

ANNUAL REPORT
DEPARTMENT OF PLANNING

For Fiscal Year July 1, 2012- June 30, 2013

Michael A. Dahilig, Director of Planning

Dee M. Crowell, Deputy Director of Planning

I. MISSION STATEMENT

To provide, through an open and public process, a long range vision for physical, social and cultural growth, enhancement and preservation of our unique past and present rural island lifestyle and values for future generations, and to implement this vision.

II. DEPARTMENT GOALS

- 1) To preserve and protect our unique resources through sensible development of our economy and built environment.
- 2) To preserve our diverse historic and cultural resources.
- 3) To provide regulatory and enforcement efforts to achieve the long range vision.
- 4) To provide open communication with the people of Kaua'i and all levels of government.
- 5) To remember that we serve the people of Kaua'i.

A. DUTIES AND FUNCTIONS

Article XIV of the County Charter provides that:

- 1) The Commission shall:
 - a. Advise the Mayor, Council, and Planning Director in matters concerning the planning program for the County.
 - b. Review the general plan and development plans as well as zoning and subdivision ordinances and amendments thereto developed and recommended by the Planning Director and transmit such plans and ordinances, with its recommendations thereon, through the Mayor, to the

- Council for its consideration and action.
- c. Hear and determine petitions for varying the application of the zoning ordinance.
- d. Prepare a capital improvement program with the advice of the Mayor.
- e. Adopt regulations having the force and effect of law pertaining to the responsibilities of the Department.

The following are the members and officers of the Planning Commission during this period:

<u>Commissioners</u>	<u>Term of Appointment</u>
Caven Raco	01/01/10-12/31/12
Camilla Matsumoto	01/01/10-12/31/12
James Nishida	01/01/11-12/31/13
Herman Texeira	01/01/11-12/31/13
Wayne Katayama	01/01/11-12/31/13
Hartwell Blake	01/01/11-12/31/14
Jan Kimura	01/01/11-12/31/14
John Isobe	02/26/13-12/31/15
Amy Mendonca	02/26/13-12/31/15
Angela Anderson (Partial)	04/30/13-12/31/13

- 2) The Planning Director shall:
 - a. Prepare a general plan and development plans for the County.
 - b. Administer the zoning and subdivision ordinances and regulations adopted thereunder.
 - c. Prepare zoning and subdivision ordinances, zoning maps and regulations and any amendments or modifications thereto for the Council.
 - d. Consolidate the lists of proposed capital improvements contemplated by the several departments in order of their priority for the County.
 - e. Advise the Mayor, Council, and Planning Commission on matters concerning the planning programs of the County.
 - f. Perform other related duties such as the administration and enforcement of the State Land Use Commission Rules and Regulations, the Shoreline Setback Rules and Regulations, Special Management Area Rules and Regulations, and "plan approvals" of building permit applications.

III. PROGRAM DESCRIPTION - (Administration and Planning)

This program is responsible for operations of the department and administers and staffs the Kaua‘i Planning Commission, the Kaua‘i Historic Preservation Review Commission, the Public Access, Open Space, and Natural Resources Preservation Fund Commission and other special citizen’s advisory committees as may be formed. The Planning Director oversees administrative reviews and applications for zoning/building permits, sign permit reviews, subdivision recommendations, enforcement of land use ordinances, statutes and rules, landscape plans, County and State clearing-house reviews, CDUA and EA/EIS reviews, Special Management Area minor permits, provides recommendations on various permit and related issues to the Planning Commission, Mayor and Council and serves as a party to State Land Use boundary petitions pertaining to Kaua‘i. Other responsibilities include general and community planning, protection of cultural resources, data collection, consolidation of the capital improvement program of the County, mapping, special projects and providing the public with information and assistance on matters within the department's jurisdiction. The Planning Department also collects revenues from various permit processing fees and park dedication/environmental impact assessments. The Planning Commission reviews and acts on applications for use, variance, Class IV, project development, subdivisions, special management area major and shoreline setback variance permits and State land use special permits. The Commission also recommends actions for changes in zoning, general plan designations, district boundary amendments and hears and determines appeals from the decision of the Planning Director regarding zoning and subdivision matters. Rule making, review and recommendations on land use ordinances and amendments, issuance of declaratory rulings are additional duties of the Commission.

