

CHANGE OF ZONE APPLICATION

COUNTY OF HAWAII PLANNING COMMISSION

(Type or legibly print the requested information)

APPLICANT(S): _____

APPLICANT'S SIGNATURE: _____ DATE: _____

ADDRESS: _____

LIST APPLICANT'S INTEREST (if not owner): _____

PHONE: (Bus.) _____ (Res.) _____ (Email) _____

REQUEST: _____ TO _____
(Existing Zoning) (Proposed Zoning)

TAX MAP KEY(S): _____

SIZE OF PROPERTY OR AFFECTED AREA(S) TO BE REZONED: _____

LANDOWNER(S): _____

FEE SIMPLE LANDOWNER(S) WRITTEN AUTHORIZATION
(may be provided by letter with the below statement included):

DATE: _____

DATE: _____

AGENT: _____

AGENT ADDRESS: _____

PHONE: (Bus.) _____ (Res.) _____ (Email) _____

Please indicate to whom original correspondence and copies should be sent.

ORIGINAL: _____ COPIES: _____

THIS CHANGE OF ZONE APPLICATION MUST BE ACCOMPANIED BY THE FOLLOWING:

1. A filing fee of five hundred dollars (\$500) plus twenty-five dollars (\$25) per lot or unit proposed by the amendment to be paid via EPIC.
2. An original (signed) copy of the completed application and the appropriate Departmental Zoning Questionnaire.
3. A Background and County Environmental Report to include information as listed on the attached form.
Note: A County Environmental Report shall not be required for an application where an Environmental Impact Statement or Environmental Assessment has been completed and filed with the Office of Environmental Quality Control in compliance with HRS, Chapter 343, Environmental Impact Statements.
4. A location map and description of the property in sufficient detail to determine its precise location..
5. A scale-drawn plot plan of the property showing property lines and measurements ; all existing and proposed structures, uses and improvements; proposed subdivision; and reference points such as roadways, shoreline, etc.
6. A legal description of the proposed rezone area in map and written form by metes and bounds as certified by a surveyor shall be submitted with this application. This application shall not be considered complete unless the metes and bounds description in map and written form have been received.
7. A list of the names, addresses and tax map keys of all owners and lessees of record of surrounding properties who are required to receive notice.
8. Any other plans or additional information relevant to this application may be requested by the Planning Director to facilitate processing of this request.

Background and County Environmental Report

(Attachment to Change of Zone, Project District, and Agricultural Project District Applications)

Please use this form as a guide for required information to be included in your Change of Zone, Project District or Agricultural Project District - Background and County Environmental Report.

A. SUBJECT REQUEST

1. Details of Proposed Use/Development:
 - a. Project description:
 - b. Statement of objectives and reasons for the request:
 - c. Number of acres/square feet:
 - d. Proposed units/lots/floor area of proposed building envelope:
 - e. Development timeframe and cost:
 - f. Membership size/number of employees and clientele:
 - g. Parking arrangement:
 - h. Traffic impacts (assessment of existing traffic conditions, anticipated increase in traffic and traffic impacts from proposed use). Please note, a Traffic Impact Analysis Report (TIAR) may be required pursuant to HCC Chapter 25-2-46):
 - I. Proposed on-site and off-site infrastructure:
 - J. Other related information:

B. CONFORMANCE WITH STATE/COUNTY PLANS

2. State Land Use designation:
3. County Zoning:
4. General Plan designation (LUPAG Map):
5. Applicable goals/policies and objectives of the General Plan:
6. Consistency with Applicable Community Development Plan:
7. Special Management Area:
8. Discussion on how the proposed use is consistent with Chapter 205A, Coastal Zone Management (existing public access, scenic or open space resources, coastal view planes, and coastal ecosystems):

C. PHYSICAL CHARACTERISTICS AND ENVIRONMENTAL SETTING OF THE PROPERTY AND SURROUNDING AREA

Physical Characteristics/Environmental Setting:

9. Description of subject property, location, climate, topography, slope, soils (including size, shape, existing structures):
10. Lava Hazard Zone:

11. Distance from coastline :
12. Agricultural Lands of importance in the State of Hawai‘i (ALISH) designation:
13. U.S.D.A. Natural Resources Conservation Services Soil Service Report soil type :
14. Land Study Bureau soil rating :
15. Flood Insurance Rate Map (FIRM) designation: (Contact Department of Public Works - Engineering Division)
16. Existing drainage ways or improvements:
17. Air/noise/water quality:

Archaeological and Historic Resources:

18. Describe and show on the plot plan any known historic and archaeological resources on the property. Examples include human skeletal remains, structural remains, sand deposits, midden deposits, and lava tubes. The application may be provided to the State Department of Land and Natural Resources Historic Preservation Division (SHPD) for a determination of whether the project will affect archaeological/historic resources. Please be aware that a hearing before the Planning Commission may not be held until SHPD and the Planning Department determines resources on the property are adequately identified, recorded, mitigated and/or preserved.

Valued Cultural Resources:

19. Identify any traditional and customary native Hawaiian rights that are exercised in the area; the extent in which the proposed development will affect these rights; and feasible action to be taken to protect native Hawaiian rights if they exist. Examples include areas of traditional collection of terrestrial resources (kī leaf, aho chord, thatch, medicinal plants, and ferns) or marine or riparian resources (limu, ‘ōpae, ‘o‘opu, hīhīwai) used for subsistence, cultural and religious purposes. Traditional and customary rights may also include rights of access to the archaeological and historical resources of the property.

Public Access:

20. Existing public access to and along the shoreline or to mountain areas and knowledge of public access being used.

Natural Resources:

21. Existing floral /faunal resources (any native or exotic plants; any listed or candidate for endangered species):
22. Scenic or coastal resources:

Social-Economic Characteristics:

- 23. Social settlement pattern for the area:
- 24. Economic resources of the area:
- 25. Land values:

Surrounding Properties:

- 26. Zoning
- 27. Land use(s) :

D. PUBLIC FACILITIES AND SERVICES

- 28. Description of access: (paved or unpaved ; private or county, right-of-way and pavement width. If private roadway, submit evidence of legal access rights):
- 29. Availability of water:
- 30. Sewage disposal:
- 31. Solid waste:
- 32. Police & fire protection:
- 32. Schools:
- 33. Parks:
- 34. Other utilities and services (telephone/electricity):

E. ENVIRONMENTAL ASSESSMENT AND ANALYSIS

- 35. Relationship between local short term uses of environment and maintenance and enhancement of long-term productivity:
- 36. Mitigative measures proposed to avoid, minimize , rectify, or reduce impact:
- 37. Alternatives to the proposed development:
- 38. Irreversible and irretrievable commitments of natural resources that would be involved if proposed action implemented:

F. AGENCIES - COMMENTS

39. You may consult with the following agencies and include discussion in your report or attach their written comments regarding your proposal:
- a. Department of Public Works:
 - b. Department of Water Supply:
 - c. Police Department:
 - d. Fire Department:
 - e. Department of Finance - Real Property Tax Division:
 - f. State of Hawai‘i Department of Transportation - Highways Division: (If applicable)
 - g. State of Hawai‘i Department of Health:
 - h. State of Hawai‘i Department of Agriculture: (Agricultural lands)
 - i. Neighbors, Community groups/individuals, Civil Defense, Office of Housing and Community Development, Kailua Village Design Commission, State of Hawai‘i Real Estate Commission, and State of Hawai‘i Department of Human Services: (If applicable)