APPENDIX HAWAII-1

Shoreline Setback Variance
Hawaii County
Planning Department

Permit Packet Includes:
1. Process Overview
2. Hawaii County Shoreline Setback Variance Application
3. Excerpt of Rule 8
4. Instructions for completing application

Approval or Permit Required: To construct structures and perform certain activities if the proposed activities meet one of the following standards of Planning Department Rule 8, Shoreline Setback: (1) Shoreline-dependent Facility Standard, (2) Public Interest Standard, or (3) Hardship Standard.

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 Shoreline Setback Variance Form: http://records.co.hawaii.hi.us/Weblink8/1/doc/55597/Page1.aspx
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Steps

1. Complete an Environmental Impact Statement or Environmental Assessment as applicable.

2. Complete and submit the “Shoreline Setback Variance Application”. Include additional materials as noted in the application instructions.

3. The Planning Department notifies the applicant of acceptance of application, or if more information is required.

4. Applicant posts a sign on the subject property notifying the public of:
   - The nature of the application;
   - The proposed use of the property;
   - The size of the property;
   - The tax map key(s) of the property;
   - That the public may contact the Planning Department for additional information; and
   - The address and telephone number of the Planning Department.

   The applicant also needs to notify surrounding property owners and lessees of record in accordance with the Hawaii County Code, Chapter 25, Section 2-4.

5. Public Hearing processes commence.

6. Planning Department notifies the applicant of acceptance, acceptance with modification, or denial of the permit application.

   Total Time: Not Available

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<th>Fees</th>
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Updated Nov 2013