
<td>$1,074,104</td>
<td>88%</td>
<td>$115,809</td>
</tr>
<tr>
<td>Leased Equipment</td>
<td>$31,454</td>
<td>$31,194</td>
<td>99%</td>
<td>$260</td>
</tr>
<tr>
<td>Line Item Grants and Programs</td>
<td>$463,975</td>
<td>$189,929</td>
<td>41%</td>
<td>$274,046</td>
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<tr>
<td><strong>TOTAL GENERAL FUNDS:</strong></td>
<td><strong>$5,423,119</strong></td>
<td><strong>$4,785,903</strong></td>
<td><strong>88%</strong></td>
<td><strong>$637,216</strong></td>
</tr>
</tbody>
</table>

Source: IFAS BA5104M Budget Actual as of 6/30/2016

Administration and Operations items that were under budget include:
- Services, including professional services ($360,500 budgeted versus $191,294 spent), partially due to having fewer contested case proceedings that require professional mediators and hearings officers;
- Utilities, mainly due to lower than expected cellular telephone costs ($18,626 versus $12,135 spent); and
- Travel ($134,500 versus $100,644 spent), due to having fewer meetings on Lanai and Molokai than anticipated.

Spending for Line Item Grants and Programs was also underbudget due to the Maui Redevelopment Agency ($275,500 budgeted versus $116,397 spent). However, an additional $125,821 was encumbered from the FY16 budget which has not yet been included as an actual expense in the table above.
Operations/Activities – Long Range Planning Division

Description and Summary

The Long Range Planning Division (LRD) looks at land use from County and island-wide perspectives, and works with the community to identify appropriate locations for a variety of land uses. This is accomplished through planning events and activities within the County’s nine community plan regions. LRD formulates plans that will facilitate the development of a desirable living environment through dialogue with the community and the application of professional planning principles.

One of LRD’s most important responsibilities is to prepare comprehensive plans that manage development, protect the County’s natural and cultural resources, and promote economic vitality. LRD also coordinates long range planning activities with other county, state, and federal agencies to meet the long-term goals of the Department, and to maintain cooperation among various agencies.
LRD provides the following services:

- Prepares updates to the County’s Community Plans, Maui Island Plan, and Countywide Policy Plan, including staffing the community plan advisory committees (CPACs);
- Provides live GIS support for planning meetings;
- Produces maps, develops spatial models and offers GIS assistance to departmental staff;
- Updates County population and land use forecasts;
- Prepares and maintains official department maps;
- Maintains the Department’s digital land use and planning data bases;
- Prepares special planning studies; and
- Administers the County’s Cultural Resources Management Program, including staffing the Cultural Resources Commission (CRC).

Program Measures

The FY16 budget included two performance measures that relate to LRD’s operations; these are listed in the table below with the Department’s comments on their achievement:

<table>
<thead>
<tr>
<th>Objective</th>
<th>Success Measurement</th>
<th>Achieved</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Post board and commission meetings, agendas and documents on the county’s website</td>
<td>Percentage of documents relating to meetings posted online</td>
<td>Yes</td>
<td>The agendas, staff reports and meeting materials of the CPACs, CRC and planning commissions were posted online</td>
</tr>
<tr>
<td>Conduct public meetings for boards, commissions and community plan advisory committees</td>
<td>Number of public meetings conducted</td>
<td>Yes</td>
<td>The meetings of the CPACs, CRC and planning commissions were open to the public (unless limited through Executive Session)</td>
</tr>
</tbody>
</table>

New Programs and Improvements

Modernization of Entitlements Maps

There have long been issues with inconsistencies on the maps that accompany changes in zoning, community plan, and state land use designations, commonly known as “mylar” maps. In particular, there were frequent mismatches between the legal description of the property derived from survey information and the parcel’s GIS layer, which is the base layer for most modern entitlements maps. LRD staff spearheaded the effort and worked with other county agencies to develop a more efficient approach to addressing the mapping components of land use changes that will also be consistent with the review process to be implemented in MAPPS.
Development Projects Maps
LRD released a redesigned and updated set of Development Projects Maps. The design was changed to provide a cleaner look, include the Maui Island Plan Growth Boundaries, and identify Department of Hawaiian Home Lands housing projects. These maps are distributed to the Mayor and County Council, and are available to the public. The latest maps can be viewed and downloaded through the County website at http://co.mauhi.us/1061/Development-Projects-Mapping.

Major Accomplishments

Lanai, Molokai and West Maui Community Plans
The community plan team transmitted the Lanai Community Plan update to the County Council in November 2014; after meetings throughout FY15 and FY16, it was adopted by the Council in July (Ordinance 4343, effective date July 26, 2016).

In March 2015, the Molokai CPAC completed its review of the draft Molokai Community Plan update. Staff compiled public comments and CPAC recommendations for the Molokai Planning Commission’s review, which began in November 2015. The Commission’s review of the draft was completed six months later in March 2016. The revised draft document, along with the Department’s recommendations, were transmitted to the Council in May 2016 for final review and approval.

