

City and County of Honolulu Approvals



Hawai`i's Renewable Energy Permits and Approvals Guidebooks



Cover Images (from top, left to bottom, right):

1. **Bioenergy:** A Hawaiian sugarcane field. Photo Credit: Ben Amstutz
2. **Geothermal:** Puna Geothermal Plant, lower Kilauea on Big Island. Photo Credit: U.S. Department of Interior, U.S. Geological Survey
3. **Hydroelectric:** Waterfall and nearby location of the Waiau Hydroelectric Plant on the Wailuku River. Photo Credit: J. Stephen Conn
4. **Ocean Thermal Energy Conversion (OTEC):** View of OTEC research facility at Keahole Point on the Kona coast of the Big Island.
5. **Solar:** A portion of the La Ola 1.2 MW ground-mounted photovoltaic array on Lanai. Photo Credit: Abbas Akhil, Sandia National Laboratory
6. **Waste to Energy:** Waste coming into the Keehi Transfer Station in Honolulu; possibly on its way to H-Power, the 57 MW WTE facility in Honolulu. Photo Credit: Hawaiian Electric Company
7. **Wave:** View of the 40-kW Experimental wave buoy, manufactured by Ocean Power Technologies, Inc. Photo Credit: Hawaiian Electric Company
8. **Wind:** A 10.5 MW wind farm at Upolu Point (near the northern tip of the Island of Hawaii). Photo Credit: Hawaiian Electric Light Company (HELCO) via NREL Photo Information Exchange.

NOTICE: This guide is designed to help people understand the permitting process, and is not a legal document. Further, the guidebook should not be relied on exclusively to determine legal responsibilities. Some permits and licenses that are not included in this guide may be necessary to a particular project. The Department of Business, Economic Development and Tourism (DBEDT) and the State of Hawaii are not responsible for delays or losses caused thereby should the processing of a permit or approval differ from that written in these Guidebooks. Additionally, these guidebooks are not meant to be a substitute for hiring a professional permitting consultant. DBEDT strongly recommends that each renewable energy developer procure its own consultant familiar with these permits and approvals to assist it through the permitting process. DBEDT also recommends contacting the relevant permitting agencies as a first step to beginning all permitting planning and processes.

Acknowledgements

The “Hawaii Renewable Energy Permits and Approvals Guidebooks” were produced as part of the Hawaii Clean Energy Initiative (HCEI), a partnership launched in 2008 between the State of Hawaii and the U.S. Department of Energy (DOE). SENTECH Hawaii created these guidebooks in close collaboration with DBEDT. Support from a number of federal, state, and county agencies made this suite of guidebooks possible.

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Section 1: Introduction

Background

The City and County of Honolulu Approvals Guidebook is one of 11 guidebooks created to provide the first comprehensive overview of the renewable energy permitting process in Hawaii. Seven of these guidebooks provide federal and state approvals that are resource-specific. The four other guidebooks are county-specific, and are intended to be used in conjunction with the appropriate resource-specific federal and state guidebook, as illustrated in Figure 1.

*For renewable energy developers already familiar with permitting in Hawaii, a checklist is available in **Section 4** that will assist in identifying which permits will be required depending on project specifics.*

This suite of guidebooks was created as part of the Hawaii Clean Energy Initiative (HCEI), which has set the goal of transforming Hawaii's energy use to 70% clean energy by 2030. Hawaii's dependence on imported oil creates vulnerability for the state's economy which is greatly affected by the price volatility of this finite energy source. Recognizing the detrimental effects this oil dependency has on Hawaii's environment and local economy, the state signed a Memorandum of Understanding¹ with the U.S. Department of Energy (DOE) in January 2008, which established HCEI as a partnership bringing together local business leaders, policymakers, and industry experts to guide the Hawaii's transition to a clean energy economy.

