Improvement Permit Process

Applicant's initial meeting with HCDA
(Optional)

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Design Review Submittal
(If applicable)
Review by Committee
30 Days

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HCDA Comments to Applicant on Design Review

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Improvement Permit Submittal
40,000 sq. ft. or Less
Conformance with Kalaeloa Master Plan & Kalaeloa CDD Rules
Adherence to Design Review Comments

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Completeness Review by HCDA
Required information provided (including review by other agencies) and filing fees paid.
Written notice provided within 45 working days.

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Improvement Permit Application Deemed Complete

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Staff Review of Improvement Permit Application

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Decision by Executive Director

Based on HCDA Staff recommendation
(Deny, Approve, Approve with Conditions)

Decision rendered within 90 calendar days of submission of a complete application.