During May 2016, staff began interviewing various community members within West Maui and delivering presentations to various stakeholder groups in preparation for the update of the West Maui Community Plan.
Notable Activities

Shoreline Type Mapping
LRD staff began development of a GIS layer that identifies shoreline types. Staff evaluated various GIS layers depicting shorelines and found them inconsistent and fragmented. The initial focus was to identify and map the beaches on Maui, in support of Mayor Arakawa’s shoreline protection efforts. However, a complete delineation of shoreline types for the entire county would be of significant value, especially for disaster recovery. Using aerial imagery and GIS tools, staff mapped the sandy areas, with the mapping of other areas continuing.

Special Projects

Lahaina Historic Districts
The Lahaina National Historic Landmark District was created in the 1960s. Many changes in the district have occurred since then, particularly changes that do not have historic significance, thereby threatening the integrity of the district. An architectural survey of the district has been completed and accepted by the State Historic Preservation Division. The National Park Service is in the process of reviewing the document and will provide guidance on potential district boundary amendments that will result in the removal of portions of the district that no longer reflect its historic significance.

Design Guidelines
Revisions to the Design Guidelines for the two County Historic Districts in Lahaina are nearing completion and will be reviewed by the Cultural Resources Commission in FY17. The organization of the new guidelines can be used as a model for the updates to the design guidelines for the other country towns.

LRD staff touring the Lahaina Historic District
Operations/Activities – Current Planning Division

Clockwise from top left: Suzie Esmeralda, Erin Wade, Laury Kanae, Nancy Tanji, Linda Kim, Carolyn Takayama-Corden, Edna Abe, Leilani Ramoran-Quemado, Ryan Quigless, Kurt Wollenhaupt, and Jim Buika

Front row (L-R) Jeff Dack, Keith Scott, Livit Callentine, Administrator Clayton Yoshida, Danny Dias, and Paul Fasi
Back row (L-R) Tara Furukawa, Sybil Lopez, Candace Thackerson, Ann Cua, Gina Flammer, and Evelyn Aako
Description and Summary

The Current Planning Division (Current) includes the land use section and the environmental section, and is responsible for the processing of major development applications in accordance with planning and zoning regulations. Current reviews and analyzes current planning projects including but not limited to:

- Environmental Assessments
- Environmental Impact Statements
- Community Plan Amendments
- State Land Use District Boundary Amendments
- Changes in Zoning
- Conditional Permits
- State and County Special Use Permits
- Project District Developments
- Planned Developments
- Special Management Area (SMA) Permits
- Shoreline Setback Permits
- Historic District Permits
- Country Town Business Design Review
- Maui Redevelopment Area Review
- Bed and Breakfast Home Permits
- Short-Term Rental Home Permits
- Geothermal Development Activities Permit

The Division staffs the following Boards and Commissions:

- Maui Planning Commission
- Molokai Planning Commission
- Lanai Planning Commission
- Maui Redevelopment Agency
- Urban Design Review Board
- Hana Advisory Committee to the Maui Planning Commission

Program Measures

The FY16 budget included several performance measure that relate to Current’s operations; these is listed in the table below with the Department’s comments on their achievement:

<table>
<thead>
<tr>
<th>Objective</th>
<th>Success Measurement</th>
<th>Achieved</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Decrease the number of permit application forms and consolidate approximately 60 forms into fewer forms</td>
<td>Number of old forms eliminated</td>
<td>Yes</td>
<td>Through the process mapping required by MAPPS, forms and processes were streamlined</td>
</tr>
<tr>
<td>Process various permits and requests in an efficient and professional manner</td>
<td>Number of permits or requests reviewed</td>
<td>Yes</td>
<td>Current processed hundreds of requests in FY16 (see Exhibit A)</td>
</tr>
<tr>
<td>Objective</td>
<td>Success Measurement</td>
<td>Achieved</td>
<td>Comment</td>
</tr>
<tr>
<td>-----------</td>
<td>---------------------</td>
<td>----------</td>
<td>---------</td>
</tr>
<tr>
<td>Post board and commission meetings, agendas and documents on the county’s website</td>
<td>Percentage of documents relating to meetings posted online</td>
<td>Yes</td>
<td>The agendas, staff reports and meeting materials of all of Current’s supported boards and commissions were posted online</td>
</tr>
<tr>
<td>Conduct public meetings for boards, commissions and community plan advisory committees</td>
<td>Number of public meetings conducted</td>
<td>Yes</td>
<td>The meetings of all of Current’s supported boards and commissions were open to the public (unless limited through Executive Session)</td>
</tr>
</tbody>
</table>

**New Programs and Improvements/Major Accomplishments**

**Amendments to the Short-Term Rental Home Ordinance**
The Short-Term Rental Home (STRH) ordinance was amended by the Council in May 2016 as Ordinance No. 4315. The County Council’s Planning Committee met more than a dozen times on this matter, starting in November 2014. The Department first presented the proposed amendments to the Hana Advisory Committee and the three planning commissions in mid-2014 for their comments and recommendations. As a result of the new ordinance, the STRH permit application form was revised to comply with new requirements.

