

APPENDIX HAWAII-15

Project District Application Hawaii County Planning Department

Permit Packet Includes:

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

Approval or Permit Required: To establish a project district on over 50 acres of land. (This permit process provides for a flexible and creative planning approach rather than specific land use designations. It will also allow for flexibility in location of specific uses and mixes of structural alternatives).

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 "Project District Application"

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

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Time

1. Applicant consults with the Planning department of the criteria and permitted uses for the permit.

Criteria for establishing a project district:

A project district may be established as an amendment to Hawaii County Code (HCC) Chapter 25 whenever the public necessity and convenience and the general welfare require that a comprehensive planning approach for an area should be adopted in order to establish a continuity in land uses and designs while providing a comprehensive network of infrastructural facilities and systems. In addition, a project district may only be established if the proposed district:

- (1) Is consistent with the intent and purpose of this chapter and the County general plan; and
- (2) Will not result in a substantial adverse impact upon the surrounding area, community or region.

Permitted uses.

Any uses permitted either directly or conditionally in the RS, RD, RM, RCX, CN, CG, CV or V districts shall be permitted in a project district; provided, that each of the proposed uses and the overall densities for residential and hotel uses shall be contained in a master plan for the project district and in the project district enabling ordinance.



2. An application for a project district is filed by a property owner or any other person with the property owner's consent. The "Hawaii County Project District Application" should be accompanied by:
- (1) A 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 project district boundaries and the land uses and acreage of land involved.
 - (4) A description of the proposed project district, including land uses, densities, infrastructural requirements, and development standards.
 - (5) A description of each of the open space areas proposed for the 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.

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- (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 and materials are accepted.



4. The applicant serves notice of the application on 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.

10 days from Step 3



5. The director forwards the application to the commission, together with the director's recommendation on the proposed project district, and together with a proposed project district ordinance which establishes the project district and provides project district standards and conditions, including permitted land uses, accessory uses, densities, heights, setbacks, and variances from the requirements of HCC Chapters 23 and 25, as contained in the master conceptual plan for the project district.

120 days from Step 3



6. The Planning Commission provides the applicant reasonable notice of the date of the public hearing, and also publishes notice of the hearing.



7. The applicant serves notice of the hearing on surrounding owners and lessees of record as provided by 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 project district.

10 days from Step 6



7. The Planning Commission holds at least one public hearing in the district in which the proposed project district is located.



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<p>8. The commission shall transmit the proposed project district ordinance together with its recommendation thereon through the mayor to the council. The Planning 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</p> <p>(unless a longer period is agreed to by the applicant)</p>
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Total Time Period: 210 days

Fees	Amount	Maximum
Application Fee	\$5000	
Total Fees:	\$5000 (minimum)	(maximum)