

APPENDIX HAWAII-12

Agricultural Project District Application Hawaii County Planning Department

Permit Packet Includes:

1. Process Overview
2. Hawaii County Agricultural Project District Application
3. Instructions for completing application form
4. Hawaii County Code, Chapter 25 (See **Appendix HCC – Chapter 25**)

Approval or Permit Required: To develop within the agricultural zoning districts. (In lieu of specific land designations, this permit provides a flexible and creative planning approach in the location of specific types of agricultural uses and variations in lot sizes.)

Contact Information: Aupuni Center, 101 Pauahi Street, Suite 3
Hilo, HI 96720
Phone: 808-961-8288

Website:

Planning Department: <http://www.cohplanningdept.com/>

Planning Department - Planning Dept. Forms:

<http://records.co.hawaii.hi.us/Weblink8/Browse.aspx?dbid=1&startid=55628>

See “AG Project District Application”

Form: <http://records.co.hawaii.hi.us/Weblink8/1/doc/55608/Page1.aspx>

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Time

1. Complete and submit an "Agricultural Project District Application" as well as all documents required in the application packet. Refer to Hawai'i County Code (HCC) Chapter 25.



2. An application for an agricultural project district may be filed by a property owner or any other person with the property owner's consent. The application shall be on a form prescribed for this purpose by the director and shall be accompanied by:

- (1) A filing fee of \$100 per acre up to a maximum filing fee of \$5,000.
- (2) A description of the property in sufficient detail to determine its precise location.
- (3) A master conceptual plan of the property, showing the agricultural project district boundaries and the land uses and acreage of land involved.
- (4) A description of the proposed agricultural project district, including land uses, densities, infrastructural requirements, and development standards.
- (5) A description of each of the open space areas proposed for the agricultural project district for cultural and/or environmental purposes, including those open space areas preserved because of natural hazards.
- (6) A metes and bounds description of the property prepared by a surveyor.
- (7) A list of the names, addresses and tax map key numbers for those property owners and lessees of record of surrounding properties who are required to receive notice under section 25-2-4.
- (8) A County environmental report; provided that a County environmental report shall not be required where an environmental impact statement or an environmental assessment and negative declaration have been prepared and issued in compliance with chapter 343, Hawai'i Revised Statutes, as amended.
- (9) Any other plans or information required by rules adopted by the director in accordance with chapter 91, Hawai'i Revised Statutes.



3. Application materials are accepted.



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<p>4. Applicant shall serve notice of the application to the surrounding owners and lessees of record as provided by HCC Section 25-2-4. The applicant shall also post a sign for public notification on the property as provided by HCC Section 25-2-12.</p>	<p>10 days from Step 3</p>
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<p>5. The Director of the Planning Department forwards the application to the Planning Commission, with the Director's recommendation on the proposed agricultural project district, and with a proposed agricultural project district ordinance which establishes the agricultural project district and provides standards and conditions for the district, including permitted land uses, accessory uses, densities, heights, setbacks, and variances from the requirements of this chapter, and from HCC Chapter 23 (subdivision control), if applicable, as contained in the master conceptual plan for the agricultural project district.</p>	<p>120 days from Step 3</p>
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<p>6. The Planning Commission notifies applicant of public hearing date. The Planning Commission will also publish notice of a public hearing and holds at least one public hearing in the district in which the proposed agricultural project is located.</p>	
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<p>7. Applicant serves notice of the hearing on surrounding owners and lessees that are on record as provided by HCC Section 25-2-4. The applicant shall also serve notice on owners and lessees of record of interests in other properties which the commission may find to be directly affected by the proposed agricultural project district.</p>	<p>10 days from Step 6</p>
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<p>8. The Planning Commission reviews any agricultural project district application and forwards its recommendation on the application to the County Council through the mayor for the council's consideration and action. The commission shall recommend approval in whole or in part, with or without modifications, or rejection of such proposal.</p>	<p>90 days from Step 5 (unless a longer period is agreed to by the applicant)</p>

Total Time Period: 210 days

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Fees	Amount	Maximum
Filing Fee (not to exceed \$5,000)	\$100/ acre	\$5,000
Public Notice Fee	Varies	
Public Hearing Fees	Varies	
Total Fees:	\$100 (minimum)	\$5000 (maximum)