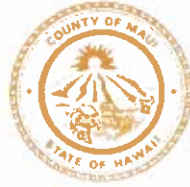


RICHARD T. BISSEN, JR.
Mayor

JOSIAH K. NISHITA
Managing Director



OFFICE OF THE MAYOR
COUNTY OF MAUI
200 SOUTH HIGH STREET
WAILUKU, MAUI, HAWAII 96793
www.mauicounty.gov

January 18, 2024

Honorable Nohelani U'u-Hodgins, Chair
Government Relations, Ethics, and Transparency Committee
Maui County Council
200 South High Street
Wailuku, Hawaii 96793

Dear Chair U'u-Hodgins:

SUBJECT: APPOINTMENT AND REMOVAL OF ADMINISTRATIVE HEADS OF DEPARTMENTS (RESOLUTION 24-10, RELATING TO THE APPOINTMENT OF KATE BLYSTONE AS PLANNING DIRECTOR) (GREAT-1(6))

Pursuant to your letter dated January 16, 2024 requesting a copy of the Planning Director position description, please refer to the County of Maui Charter, Chapter 8, Department of Planning, Section 8-8.3: Powers, Duties and Functions of the Planning Director.

Thank you for your attention to this matter. Should you have any questions, please feel free to contact me at Mayor.Office@mauicounty.gov.

Sincerely,

A blue ink handwritten signature of Richard T. Bissen, Jr.

 RICHARD T. BISSEN, JR.
Mayor, County of Maui

Attachment

CHARTER
COUNTY OF MAUI

JANUARY 2023 EDITION

CHAPTER 8 DEPARTMENT OF PLANNING

Section 8-8.1. Organization. There shall be a department of planning consisting of a Maui planning commission, a Moloka`i planning commission and a Lāna`i planning commission, a planning director, a board of variances and appeals and the necessary staff. (Amended 1996, 1992, 1988)

Section 8-8.2. Planning Director. The planning director shall be appointed by the mayor with the approval of the council and may be removed by the mayor. The planning director shall have had a minimum of five years of experience in the field of planning, at least three of which shall have been in an administrative capacity, either in public service or private business, or both. (Amended 2016)

Section 8-8.3. Powers, Duties, and Functions. The planning director shall:

1. Be the administrative head of the department of planning.
2. Serve as the chief planning officer of the county and as the technical advisor to the mayor, council and planning commissions on all planning and related matters.
3. Recommend revisions of the general plan at least every ten (10) years to guide the development of the county.
4. Prepare, administer, and enforce long-range planning programs.
5. Prepare, administer, and enforce a cultural resource management program.
6. Prepare, administer, and enforce zoning ordinances, zoning maps and regulations and any amendments or modifications thereto.
7. Review the lists of proposed capital improvements projects contemplated by the county and recommend the order of their priority to the mayor.
8. Perform such other duties and functions as shall be required by law or as shall be assigned by the mayor. (Amended 2002, 1996)

Section 8-8.4. Planning Commissions. Each planning commission shall consist of nine members appointed by the mayor with the approval of the council. The members of each planning commission shall be residents of the island of the planning commission on which the member serves. The directors of public works, environmental management, and water supply shall be non-voting ex-officio members of each commission.