

PLANNING COMMISSION
KOMIKINA HO'OLĀĀ
CITY AND COUNTY OF HONOLULU

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January 30, 2026

The Honorable Tommy Waters
Chair and Presiding Officer
and Members
Honolulu City Council
530 South King Street, Room 202
Honolulu, Hawai'i 96813

Dear Chair Waters and Councilmembers:

SUBJECT: Planning Commission Five-Year Report

Please find enclosed a copy of the Planning Commission's Five-Year Report for the Council's 2025 schedule of Periodic Review of Boards and Commissions submitted in accordance with Section 3-15.4 of the Revised Ordinances of Honolulu.

If you have any questions, please contact me or my staff at (808) 768-8007.

Sincerely,

A handwritten signature in black ink, appearing to read "Pane Meatoga III", with a long horizontal stroke extending to the right.

Pane Meatoga III
Chair

Enclosure

APPROVAL:

A handwritten signature in black ink, appearing to read "Michael D. Formby", with a long horizontal stroke extending to the right.

Michael D. Formby, Managing Director
Office of the Managing Director

Planning Commission Five Year Review Report 2025

In accordance with Section 3-15.4 of the Revised Ordinances of Honolulu ("ROH"), the Honolulu Planning Commission ("Planning Commission" or "PC") reports the following:

1) A statement of the purpose for which the board or commission was created

The Planning Commission operates in accordance with Section 6-1506 of the Revised Charter of the City and County of Honolulu. The Planning Commission holds public hearings and makes recommendations through the Mayor to the City Council on proposals to adopt or amend the General Plan, Development Plans, Sustainable Communities Plans ("SCP"), Neighborhood Transit-Oriented Development ("TOD") Plans, Zoning Special Districts, and Zoning Ordinances. The Commission holds public hearings and makes recommendations to the City Council on State Land Use District Boundary Amendments for land areas of 15 acres or less (other than Conservation Districts). For land areas of 15 acres or less within the State Land Use Agricultural District, the Planning Commission holds public hearings and takes final action on Special Use Permit ("SUP") applications for "unusual and reasonable" uses in the State Land Use Agricultural District.

2) A summary of the accomplishments of the board or commission during the preceding five-year period.

2021 (14 meetings total):

- Approved the following Council-initiated proposed resolutions:
 - 1) Resolution No. 19-305, relating to Wind Machines
 - 2) Resolution No. 20-56, relating to Nonconforming Uses
 - 3) Resolution No. 20-293, relating to Farm Village Communities
- Approved the Department of Planning and Permitting ("DPP") proposed amendments to the Transient Accommodations, Sections ROH (Chapters 8 & 21), relating to Transient Vacation Units ("TVUs") and bed and breakfast ("B&B")
- Approved Airport Area Neighborhood TOD Plan
- Approved three SUPs, one of which was less than 15 acres.

2022 (Four meetings total):

- Approved the following Council-initiated proposed resolutions:
 - 1) Resolution No. 21-153, relating to East Honolulu SCP
 - 2) Resolution No. 21-136, relating to Height Limits for Rooftop Structures
- Approved the DPP proposed amendments relating to TOD Special District

2023 (13 meetings total):

- Approved the following Council-initiated proposed resolution:
 - 1) Resolution No. 22-32, CD1, FD1, relating to Chinatown Special District
- Approved the following DPP proposed amendments:
 - 1) The Land Use Ordinance relating to the TOD Special District.
 - 2) To increase monster home fines, relating to large dwellings
- Approved three SUPs, two of which were less than 15 acres.
- Approved a Bill to Adopt Revised Primary Urban Development Plan for the City and County of Honolulu.
- Approved zone change relating to rezoning of land situated around Halawa (Aloha Stadium) rail transit station to facilitate implementation of the Halawa Area TOD Plan
- Waimānalo Gulch Sanitary Landfill ("WGSL"), request to modify the date in Condition No.1 of the Planning Commission's Findings of Fact, Conclusions of Law, Decision and Order dated June 10, 2019.
- Contested case hearing on the WGSL

2024 (12 meetings total):

- Approved two SUPs
- Continued contested case hearings on the WGSL
- 2024 Annual Compliance Reporting, Kualoa Ranch Inc., 2022/SUP-4
- WGSL 4th Quarter Update, 2008/SUP-2

2025 (5 meetings total):

- Approved the following Council-initiated proposed resolutions:
 - 1) Resolution No. 24-141, relating to Administrative Enforcement
 - 2) Resolution No. 24-223, relating to sign standards for Business in Apartment and Apartment Mixed-Use Districts (approved with recommendations)
 - 3) Resolution 25-105, relating to Development Standards for the Apartment and Apartment Mixed-Use Districts
- Approved the DPP proposed amendment relating to Registration Requirements for B&Bs and TVUs.
- State Land Use District Boundary Amendment (15 acres less), Hale'iwa Backyards, LLC.
- Grace Pacific, Makakilo Quarry Annual Compliance Reporting
- 2025 Annual Compliance Report, Kualoa Ranch Hawai'i, Inc.

