

Special Management Area (SMA) Use Permit Major
City and County of Honolulu, Department of Planning and Permitting (DPP), Land Use Permits Division

Purpose: This permit covers any development, structure, or activity within the Special Management Area (SMA) as defined by Chapter 25, Revised Ordinances of Honolulu (ROH), which is in excess of \$500,000 or has substantial adverse environmental or ecological effect, taking into account potential cumulative effects.

Regulations / Authority: Hawaii Revised Statutes (HRS) 205A and ROH 25

Potential Approval Prerequisites: The applicant is encouraged to schedule a pre-application meeting with the DPP to discuss the application and processing requirements. Preliminary project and site details should be provided at this meeting in order to engage in useful dialogue. Per Chapter 25-3.3, Revised Ordinances of Honolulu, the acceptance of an Environmental Disclosure Statement prepared in accordance with rules and guidelines published by Office of Environmental Quality Control (OEQC) for an Environmental Assessment or Environmental Impact Statement in compliance with HRS Chapter 343, the Environmental Impact Statements law.

Fees: Application Fee is required – Review permit link below

References (not all inclusive): ROH Chapter 25, Special Management Area; HRS 343

For Permit Application, Guidelines and Fees:

<http://www.honolulu.gov/Portals/0/pdfs/zoning/SMPmajor.pdf>

<http://www.honolulu.gov/ApplicationsForms/ZoningandLandUsePermits.aspx>

Contact Information: DPP Land Use Division (808) 768-8021

Checklist / Process	Chronology
1. Per ROH Chapter 25, process and acceptance of an Environmental Disclosure Statement prepared in accordance with rules and guidelines published by Office of Environmental Quality Control (OEQC) for an Environmental Assessment (EA) or Environmental Impact Statement (EIS) in compliance with HRS Chapter 343, the Environmental Impact Statement Law.	6 – 18 months
2. Complete and submit a Special Management Area Use Permit – Major application which includes (a) Land Use Permits Division Master Application Form; (b) two copies of the EA or EIS or Environmental Disclosure Document; (c) drawings/plans (site plan, building elevations and sections, grading plans, etc.); and (d) if the property involves a shoreline lot, a current shoreline survey map certified by the Board of Land and Natural Resources.	
3. Upon compliance with the foregoing procedures, DPP director shall notify the applicant by certified mail that the application has been accepted.	Within 10 working days after the submittal of the SMA Use Permit application
4. DPP provides notice of the application to property owners within 300 feet radius of project site, affected neighborhood boards and community associations.	
5. Public hearing.	No later than 60 days after the acceptance of a completed application
6. DPP transmits its findings and recommendations on the application for a SMA Use Permit to the City Council for its consideration and decision. The transmittal occurs within 20 working days of the close of the public hearing.	20 days from Step 5

7. The council shall grant, grant with conditions, or deny any application for a SMA Use Permit.	Within 60 days from Step 6
Estimated Time from Completed Application Acceptance	140 days

Other Application Considerations:

1. If a portion of the development, structure, or activity falls within the SMA, the EA / EIS or Environmental Disclosure Document will need to disclose impacts for the entire project even if the majority of development, structure, or activity falls outside of the SMA. For example, transmission lines, driveway, or substation are located within the SMA while the major components of the project (i.e., turbines or solar array) are located outside of the SMA – all impacts should be addressed.
2. If the project does not trigger a National Pollutant Discharge Elimination System (NPDES) permit, the SMA application will need to include a list of best management practices for stormwater management.
3. Evidence of a project’s approval to interconnect to the grid from Hawaiian Electric Company (HECO), or approval of the project by the Hawaii Public Utilities Commission (PUC), should be attached to the SMA application to demonstrate project viability and support application review.