A. PROGRAM OBJECTIVES

- 1) To provide expertise and staff to administer and enforce the County's comprehensive zoning ordinance, subdivision ordinance, special management area and shoreline setback rules and regulations and related State and Federal mandates; to ensure that projects reviewed are in conformance with County policies as expressed in the Kaua‘i General Plan and appropriate Community Development Plans; to provide for prompt processing of all permit applications and continuous improvement of the permitting process and related policies.
- 2) To assist the public in understanding the regulatory codes, ordinances and programs relating to land use and to respond to requests for information in a courteous and timely manner.
- 3) To facilitate planning efforts with the Planning Commission, Administration

and Council and to assist in the dissemination of information relating to all planning issues by coordinating with all other departments, agencies, boards and commissions that may need accurate and appropriate planning information for the administration of their respective programs.

- 4) To promote efficiency in operations and activities and exercise sound personnel management practices and policies to maintain a high level of moral and work output from department employees.

B. PROGRAM HIGHLIGHTS

General Plan Update Technical Studies

Funding is currently in place to conduct three (3) General Plan Technical Studies which are being undertaken to support the update of the 2000 General Plan. These technical studies will focus on the following areas:

- Socio-economic analysis and forecast;
- Land use buildout analysis; and
- Infrastructure analysis.

The Department has finalized contracts for these three (3) technical studies and has initiated a series of “technical advisory committee” meetings to assist in the review of these studies.

Funding for the General Plan Update has been incorporated into the Fiscal Year 2013-2014 Capital Improvement Budget, and consultant selection will follow as the General Plan Technical Studies are being completed.

Planning Projects

There are eight long range projects that are currently underway:

- 1) County Zoning Ordinance (CZO) Update – Phase II

The update of the Comprehensive Zoning Ordinance involves updating the entire CZO taking into account all of the previous work that was done earlier and also implementing recommendations of the Kaua‘i General Plan. The contract for the project has been executed along with the work plan and schedule for the project. The several meetings between the consultant and the Planning Department staff have begun to review and assess the concerns and recommendations of the Planning Department relating to specific changes to the CZO.

The project began in 2007 with a first draft for review completed in November 2008. The planning department has provided comments to the consultant on this draft, specifically to determine its consistency with the

recommendations of the 2000 General Plan and to ascertain its “readability” for public, partner agencies, and the staff. The planning department has reformatted the draft document into two parts. The first part includes no substantive changes and codifies all amendments made to the CZO to date. The second part of the document includes substantive changes to the code. The Planning Commission reviewed and recommended approval of the proposed Bill to for Phase I of the CZO update on February 28, 2012. The proposed bill amending the CZO was transmitted to the County Council for its review on March 7, 2012. On November 3, 2012, the Mayor approved Ordinance No. 935 for Phase I of the CZO Update.

Phase II of the CZO update builds upon the approval of Phase I and focuses on recommended policy changes. Discussion draft of the Phase II changes were posted on the Department’s website for public review and comments. Public Comments are due at the end of June 2013.

2) Coastal Erosion Study

This project is being conducted by the University of Hawaii Coastal Geology Group, under the supervision of Dr. Charles H. Fletcher, III. It consists of a three-phased approach for providing the necessary scientific data to support new and/or revised setback rules regulating construction and setback lines adjacent to Kaua‘i’s shoreline. The Kaua‘i Coastal Erosion Study, which involves an in-depth analysis and mapping of shoreline changes of Kaua‘i’s sandy shores over the past 100 years, is almost complete. The project, funded primarily by Kaua‘i County, with supplemental funding from the HI CZM Program, is being conducted by the University of Hawaii’s School of Ocean & Earth Science and Technology. The study includes erosion rates for all sandy shores based on an analysis of a maximum of 11 historic shoreline positions between 1927 and 2006 and plotted on 40 individual shoreline change maps covering the entire Island. The erosion rate data are to be used in the application of Kaua‘i County’s Shoreline Setback and Coastal Protection Ordinance by establishing variable building setbacks from the shoreline in order to protect life and property, preserve the beneficial functions of coastal resources, and ensure uninterrupted public lateral beach access. The comprehensive data and maps will be provided by the University of Hawaii to the County in the form of a Kaua‘i Coastal Atlas, in both hard copy and electronic form. A University of Hawaii Sea Grant Program specialist has been retained to assist the County in proper interpretation and application of the erosion data and to conduct further data analysis to identify erosion hot spots to enhance on-going, successful coastal and shoreline management along Kaua‘i’s shores.