**Notable Activities**

**Kahana Bay Sand Study**
Using monies appropriated by the Council and matching funds from the U.S. Army Corps of Engineers, a study was conducted by Moffatt and Nichols of the quantity of off-shore sand deposits in Kahana Bay for purposes of beach renourishment. The study found significant quantities of sand deposits.

![Kahana Bay Sand Study Results]

The study results proved very helpful in the Maui Planning Commission’s deliberations on permitting for the Hololani Condominium’s shoreline protection project by showing that it could be an intermediate measure while long-term beach nourishment could be implemented. The owners and representatives of the Hololani and other affected properties in Kahana Bay pledged their support to this initiative. Current’s Shoreline Team conducted several meetings with the Army Corps and various stakeholders.
Special Projects

Update to the Maui Island Coastal Erosion Rate Map
The Shoreline Rules of the Maui Planning Commission call for the Department’s coastal erosion rate maps to be updated every five years. In FY10, a $100,000 grant was awarded to the University of Hawaii Department of Geology and Geophysics, which had produced the original maps that are still used today. New coastal erosion rate maps for the North Shore, West Maui and South Maui have been produced. The Department is looking at how the information contained in these new maps can be incorporated into the Shoreline Rules.

Current’s Shoreline Team and UH Professor Chip Fletcher led a brainstorming session for key staff as to how the updated coastal erosion rate maps can be used in the Shoreline Rules and in applications for shoreline development.
Operations/Activities – Zoning Administration and Enforcement Division

Description and Summary

As its name indicates, the Zoning Administration and Enforcement Division (ZAED) administers and enforces state and county land use laws and rules. ZAED also serves as the Department’s primary advisor and information source regarding the interpretation and application of land use laws and rules, permits, approvals, decisions and orders and other enforcement matters, and is integral to the processes for updating codes and rules.

ZAED provides administrative and technical support to the Board of Variances and Appeals (BVA). ZAED assists in the administration and enforcement of the Coastal Zone Management Program and processes appeals to the Planning Director and the planning commissions of Notices of Violation for Special Management Area and Shoreline Setback Violations.

ZAED also processes Requests for Service, including complaints and requests for information and documents; sign and banner permit applications; comprehensive signage plans; offsite parking approvals; parking reductions and waivers; parking plan approvals, including landscaping; Director’s use determinations; certificates of occupancy; farm plans; agricultural use approvals; agricultural non-residential building declarations; commercial agricultural structure registrations; certifications for agricultural condominiums; zoning clearance forms for other agencies and applications for vendor permits. ZAED reviews land use applications and permits for compliance with land use laws and rules, including, but not limited to, subdivision applications, building permit applications, Special Management Area (SMA) assessments, no-rise analyses for flood studies, and flood development permit applications and certifications.

One of ZAED’s most important and recognized roles is verifying the land use and Federal Emergency Management Agency (FEMA) flood designations for property proposed for development and responding to public zoning inquiries. In FY16, ZAED processed more than 4,320 zoning and flood confirmation forms.

Program Measures

The FY16 budget included several performance measures that relate to ZAED’s operations; these are listed in the table below with the Department’s comments on their achievement:

<table>
<thead>
<tr>
<th>Objective</th>
<th>Success Measurement</th>
<th>Achieved</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Decrease the number of permit application forms and consolidate approximately 60 forms into fewer forms</td>
<td>Number of old forms eliminated</td>
<td>Yes</td>
<td>Through the process mapping required by MAPPS, forms and processes were streamlined</td>
</tr>
<tr>
<td>Process various permits and requests in an efficient and professional manner</td>
<td>Number of permits or requests reviewed</td>
<td>Yes</td>
<td>ZAED processed thousands of requests in FY16 (see Exhibit B).</td>
</tr>
<tr>
<td>Post board and commission meetings, agendas and documents on the county’s website</td>
<td>Percentage of documents relating to meetings posted online</td>
<td>Yes</td>
<td>All BVA agendas, staff reports and meeting materials were posted online.</td>
</tr>
<tr>
<td>Objective</td>
<td>Success Measurement</td>
<td>Achieved</td>
<td>Comment</td>
</tr>
<tr>
<td>--------------------------------------------------------------------------</td>
<td>---------------------</td>
<td>----------</td>
<td>-------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Conduct public meetings for boards, commissions and community plan advisory committees</td>
<td>Number of public meetings conducted</td>
<td>Yes</td>
<td>All BVA meetings were open to the public (unless limited through Executive Session)</td>
</tr>
<tr>
<td>Amend land use ordinances and administrative rules to clarify and modernize</td>
<td>Number of ordinances and rules amended annually</td>
<td>Yes</td>
<td>ZAED and the Administrative Planning Officer regularly propose ordinance and rule amendments as part of the Continuous Update Process (see below), and at any given time, many proposed amendments are in the legislative and administrative rule-making processes.</td>
</tr>
</tbody>
</table>

**New Programs and Improvements**

**Continuous Update Process**
ZAED has instituted the Continuous Update Process, by which it identifies for amendment and clarification any code or rule provision that requires discussion and interpretation. Following historical research and policy discussions, ZAED proposes amendments. ZAED has mapped the flow of all information it receives from all sources, and has made many improvements in efficiency.