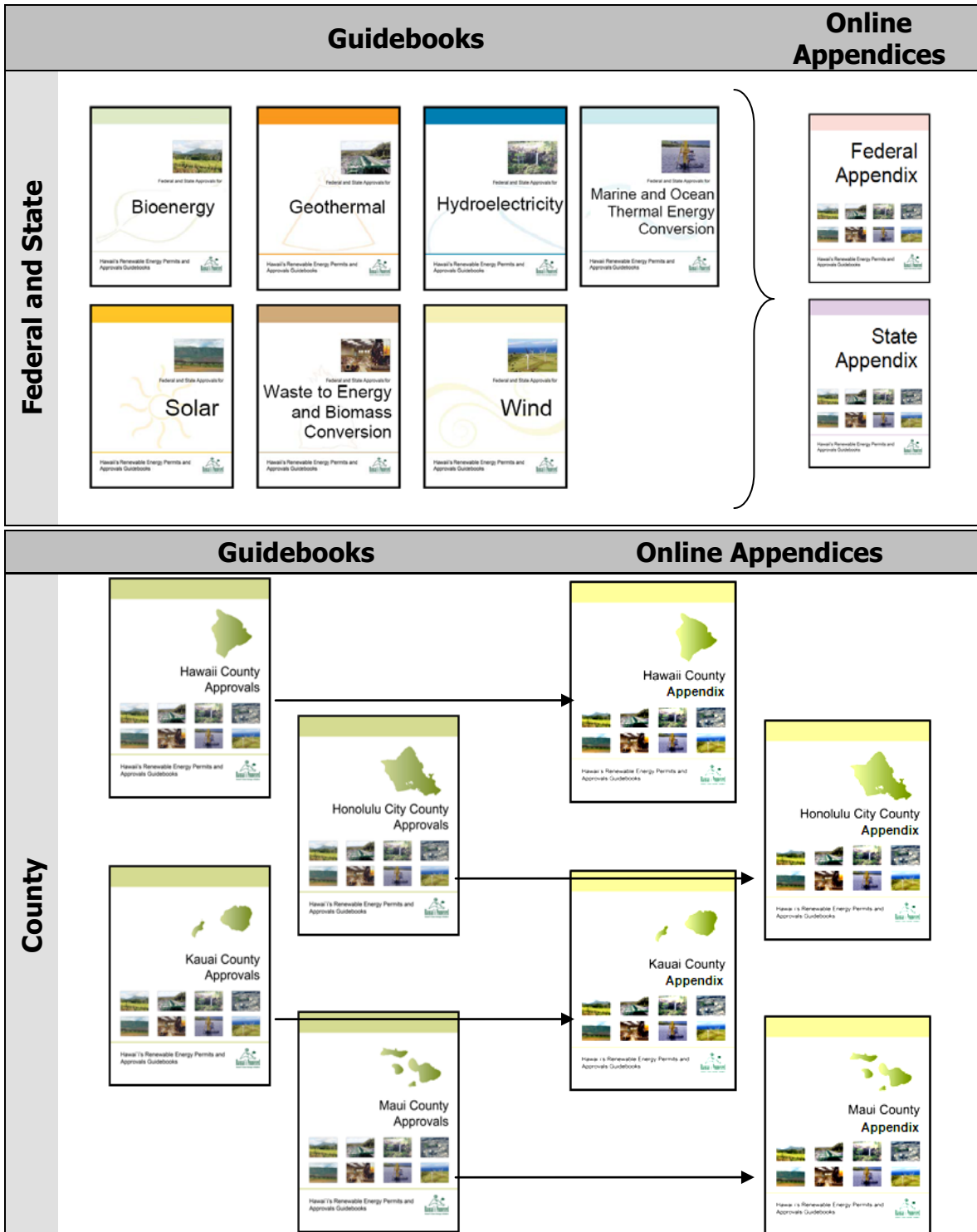
Hawaii Energy Use in 2008²

- Seventy-five percent of the net megawatt-hours of electricity generated in Hawaii were produced from oil.
- Approximately 97% of Hawaii's transportation fuels (as measured in Btu) were produced from oil.
- Hawaii imported roughly 43.1 million barrels of crude oil, costing the State more than \$4.1 billion.
- Although overall energy consumption decreased in 2008, Hawaii consumers spent an estimated \$8.4 billion for energy (about 37% more than in 2007), reflecting record high petroleum prices.

¹ Downloadable from the DBEDT website at <http://hawaii.gov/dbedt/info/energy/hcei/>

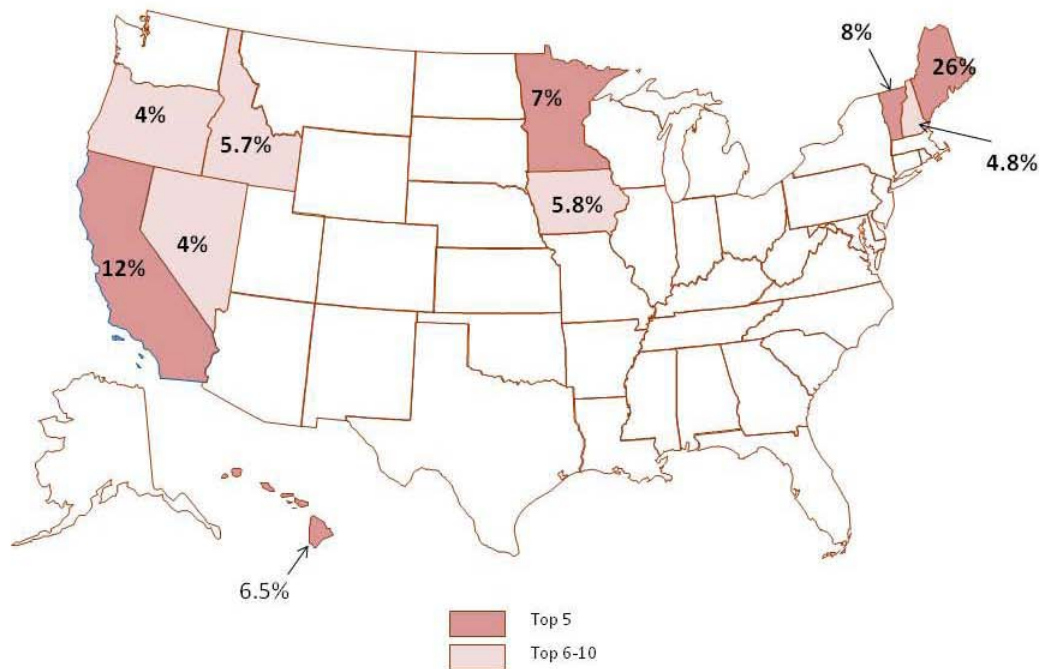
² State of Hawaii Department of Business, Economic Development and Tourism (2009). State of Hawaii Energy Resources Coordinator Annual Report 2009. Retrieved on 2/9/10 from <http://hawaii.gov/dbedt/info/energy/publications/erc09.pdf>.

Figure 1: Overview of the *Hawaii Renewable Energy Permits and Approvals Guidebooks Suite*



Currently, Hawaii ranks 4th nationally in the percentage of total state non-hydroelectric renewable energy generated, as shown in Figure 2.³ This ranking is based on 2007 data, and what was 6.5% renewable energy generation then has now increased in late 2009 to be estimated at 9% of Hawaii’s electricity generation. Regardless of which year you consider, in order to reach the 70% goal set by HCEI the state has to foster rapid adoption of renewable energy and energy efficiency.

Figure 2: National Non-Hydroelectric Renewable Electricity Generation (TWh, 2007 data)



In order to reach this ambitious goal, Hawaii has identified the permitting process as an area that needs improvement to foster rapid investment and growth in clean energy technologies. Renewable energy stakeholders and developers have identified Hawaii’s permitting process as an obstacle to capital investment in the sector.⁴ The guidebooks were created out of a need to understand the entire permitting system within Hawaii—which permits are required and the processes for acquiring those permits.

³ E. Doris, J McLaren, V Healey, and S. Hockett (October 2009). *State of the States 2009: Renewable Energy Development and the Role of Policy*. Retrieved on 11/18/09 from http://apps1.eere.energy.gov/states/state_of_the_states.cfm.

⁴ Hawaii Natural Energy Institute (2009). *Bioenergy Master Plan Draft*. Retrieved 10/29/09 from <http://www.hnei.hawaii.edu/bmpp/stakeholders.asp>

Outside of these guidebooks, other major steps to streamline the permitting process have already begun. Significant legislation was passed in the 2009 Hawaii Legislature that alters the state's permitting process. First, renewable energy facilities greater than 5 MW are now able to apply for the Renewable Energy Facility Siting (REFS) process from HB2971 HD1⁵—a permitting and regulatory framework for the construction of renewable energy facilities in the state (this was formerly only offered to renewable energy facilities greater than 200 MW). Additionally, while the decision to award or deny permits is retained by the state or county agencies, new legislation allows the Energy Resource Coordinator in DBEDT to force a decision to either grant or deny permits by no later than 18 months after the approval of a complete permit application. A third step that was taken in the 2009 Legislature was the passage of Act 155, which requires DBEDT to identify Renewable Energy Zones (REZ)—areas that are rich in renewables, cost effective, and environmentally benign—and encourage development of these REZs for transmission of renewable energy. DBEDT is in the process of determining these zones, which will foster much quicker land-use permitting processes.

Guide-to-the-Guides

The permitting guidebooks were created for and intended to be used by developers planning to develop renewable energy projects in Hawaii. Renewable energy developers can use the guidebooks to understand what permits may be required for their potential project, the general time frame that will be required for permitting, and the specific statutory processes for each permit.