The final deliverables were received by the Department in December 2009. Ordinance to adopt new erosion rates and maps scheduled for Planning Commission hearing in July, 2010. However, in light of substantive comments provided by the University of Hawai'i Sea Grant program at the Council's inquiry, the Department requested a receipt of the measure and aims to rehash the bill with the Sea Grant program.

3) East Kaua'i Development Plan Update

The purpose of the plan update is to guide the development of the East Kaua'i district to ensure that current and future growth is consistent with the General Plan; protects and where feasible enhances the rural character, cultural and historic assets of the area; and integrate recommendations for policy and design requirements provided by members of the community and partner agencies.

The department has reviewed and updated data in the draft plan and is in the process of finalizing a review draft for the plan's citizens advisory committee and public prior to submittal to the Planning Commission and County Council.

4) Līhu'e Community Plan Update

The purpose of the plan update is to guide the development of the Līhu'e district to ensure that future growth is consistent with the General plan and integrates recommendations for policy and design detailed in the Līhu'e Town Core Design Plan, Līhu'e-Hanamā'ulu Urban Design Plan, Līhu'e Civic Center Master Plan, the Sustainable Design Assessment Team (SDAT) Report, as well as other applicable public facilities and transportation plans for the area.

The Department has executed the Līhu'e Community Plan Update consultant contract and is currently in process of meeting with the Plan's "community working group" to gather citizens' and residents' input and to provide review of proposed components for the Plan.

5) South Kaua'i Community Plan Update

The purpose of the project is to implement the Kaua'i General Plan's goals and vision for the South Kaua'i (Kōloa-Po'ipū-Kalāheo) planning district. The project will provide guidance for future population growth and economic development in the district, while ensuring growth occurs in a manner that is compatible with the protection and enhancement of community assets and is coordinated with the development of public infrastructure and facilities.

The Department has executed the South Kaua'i Community Plan Update consultant contract and is currently in the process of meeting with the Plan's "citizens advisory committee" to gather citizens' and residents' input and to provide review of proposed components for the Plan.

6) Important Agricultural Lands (IAL) Study

The purpose of this project is to identify "important agricultural lands" pursuant to Act 183 of the Hawai'i State Legislature as well as to examine the diversity of agricultural use/activities in the County through discussion with various stakeholders, partner agencies, and members of the public.

An essential part of this study will be the identification of agricultural lands (in production or being used for other purposes) through research and mapping. Assessing an inventory of agricultural lands, including soil types, water availability, and other useful features will assist the County to generate land use scenario [maps] for discussion of potential zoning or other land use changes and to determine support and feasibility of such by stakeholders, agencies, and communities.

The University of Hawai'i's Department of Urban and Regional Planning (DURP) has been retained to conduct this project. The project commenced in June 2009.

The project is in its final stages of completion. To date, the department has held ten (10) meetings with its twenty-one member Stakeholder/Technical Advisory Committee and four (4) community meetings.

Meetings on drafts of the IAL study have also been conducted with State and County agencies, as well as landowners who have expressed ongoing interest in the County's IAL planning efforts.

The final draft report with attached maps indicating recommended lands for IAL designation is being reviewed by the Department, which will be followed by the County Council's review and recommendations on IAL designation to be made to the State Land Use Commission.

The website with information, data, maps, meeting minutes, and downloadable presentations can be found at:

<http://sites.google.com/site/Kauaiial/>

Ongoing Initiatives

In addition to the eight projects described above, the department, through the Long Range Division, is working to build the department’s capacity to improve research and reporting on a daily basis, to adopt schedules for the update of plans and ordinances, the use of Geographic Information Systems (GIS), the creation of planning and permitting databases, and new planning tools and techniques. The Planning Department continues to participate in other planning related programs such as:

- Get Fit Kaua’i Built Environment Task Force
- State Complete Streets Task Force
- State DOT Bicycle Implementation Plan
- State DOT Pedestrian Master Plan
- State DOT Long-Range Land Transportation Plan
- Kaua’i GIS User Group

With the addition of the Department’s Transportation Planner, we have continued our efforts to expand the range of transportation alternatives available to the community. Working together with the Public Works Department, Transportation Agency, Housing Agency as well as with the State Department of Education, State Department of Transportation and other non-government organizations, road design and “safe routes to schools” public workshops have been conducted with the community.

