



DEADLINE TO FILE BY JANUARY 31, 2026, BY 4:30 PM

Revised – 12-26-2025

COUNTY OF HAWAI'I
Public Access, Open Space, and Natural Resource Preservation Commission

Reserved for office use:

Sugg. # 26- _____

SUGGESTION FORM

For Lands and/or Property Entitlements for Acquisition

The Public Access, Open Space, and Natural Resources Preservation Commission (PONC) is accepting suggestions for sites or projects to improve upon public access, open space, and natural resources preservation, pursuant to Chapter 2, Article 42, of the Hawai'i County Code. Please use this form to tell the Commission about a property that you would like to see protected. The Commission welcomes re-submission of previously submitted properties. **Please use one form per suggestion and limit total application size to less than 10 MB (megabytes) or 20 pages maximum** (including photos, maps, and figures. If adjacent or nearby areas are protected and/or public areas, include regional maps as well). Additional public testimony may be submitted to exceed the 20 page maximum. The Commission's ranking of the suggestion is based on the completeness of this suggestion form and how it meets the PONC scoring criteria and not solely on the expression of public support or opposition.

Name of Site or Project: _____

Ahupua'a, Council District, and Location Within: _____

Tax Map Key (TMK) Number(s): _____ Land Area (Acreage): _____

Property Owner Information:

Name(s): _____ Email: _____

Address: _____ Phone: _____

Has the property owner been consulted and agree with this nomination? Yes No Unsure

Suggested Purchase Method: Conservation Easement Fee Simple Other _____

Nominators Contact Information:

Name(s): _____ Email: _____

Address: _____ Phone: _____

Reason for nomination of property (please check all boxes that apply)

- Public outdoor recreation and education, including access to beaches and mountains
- Preservation of historic or culturally important land areas and sites
- Protection of natural resources, significant habitat or ecosystems, including buffer zones
- Preservation of forests, including beaches, coastal areas, natural beauty, and agricultural lands
- Protection of watershed lands to preserve water quality and water supply

ADDITIONAL REQUIRED INFORMATION

Please provide the information requested below. The information shall be attached to this form and appropriately labeled with the name of the identifying attachment.

- **Attachment A:** Provide a Tax Map Key Plat map and a property map with the property boundaries and/or proposed access outlined or highlighted. Confirm the council district by contacting the County Clerk's Office at: (808) 961-8277 or visit <https://www.elections.hawaiicounty.gov/resources/maps>.
- **Attachment B:** Provide a clear statement detailing how public acquisition would fulfill one or more of the above resource values. Explain the intent, long-term vision, and/or strategy of this proposed acquisition or project.
- **Attachment C:** If available, provide community letters of support or endorsements for this proposed acquisition or project.
- **Attachment D:** Identify and provide contact information of community organizations, land trusts, or individuals willing to be part of this property's long-term management/maintenance.
- **Attachment E:** Please answer the following ten points by providing summaries and/or abstracts (rather than full reports). Include, if necessary, citations or links to reference the documentation related to the suggested site or project. Do not send original documents or pictures as they will not be returned.

- 1) How would this proposed acquisition or project benefit the general public?
- 2) Describe any significant historic, cultural, or natural resources on the property. Please be as specific as possible and include only a summary of documentation (i.e., archaeological reports, flora/fauna surveys, etc.).
- 3) Describe (and include maps if available) any significant relationship to larger historical, cultural, and/or natural landscape (i.e., corridors, complexes, agricultural field systems, conservation strategies etc.)
- 4) Describe the level of urgency (i.e., the property is currently on the open market or for sale and if so, for how long, there are current development plans, the property has an active filed application for re-zoning/subdivision, is an area of high public use, etc.).
- 5) Describe any special opportunities for acquisition that presently exist (special funding available, etc.).
- 6) Have partnerships with other government agencies or private or nonprofit entities been identified to leverage resources (funding, grants, managing partnerships)? Yes No Unknown. If yes, please describe.
- 7) Is/Are the property(s) or property easement(s) available for acquisition? Yes No Unknown. If yes, please describe.
- 8) Are there any covenants, encumbrances, restrictions (i.e., association or maintenance), or easements on the property? Yes No Unknown If yes, please describe.
- 9) Describe any known hazards on the property (i.e., flood zone, lava hazard zone, mudslides, pollution, etc.).

SUBMISSION INSTRUCTIONS

The Suggestion form and attachments may be submitted via email to PONC@hawaiicounty.gov, or you may mail (USPS, FedEx, UPS, etc.) it to:

**County of Hawai'i
Property Management - PONC
25 Aupuni Street, Suite 1101
Hilo, Hawai'i 96720 – 4252**

**All nominations must be received by 4:30 p.m. on January 31, 2026, as evidenced by the County of Hawai'i time clock, PST. The Commission will not review any submissions received after the deadline.
We are not responsible for forms lost in the mail.**

For further information, contact Property Management Division at (808) 961-8069 or PONC@hawaiicounty.gov