3) Factors that aided or inhibited the achievement of the accomplishments, including, but not limited to, the composition and purpose of the board or commission and staff support.

Planning Commission staff and our deputy corporation counsel ("COR") representative are the two most important factors that help the Planning Commission fulfill its Charter obligations. We understand there is shortage of

workers but having the Planning Commission staff and our COR representative covering multiple boards and commissions lessens the time they can work on PC matters. We ask that they be given a workload that allows them the time they need to work on PC matters. We also recommend Planning Commission staff be given a raise.

4) A statement of the measures implemented by the board or commission to enhance transparency in its operations.

In accordance with Hawai'i Revised Statutes (HRS) § 92-7, Planning Commission agendas are posted no less than six calendar days before a meeting; the agendas give the public notice of what the PC intends to consider so that interested members of the public can decide whether to participate in a meeting.

The Planning Commission holds open meetings pursuant to HRS § 92-3. Specifically, the Planning Commission offers remote meetings with an in-person public meeting location. The public can participate in Planning Commission meetings by joining the meeting (i) via the WebEx video conferencing platform provided by the PC, which is available on the computer or the WebEx smartphone app, or (ii) by phone (audio only).

Planning Commission staff uploads meeting recordings and meeting minutes to the PC's website for viewing by the public.

Board materials are available for public inspection at DPP and on the Planning Commission website pursuant to HRS Section 92-7.5.

5. A statement of the measures implemented by the board or commission to ensure responsiveness to inquiries and comments from the Mayor, the Council, and the public.

The Planning Commission responds to inquiries or comments directed to the PC with the assistance of PC staff and its COR representative. Depending on the comments, the Planning Commission may implement changes following review of relevant portions of the Revised Charter of Honolulu, HRS Chapter 92, the ROH, Rules of the Planning Commission, or guidance from the Office of Information Practices. For example, Planning Commission staff reviewed the accommodation language in its Notices after COR received an inquiry from the Mayor's office.

6. The annual cost of operation of the board or commission for each year of the preceding five-year period.

- Mailings and publication costs for Notice of Public Hearings in the Star-Advertiser
 - 2021: \$9,300
 - 2022: \$3,300
 - 2023: \$9,200
 - 2024: \$2,700
 - 2025: \$5,300

7. A statement of whether the charter or ordinance provisions establishing the board or commission should be retained without changed, amended, or repealed.

The Charter and ordinance provisions establishing the PC should be retained without change.

8. If applicable, suggested modifications and revisions to membership number and qualifications, organizations; purpose; or powers, duties and functions to better enable the board or commission to serve its purpose, including justification and suggested amendatory language.

The Planning Commission suggests modification of the ROH § 22-3.5 to comport with the Revised Charter of Honolulu and DPP's practice of creating and adopting rules governing the subdivision or consolidation of land. Currently, ROH § 22-3.5 states:

ROH § 22-3.5 Regulations governing the subdivision or consolidation of land.

- (a) The planning commission shall adopt rules and regulations governing the subdivision or consolidation of land, including the procedure and conditions precedent to approval thereof.

ROH 22-3.5 is very specific to one area of the Land Use Ordinance, and the current Planning Commission is unaware of any recent hearing where it has adopted subdivision or consolidation rules and regulations.

Section 6-1503(h) of the Revised Charter states that the Director shall "[p]repare the land subdivision code and rules and regulations and any amendments thereto." Although the existing Subdivision Rules and Regulations of the City and County of Honolulu indicate the Planning Commission adopted these rules in 1973, the DPP added Subdivision Street Standards and an appendix to these standards in 2000. DPP also issued revised Guidelines on Processing a Subdivision Application in July 2005. In practice, it appears DPP is responsible for both the creation and adoption of procedures and conditions related to the subdivision and consolidation of land.

Therefore, it may be more accurate to amend ROH § 22-3.5(a) to state: "The ~~planning commission~~ DPP shall adopt rules and subdivision or consolidation of land, including the procedure and conditions precedent to approval thereof."