IV. BUDGET BY PROGRAM

General Fund (Administration & Planning):	\$2,556,489.00
PAOS/General Fund:	\$25,367.00
Grant Revenue (CZM):	<u>\$ 287,721.00</u>
Total Departmental Budget:	\$2,869,577.00

A. COASTAL ZONE MANAGEMENT (CZM) PROGRAM

Program Description

The Coastal Zone Management Program is responsible for administering ongoing monitoring and enforcement for ensured compliance with the Hawai’i Coastal Zone Management program sub-grant agreement between the State of Hawai’i and the County of Kaua’i and for implementing the objectives, policies and guidelines in Chapter 205A, Hawai’i Revised Statutes to guide and regulate public and private uses in the designated Special Management Area of the County. The program also provides project monitoring for compliance to permit conditions and regulations, preparation of semi- annual reports, facilitates, where possible, the development review process, and participates in statewide coastal zone management issues. The eligibility for this funding is established in a Section 309 Assessment and Strategy for Fiscal Year 2011-2015.

Program Objectives

The program objectives are to guide and regulate public and private land use development in compliance with the scope of services the coastal zone management area by:

- 1) Administering development permit activities within the Special Management Area (SMA) through major and minor permits and shoreline setback determinations to ensure the protection of coastal resources and the provision of public access to those resources.
- 2) Administer ongoing monitoring and enforcement programs to assure compliance with Chapter 205A, SMA and shoreline setback ordinance requirements and to prevent or minimize environmental and ecological degradation.
- 3) Support by attendance and participation in CZM related meetings, workshops and seminars.

Budget

This program is funded 100% by a Federal/State grant in the amount of \$287,721.00 (est.)

B. CERTIFIED LOCAL GOVERNMENT PROGRAM

Program Description

Since 1986, Kaua'i County has been a Certified Local Government (CLG) under provisions of the National Historic Preservation Act of 1966, as amended. The CLG program provides funds and standards for historic preservation from the Department of Interior via the State Dept. of Land & Nat. Resources to local governments. Both the funds and standards are used to assist local governments in promoting historic preservation endeavors. To qualify as a CLG, local government preservation activities must include public participation and use of a qualified local review commission (Kaua'i Historic Preservation Review Commission), survey and inventory of historic resources and participation in State/Federal preservation activities. Kaua'i County alternates with Maui County in receiving the Hawaii CLG grant funds.

The Kaua'i Historic Preservation Review Commission, which consists of nine members, meets on a monthly basis and is staffed by the Planning Department. Meetings usually entail project reviews at which time the KHPRC provides recommendations on various aspects of archaeological and building design review of historic resources and in-fill development. Other issues relating to the promotion of historic preservation on Kaua'i are also discussed.

The following are the members and officers of the KHPRC during this period:

<u>Commissioners</u>	<u>Term of Appointment</u>
Danita Aiu	01/01/12-12/31/14
Jane Grey	01/01/12-01/31/14
Pat Griffin	01/01/11-12/31/13
Stephen Long	01/01/12-12/31/14
Kuuleialoha Santos(Chair 2011)	01/01/10-12/31/12
Patsy Sheehan	01/01/12-12/31/14
Randy Wichman	03/02/06-12/31/12

Program Objectives

- 1) To provide recommendations to the Planning Department and Commission regarding projects that may impact historic resources.
- 2) To expand the listing of historic resources in the County of Kaua‘i.
- 3) To promote historic preservation and provide information and educational opportunities.
- 4) To facilitate listing of historic structures on the State and National Registers of Historic Places.

Program Highlights

The CLG program continues its efforts to update the listing of historic buildings in the County of Kaua‘i and offers assistance and brochures to property owners on techniques and advantages of rehabilitation of historic buildings. The KHPRC meets on a monthly basis at which time they provide valuable input on design and preservation treatment on projects before the Planning Commission and Planning Department which may impact historic resources. Past funding has been also used to co-sponsor educational programs in the form of speakers' series, conferences and Archaeology Week activities. The Commission and staff will be attending the Federal Advisory Council on Historic Preservation’s Section 106 Essentials Training in Honolulu on July 16 and 17, 2013.