This City and County of Honolulu guidebook is intended to be used in conjunction with the appropriate resource-specific Federal and State guidebook. For example, if your renewable energy project is a solar project in the City and County of Honolulu, you should consult this City and County of Honolulu guidebook, as well as the Federal and State Approvals for Solar Guidebook. Together, these two guidebooks provide a comprehensive list of federal, state, and county permits that could be required for your renewable energy project.

To begin deciphering which permits will be required for a specific energy project, a checklist is included in Section 4. Based on the required activities and the specific site of the renewable energy project, this checklist will help a developer determine which permits/approvals may be needed.

Within the checklist, the right-hand column references appendices which provide a wealth of permit-specific information. The appendices are the companion to

⁵ Hawaii State Legislature (2010). Retrieved on 3/22/2010 from http://www.capitol.hawaii.gov/session2010/lists/measure_indiv.aspx?billtype=HB&billnumber=2971.

this guidebook, and available electronically at www.HawaiiCleanEnergyInitiative.org/Permitting. The appendices provide a “permit packet” with, when available, the following for each permit:

1. **“Process Overview” charts:** created specifically for these guidebooks (not created by the agencies themselves), these two-page summaries provide specific contact information, a broad overview of the major steps, an estimated time frame, and estimated fees that relate to the permit/approval.
2. **Application(s) and instructions:** all applications included in the appendices were current as of November 2009, however application forms are subject to change. Instructions are included where available. Contact the permitting agency before completing the application to ensure you are using the correct forms and process.
3. **Administrative Rules/ Ordinances/ Legislation:** for state level permits, legislation is generally available for the majority of permits and serves to define ambiguous terms, provide detailed information regarding the process, and preempt many other questions regarding the permit. Administrative rules define and describe the state level process for executing the legislation that requires the permit. Ordinances are the county local laws and procedures for acquiring a county permit. The rules and ordinances provided herein are not the official version of the law, and could be slightly different from the official version based on state legislative or county council amendments to the law over time. The reader is advised to consult with the most current up to date legislation or ordinances.

It is important to note that the guidebooks and appendices were created at the end of 2009. Laws, legislation, and procedures for executing the permits and approvals are dynamic and ever-changing. All *Process Overviews* were created with the intent that the applicant would contact the permitting agency directly and consult all current materials as provided by the permitting agency. Many of the permitting processes are too complex to detail all steps, but these overviews provide a broad understanding of the process.

DBEDT and the State of Hawaii are not responsible for delays or losses caused should the processing of a permit or approval differ from that written in these Guidebooks. Additionally, these Guidebooks are not meant to be a substitute for hiring a professional permitting consultant. DBEDT strongly recommends that each renewable energy developer procure its own consultant familiar with these permits and approvals to assist it through the permitting process.

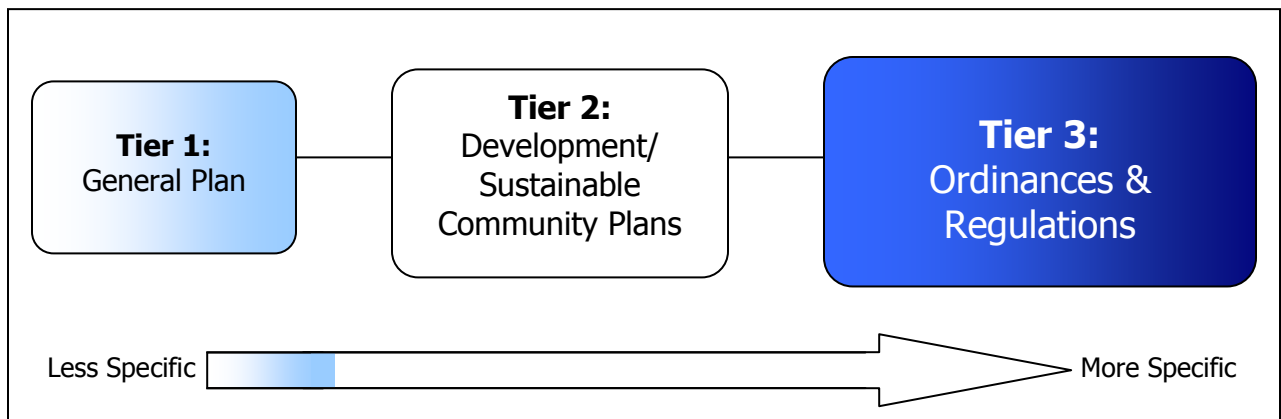
Section 2: Overview of the City and County of Honolulu’s Regulatory System

Introduction

Permits are commonly categorized into four main groups: (1) environmental permits and reviews, (2) construction and operation permits, (3) land use permits, and (4) utility permits. There are also two major types of permits in Hawaii: ministerial (those that are quantitative, specific, and measurable) and discretionary (those that require a body of decision makers to use judgment to issue or deny a permit). The Federal and State Resource-Specific Guidebooks describe these different permit types and categories in further detail. This section of the guidebook describes the system in which these permit types and categories are administered at the county level in the City and County of Honolulu.

The City and County of Honolulu uses the three tiered system illustrated in Figure 3 to guide the regulatory system. All three tiers are required to be consistent with each other. The Department of Planning and Permitting (DPP) administers all permits that relate to these tiers of planning.⁶ Each tier is described in further detail below.

Figure 3: The City and County of Honolulu Planning System



City and County of Honolulu’s General Plan

The General Plan for the City and County of Honolulu was first adopted in 1977 in order to provide a number of simple, comprehensive statements that define

⁶ City & County of Honolulu, Department of Planning and Permitting (April, 2008). *A View into the Department of Planning and Permitting, Planning and Zoning Activities*. Retrieved 12/17/2009 from <http://www.honoluluapp.org/aboutdpp/view.pdf>.

objectives which set long-range aspirations of Oahu's residents, as well as the policies that will guide how to achieve these aspirations. Since 1977 a number of amendments have been incorporated, however the basic purpose, themes, and directions for the island remain.

A number of the sections of the General Plan relate to energy, renewable energy, and general development on the Island of Oahu. The entire plan is available at <http://www.honoluludpp.org/Planning/OahuGenPlan.asp>, and the box on the following page is an excerpt of the Energy section. Policies in the Energy section must be compatible with the policies outlined in other sections of the General Plan, including but not limited to the Natural Environment; Transportation and Utilities; and Physical Development and Urban Design.

Oahu's Energy Objectives and Policies⁷

Objective A: To maintain an adequate, dependable, and economical supply of energy for Oahu residents.

