

COUNTY OF HAWAI‘I
PLANNING DEPARTMENT

SPECIAL MANAGEMENT AREA (SMA) GUIDANCE

- A. Is your parcel a shoreline parcel, or a parcel that is impacted by waves, storm surges, high tide, or shoreline erosion as defined in Hawai‘i Revised Statutes (HRS) Section 205A-22? YES, or NO?
- If **YES**, you must submit a Special Management Area Assessment Application (SMAA) for review and processing.
 - If **NO**, proceed to the next question.
- B. Is any portion of your proposed project, including staging areas, located within the Special Management Area (SMA)? YES, OR NO?
- If **NO**, an SMA review is not required.
 - If **YES**, does your project follow one or more of the criteria listed below? YES, or NO?
1. Construction or reconstruction of a single-family residence that is less than 7,500 square feet of floor area, is not situated on a shoreline parcel or a parcel that is impacted by waves, storm surges, high tide, or shoreline erosion, and is not part of a larger development (e.g. ‘Ohana Dwelling). *Note: Floor area shall be the total area of all floors of a building(s) associated with the single-family residence, including a basement and accessory structures, measured along the exterior walls of such building(s) The floor area of a building (s), or portion thereof, not provided with surrounding exterior walls shall be the usable area under the horizontal projection of the roof of floor above.*
 2. Repair, maintenance, or interior alterations to existing structures or relating to existing uses that do not increase the existing floor area and do not involve any additional ground disturbance.
 3. Demolition or removal of structures, except those structures located on any historic site as designated in national or state registers or those listed in the *Historic Sites Element* of the General Plan.
 4. Subdivision of land into lots greater than twenty (20) acres in size.
 5. Subdivision of a parcel of land into four (4) or fewer parcels when no associated construction activities are proposed, provided that any such land which is so subdivided shall not thereafter qualify for this exception with respect to any subsequent subdivision of any of the resulting parcels.
 6. Temporary events limited to 96 hours including set-up and take-down, such as community events, sporting events, fund raisers, food events, and family celebrations not involving any ground disturbance and not involving installation of permanent structures.
 7. Zoning variances, except for height, density, parking, and shoreline setback.
 8. Repair or maintenance of roads and highways within existing rights-of-way.

9. Repair and maintenance of utility lines, including but not limited to water, sewer, power, and telephone, and minor appurtenant structures such as pad mounted transformers and sewer pump stations.
10. Installation of underground utility lines and appurtenant aboveground fixtures less than four (4) feet in height along existing corridors.
11. Construction, installation, maintenance, repair, and replacement of civil defense warning sirens or signal devices and sirens.

If you answered **YES** to any of the above listed criteria, you may submit your plans for building or land altering (grubbing/grading/stockpiling) permit to the Department of Public Works (DPW) through the EPIC system or submit your plans for subdivision approval to the Planning Department through the EPIC system. Your project will be covered under the Planning Department's "SMA Short Form" or SFA. *Note: The Planning Department may determine that a full SMA Assessment Application (SMAA) is still required if there are potential impacts to any public access areas, historic or archeological resources, or environmentally sensitive areas located on or within the vicinity of your parcel. Additionally, if the project is found to include a cumulative or significant impact on any natural or cultural resources, further review against the SMA rules and regulations may be required.*

If you answered **NO** to all the above listed criteria, please prepare and submit a Special Management Area Assessment (SMAA) application for review and processing. *Note: The SMAA will be used to determine what level of permitting will be required, this may include a SMA Use Permit (SMA Major) or SMA Minor permit.*

For more information regarding the Special Management Area rules and regulations, including links to State and Federal information on SMA, please review our website:

<https://www.planning.hawaiicounty.gov/resources/special-management-area-sma>

Please note that the County of Hawai'i has launched its new Electronic Processing & Information Center (EPIC) permit system on July 26, 2021. Only electronic applications will be accepted after that date. For more information go to:

<https://hawaiicountyhi-energovpub.tylerhost.net/Apps/SelfService#/home>