A new ClG Grant has been approved by the State and National Park Service for the FY 2012 to update the County listing of historic resources. The project is slated for completion in September 2013.

C. PUBLIC ACCESS, OPEN SPACE, AND NATURAL RESOURCES PRESERVATION FUND COMMISSION

Program Description

In November 2002, Kaua‘i voters approved a ballot measure amending the County Charter to create the Public Access, Open Space, and Natural Resources Preservation Fund, which received a minimum of one half of one percent (0.5%) of Kaua‘i’s certified real property taxes. In December 2003, Ordinance 812 was signed into law, adding Article 14 to the Kaua‘i County Code establishing procedures for the administration and priorities for expenditure of monies in the fund. Effective, July 1, 2013 the minimum percentage of Kaua‘i’s certified real property taxes was increased to one and one half of one percent (1.5%) by Ordinance 936 signed into law on December 14, 2012.

Article 14 also established the Public Access, Open Space, and Natural Resources Preservation Fund Commission, a nine member volunteer advisory commission whose charge is to work with the Planning Department to solicit public input to develop an annual list of priority projects to be considered for funding. Two contract Planning Department staff-the Open Space/Public Access Specialist and the Open Space/Public Access Support Clerk-are assigned to the program.

The following were members of the Commission during the fiscal year:

<u>Commissioner</u>	<u>Term of Appointment</u>
Ted Blake	01/22/13-12/31/15
Nathaniel Childs (Chair 2013)	07/14/11-12/31/15
Linda Dela Cruz	01/28/10-12/31/15
Luke Evslin	07/12/12-12/31/13
Joseph Figaroa (Chair 2012)	09/08/11-05/01/14
Patrick Gegen	04/26/12-12/31/14
Dorothea Hayashi	02/14/13-12/31/15
John Lydgate	11/17/11-12/13/13
Maurice Nakahara	08/26/10-05/01/14

Program Objectives

1. Work with the Public Access, Open Space, and Natural Resources Preservation Commission to develop a biennial list of priority of projects to be considered for funding.
2. Support the Public Access, Open Space, and Natural Resources Preservation Commission’s solicitation of public input on development of the biennial list of priority projects to be considered for funding.
3. Work to improve and expand beach and mountain access opportunities for Kaua‘i’s residents and visitors.

4. Strive to preserve Kaua‘i’s natural resources and open spaces for the enjoyment of current and future generations.

Program Highlights

During the fiscal year, the commission conducted twenty one (21) regular commission meetings. Commission accomplishments include:

- Passing of Ordinance 925 amendments to original Ordinance 812;
- Passing of Ordinance 926 amending Ordinance 925 increasing the minimum of one-half of one percent (0.5%) to one and one half percent (1.5%) of the certified real property tax revenues to the Open Space Fund;
- Development of Commission’s dossier process (in the form of an Acquisition Plan) to update and communicate to Council in its non reporting year encouraging support to move forward on any proposal from the Commission’s recommendation list;
- Development of Commission’s Acquisition Plan to be a part of its Biennial Report for their priority recommendations;
- Continuous discussions on new development ideas for open, space public access and unresolved access issues “Opala List”;
- Continual dialogue and education sessions with the County and State departments and non-profit organizations on working as a partner on public access, open space and natural resources preservation for Kaua‘i;
- Ongoing strategies for biennial report and public input process for 2013 with outreach to neighborhood communities and hosting of meetings within these communities, hosting commissioner and staff presence at community sponsored events such as the Hanapēpē Art Festival, Kōloa Plantation Day’s and Kaua‘i County Farm Bureau Fair;
- Development and completing of the 2013 Biennial Report;
- Presentation of the 2013 Biennial Report to Kaua‘i County Council;
- Presentation of the 2013 Biennial Report to Mayor;
- Continual dialogue and discussions of providing dossiers to Kaua‘i County Council for concerns and recommendations and actions to be considered regarding past and current commission recommendations;

PUBLIC ACCESS, OPEN SPACE, AND NATURAL RESOURCES PRESERVATION FUND COMMISSION

Commission Meetings	21
Committee Meetings.....	0
Public Hearings	0
Community Meetings	4

Budget

General Fund (Staffing)	79,756.00
Open Space Fund (10% Administrative Cost)	<u>\$25,367.00</u>
Total Administrative Budget	\$105,123.00