- **Policy 1:** Develop and maintain a comprehensive plan to guide and coordinate energy conservation and alternative energy development and utilization programs on Oahu.
- **Policy 2:** Establish economic incentives and regulatory measures which will reduce Oahu's dependence on petroleum as its primary source of energy.
- **Policy 3:** Support programs and projects which contribute to the attainment of energy self-sufficiency on Oahu.
- **Policy 4:** Promote and assist efforts to establish adequate petroleum reserves within Hawaii's boundaries.
- **Policy 5:** Give adequate consideration to environmental, public health, and safety concerns, to resource limitations, and to relative costs when making decisions concerning alternatives for conserving energy and developing natural energy resources.
- **Policy 6:** Work closely with the State and Federal governments in the formulation and implementation of all City and County energy-related programs.

Objective B: To conserve energy through the more efficient management of its use.

- **Policy 1:** Ensure that the efficient use of energy is a primary factor in the preparation and administration of land use plans and regulations.
- **Policy 2:** Provide incentives and, where appropriate, mandatory controls to achieve energy-efficient siting and design of new developments.
- **Policy 3:** Carry out public, and promote private, programs to more efficiently use energy in existing buildings and outdoor facilities.
- **Policy 4:** Promote the development of an energy-efficient transportation system.

Objective C: To fully utilize proven alternative sources of energy.

- **Policy 1:** Encourage the use of commercially available solar energy systems in public facilities, institutions, residences, and business developments.
- **Policy 2:** Support the increased use of operational solid waste energy recovery and other biomass energy conversion systems.

Objective D: To develop and apply new, locally available energy resources.

- **Policy 1:** Support and participate in research, development, demonstration, and commercialization programs aimed at producing new, economical, and environmentally sound energy supplies from:
 - a. solar insolation;
 - b. biomass energy conversion;
 - c. wind energy conversion;
 - d. geothermal energy; and
 - e. ocean thermal energy conversion.
- **Policy 2:** Secure State and Federal support of City and County efforts to develop new sources of energy.

Objective E: To establish a continuing energy information program.

- **Policy 1:** Supply citizens with the information they need to fully understand the potential supply, cost, and other problems associated with Oahu's dependence on imported petroleum.
- **Policy 2:** Foster the development of an energy conservation ethic among Oahu residents.
- **Policy 3:** Keep consumers informed about available alternative energy sources and their costs and benefits.
- **Policy 4:** Provide information concerning the impact of public and private decisions on future energy use.

⁷ The General Plan for the City and County of Honolulu (1992). Retrieved on 3/23/10 from <http://www.honolulu.gov/Planning/OahuGenPlan.asp>.

Development Plans and Sustainable Community Plans

Oahu is divided into eight planning areas, each of which has a Development Plan that is required by City Charter, adopted by City Council ordinance, and administered by the DPP. Six of these eight planning areas are considered "Sustainable Community Plans," which is intended to highlight that these areas should not be heavily developed, and that the existing communities and special qualities of each region should be sustained and improved. The development plan areas are illustrated in Figure 4.⁸

Figure 4: Oahu's Eight Planning Areas

(* = Area with a "Sustainable Community Plan" as their Development Plan)

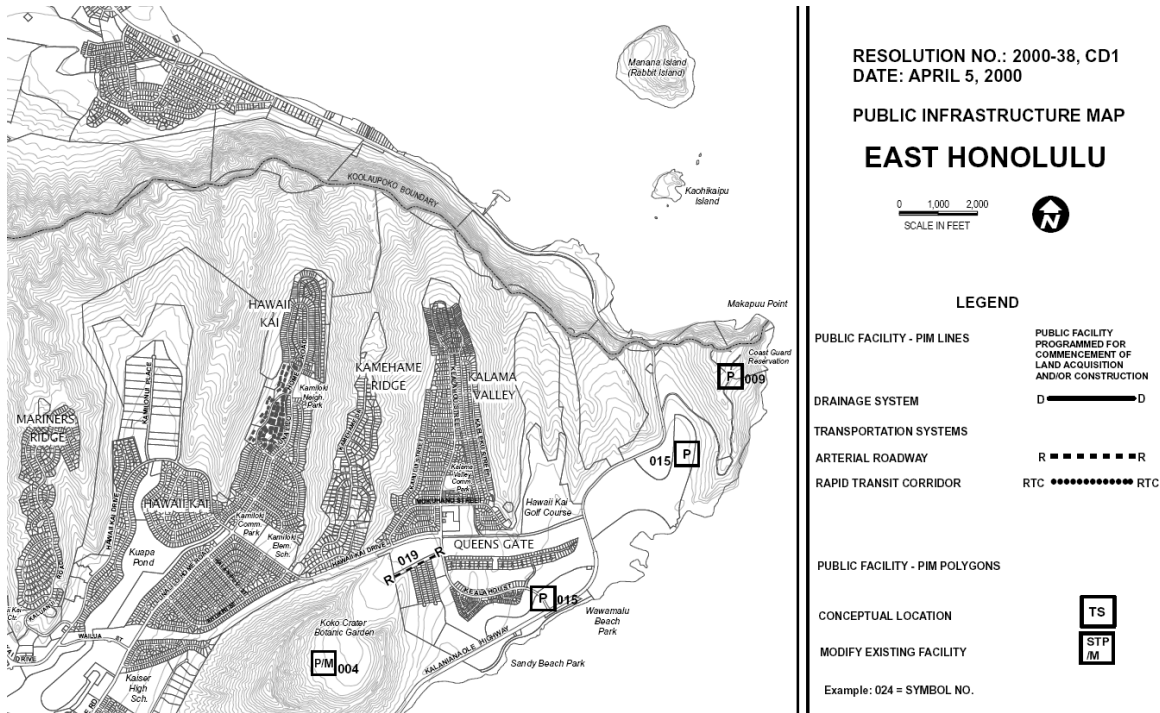


Each of the eight Development/Sustainable Community Plans is available on the DPP website: <http://www.honoluluodpp.org/planning/DevSustCommPlans.asp>. All plans are reviewed every five years to revalidate visions and make adjustments as needed. The Development/Sustainable Community Plans are also supplemented by functional plans and special area plans.

⁸ City & County of Honolulu, Department of Planning and Permitting (April, 2008)

Detailed maps of each zone’s infrastructure (called PIMs—Public Infrastructure Maps) are also available on the DPP website. Figure 5 exhibits a portion of the East Honolulu PIM in order to provide an example of the level of detail of each map.⁹ The DPP website allows zooming in and out of these maps, which can provide a fine granularity of detail.

Figure 5: Public Infrastructure Map Example (East Honolulu)



More maps are available that show renewable energy resource-specific details. Please refer to the Federal and State Resource-Specific Guidebooks for more information on these maps.

