



Hawaii Community Development Authority

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



**CONDITIONAL USE FOR
JOINT USE AND/OR OFF-SITE PARKING**

Makai Area

Attachment

1. Application - Development Permit
-

Standards and Conditions

A Conditional Use Permit for joint use and/or off-site parking facilities may be granted if certain standards and conditions are met.

- The application for **Joint Use of Parking Facilities** should include explanation of how the proposal will satisfy the criteria included in Section 15-22-67(h)(1) of the Mauka Area Rules or Section 15-23-68h(h)(1) of the Makai Area Rules.
- The application for **Off-Site Parking Facilities** should include explanation of how the proposal will satisfy the criteria in Section 15-22-67(h)(2) of the Mauka Area Rules or Section 15-23-68(h)(2) of the Makai Area Rules.

Application Forms

- Development Permit Application Form
- Supplemental Application Form (contact HCDA)

Written Information

- Documentation supporting the fact that the applicant (developer, owner or lessee) of principal site holds a recorded lessee for the property, the unexpired term of which is more than 5 years from the date of filing of the application.
- Documentation establishing that parking site owner or lessee maintains designated parking stalls.
- A Conditional Use Parking Agreement should be executed between the applicant and HCDA after submittal of the application.
- After HCDA issues a Conditional Use Parking Permit, a Parking License Agreement may be required between the applicant and parking provider.

Drawings/ Plans (Information should be provided for both principal use site and parking site.)

- **Location Map** - A plan drawn to scale indicating that the distance from the entrance of the parking facility to the nearest principal entrance of the establishment or establishments involved do not exceed 1,200 feet by normal, legal pedestrian routes. A sample map, illustrating this requirement, is attached.
- **Site Plan** - A plan drawn to scale showing property lines, lot dimensions and area; the sizes, location, and dimensions of existing and proposed structures; the number and arrangement of all off-street parking and loading spaces, access aisles, driveways, maneuvering areas, landscaping, open areas, and setbacks from property lines.
- **Floor Plans** - Floor plans drawn to scale showing all existing and proposed uses and structures on each site; and floor area and parking calculations for all uses on each site, to establish the number of required parking.

Additional Information

Additional information may be required by the Executive Director relating to the hours of operation of the various land uses, topography, access, surrounding land uses, written agreements and other matters as may reasonably be required in the circumstances of the case.



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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 * Repair
- Addition * Electrical
- Demolition Plumbing
- Alteration
- Other _____

Proposed Use and Floor Area (s.f.)

- Commercial _____
- Industrial _____
- Residential _____
- Other _____
- TOTAL _____

Notes: _____

NOTE TO APPLICANT

1. 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.
2. 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)
3. 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:

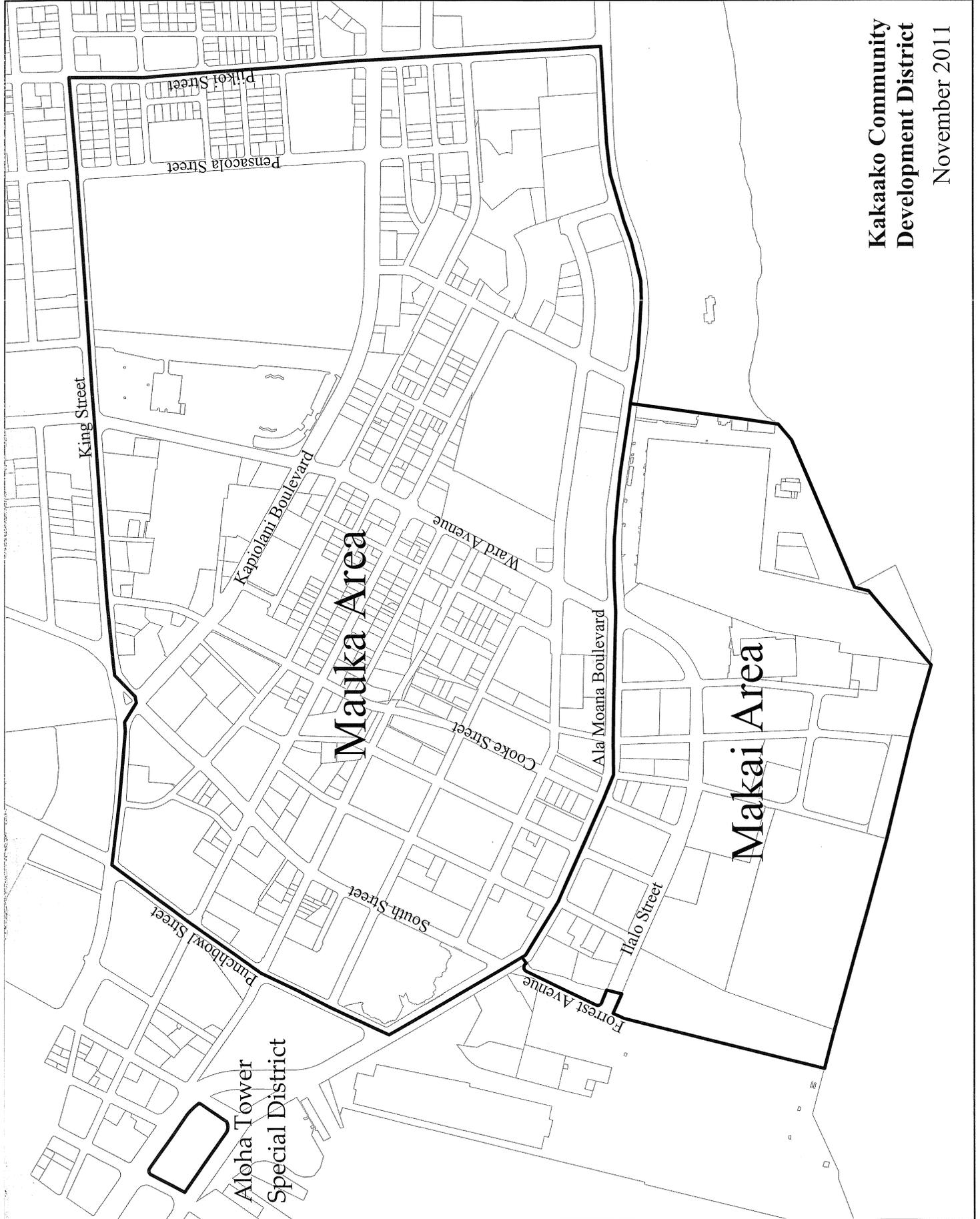
Permit Fee: _____ Paid by: _____

Landowner's Consent (if applicable): _____

Section 206E-5.6 (if applicable): _____

Reviewed By HCDA: _____ Date: _____ Date: _____

HCDA Approved



**Kakaako Community
Development District**

November 2011