

**Request for the Office of Information Practices' Concurrence
for a Limited Meeting**
(HRS § 92-3.1)

Date: June 23, 2025

Name of Board: HHPRB
Contact Person: Mary Kodama, SHPD Architectre Branch Chief Tel: 808-652-8629
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Board's Attorney: Cindy Young Tel: 808-587-2937
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Date of Proposed Limited Meeting: July 31, 2025
Place/Location of Proposed Limited Meeting: Please see attached draft agenda for the Limited Meeting
on July 31, 2025

1. Type of Limited Meeting:

- ☐ location is dangerous to health or safety; OR
☒ public attendance is impracticable

2. (Attach relevant portion of draft or adopted minutes showing board's deliberation and vote to adopt the determination, including applicable timestamps if minutes were recorded.) After sufficient public deliberation at a prior regular meeting, and by vote of two-thirds of all members to which it is entitled, the Board has adopted a determination that:

- ☐ the limited meeting is necessary and the location would be dangerous to health or safety; OR
☒ the on-site inspection is necessary and public attendance is impracticable.

As shown in its minutes, the Board has made this determination based upon the following reasons:

During the Hawaii Historic Places Review Board meeting held on May 16, 2025, the review board members voted to visit the sites listed on the attached document and stated that public attendance at these private properties are impracticable due to liability, privacy, and safety concerns.

3. Notice of the Limited Meeting under HRS § 92-7 (attach agenda):

- ☐ was filed on _____, 20____; OR
☒ will be filed by July 24, 2025.

4. Required Videotape of the Limited Meeting:

- ☐ will be made; OR
☒ Board requests a waiver of this requirement because:
When the review board voted to have a Limited Meeting, they requested a waiver of this requirement for the privacy and safety of the property owners. Photographs of the character defining features of the property which make it eligible for the register are available to the public on the SHPD website 30 DAYS before the public meeting. Site visits will be audio recorded including any discussion with the property owner. The audio recording and minutes of

CONCURRENCE

the Limited meeting will be available to the public on the SHPD website.

OIP (1/2025)

The Director of the Office of Information Practices concurs with the request made for a Limited Meeting and:

☐ does not waive the videotape requirement; OR

☒ waives the videotape requirement, with the following conditions:

If concurrence is granted, the Board must:

1. provide notice of the Limited Meeting in accordance with HRS § 92-7;
2. make no decisions at the Limited Meeting;
3. comply with all requirements of HRS § 92-9; and
4. videotape the Limited Meeting and make the videotape available at its next regular meeting, unless this requirement is fully waived above.



Carlotta Amerino
Director

June 24, 2025
Date