Ordinances and Regulations

Ordinances are mandated by the City Charter and constitute the principal means for implementing the city’s plans. The ordinances are established by law, and may result in the city/county requiring a permit to be completed in order to implement the ordinance. Ordinances may describe rules for environmental permits, land use permits, or construction and operation permits.

The City and County of Honolulu follows the Revised Ordinances of Honolulu (ROH)—which is available in database form on the City and County of Honolulu

⁹ City & County of Honolulu, Department of Planning and Permitting. “Public Infrastructure Map – East Honolulu.” Retrieved on 4/12/10 from http://www.honolulu-dpp.org/planning/PIM/PIM_EH.pdf.

website (<http://www.honolulu.gov/>). The ROH Chapters that relate to possible renewable energy permits cited in this guidebook are available in the Appendices that accompany this guidebook.

The following three regulations are mainly what constitute the county's zoning laws, all of which encourage orderly development:

1. **The Land Use Ordinance (LUO)** is the zoning code for the City and County of Honolulu, and is outlined in Chapter 21 of the ROH. The LUO regulates land use in a manner that will encourage orderly development, while also providing more specific development and design standards.
2. **Subdivision and Consolidation of Lands Rules and Regulations** are described in Chapter 22, Article 3 of the ROH. These articles note that the purpose of the subdivision/consolidation rules are to, "secure adequate and convenient placing of open spaces for utilities and adequate light and air; to prevent congestion of population..."¹⁰ and a number of other basic services as relating to major utilities and facilities.
3. **Capital Improvement Program** sets forth capital improvement projects by order of priority, the amount and means of financing, and the schedule of activities and expenditures.

These three sets of regulations work in conjunction with the State of Hawaii's land use districts as described in the Federal and State Resource-Specific Guidebooks.

¹⁰ Revised Ordinances of Honolulu, Chapter 22 (1983 Edition). Retrieved on 4/12/10 from <http://www.honolulu.gov/refs/roh/22.htm>.

Section 3: Agencies to Know in the City and County of Honolulu

Permitting requires working with a number of agencies at the federal, state, and county levels. In addition to the county agencies described below, coordination is also necessary with the permitting agencies at the state and federal level as described in the Federal and State Resource-Specific Guidebooks. Agencies at all of these levels are required to examine proposed projects to ensure the protection of environmental and social goods and values, while recognizing the benefits that renewable energy projects can bring to Hawaii.

Department of Planning and Permitting (DPP)

In the City and County of Honolulu, the DPP is the major entity that administers permits. The DPP administers over 40 different types of permits, about half of which could possibly apply to a renewable energy project (depending on the location and actions of a proposed project). Figure 6 is a broad organizational chart for the DPP, which depicts major branches within each branch.¹¹ Figure 7 provides a more detailed organization chart for DPP in 2009.¹²

¹¹ City and County of Honolulu Official Website (April 2008). *Department of Planning and Permitting Organizational Chart*. Retrieved on 4/12/10 from <http://www.honolulu.gov/budget/cityorganization/dpp.htm>.

¹² City and County of Honolulu Department of Planning and Permitting Website (September 2009). *Department of Planning and Permitting 2009 Organization Chart*. Retrieved on 4/12/10 from <http://www.honoluludpp.org/aboutdpp/orgchart.pdf>.

Figure 6: DPP Organizational Chart

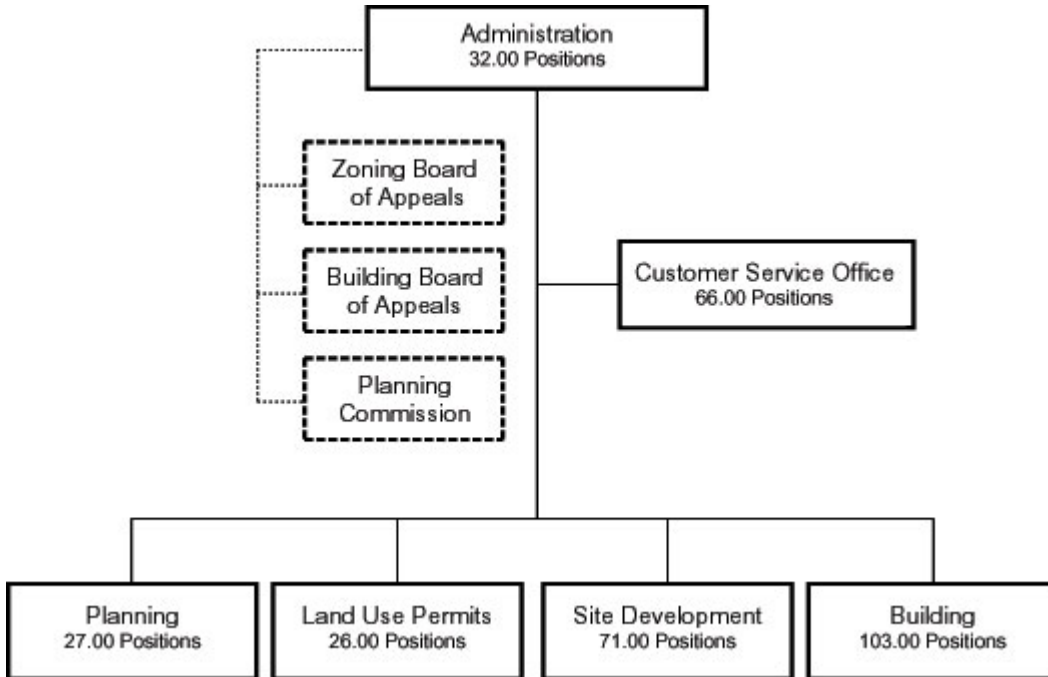
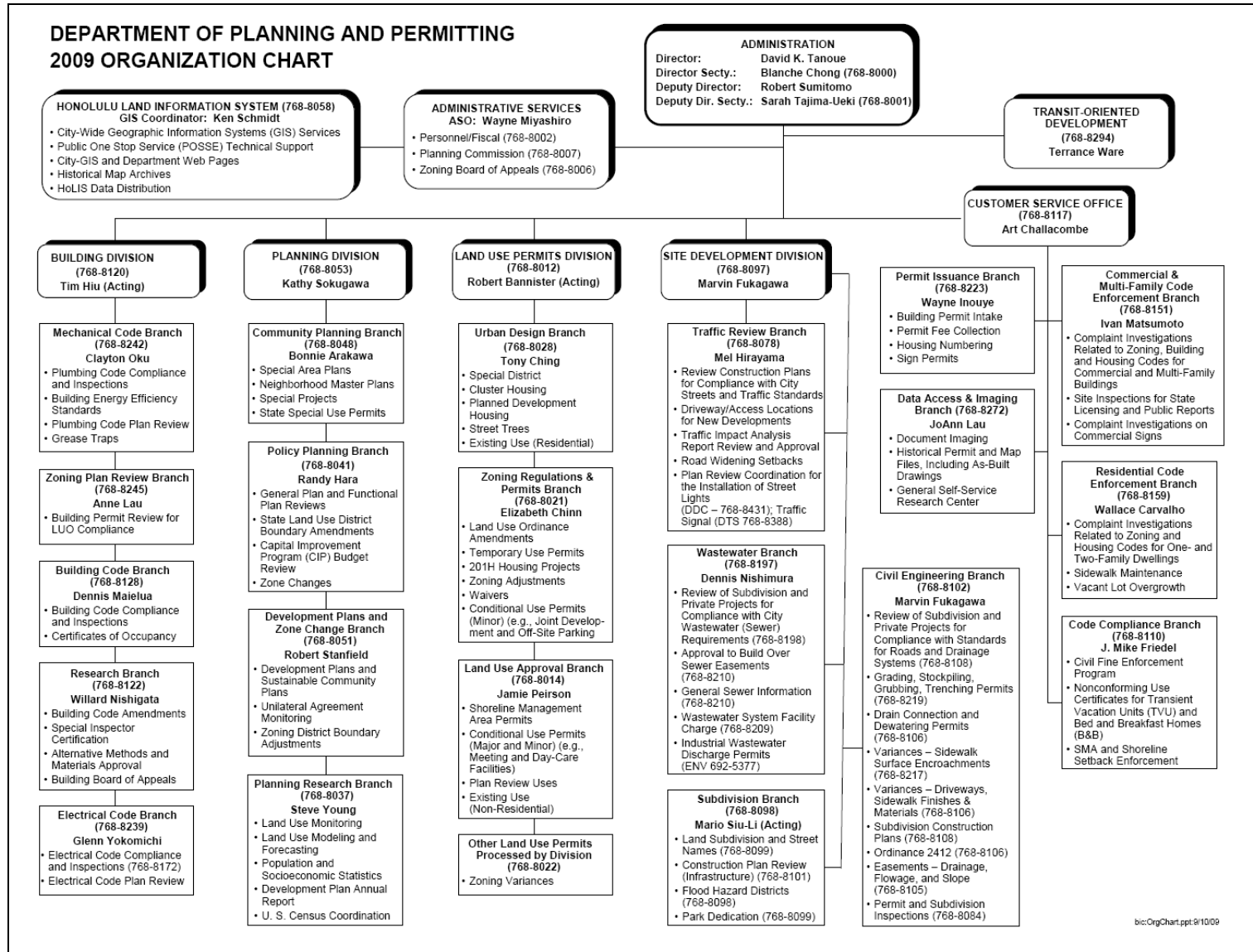


