



**Hawaii Community Development Authority**

Planning Office  
461 Cooke Street  
Honolulu, Hawaii 96813  
(808) 594-0340 FAX (808) 594-0299



**CERTIFICATE OF APPROPRIATENESS**

**Mauka & Makai Areas**

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*Attachments*

1. Application - Development Permit
  2. General Processing Flowchart - Certificate of Appropriateness
  3. Historic and Cultural Sites Inventory Map
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The following identifies application requirements and processing procedures for actions involving the use of "historical or culturally significant property" in the Kakaako Community Development District which is either:

- A. Listed on the Hawaii or National Register of Historic Places; or
- B. Designated in the Mauka or Makai Area Plans as being significant in the history or prehistory, architecture, culture or development of Kakaako; a tangible, historic or cultural linkage between Kakaako of the past and Kakaako of the present; and, capable of productive use to the extent that its owner is able to earn a reasonable return.

**Historic or Cultural Property**

Fourteen properties in the District currently are identified in the Mauka or Makai Area Plans or listed on the Hawaii or National Register of Historic Places. These are shown on the attached Historic and Cultural Sites Inventory Map.

If a project involves the use of these properties, a Certificate of Appropriateness is required prior to issuance of a building permit by the City and County of Honolulu.

In evaluating projects, the following resource documents are utilized: (1) Mauka and Makai Area Plans; (2) National Register of Historic Places - Nomination Forms; and (3) HCDA's Historic, Cultural, Visual and Aesthetic Resources, Phase I (Data Collection and Inventory) and Phase II (Capacity and Constraint Analysis) studies.

**Application**

Information required for a Certificate of Appropriateness application includes, as appropriate, the following:

- A. A description of the historic or culturally significant property affected by the proposed project.
- B. An area site plan indicating the location and nature of the project site improvements and site relationship to surrounding improvements.

- C. Data on size, appearance and form with sketches and perspectives of the building or structure proposed to be constructed, repaired or improved.
- D. Plans, elevations and sections that fix and describe the project as to architectural character, and an outline specification setting forth exterior finishes and colors.

### **Processing Procedures**

Following receipt of a Certificate of Appropriateness application, a determination of "nonsignificant" or "significant" is made based on the nature of the proposed action.

- A. If the project is determined to be nonsignificant, the Executive Director will issue a Certificate of Appropriateness. A project is deemed to be nonsignificant where it consists of alterations, repairs or improvements which do not involve a change in design, material, character or outer appearance of the affected property or a change in those characteristics which qualified the property for designation as an historic or culturally significant property.
- B. If the project is determined to be significant, a summary report will be prepared by HCDA and a public hearing conducted as specified in Section 15-22-166, Mauka Area Rules or Section 15-23-164, Makai Area Rules. (See attached General Processing Procedures Chart.)
- C. The Authority shall grant the Certificate of Appropriateness if:
  - 1. The proposed action will not unduly hinder the protection, enhancement, presentation, perpetuation and use of the property in its historic or culturally significant state;
  - 2. The property as it exists is no longer suitable to past or present purposes or is totally inadequate for the owner's or lessee's legitimate needs; or
  - 3. The owner or lessee is unable to earn a reasonable return unless the proposed project is undertaken.

### **Fees**

Contact HCDA.



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PERMIT APPLICATION

APPLICANT INFORMATION

Applicant \_\_\_\_\_
Mailing Address \_\_\_\_\_
Telephone No. \_\_\_\_\_
Project Site Address \_\_\_\_\_
Land Owner \_\_\_\_\_
Address \_\_\_\_\_
Description of Work to be Done \_\_\_\_\_

TYPE OF REQUEST

- Rules Clearance
Improvement Permit
Development Permit
Conditional Use Permit
Conditional Use of Vacant Land
Temporary Use
Development (Makai)
Other

PARCEL INFORMATION

Tax Map Key: \_\_\_\_\_
Neighborhood Zone: \_\_\_\_\_

PROJECT INFORMATION

Existing Use and Floor Area (s.f.)

- Commercial
Industrial
Residential
Other
TOTAL

Nature of Work

- New Building \*
Addition \*
Demolition
Alteration
Other
Repair
Electrical
Plumbing

Proposed Use and Floor Area (s.f.)

- Commercial
Industrial
Residential
Other
TOTAL

Notes: \_\_\_\_\_

NOTE TO APPLICANT

- Please refer to Subchapter 5 of the Mauka Area Rules, Chapter 217, Hawaii Administrative Rules for detailed information on procedures, permit requirements and fee schedule.
Final approval by HCDA is required prior to issuance of a building permit for any development within the Kakaako District.
For approval of building permits, submit the building permit application form and the following sets of plans:
Building Department copy
Job site copy
HCDA copy (if applicable)
For any project where construction drawings are not available, submit two (2) sets of project information as listed in "Filing Procedures".

