APPENDIX MAUI-32

Planned Development Approval – Molokai
County of Maui
Department of Planning
Molokai Planning Commission

Permit Packet Includes:
1. Process Overview
2. Molokai Planning Commission Planned Development Approval Application Packet & instructions

Resources:
• Maui County Code, Chapter 19.32, Planned Development

Approval or Permit Required: To receive tentative planned development approval (PD1, or Step 1), tentative sketch plan approval, (PD2, or Step 2), and unified site and building program approval (PD3, or Step 3) for parcels of land greater than 3 acres in the state urban district or parcels of land greater than 10 acres outside the state urban districts of Molokai.

Contact Information: Department of Planning
Current Planning Division
2200 Main Street, Suite 619
Wailuku, HI 96793
Phone: 808-270-8205

Website: http://www.co.maui.hi.us/index.aspx?NID=1288
### Planned Development Approval – Molokai

**County of Maui**  
**Department of Planning**  
**Molokai Planning Commission**

#### Steps

<table>
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<tr>
<th>Steps</th>
<th>Time</th>
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<tbody>
<tr>
<td>1. Obtain a “Molokai Planning Commission Planned Development Approval” application packet from the Maui Department of Planning or from the website listed above.</td>
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<td>2. Complete the application packet. Please review and complete the “General Submittal Requirements” and “Application Requirements Checklist” provided in the application packet. It is the responsibility of the applicant to fully complete the application. The accepting agency may or may not inform the applicant of whether the application is complete. Incomplete applications will cause delay.</td>
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<td>3. Submit fee with the application (see below for fee amount). Make checks payable to the “County of Maui, Director of Finance”.</td>
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<td>4. A meeting will be scheduled with the Molokai Planning Commission to review and act upon the application. The Commission will reject or tentatively approve the application <em>(Step 1)</em>.</td>
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<td>5. After tentative approval, owner shall confer with the Planning Director, the Director of Public Works and the Director of the Department of Water Supply and proceed to prepare a sketch plan of the development. The appropriate Planning Commission will reject or tentatively approve the sketch plan <em>(Step 2)</em>.</td>
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<td>6. Step 1 and 2 Approvals often expire if construction is not started by a deadline stated in the permit.</td>
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<td>7. After tentative approval, owner shall prepare a unified site and building program which shall include, among other things, construction plans in accordance with Title 18; site plan showing grading, landscaping, protected open spaces, location of each building and structure; building plan of each building and structure; and the financing and timing program. The Commission will reject or approve the unified site and building program <em>(Step 3)</em>.</td>
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<td>8. Upon approval, the owner may proceed to finalize the planned development.</td>
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#### Total Time Period:

| Total Time Period: | TBD |

#### Each Step application:

| Each Step application. | $110 (x3) |

#### Total Fees:

| Total Fees: | $110 (minimum) | $330 (maximum) |

*Updated December 2009*
MOLOKAI PLANNING COMMISSION
PLANNED DEVELOPMENT APPROVAL


INFORMATIONAL SHEET

A Planned Development Approval may be obtained for parcels of land greater than three (3) acres in the state urban district or parcels of land greater than ten (10) acres outside of the state urban district. This approval is to encourage desirable design and land use pattern, protect natural environment, minimize traffic congestion, and enhance living and working conditions.

STEP I
Upon submittal of STEP I of a Planned Development Application, it will be reviewed for completeness. Upon certification of completeness, a meeting will be scheduled with the Molokai Planning Commission to review and act upon the request. Between the date of certification of completeness and Planning Commission meeting, the following must be completed by Planning Department:

- Referral to other agencies for comments.
- Preparation of report.

STEP II
Upon submittal of STEP II of a Planned Development application, the Planning Department shall review the application and approve or reject the application.