V. DEPARTMENTAL ACTIVITIES AND STATISTICS

As shown by the tabulation of permits, applications, meetings, etc., that follow, staff activities involve daily administration of the Subdivision and Comprehensive Zoning Ordinances, General Plan and Development Plans, State Land Use Commission Rules and Regulations, Shoreline Setback Rules and Regulations, as well as the SMA Rules and Regulations. These activities include review and processing of all building, zoning, use, variance, and SMA permits, as well as General Plan and zoning amendments and subdivision applications. Other duties include review and recommendation to the State Board of Land and Natural Resources of all applications for uses located within the State Conservation District, recommendations to the State Clearing-house Review for all Federal-funded projects affecting the County of Kaua'i and coordinate the County Clearinghouse process for grading permits.

CURRENT STATISTICS

SUBDIVISION

A total of 28 subdivision applications were received and processed during the fiscal year. These applications involve a total of 174 lots, of which 75 lots are within the Urban District; 9 lots within the Rural District; 90 lots within the Agricultural District and 0 lots within the Conservation District.

Actions taken during the fiscal year are as follows:

Tentative approvals.....	27
Final approvals	7
Disapproved	0
Withdrawals/Cancellations..	4
Outstanding	1
Extensions.....	13
Modifications.....	3
Prior Tentatives Revised.....	0

ZONING PERMIT, USE PERMIT, VARIANCE PERMIT, SMA PERMIT APPLICATIONS

Under procedures established in the Comprehensive Zoning Ordinance and SMA Rules and Regulations, all construction or development within the County require the issuance

of a zoning, use, SMA, or a variance permit. This involves detailed review of all building permit applications; use, variance and Class IV Zoning Permits require careful review and analysis of recommendations by other governmental agencies; conducting of public hearings and final decision by the Planning Commission.

Following is a tabulation of applications processed, fees collected, and meetings:

STATE LAND USE COMMISSION MATTERS

Special Permit Applications.....	5
Boundary Change Petitions:	
State.....	0
County.....	0

SPECIAL MANAGEMENT AREA USE PERMITS (SMA)

Minor Permits	Processed	28
Emergency Permits	Processed	0
Shoreline Setback Determinations	Processed	53

ZONING PERMITS

Class I & II Zoning Permits.....	797
Class III Zoning Permit.....	4
Class IV Zoning Permit	20
Use Permit.....	18
Variance Permit.....	5
Shoreline Setback Variance	1

GENERAL PLAN AMENDMENTS..... 1

ZONING AMENDMENTS 5

COUNTY CLEARING-HOUSE..... 19

STATE DEPARTMENT OF LAND AND NATURAL RESOURCES

CDUA Reviews	20
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PLANNING COMMISSION MEETINGS

Regular Commission Meetings	20
Special Commission Meetings(Hearings Officer)	1
Subdivision Committee Meetings	19
Public Hearings on Zoning Permits, SMA Permits, General Plan & Zoning	

Amendments, CZO and SMA Rules and Regulations	56
Field Trips/Investigations	0
Non Hearing Actions	96
Workshops	0

KAUA‘I HISTORIC PRESERVATION REVIEW COMMISSION

Meetings	9
Special Meetings	0
Field Trips	0
Planning Commission	
Project Reviews.....	4
Other Reviews.....	17

PUBLIC ACCESS, OPEN SPACE, AND NATURAL RESOURCES PRESERVATION FUND COMMISSION

Commission Meetings	19
Committee Meetings.....	0
Public Hearings	0
Community Meetings	3

CODE ENFORCEMENT

Comprehensive Zoning Ordinance	
Inspections.....	230
Violations	126
Resolved	84
Pending.....	135
Prosecuting Atty/County Atty.....	9
SMA & Shoreline Setback	
Inspections.....	398
Violations	31
Resolved	26
Pending	5
Prosecuting Atty/County Atty.....	10

FEES COLLECTED

Zoning, Use, Variance Permit.....	\$4249.00
General Plan, Zoning, District	
Boundary Amendment	150.00
Subdivision.....	336.00
SMA Use Permit.....	10,419.63.00
Subdivision Payment in lieu	

of Park Dedication	18,167.01
Printing Fees.....	936.30
Environmental Impact	
Assessment Fees	65,427.00
Maps.....	43.00
TVR Registration(NCU Renewal Fees)	64,660.00