I hereby acknowledge that I have read this application and attached information for the above-referenced project site and state that the information is correct. I hereby agree to comply with all City and County of Honolulu ordinances and state laws regulating development and building construction and authorize HCDA to inspect the property or construction upon notification of the undersigned for compliance with the respective Permit.

Signature (applicant or agent): \_\_\_\_\_ Date: \_\_\_\_\_
Print name: \_\_\_\_\_ Telephone No.: \_\_\_\_\_

FOR HCDA USE ONLY:

Permit Fee: \_\_\_\_\_ Paid by: \_\_\_\_\_

Landowner's Consent (if applicable): \_\_\_\_\_

Section 206E-5.6 (if applicable): \_\_\_\_\_

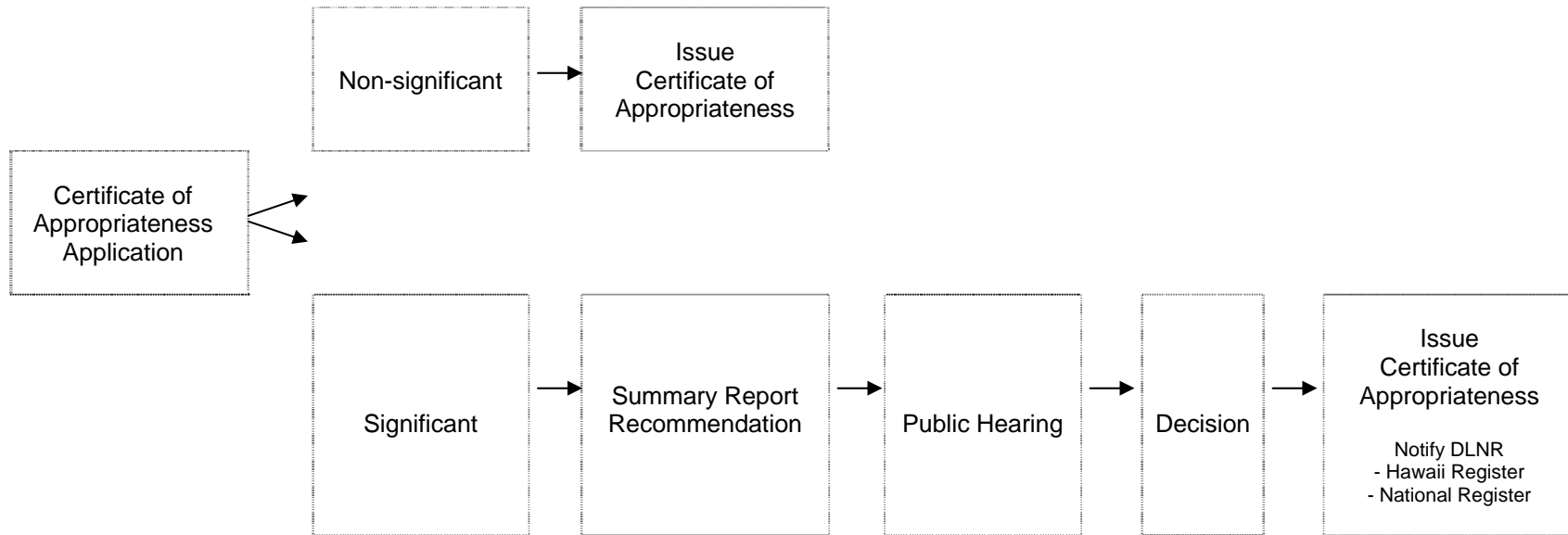
Reviewed By HCDA: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_

HCDA Approved

General Processing Flowchart

**CERTIFICATE OF APPROPRIATENESS**

Mauka & Makai Areas



# KAKAAKO COMMUNITY DEVELOPMENT DISTRICT

## HISTORIC AND CULTURAL SITES INVENTORY

— DISTRICT BOUNDARY

### HISTORIC SITES

- 1 KAWAIAHAO CHURCH
- 2 MISSION HOUSES
- 3 ELIZABETH BUILDING
- 4 ROYAL BREWERY BUILDING
- 5 OLD KAKAAKO FIRE STATION
- 6 THE NEWS BUILDING
- 7 KAKAAKO PUMP STATION
- 8 IMMIGRATION STATION
- 9 MOTHER WALDRON PLAYGROUND
- 10 YEE/KOBAYASHI STORE
- 11 BRASS FOUNDRY
- 12 MCKINLEY HIGH SCHOOL
- 14 MAKKI CHRISTIAN CHURCH

### CULTURAL SITE

- 13 NEAL BLAISDELL CENTER

HAWAII COMMUNITY  
DEVELOPMENT AUTHORITY