**Major Accomplishments**

**Customer Service**
ZAED continued to implement and improve programs for better customer service, and increased efficiency and modernization, including Continuous Update Process (see above) and Cross-training, Checklists and Templates, which involves cross-training of staff in many functions, creating checklists for consistent and complete review and processing of applications, and creating templates for quicker, more accurate and consistent correspondence. ZAED continuously reviews internal processing procedures, workflows, document routing and review to maximize efficiency.

**Notable Activities**

**National Flood Insurance Program**
Since 1981, the County has regulated development in its floodplain areas through a flood ordinance which allows the County’s participation in the National Flood Insurance Program (NFIP). An important component of the NFIP is the Community Rating System which "rewards" property owners in floodplains with discounted flood insurance premiums in communities that exceed the NFIP’s minimum standards for floodplain protection.
ZAED is charged with maintaining the County’s standing in this program to provide County residents with not only flood protection, but also with reduced flood insurance premiums. There are ten classes for rate reduction, each providing a five percent reduction in premiums. Class 10 receives no reduction, Class 9 receives a five percent reduction, Class 8 receives a ten percent reduction and so on. County residents currently enjoy a Class 8 designation, which equates to a ten percent reduction on their flood insurance premiums.

With over 12,580 policies and over $6.8 million in flood insurance premiums to insure properties valued at $2.6 billion, County residents enjoy an annual premium savings of more than $680,000. In addition, ZAED staff continues to work with FEMA by developing and implementing “flood credits” to hopefully bring the County to a Class 7 rating, which would result in estimated premium savings for County residents of $1.02 million per year.

FEMA-mandated revisions to the County’s flood ordinance will be reviewed by the three planning commissions and the County Council in FY17.

Special Projects

Parking Ordinance Amendments
Throughout FY16, a team of ZAED staff and senior management has worked on proposed amendments to Chapter 19.36A, Maui County Code, which establishes parking requirements for commercial, residential, industrial, hotel and other uses. This parking ordinance has been problematic for years, restricting new development and the renovation or rehabilitation of existing development.

A draft ordinance to overhaul Chapter 19.36A should be reviewed by the three planning commissions and transmitted to the County Council in FY17.

Agricultural District Rule Amendments
With the adoption of an ordinance to allow certain types of commercial agricultural structures, ZAED determined that the Department’s existing rules for farm dwellings should be expanded to provide greater clarity to the administration of the entire agricultural zoning district. A staff team has worked on proposed administrative rules to regulate various agricultural uses and structures. The draft proposed rules should be released for public hearing in FY17.
Operations/Activities – Plan Implementation Division

Description and Summary

The Plan Implementation Division (PID) has a dedicated focus on the implementation of our General Plan, which includes the Countywide Policy Plan, the Maui Island Plan, and our nine regional community plans. These plans contain goals, objectives, policies and actions to be implemented once they are adopted.

By working with county departments and state and federal agencies, PID monitors the County’s progress towards the implementation of the General Plan and submits an annual report to the Mayor and County Council on the status of implementation on each general plan document. PID accomplishes implementation of the General Plan through programs that monitor and track progress towards objectives and actions within the General Plan, through Capital Improvement Program (CIP) reporting, and through the initiation, preparation, and coordination of revisions to county zoning ordinances and regulations. PID develops legislation that implements the policies and actions contained within the General Plan. PID also provides input and guidance on permit and development review as well as technical, informational and GIS support to the other divisions within the Department.
Program Measures

The FY16 budget included one performance measure that relates to PID’s operations; it is listed in the table below with the Department’s comments on its achievement:

<table>
<thead>
<tr>
<th>Objective</th>
<th>Success Measurement</th>
<th>Achieved</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initiate implementation of the Maui Island Plan and the community plans</td>
<td>Number of implementing actions initiated</td>
<td>Yes</td>
<td>The first-ever status report on the implementation of the Countywide Policy Plan, Maui Island Plan and nine community plans was submitted in FY16.</td>
</tr>
</tbody>
</table>

New Programs and Improvements

General Plan Status Reports
PID compiled and submitted annual status reports on the implementation of the Countywide Policy Plan, Maui Island Plan and Community Plans. These reports identified the status of all implementing action items listed within these documents: 73 actions in the Countywide Policy Plan; 323 actions in the Maui Island Plan; and 619 actions in the community plans.

