

**Special Management Area (SMA) Minor Permit
County of Hawaii, Planning Department (PD)**

Purpose: This permit covers any development, structure, or activity within the Special Management Area (SMA) as defined in SMA Rules of County of Hawaii, which is valued less than \$500,000 and is not an exempted action (see No. 1 under Other Application Considerations). To note, exempted actions must still fill out the SMA Assessment Application.

Approval Authority: Hawaii Revised Statutes (HRS) 205A and County of Hawaii Planning Commission Rules of Practice and Procedure Rule 9 Special Management Area

Potential Approval Prerequisites: If the proposed project triggers HRS Chapter 343, the Environmental Impact Statement Laws, submit a completed Environmental Assessment (EA), Environmental Impact Statement (EIS), or a letter of exemption from HRS Chapter 343 from the proper authority.

Fees: Application Fee is required – Review permit link below.

For Permit Application, Guidelines and Fees:

<http://records.co.hawaii.hi.us/weblink8/1/doc/65348/page1.aspx>

Contact Information: Planning Dept. (PD) West Hawaii Office (808) 323-4770 and East Hawaii Office (808) 961-8288

Estimated Time for Permit Approval Decision from Application Acceptance: See Checklist / Process below:

Checklist / Process	Chronology
1. Complete and submit an SMA Use Permit Assessment application to PD. If an EA or EIS is required, the completed EA or EIS must be submitted as part of the SMA application.	Generally, 1 to 3 months (not including time to prepare EA or EIS)
2. PD reviews the application and determines if the project is exempted or qualifies for a minor permit.	Within 35 days
3. PD will issue an SMA Minor approval, approval with conditions, or denial letter.	Within 2 weeks from Step 2
Estimated Time from Submittal of Application	1 to 2 months

Other Application Considerations:

1. The following actions and may be exempted from the SMA rules. See HRS 205A-22 for a full list of exempt actions.
 - a. Repair and maintenance of underground utility lines;
 - b. Repair, maintenance or interior alterations to existing structures;
 - c. Demolition or removal of structures, except those structures located on any historic site designated on national or state registers;
 - d. Installation of underground utility lines and appurtenant aboveground fixtures less than four feet in height along existing corridors; and
 - e. Nonstructural improvements to existing commercial structures.
2. If a portion of the development, structure, or activity falls within the SMA, the application will need to disclose impacts (within the EA or EIS, or application document) for the entire project even if the majority of the development, structure, or activity falls outside of the SMA. For example, if transmission lines – under or above ground – are located within the SMA while the major components of the project (i.e. turbines or solar array) are located outside of the SMA, an SMA permit will be required for the portion of the development, structure, or activity within the SMA and the entire project will need to be evaluated for potential impacts in the EA or EIS or application document.

3. Be prepared with project specifics before consulting the Maui Planning Department. Specific questions will lead to specific answers.
4. Consult the Maui Planning Department prior to making investments or other significant project commitments.
5. Submit a cost estimate signed by an architect or contractor that the value of the project is less than \$500,000.