TRANSIENT VACATION RENTAL REGISTRATION

Total # of Applications for Non-Conforming Use (NCU/TVR) certification (including reclassifications).....	658
Active NCU certificates.....	405
Denied/ Withdrawn/ Incomplete/ Inactive applications.....	172
Appeal.....	81
2013 TVR Renewals Approved between 8/1/12 to 7/31/13.....	315
# of Cease and Desist Letters issued for failure to timely renew, etc.;.....	112
# of Appeals resulting in contested case hearings to be scheduled before Hearings Officer- Urban and Ag District (as of 9-5-13).....	67
Special Permits approved by Planning Commission for TVRs Within State Land Use “Agricultural” District, to 2/2012.....	49

VI. HOLOHOLO 2020 PROJECTS:

The Mayor has charged the Department as the primary agency for three (3) *Holo Holo 2020* projects:

1. Implementing the Līhu‘e Town Core Plan
2. Expanding the Līhu‘e Civic Center Park/Lawn
3. Implement Complete Streets island-wide

The Department has worked over the past year identifying specific projects for implementation furthering the Mayor’s vision to grow Kaua‘i responsibly.

1. Implementing the Līhu‘e Town Core Plan

The Department has processed 10 zoning permits within the core area since July 2011 and has continued working with the managers of the parcel located at 3-3122 Kūhi‘ō Highway, across from the Hilo Hattie store. This redevelopment project will support the goals of the Plan by building a sidewalk and pedestrian arcade along the portion of the lot

fronting the highway. The Department also regularly meets with the Līhu'e Tomorrow Committee of the Līhu'e Business Association and provides them with updates on planning initiatives in the core area.

2. Expanding the Līhu'e Civic Center Park/Lawn

The Department is working closely with the Department of Public Works on a pilot project to temporarily close Eiwa St, as called for in the Civic Center Master Plan. This would make the Līhu'e Civic Center a safer environment for pedestrians. The purpose of the potential temporary closure would be to study the actual traffic impact a closure would cause.

3. Implement Complete Streets island-wide

Department Staff helped create a Kaua'i Complete Streets Action Plan at a County-wide workshop on Complete Streets implementation in October 2011. Since then, the Department has developed a draft amendment to the Subdivision Ordinance to make future residential subdivisions more walkable, and also added a Complete Streets evaluation to the Six-Year Capital Improvements Program. Staff continues to be actively involved in the Built Environment Task Force of Get Fit Kaua'i. The Department is working closely with the Department of Public Works to update the County's standard details for roadways. The Planning Department attended the Po'ipū Road Design Workshop on May 2013, which consisted of three days of workshops, walk audits, and meetings on the vision, goals, and design of specific segment of Po'ipū Road.

STAFF

Michael A. Dahilig	Planning Director
Dee M. Crowell	Deputy Planning Director
Myles Hironaka	Planner VII
Peter Nakamura	Planner VII
Dalmacio Cua	Planner VII
Lee Steinmetz	Planner VI (Transportation)
Ka'aina Hull	Planner V
Leanora Kaiaokamalie	Planner V
Marie Williams	Planner V
Jody Galinato	Planner II
Kenneth Estes	Planner I
Marisa Valenciano	Planner I
Michael Laureta	TVR Specialist
Wesley Masumura	Land Use Plan Checker III

Norman Vea	Drafting Technician II
Fred Duyanan	Land Use Permit Technician
Sheilah N Miyake	Planning Inspector III
Patrick Henriques	Inspector II
Villamor Balisacan	Inspector II
Andres Emayo	Inspector II
Leslie Takasaki	Planning Commission Secretary
Shanlee Jimenez	Secretary
Leila Villon	Staff Services Assistant

CZM CONTRACT EMPLOYEES

Leslie Milnes	CZM Enforcement Officer
Joan Ludington-Braun	CZM Land Use Permit Technician
Ferdinand Mariano	CZM Account Clerk

PUBLIC ACCESS, OPEN SPACE, AND NATURAL RESOURCES
PRESERVATION FUND COMMISSION CONTRACT EMPLOYEES

Nani Sadora	PAOS Specialist
Duke Nakamatsu	Commission Support Clerk