



Hawaii Community Development Authority

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



**RENOVATION OR ALTERATION OF EXISTING
NONCONFORMING STRUCTURES**

Mauka & Makai Areas

Submit the following drawings/plans (HCDA file copy required at time of application):

- A. Location map showing the development in relation to the surrounding area.
- B. Plans identifying existing uses, floor area, parking and loading calculations.
- C. Plans identifying proposed changes to the existing property, with regard to uses, floor area, parking and loading calculations.
- D. A design or site plan and the following items if appropriate:
 - 1. Property lines and easements with dimensions and area.
 - 2. Location, size, spacing, setbacks and dimensions of all existing and proposed structures.
 - 3. Building elevations, sections, floor plans and site sections.
 - 4. Landscaping plans showing open spaces, planting and trees.
- E. For building permit approval, the applicant is required to submit:
 - 1. Completed development permit application form.
 - 2. City's building permit application form.
 - 3. Plans:
 - a. Building Department file copy.
 - b. Job site copy.
 - c. Extra copy for HCDA files.

For additional information regarding the renovation of nonconforming structures, refer to Section 15-22-15 of the Mauka Area Rules or Section 15-23-15 of the Makai Area Rules.



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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:

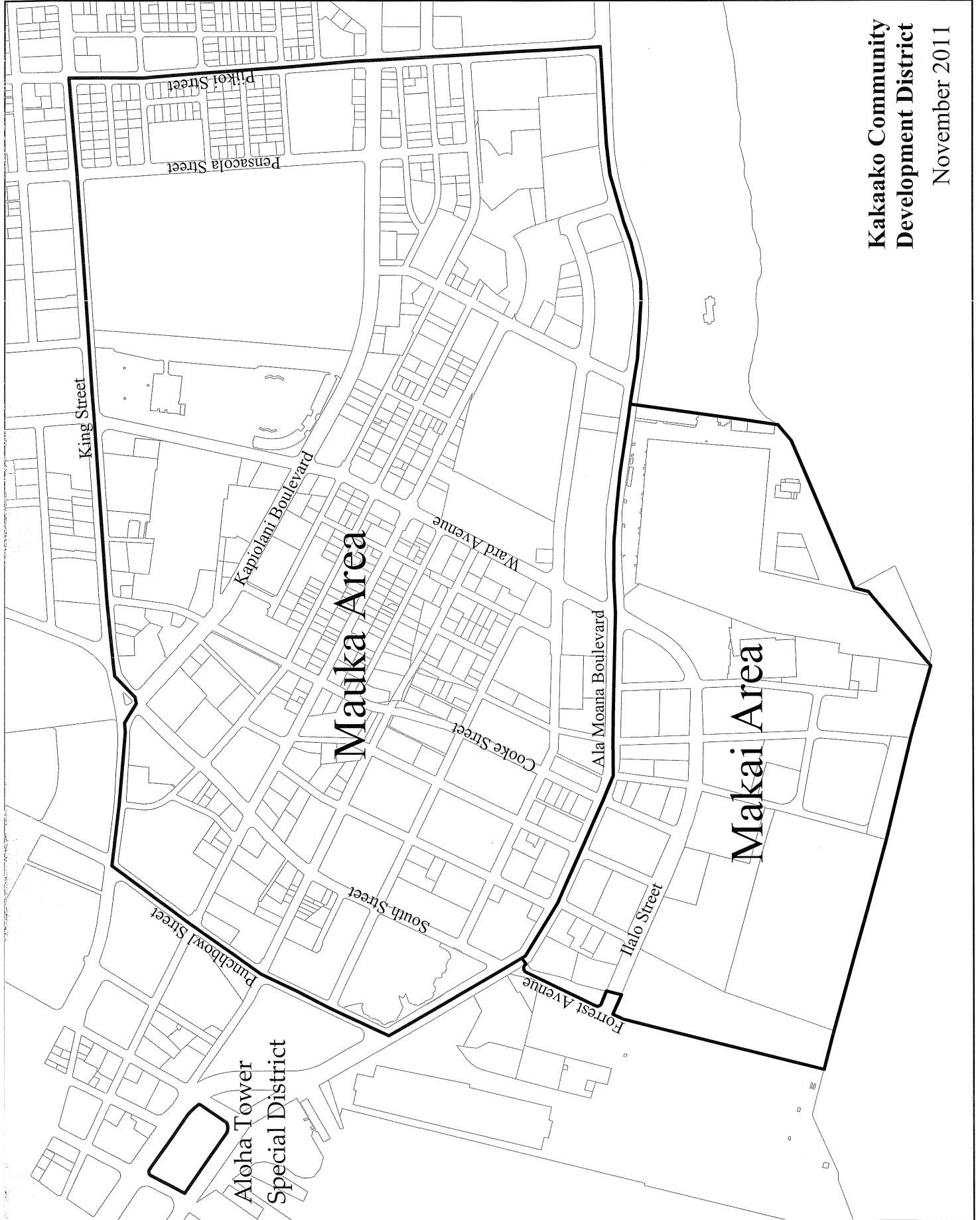
Permit Fee: _____ Paid by: _____

Landowner's Consent (if applicable): _____

Section 206E-5.6 (if applicable): _____

Reviewed By HCDA: _____ Date: _____ Date: _____

HCDA Approved



**Kakaako Community
Development District**

November 2011