



County of Hawai'i Planning Department

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SPECIAL MANAGEMENT AREA SHORT FORM ASSESSMENT FOR NON-SHORELINE PARCELS

All development within the Special Management Area (SMA) shall be administered through the Department under Planning Commission Rule 9, pursuant to the objectives and policies and the Special Management Area guidelines as provided by Chapter 205A, Hawai'i Revised Statutes (HRS), as amended. For non-shoreline parcels which are not affected by the shoreline setback area, the Department may use this form to assess the following uses, activities or operations (check all that apply):

- ☐ Construction or reconstruction of a single-family residence that is less than seven thousand five hundred (7,500) square feet of floor area and is not part of a larger development

(Existing Total Floor Area*: _____ square feet; Proposed Total Floor Area*: _____ square feet);

- ☐ Repair or maintenance of roads and highways within existing rights-of-way;

- ☐ Repair, maintenance, or interior alterations to existing structures;

- ☐ Demolition or removal of structures, except those structures located on any historic site as designated in national or state registers;

- ☐ Structural and nonstructural improvements to existing single-family residences, where otherwise permissible, that do not increase the total floor area to seven thousand five hundred (7,500) square feet or greater

(Existing Total Floor Area*: _____ square feet; Proposed Total Floor Area*: _____ square feet); or

- ☐ Nonstructural improvements to existing commercial structures. _____

Submittal Date: _____ Tax Map Key: _____

Landowner: _____ Applicant (if other than owner): _____
(Print Name) (Print Name)

Phone: Bus.: _____ Hm./Cell: _____ Email: _____

This assessment must be accompanied by the following information. In addition, the Director may require additional plans or information deemed necessary to assess the proposed use, activity or operation.

1. A plot plan of the property, drawn to scale, showing all proposed and existing structures, uses or activities. The plot plan must also indicate the location of any known historical sites, environmentally sensitive areas, and Anchialine ponds;
2. A copy of the Building Permit Application or Application for Plan Approval, if applicable; and
3. A floor plan including the total floor area* calculation for any proposed construction, enlargement, or reconstruction of a single-family residence. Please note that pursuant to HRS, any single-family residence seven thousand five hundred square feet of floor area, or greater, will require an SMA (Major) Use Permit.

** Floor area shall be the total area of all floors of a building(s) associated with the single family residence, including a basement, 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 or floor above (ie. storage, garages, carports, and lanais under roof are to be included).*

CONDITIONAL APPROVAL AND ACKNOWLEDGEMENT

A determination that the proposed use is exempt from the definition of “Development”, as defined in Planning Commission Rule 9 is hereby approved subject to the following conditions to assure that the proposed use, activity, or operation does not have a cumulative impact, or a significant adverse environmental or ecological effect on the SMA:

1. The applicant shall secure all necessary approvals and permits from other affected federal, state, and county agencies as necessary to comply with all applicable laws and regulations.
2. This exemption only applies to the proposed uses, activities and operations as presented on the plans submitted. No additional development shall be allowed within the SMA without obtaining a permit.
3. Artificial light from exterior lighting fixtures, including, but not necessarily limited to floodlights, uplights or spotlights used for decorative or aesthetic purposes shall be prohibited if the light directly illuminates, or is directed to project across property boundaries toward, the shoreline and ocean waters, except as may otherwise be permitted pursuant to Section 205A-71(b), Hawai‘i Revised Statutes.
4. No land alteration, grubbing, landscaping or construction activities, including but not limited to, the stockpiling of debris, construction materials or equipment, shall occur in the shoreline setback area without securing a prior written determination of minor structure or activity pursuant to Rule 11-8 from the Planning Director or approval of a Shoreline Setback Variance from the Planning Commission.
5. Discovery of any unidentified sites or remains, such as artifacts, shell, bone or charcoal deposits, human burials, rock or coral alignments, pavings or walls will require that all work in the immediate area cease. The Planning Director shall be immediately notified. Work may proceed with an archaeological clearance from the Planning Director. The archaeological clearance requires a finding that sufficient mitigative measures are taken for the discovery; with written guidance from the State Historic Preservation Division of the Department of Land and Natural Resources.
6. Best Management Practices regarding water quality and equipment maintenance must be strictly adhered to during all phases of construction.

In issuing this exemption, the Department has relied on the information and data that the landowner/applicant has provided. If, subsequent to this exemption, such information and data prove to be false, incomplete or inaccurate, this exemption may be revoked, in whole or in part. In addition, the Department may issue a Notice of Violation and Order, in accordance with Planning Commission Rule 9.

Planning Department: _____ Approval Date: _____
(Signature) (Print Name)

Additional Department Comments: _____

I acknowledge that I have read the above, I will comply with all of the conditions stated, and have been given a copy of this signed exemption. *Authorized agent may sign on behalf of landowner only if a signed letter of authorization, a completed Building Permit application, or a completed Plan Approval application has been provided.*

Landowner/ Agent: _____ Date: _____
(Signature) (Print Name)