Most of these actions items fall within the jurisdiction of county departments, and surveys were distributed to each of the departments for their input. There are, however, a number of actions that fall under state or federal jurisdiction to which the County may act as a supporter or contributor.

While these reports show that there are actions that have yet to be addressed, more than 50 percent of each plan’s actions have either been completed or have been partially addressed. Given the 10-20 year life span of these plans and the diverse and substantial range and scope of actions within them, having more than 50 percent completed or partially addressed action items is laudable.

Major Accomplishments

Capital Improvement Program Review
PID reviewed Mayor Arakawa’s proposed FY16 County CIP Budget list for consistency with the Maui Island Plan and community plans. Specifically, staff reviewed the CIP funding requests of other county departments to assess their consistency with and support for stated objectives, policies and actions within the Maui Island Plan and community plans.
Notable Activities/Special Projects

Amendment of Title 19 Zoning Ordinance
PID managed a Request for Proposal (RFP) to solicit services to amend the County’s zoning ordinance as codified in Title 19 of the Maui County Code. The Department received FY15 funding to address this needed project; unfortunately, the funding was insufficient to cover the entire project. This effort will be renewed in FY17 and the project will be divided into phases. The scope of Phase 1 will involve an audit of the code and proposed recommendations to address the findings of the audit.

Operations/Activities – Multiple Divisions

New Programs and Improvements/Major Accomplishments

Wailuku Redevelopment
The County Council appropriated more than $7 million in the FY16 budget for the planning and implementation of various projects relating to the revitalization of Wailuku Town. Mayor Arakawa requested that key staff from Current and LRD work under his direction and with the Maui Redevelopment Agency (MRA) to see that projects are implemented and that a foundation is established for the long-term improvement of Wailuku town, thus demonstrating the County’s commitment to the town’s redevelopment. One major accomplishment in FY16 was formalizing the Clean and Safe Program to improve the overall appearance of streets and sidewalks, and to maintain visibility and promote safety.

Iao Plaza
After several years of planning, Iao Plaza was finally built and an opening blessing held in late July (photo right). Because this plaza is an important part of Wailuku’s commercial core, it is essential that it be programmed with events and activities that attract people at different times of the day and week.

Department staff, as well as staff from the Department of Parks and Recreation, will continue to oversee the programming of Iao Plaza.
Parking and Events Facility
Planning for the long-awaited parking and events facility, to be located on the municipal parking lot site, began with the County Council’s appropriation of $7.4 million to begin design work and to provide some initial construction monies. This is a multi-year process due to permitting requirements, technical studies, and ongoing public consultation.

Satellite Parking
During construction of the parking and events facility, a considerable number of parking spaces will be temporarily suspended from Wailuku’s inventory; therefore, satellite parking lots are being planned during this interim period. Property will need to be acquired and staff has been working with the Department of Finance to identify potential sites and to explore negotiations.

Wells Park Master Plan
A master plan for Wells Park was started in the summer of 2016, the first step in what will be a total redevelopment of the park. In its heyday, Wells Park was a hub of activity and community events. One of the goals of the master plan is to restore the park to its former role as a center of community life. A consulting firm has been retained to work with county staff to prepare the master plan.

Notable Activities/Special Projects

Affordable Housing
Staff from all four divisions and senior management brainstormed with other county agencies to propose a wide variety of solutions to the County’s affordable housing crisis. These initiatives were presented to Mayor Arakawa and were transmitted to the County Council, which formed a Temporary Investigative Group to conduct further meetings and research.

Dead Sea Scroll Replacement Team (DSSRT)
DSSRT is comprised of senior staff from all four divisions, and it continues to review necessary corrections to a draft digital zoning map and formulate recommended zoning changes for the County Council. The complexity of the project has required ongoing review by the team, as well as input from other staff, senior management and the Community Plan update teams, and has been instrumental in discovering and determining parcel-by-parcel zoning inconsistencies. The goal is to bring the draft map to the County Council for adoption in FY17.
**MAPPS**

LRD GIS staff contributed to both major aspects of the MAPPS project. In order to implement a modern permitting system, a robust enterprise geodatabase is needed. Further, this was the opportune time to modify our GIS database to conform to the Local Government Information Model. Therefore, the first part of the MAPPS project was and continues to be the transformation and integration of countywide GIS data into an integrated enterprise geodatabase. LRD staff participated in system planning and architectural design meetings, contributed many layers for the prototype countywide system, and provided review and corrections for the data mapping for the prototype database.

Further, LRD staff participated in process mapping and prototype development and review for department wide business processes. This involved providing input in regards to GIS in particular, and fostering the maximum use of the latest information technology tools in general at each step in the permitting process. This will help facilitate moving away from printed and scanned documents/reports, as well as moving away from transmittals between county departments.

Led by supervising planners and the Administrative Planning Officer, Current Division and ZAED staff teams attended various MAPPS training sessions throughout the year. Teams were tasked with developing process maps for all of the permits that these divisions process. Each process map was then diagrammed in a Visio format, and presented to senior management for finalization with the consultant Energov.