Figure 7: Detailed DPP Organization Chart, 2009



The following table provides a quick reference to DPP’s divisions that administer permits noted in this guidebook. Contact information is provided for each division.

DPP’s Divisions and Contact Information	
Agency/ Division	Contact Information
Department of Planning and Permitting (DPP)	650 South King Street Honolulu, HI 96813
- Land Use Permits Division	Phone: 808-768-8013
- Planning Division	Phone: 808-768-8053
- Site Development Division	Phone: 808-768-8097
- Building Division	Phone: 808-768-8127

DPP offers a wealth of online resources on their website (<http://www.honoluluapp.org/>), including but not limited to the following:

- Required checklists for residential and commercial building permit plans
- Permit Pass: A permit appointment and scheduling system that allows you to skip the lines by signing up for a time online
- Permit Pal: An interactive online resource that will provide a summary of instructions for building and fence permits, based on an applicant’s answers to a number of questions.
- Online Building Permit – Fill out and submit all permitting application materials regarding a residential building permit project, submit fee payments, and track the permit (this includes permits for residential solar installations).

Other than DPP, this guidebook cites only one other agency that administers a county-specific permit that could relate to a renewable energy department. This agency is the Honolulu Fire Department (contact information below), and the permit is the “Tank Installation Permit” for flammable or combustible liquids described in Appendix Honolulu-12.


Agency	Contact Information
Honolulu Fire Department	636 South Street Honolulu, HI 96813-5007 Phone: 808-723-7139

Section 4: A Checklist of Approvals for City and County of Honolulu Energy Development

This section provides a checklist that can be used by an energy developer to begin to understand which permits may be required for a specific project within the City and County of Honolulu. This checklist is designed so that the developer begins by reading the column titled "Possible activity to be performed" which describes a potential activity that may be required. If the proposed project requires the listed activity, the developer can then place a check-mark in the left-hand column, allowing the developer to get an idea of which permits should be further researched. The right-hand column references the City and County of Honolulu Appendix, available electronically at www.HawaiiCleanEnergyInitiative.org/Permitting, which contains a wealth of information about each permit. If a renewable energy developer is unsure whether a permit is required, he/she may refer to the appendix number listed, which should provide enough information to determine if the permit is required (if still unsure, contact the administrating agency listed in the Process Overview in the appendix).

As the appendices are large files, we provide each appendix as a separate file on the website; we suggest printing only the individual appendix numbers that are thought to be required for your project.

Activity Checklist

	Permit Name; Department	Possible activity to be performed	See Appendix Number
Environmental Permits			
	Shoreline Setback Variance; Department of Planning and Permitting- Land Use Permits Division	To construct structures and activities in the "Shoreline Area" as defined in Chapter 23, Revised Ordinances of Honolulu (ROH).	Honolulu 1
	Special Management Area Use Permit - Major and Minor; Department of Planning and Permitting- Land Use Permits Division	To cover any development, structure, or activity within the Special Management Area (SMA) as defined by Chapter 25, Revised Ordinances of Honolulu (ROH).	Honolulu 2
	Flood Hazard District Variance; Department of Planning and Permitting - Site Development Division	To request a variance to build in the flood hazard district.	Honolulu 3

