

APPENDIX HONOLULU-16

**Waiver Permit
City and County of Honolulu
Department of Planning and Permitting (DPP)
Land Use Permits Division**

Permit Packet Includes:

1. Process Overview
2. DPP Land Use Permits Division Master Application Form
3. Waiver Permit Instructions
4. Revised Ordinances of Honolulu – Chapter 21, Land Use Ordinance (See **Appendix ROH – Chapter 21**).

Approval or Permit Required: 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.

Contact Information: City and County of Honolulu
Department of Planning and Permitting
Land Use Permits Division
650 South King Street
Honolulu, HI 96813

Website:

To download the form go to "Zoning and Land Use Permits":

<http://www.honoluluodpp.org/ApplicationsForms/ZoningandLandUsePermits.aspx>

Form: <http://www.honoluluodpp.org/Portals/0/pdfs/zoning/waiverpermit.pdf>

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| Steps | Time |
|--|-------------------------|
| 1. Complete and submit the “Land Use Permits Division Master Application Form” and all other requested information as outlined in the “Application Instructions” (including fees). | |
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| 2. DPP approves, approves with conditions, or denies application. | 45 days from # 1 |
| Total Time Period: 45 days | |

| Fees | Amount | Maximum |
|--------------------|--------------|--------------|
| Application Fee | \$300 | |
| Total Fees: | \$300 | \$300 |