**Streamlining Amendments to the Special Management Area Rules**

Efforts are being made to further streamline permitting through proposed SMA rule amendments for the Maui Planning Commission. Some similar streamlining amendments to the Molokai Planning Commission’s SMA Rules were adopted in March 2014. An interdivisional team of senior Current and ZAED staff are proposing amendments that will reduce or eliminate the requirement for SMA assessment review for minor structures such as mailboxes, photovoltaic panel installation on existing structures, etc. Meetings were conducted throughout FY16, with the final major review by the group concluding in June 2016. It is expected that these amendments will be considered by the Maui Planning Commission in FY17.
FY 2017 Expenditures and Improvements

The Department's approved FY17 total budget increased by 0.6% compared to FY16.

The increase in salaries and wages reflects two expansion positions approved for ZAED: a Land Use and Building Plans Technician, and an Office Operations Assistant I. These positions should greatly increase processing time of application reviews, response to inquiries and overall customer service. The latest Collective Bargaining Agreements with the Hawaii Government Employees Association are also incorporated into the budget.

The cut in administration and operations reflects a severe reduction in Professional Services, which had included funding for Kahana Bay erosion mitigation and mapping Important Agricultural Lands in FY16. The increase in line item grants and programs is primarily additional funding for a form-based code study.

<table>
<thead>
<tr>
<th>Budget Item</th>
<th>FY16 Approved</th>
<th>FY17 Approved</th>
<th>Difference</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Wages</td>
<td>$3,737,777</td>
<td>$3,982,048</td>
<td>$244,271</td>
<td>6.5%</td>
</tr>
<tr>
<td>Administration and Operations</td>
<td>$1,189,913</td>
<td>$944,639</td>
<td>-$245,274</td>
<td>-20.6%</td>
</tr>
<tr>
<td>Leased Equipment</td>
<td>$31,454</td>
<td>$31,968</td>
<td>$514</td>
<td>1.6%</td>
</tr>
<tr>
<td>Line Item Grants &amp; Programs</td>
<td>$438,975</td>
<td>$472,475</td>
<td>$33,500</td>
<td>7.6%</td>
</tr>
<tr>
<td><strong>TOTAL GENERAL FUNDS:</strong></td>
<td><strong>$5,398,119</strong></td>
<td><strong>$5,431,130</strong></td>
<td><strong>$33,011</strong></td>
<td><strong>0.6%</strong></td>
</tr>
</tbody>
</table>

Source: Fiscal Year 2017 Council Adopted Budget, Detail Budget Summary by Department and Fund Type

FY2017 Goals and Expectations

For FY17, the Department will continue to pursue the same four goals as in prior years:

- Provide quality public service by offering accurate and timely information.
- Administer and enforce zoning and land use regulations, and ensure that all applicable laws and rules are followed.
- Review and process a wide variety of development applications, and appropriately consider their potential impacts.
- Prepare and implement long-range plans to guide and direct future development and growth.

With increased efficiency in its processes, the Department will continue its efforts to provide quality customer service, update codes and procedures, and improve opportunities for public participation. The Department also expects the following projects and issues to continue in FY17:

- With policy direction from the County Council, the Department will assist with addressing the affordable housing crisis.
The Maui Metropolitan Planning Organization will forge a new direction in transportation planning.

Redevelopment and revitalization will continue and produce results in Wailuku Town.

Amendments to the parking ordinance, agricultural district rules and Maui Planning Commission Special Management Area Rules will be reviewed and adopted.

The DSSRT project will be transmitted to and considered by the County Council.

Areas for Improvement

The Department will work with the Mayor, other County departments and the County Council on reviewing and improving the planning process for the general plan and community plans. The current process takes longer than the prescribed duration of the plans themselves; clearly changes need to be made.

Through its work on MAPPS, the Department is improving its permit processing, finding efficiencies and streamlining to improve customer service and public access to information.

Lastly, through the anticipated “audit” of the zoning code, major changes can be proposed to make the code more realistic, modern, flexible and user-friendly to the public and to the County.

The resources needed for these improvements rest predominantly with existing Department personnel; in some instances, contractors may be required, which would necessitate specific funding in the annual budget.
### Exhibit A