	Flood Determination Approval; Department of Planning and Permitting - Site Development Division	To protect life and property and reduce public costs for flood control and rescue and relief efforts, thereby promoting the safety, health, convenience and general welfare of the community.	Honolulu 4
	Dewatering Permit; Department of Planning and Permitting - Site Development Division	To remove water from a construction area, as by pumping from an excavation or location where water covers the planned working surface or to lower the groundwater table in order to obtain a "dry" area in the vicinity of an excavation which would otherwise extend below water.	Honolulu 5
Construction and Operation Permits			
	Building Permit; Department of Planning and Permitting - Building Division	To consolidate the building, electrical and plumbing permits, including permits for the construction of sidewalks, curbs and driveways, into a single permit and to assess fees based on the value of the work to be performed.	Honolulu 6
	Grading Permit; Department of Planning and Permitting - Site Development Division	To make a change to the drainage pattern with respect to abutting properties which exceeds 50 cubic yards of cut or fill, or exceeds 3 ft. in vertical height at its deepest point.	Honolulu 7
	Grubbing Permit; Department of Planning and Permitting - Site Development Division	To dislodge or uproot any vegetation, including tree, timber, shrubbery and plant, from the surface of the ground.	Honolulu 8
	Stockpiling Permit; Department of Planning and Permitting - Site Development Division	To temporarily open store earth materials in excess of 100 cubic yards upon any premises except the premises upon which a grading permit has been issued for the purpose of using the material as fill material at some other premises at a future time.	Honolulu 9
	Sewer Connection Permit; Department of Planning and Permitting - Site Development Division	To request for connection to the City and County wastewater system.	Honolulu 10
	Trenching Permit; Department of Planning and Permitting - Site Development Division	To trench (i.e. dig, break, disturb or undermine) any public highway, street, thoroughfare, alley or sidewalk or any other similar public place.	Honolulu 11
	Tank Installation; Honolulu Fire Department	To install or operate equipment in connection with the storage, handling, use or sale of flammable or combustible liquids regulated under Article 79.	Honolulu 12
Land Use Permits			

	Conditional Use Permit; Department of Planning and Permitting - Land Use Permits Division	To develop on lands that are considered appropriate in some zoning districts, if certain standards and conditions are met. Some uses in some zoning districts require either a MINOR or a MAJOR Conditional Use Permit (CUP), depending on potential adverse impacts to surrounding land uses.	Honolulu 13
	Plan Review Use; Department of Planning and Permitting - Land Use Permits Division	To design and site structures on land in a permanent and institutional nature which could have a major adverse impact on surrounding land uses.	Honolulu 14
	Special District Permit (Major and Minor); Department of Planning and Permitting - Land Use Permits Division	To permit development projects in any of the special districts which have been classified by the Land Use Ordinance as a MAJOR or MINOR project. There are seven special districts on Oahu, including: the Hawaii Capital District, Diamond Head District, Punchbowl District, Chinatown District, Haleiwa District, Thomas Square/Academy of Arts District, and Waikiki District.	Honolulu 15
	Waiver Permit; Department of Planning and Permitting - Land Use Permits Division	To request a waiver from the strict application of the development or design standards of the Land Use Ordinance (LUO) for: 1) Public uses or structures, and utility installations; 2) to permit the creation of lots designated for landscaping and open space purposes which do not meet minimum lot area and/or dimensions; 3) to permit replacement of improvements on private property when the improvements are rendered nonconforming through the exercise of government's power of eminent domain; and 4) to permit the retrofitting of improvements when the retrofit is required to comply with federal mandates, if such improvements cannot otherwise be made without conflicting with the provisions of the LUO.	Honolulu 16
	Development Plan Amendment; Department of Planning and Permitting - Planning Division	To amend the Development Plan in the area of a proposed project, and ensure that the suggested amendment(s) are consistent with the respective Development Plan.	Honolulu 17
	General Plan Amendment; Department of Planning and Permitting - Planning Division	To amend the general plan of the City and County of Honolulu.	Honolulu 18
	Special Use Permit; Department of Planning and Permitting - Planning Division	To permit certain unusual and reasonable land uses within agricultural and rural districts other than those for which the district is classified.	Honolulu 19

	State Land Use Boundary Amendment; Department of Planning and Permitting - Planning Division	To change the boundary of a State land use district involving an area of 15 acres or less in an agricultural or urban district as the districts are defined by the State land use commission.	Honolulu 20
	Zone Change; Department of Planning and Permitting - Planning Division	To change the zoning in a particular area of the City and County of Honolulu.	Honolulu 21

Glossary of Commonly Used Acronyms

The following list includes acronyms found in this Guidebook, as well as the related appendices.

AAA	Airport Airspace Analysis (FAA)
ACOE	U.S. Army Corps of Engineers (old acronym, new acronym is USACE)
AERU	Alternative Energy-Related Use (MMS)
ALP	Alternative Licensing Process (FERC)
APC	Air Pollution Control
AQRV	Air Quality Related Value (CAA)
ARD	Air Resources Division (NPS)
BA	Biological Assessment (ESA)
BACT	Best Available Control Technology (CAA)
BO	Biological Opinion (ESA)
BVA	Board of Variance and Appeals
CAA	Clean Air Act
CDU	Conservation District Use
CE	U.S. Army Corps of Engineers
CEII	Critical Energy Infrastructure Information
CEPOH	Corps of Engineers Pacific Ocean Honolulu (USACE)
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act of 1980
CFR	Code of Federal Regulations
CIZ	Change in Zoning
COE	U.S. Army Corps of Engineers
COI	Conflict of Interest
COP	Construction and Operations Plan (MMS)
CP	Conservation Plan (ESA) (same as HCP)
CP	Conditional-Use Permit
CPD	Coastal Programs Division (OCRM)
CSP	Covered Source Permit
CTA	Conservation Technical Assistance (NRCS)
CUP	County Use Permit
CWA	Clean Water Act
CWRM	Commission on Water Resource Management
CX	Categorical Exclusion (NEPA)
CZM	Coastal Zone Management
CZMA	Coastal Zone Management Act
DA	Department of the Army

DBA	Draft Biological Assessment
DBA	District Boundary Amendment
DBEDT	Department of Business, Economic Development and Tourism
DE	District Engineer (USACE)
DEIS	Draft Environmental Impact Statement
DERP	Defense Environmental Restoration Program (USACE)
DHAC	Division of Hydropower Administration and Compliance (FERC)
DI	Direct Implementation (EPA)
DLA	Draft License Application (FERC)
DLIR	(State of Hawaii) Department of Labor and Industrial Relations
DLNR	(State of Hawaii) Department of Land and Natural Resources
DOE	U.S. Department of Energy
DOFAW	Division of Forestry and Wildlife (within DLNR)
DOH	(State of Hawaii) Department of Health
DOI	U.S. Department of the Interior
DOT	(State of Hawaii) Department of Transportation
DOTS	Dredging Operations and Technical Support (USACE)
DPP	Department of Planning and Permitting (City and County of Honolulu)
EA	Environmental Assessment (NEPA)
EC-R	Engineering Construction - Regulatory (USACE)
EFH	Essential Fish Habitat (NMFS)
EIS	Environmental Impact Statement (NEPA)
EISA	Energy Independence and Security Act
EMD	Environmental Management Division (within DOH)
EPA	U.S. Environmental Protection Agency
EPAct	Energy Policy Act
EPCRA	Emergency Planning and Community-Right-to-Know Act
EQC	Environmental Quality Commission
ESA	Endangered Species Act
ESL	Easement for Use of State Lands
ESP	Environmental Stewardship Program (USACE)
EUP	Experimental Use Permit
FAFF	Flammable Finish Facility
FAQ	Frequently Asked Questions
FEBA	Fire, Explosives and Blasting Agent
FHAZ	Hazardous Materials Permit
FHWA	Federal Highway Administration