STEP III
Upon submittal of STEP III OF THE Planning Development application, the Planning Department shall review the application.
MOLOKAI PLANNING COMMISSION
PLANNED DEVELOPMENT APPROVAL

FLOW CHART

STEP I APPROVAL

CERTIFICATION OF COMPLETENESS

Referral to agencies
(Planning Department)

Staff Report
(Planning Department)

PLANNING COMMISSION HEARING & RECOMMENDATIONS

STEP II APPROVAL
(Planning Department)

STEP III APPROVAL
(Planning Department)
APPLICATION TYPE: MOLOKAI PLANNING COMMISSION
PLANNING DEVELOPMENT APPROVAL

DATE: ________________________________ VALUATION: ____________________

PROJECT NAME: __________________________________________________________

PROPOSED DEVELOPMENT: ________________________________________________

TAX MAP KEY NO.: _______ CPR/HPR NO.: _______ LOT SIZE: _______

PROPERTY ADDRESS: ______________________________________________________

OWNER: _______________ PHONE:(B)_____________ (H)____________

ADDRESS: ______________________________________________________________

CITY: _______________ STATE: _______________ ZIP CODE: ____________

OWNER SIGNATURE: ________________________________________________________

APPLICANT: ______________________________________________________________

ADDRESS: ______________________________________________________________

CITY: _______________ STATE: _______________ ZIP CODE: ____________

PHONE (B): _______________ (H): _______________ FAX: ____________________

APPLICANT SIGNATURE: ____________________________________________________

AGENT NAME: ______________________________________________________________

ADDRESS: ______________________________________________________________

CITY: _______________ STATE: _______________ ZIP CODE: ____________

PHONE (B): _______________ (H): _______________ FAX: ____________________

EXISTING USE OF PROPERTY: ______________________________________________

CURRENT STATE LAND USE DISTRICT BOUNDARY DESIGNATION: ______________

COMMUNITY PLAN DESIGNATION: _______ ZONING DESIGNATION: _______

OTHER SPECIAL DESIGNATIONS: _____________________________________________
# PLANNED DEVELOPMENT APPROVAL

## REQUIRED SUBMITTALS

### STEP I

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<td>1. Evidence that the applicant is the owner of lessee of record of the real property.</td>
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<td>2. A <strong>notarized</strong> letter of authorization from the legal owner if the applicant is not the owner.</td>
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<td>3. Statement describing the location, size and concept of the proposed planned development.</td>
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<td>4. Six (6) sets of a plot plan of the property, drawn to scale, to include but not be limited to, exiting and proposed structure(s) (elevations), driveway access, parking area, etc.</td>
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<td>5. Photographs (preferably slides) of the project site.</td>
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<td>6. <strong>Non-refundable filing fee</strong> (See Fee Schedule, Table B); payable to <em>County of Maui, Director of Finance</em>.</td>
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Additional copies may be requested by the Planning Department.
COUNTY OF MAUI
DEPARTMENT OF PLANNING

ZONING AND FLOOD CONFIRMATION REQUEST FORM

APPLICANT: _______________________________ PHONE NO.: ___________

ADDRESS: ________________________________________________

PROJECT NAME: ______________________________________________

ADDRESS AND/OR LOCATION: ____________________________________

TMK NUMBER(S): _____________________________________________

ZONING INFORMATION

STATE LAND USE ______________ COMMUNITY PLAN ______________

COUNTY ZONING ______________ SPECIAL DISTRICT ______________

OTHER ____________________________

FLOOD INFORMATION

FLOOD HAZARD AREA* ZONE ______________

BASE FLOOD ELEVATION __________________ mean sea level, 1929 National
Geodetic Vertical Datum or for Flood Zone A0, FLOOD DEPTH __________feet.

FLOODWAY [ ] Yes or [ ] No

FLOOD DEVELOPMENT PERMIT IS REQUIRED [ ] Yes or [ ] No
* For flood hazard area zones B or C; a flood development permit would be required
if any work is done in any drainage facility or stream area that would reduce the
capacity of the drainage facility, river, or stream, or adversely affect downstream
property.

*******************************************************************************

FOR COUNTY USE ONLY

REMARKS/COMMENTS: _____________________________________________

☐ Additional information required.
☐ Information submitted is correct.
☐ Correction has been made and initialed.

Reviewed and Confirmed by:

_________________________________________ _______________________
Signature Date

Zoning Administration and Enforcement Division 07/03