**Current Planning Division**

**List of Applications**

<table>
<thead>
<tr>
<th>APPLICATION TYPE</th>
<th>NUMBER OF APPLICATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FY 2013</td>
</tr>
<tr>
<td>State District Boundary Amendments (greater than 15 acres)</td>
<td>5</td>
</tr>
<tr>
<td>State District Boundary Amendments (less than 15 acres)</td>
<td>1</td>
</tr>
<tr>
<td>State LUC Special Use Permits</td>
<td>49</td>
</tr>
<tr>
<td>State LUC Declaratory Rulings</td>
<td>0</td>
</tr>
<tr>
<td>Project District Reviews</td>
<td>11</td>
</tr>
<tr>
<td>Changes In Zoning</td>
<td>11</td>
</tr>
<tr>
<td>Community Plan Amendments</td>
<td>6</td>
</tr>
<tr>
<td>Conditional Permits</td>
<td>4</td>
</tr>
<tr>
<td>County Special Use Permits</td>
<td>2</td>
</tr>
<tr>
<td>Use Determinations</td>
<td>3</td>
</tr>
<tr>
<td>Planned Developments</td>
<td>4</td>
</tr>
<tr>
<td>Historic District Permits</td>
<td>89</td>
</tr>
<tr>
<td>Historic District Signs</td>
<td>52</td>
</tr>
<tr>
<td>Bed and Breakfast Permits</td>
<td>19</td>
</tr>
<tr>
<td>Bed and Breakfast Time Extensions</td>
<td>12</td>
</tr>
<tr>
<td>Short-Term Rental Home Permits</td>
<td>156</td>
</tr>
<tr>
<td>Short-Term Rental Home Permit Time Extensions</td>
<td>N/A</td>
</tr>
<tr>
<td>SPECIAL MANAGEMENT AREA (SMA)</td>
<td>NUMBER OF APPLICATIONS</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>Major Permits (SM1)</td>
<td></td>
</tr>
<tr>
<td>Modifications</td>
<td></td>
</tr>
<tr>
<td>Monitoring and Compliance Reports</td>
<td></td>
</tr>
<tr>
<td>Minor Permits</td>
<td></td>
</tr>
<tr>
<td>Maui (SM2)</td>
<td></td>
</tr>
<tr>
<td>Molokai (SM6)</td>
<td></td>
</tr>
<tr>
<td>Lanai (SM7)</td>
<td></td>
</tr>
<tr>
<td>Exemptions (SM5)</td>
<td></td>
</tr>
<tr>
<td>Appeals on Administrative Decisions</td>
<td></td>
</tr>
<tr>
<td>Emergency Permits (SM3)</td>
<td></td>
</tr>
<tr>
<td>Shoreline Setback Variances</td>
<td></td>
</tr>
<tr>
<td>Shoreline Setback Administrative Approvals</td>
<td></td>
</tr>
<tr>
<td>Shoreline Setback Determinations</td>
<td></td>
</tr>
</tbody>
</table>

* SMA Exemptions (SM5) are reviewed by Current and ZAED, and are recorded separately for FY15 and FY16.
### Exhibit A (continued)

<table>
<thead>
<tr>
<th>OTHER APPLICATIONS/REVIEWS</th>
<th>NUMBER OF APPLICATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FY 2013</td>
</tr>
<tr>
<td>Environmental Assessments</td>
<td>4</td>
</tr>
<tr>
<td>Environmental Impact Statements</td>
<td>0</td>
</tr>
<tr>
<td>Environmental Assessment Comments</td>
<td>26</td>
</tr>
<tr>
<td>Mixed Lot Sizes</td>
<td>0</td>
</tr>
<tr>
<td>EA Exemptions</td>
<td>95</td>
</tr>
<tr>
<td>Historic District Approvals</td>
<td>6</td>
</tr>
<tr>
<td>Landscape Approvals</td>
<td>44</td>
</tr>
<tr>
<td>Maui Redevelopment Agency Approvals</td>
<td>5</td>
</tr>
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<td>Parking Approvals</td>
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<td>Country Town Business Reviews</td>
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<td>Cluster Housing Developments</td>
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<td>Requests for Comments</td>
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<tr>
<td>Comprehensive Signage Plans</td>
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<td><strong>TOTAL</strong></td>
<td><strong>1,594</strong></td>
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* Landscape approvals, parking approvals, and comprehensive signage plans were moved to ZAED’s jurisdiction in FY15.
## Exhibit B
### Zoning Administration and Enforcement Division
#### List of Applications

<table>
<thead>
<tr>
<th>APPLICATION TYPE</th>
<th>NUMBER OF APPLICATIONS</th>
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<tr>
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<td>FY 2013</td>
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<tr>
<td>Building Permit Reviews</td>
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<td>Certificates of Occupancy</td>
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<td>Comprehensive Signage Plan Reviews</td>
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<td>Farm Plans</td>
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<td>Flood Zone Reviews</td>
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<tr>
<td>Landscape Planting Plan Reviews</td>
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<td>Notices of Violation</td>
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<td>Parking Waivers and Off-site Approvals</td>
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<td>Variances and Appeals</td>
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<td>Zoning Complaint Investigations</td>
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<td>Zoning Verification Forms and Verifications</td>
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<td>12,225</td>
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</table>

* Landscape approvals, parking approvals, and comprehensive signage plans were moved to ZAED’s jurisdiction in FY15.