FLAG	Federal Land Managers' Air Quality Related Values Work Group
FLM	Federal Land Manager (NPS)
FONSI	Findings of No Significant Impact
FPA	Federal Power Act
FUDS	Formerly Used Defense Sites (USACE)
FWCA	Fish and Wildlife Coordination Act
FWO	Fish and Wildlife Office (USFWS)
FWS	U.S. Fish and Wildlife Service
GAP	General Activities Plan (MMS)
GCAP	Groundwater Control Area Permit
GIS	Geographic Information Systems
GP	General Permit (USACE)
HAR	Hawaii Administrative Rules
HCDA	Hawaii Community Development Authority
HCP	Habitat Conservation Plan (ESA) (same as CP)
HDOA	Hawaii Department of Agriculture
HECO	Hawaiian Electric Company
HEER	Hazard Evaluation and Emergency Response Office (within DOH)
HELCO	Hawaii Electric Light Company
HPR	Historic Preservation Review
HRS	Hawaii Revised Statutes
HSR	Historic Sites Review
IHA	Incidental Harassment Authorization (MMPA)
ILP	Integrated Licensing Process (FERC)
ITA	Incidental Take Authorization
ITL	Incidental Take License
ITP	Incidental Take Permit (ESA)
ITS	Incidental Take Statement (ESA)
IWS	Individual Wastewater System
JD	Jurisdictional Determination (USACE)
KIUC	Kauai Island Utility Cooperative
LAA	Likely to Adversely Affect (ESA)
LNM	Local Notice to Mariners (USCG)
LOA	Letter of Authorization (MMPA) (same as ITA)
LOP	Letter of Permission (USACE)
LPG	Liquefied Petroleum Gases
LUC	Land Use Commission
MBSP	Migratory Birds and State Programs (USFWS)
MCL	Maximum Contaminant Levels (CWA)
MECO	Maui Electric Company

MILCON	Military Construction (USACE)
MMPA	Marine Mammal Protection Act
MMS	Minerals Management Service (DOI)
MMSZ	Marine Mammal Safety Zone (MMPA)
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
MPA	Marine Protected Area (NOAA)
MPRSA	Marine Protection, Research, and Sanctuaries Act (also known as the Ocean Dumping Act)
NAAQS	National Ambient Air Quality Standards (CAA)
NARS	Natural Area Reserves System
NE	No Effect (ESA)
NEPA	National Environmental Policy Act
NESHAPS	National Emission Standards for Hazardous Pollutants (CAA)
NHPA	National Historic Preservation Act
NLAA	Not Likely to Adversely Affect (ESA)
NMFS	National Marine Fisheries Service (NOAA)
NMSA	National Marine Sanctuaries Act
NOAA	U.S. National Oceanic and Atmospheric Administration
NOI	Notification of Intent (FERC)
NOS	National Ocean Service (NOAA)
NPDES	National Pollutant Discharge and Elimination System
NPR	No Permit Required (USACE)
NPS	U.S. National Park Service
NRCS	U.S. Natural Resources Conservation Service (originally called the Soil Conservation Service)
NSP	Noncovered Source Permit
NSR	New Source Review (CAA)
NW	Nationwide (USACE)
NWP	Nationwide Permit (USACE)
NWR	National Wildlife Refuge (USFWS)
NWRS	National Wildlife Refuge System (USFWS)
OCCL	Office of Conservation and Coastal Lands (within DLNR)
OCI	Organizational Conflict of Interest
OCRM	Ocean and Coastal Resource Management (NOAA)
OCS	Outer Continental Shelf
OCSLA	Outer Continental Shelf Lands Act
ODA	Ocean Dumping Act (MPRSA)
ODD	Ocean Disposal Database (USACE)
ODMDS	Ocean Dredged Material Disposal Sites
OE	Obstruction Evaluation (FAA)

OEMM	Offshore Energy and Minerals Management (MMS)
OEQC	Office of Environmental Quality Control (within DOH)
OMA	Operations & Maintenance, Army (USACE)
OP	Office of Planning (within DBEDT)
OPR	Office of Protected Resources (NMFS)
OTEC Act	Ocean Thermal Energy Conversion Act
OWCP	Ocean Waters Construction Permit
PAD	Pre-Application Document (FERC)
PCN	Pre-Construction Notification (USACE)
PIRO	Pacific Islands Regional Office (NMFS)
PLP	Preliminary Licensing Proposal (FERC)
PM&E	Proposed Measures and Plans to Protect, Mitigate, or Enhance Environmental Resources (FERC)
PMP	Project Master Plan
POD	Pacific Ocean Division (USACE)
POH	Pacific Ocean - Honolulu (USACE)
PPA	Power Purchase Agreement
PRD	Protected Resources Division (PIRO)
PSD	Prevention of Significant Deterioration (CAA)
PUC	Public Utility Commission
RAB	Restoration Advisory Board (USACE)
RCRA	Resource Conservation and Recovery Act
REA	Ready for Environmental Analysis (FERC)
REAU	Renewable Energy and Alternative Uses
REFSP	Renewable Energy Facility Siting Process
RFI	Request for Interest
RFP	Request for Proposals
RFQ	Request for Quotes
RHA	Rivers and Harbors Act
ROD	Record of Decision (USACE)
ROW	Right-of-Way
RPA	Reasonable and Prudent Alternatives (NMFS)
RUE	Right-of-Use and Easement
SAP	Site Assessment Plan (MMS)
SCAP	Stream Channel Alteration Permit
SD	Scoping Document (FERC)
SDWA	Safe Drinking Water Act
SHPD	State Historic Preservation Division (within DLNR)
SMA	Special Management Area
SOF	Statement of Findings (USACE)
SPGP	State Programmatic General Permit (USACE)
SSV	Shoreline Setback Variance

SUP	Special Use Permit
TDML	Total Maximum Daily Loads (CWA)
TLP	Traditional Licensing Process (FERC)
TSD	Transmission, Distribution, and Storage
UIC	Underground Injection Control
USACE	U.S. Army Corps of Engineers
USC	United States Code
USCG	U.S. Coast Guard
USDW	Underground Sources of Drinking Water (CWA)
USFS	U.S. Forest Service
USFWS	U.S. Fish and Wildlife Service
UST	Underground Storage Tank
WCPI	Well Construction - Pump Installation
WQC	Water Quality Certification (CWA)



U.S. DEPARTMENT OF
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STATE OF
HAWAII