County of Maui – Department of Finance
REAL PROPERTY ASSESSMENT DIVISION
110 `Ala`ihi Street, Suite 110, Kahului, HI 96732
(808) 270-7297 Fax (808) 270-7884
RPA@co.maui.hi.us www.mauipropertytax.com

TAX MAP KEY				
ZONE	SECTION	PLAT	PARCEL	CPR

Petition to Dedicate Land as Historic Residence and Application for Exemption

(MCC 3.48.553)

Filing Deadline is September 1, 2023

The petition/application must be signed by **all** parties having legal interest in the petitioned property. Submit completed petitions (one per tax map key), along with all requested items on page 3, to the Director of Finance.

I am filing a (check one): ☐ New Petition ☐ Petition to Amend Area

Location/Address _____

Area of Historic Residence		Official Use Findings Only	Area of Non-Historic Portion		Official Use Findings Only
Historic Residence Total Area*	SqFt.	SqFt.	Non-Historic Residence Total Area	SqFt.	SqFt.
Total Historic Residence and Non-Historic Portion Equals Total Parcel Area				SqFt.	SqFt.

*Below conditions apply to the Historic Residence listed above.

- Does the public have reasonable visual access to the Historic Residence? Describe in detail on page 2. ☐ Yes ☐ No
- Has the Historic Residential property been placed on the Hawaii Register of Historic Places for historic preservation after 1/1/1977? ☐ Yes ☐ No

_____ Initial(s)
I (We) understand that approval of this petition shall constitute a forfeiture on my (our) part of any right to change the use of the property for a minimum period of ten years, automatically renewable indefinitely, subject to cancellation by either the owner or the director upon five years' notice at any time after the end of the fifth (5) year.

_____ Initial(s)
I (We) understand that failure to observe the restrictions of subsection D of MCC 3.48.553 shall cancel the exemption retro-actively to the date of the dedication, and all differences in the amount of taxes that were paid and those that would have been due but for the exemption, shall be payable together with interest at 12% per year from the respective dates that those payments would have been due.

_____ Initial(s)
I (We) have read and agree to the requirements and conditions listed on page 2, which include the definition of "Residential Use", providing reasonable visual access to the public, and the conspicuous posting of the Historic Residence Dedication sign.

Name of Fee Owner(s) (required) _____

Signature (of authorized agent) _____ Date _____

Mailing Address _____ Phone No. _____

Name of Lessee (if applicable) _____ Phone No. _____

Signature (of authorized agent) _____ Date _____

Mailing Address _____ Phone No. _____

FOR OFFICIAL USE			
Date Received		Approved By	Date
Field Inspection Date			
Inspector			
Notes			

What are the requirements to qualify for a Historic Residence Exemption?

1. The term “Residential Use” means the use of the land parcel or the portion thereof actually used only for single family dwelling residential use.

2. Reasonable visual access shall be provided to the public, or the public shall be allowed visual visitations at least twelve days a year, if the property is not visually accessible by a public way.

3. The owner shall place and maintain on the dedicated premises a conspicuous sign, which shall be subject to review and concurrence of the Historic Preservation Office and the Director prior to its placement on the dedicated property. It shall note thereon the date of dedication, area involved, and the historic nature. The sign of the dedication shall be conspicuously posted as to give the public the notice of the dedication. Under normal circumstances, the sign shall be two square feet total area.

Describe in detail the reasonable visual access by public way, or the public access to the exterior front and the exterior rear of the residence, along with how many days per year public access is available and by what means it will be available.

Instructions

- Attach Plot Plan to scale on an 8.5"x11" sheet of paper, identifying:
    1. Parcel
    2. Historic Residence
    3. Location of posted Historic Residence Dedication sign

- Attach four dated photos taken no more than thirty days prior to submitting application:

    1. Overall view of parcel
    2. View of reasonable public visual access of the exterior to the Historical Residence listed.
    3. View of posted sign of Historic Residence Dedication
    4. View of public location from which photos #2 and #3, were taken

- Attach documentation from the History and Culture Branch of the State Historic Preservation Division as evidence that the property has been placed on the Hawaii Register of Historic Places after 1/1/1977 for historic preservation.

The Real Property Assessment Division may perform a property inspection. If approved, the Historic Residence exemption shall be effective January 1st of the following assessment year. The owner or lessee may appeal the assessment as provided by the ordinance.

Submit application and documentation to: County of Maui Department of Finance
Real Property Assessment Division
110 `Ala`ihi Street, Suite 110
Kahului, HI 96732-3562

Note: Upon approval, the petitioner **must** record the Notice of Dedication with the State of Hawaii. The Director of Finance will provide to the petitioner recording instructions along with the Notice of Dedication form for submission to the Bureau of Conveyances. **Failure to record the dedication will invalidate the Historic Residence dedication and exemption and the property will be reassessed at market value.**