** SMA Exemptions (SM5) are reviewed by Current and ZAED, and are recorded separately for FY15 and FY16.
Exhibit C

Boards and Commissions

The Department of Planning provides staff services, technical support and assistance to the following boards and commissions (dates denote expiration of appointment):

**Maui Planning Commission**

Tsai, Max, Chair (Kihei) 3/31/17  
Duvauchelle, Sandy, (Wailuku) 3/31/18  
Hedani, Wayne, (Wailuku) 3/31/17  
Higashi, Richard, (Wailuku) 3/31/19  
Medeiros, Jason, Vice-Chair (Kihei) 3/31/18  

Robinson, Keaka, (Kahului) 3/31/20  
Castro, Stephen (Wailuku) 3/31/21  
Carnicelli, Lawrence (Pukalani) 3/31/21  
Hudson, Larry (Wailuku) 3/31/20  
Medeiros, Jason, Vice-Chair (Kihei) 3/31/18  
(passed away - 7/22/16)

**Molokai Planning Commission**

Jennings, Michael, Chair, 3/31/17  
Rogers, Douglas, Vice-Chair, 3/31/17  
Akutagawa, Wiliama, 3/31/18  
Buchanan, William, 3/31/18  
Drew, Michael 3/31/21  

Lasua, Lawrence, 3/31/19  
Racine, Marshall, 3/31/19  
Stephenson, Robert, 3/31/21  
Swenson, Diane, 3/31/19

**Lanai Planning Commission**

Gima, Kelli, Chair, 3/31/18  
Koanui Nefalar, Stacie, Vice-Chair, 3/31/17  
Badillo, Medigale 3/31/21  
Barfield, Jarrod 3/31/20  
Baltero, Marlene 3/31/20  

Ferguson, Stephen 3/31/17  
Marlowe, Stuart, 3/31/17  
Oshiro, Bradford, 3/31/18  
Zigmond, Beverly, 3/31/18
**Exhibit C (continued)**

**Board of Variances and Appeals**

- Kihune, Howard S. K., Chair (Kihei) 3/31/18
- Sung, Raymond, Vice-Chair (Makawao) 3/31/21
- Abbott, G. Clark, (Pukalani) 3/31/17
- Espeleta, Teddy, (Paia) 3/31/17
- Fukunaga, Chad, (Wailuku) 3/31/18
- Greig, William, (Kula) 3/31/19
- Reyher-Colon, Juanita (Molokai) 3/31/20
- Kincaid, Max Jr. (Lana`i) 3/31/20
- Ralph Masuda, (Kula) 3/31/21

**Hana Advisory Committee to the Maui Planning Commission**

- Mardfin, Ward, Chair 3/31/17
- Noteestone, Gale, Vice-Chair 3/31/20
- Carvalho, Clayton Jr., 3/31/17
- Clark, Linda 3/31/21
- Cosma, Lehua 3/31/21
- Crawford, Scott 3/31/18
- Lono, Dawn 3/31/20

**Cultural Resources Commission**

- Six, Janet, Chair (Hamoa) 3/31/18
- Salazar, Owana, Vice-Chair (Lahaina) 3/31/18
- Apo, Whitney, (Molokai) 3/31/21
- Bailey, Timothy, 3/31/17
- Enfield, Mikala (Lanai) 3/31/20
- Kajiwara-Gusman, Christy (Waihee) 3/31/15
- Lay, Ivan, 3/31/20
- Ricalde-Garcia, Arlene (Kahului) 3/31/19
- Skowronski, Frank (Haiku) 3/31/19

**Urban Design Review Board**

- Conrad, Hunton, Chair (Kula) 3/31/19
- van Ammers, Fiona, Vice-Chair (Paia) 3/31/17
- Bowlus, Robert (Paia) 3/31/17
- Callinicos, Demetreos (Wailea) 3/31/20
- Feeter, Frances, (Molokai) 3/31/18
- Green, David (Lanai) 3/31/18
- Hecht, Harold (Makawao) 3/31/19
- Phillips, Raymond (Kihei) 3/31/20
- Sereda, David (Makawao) 3/31/20

**ALTERNATE MEMBERS:**

- Jacobson, Peter (Lahaina) 3/31/20
- Ringsby, Gray (Haiku) 3/31/20
- Spilker, Robert, (Haiku) 3/31/18
- Steiner, Gerard, (Kihei) 3/31/17

**Maui Redevelopment Agency**

- Fujimoto, Don, Chair (Wailuku) 3/31/17
- Ball, Carol, Vice-Chair (Wailuku) 3/31/18
- DeRego, Jr., Frank (Kahului) 3/31/20
- Lindsey, Ashley, (Wailuku) 3/31/20
- Starr, Jonathan, (Wailuku) 3/31/19
During Fiscal Year 2016, the following Boards and Commissions meetings were held:

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<tr>
<th>Board</th>
<th>Regular Meetings Scheduled</th>
<th>Regular Meetings Held</th>
<th>Special Meetings Held</th>
<th>Workshops/Site Inspections</th>
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Cover page maps prepared by the Department of Planning
Long Range Division, GIS Section