

COUNTY OF MAUI  
DEPARTMENT OF PLANNING  
2200 MAIN STREET, SUITE 619  
WAILUKU, MAUI, HAWAII 96793  
TELEPHONE: (808) 270-8205 FAX: (808) 270-7634

## COUNTRY TOWN DESIGN REVIEW

SOURCE OF LEGAL AUTHORITY: Maui County Code 19.15.060 and Chapter 4, Maui Planning Commission Rules, Chapter 305, Molokai Planning Commission Rules, and Chapter 405, Lanai Planning Commission Rules

### INFORMATIONAL SHEET

The purpose of the Country Town Design Review is to ensure that an identifiable and unified urban design theme is retained within each Country Town Business district. The urban design theme shall be in conformance with established design guidelines for each community plan district as established by the appropriate Planning Commission.

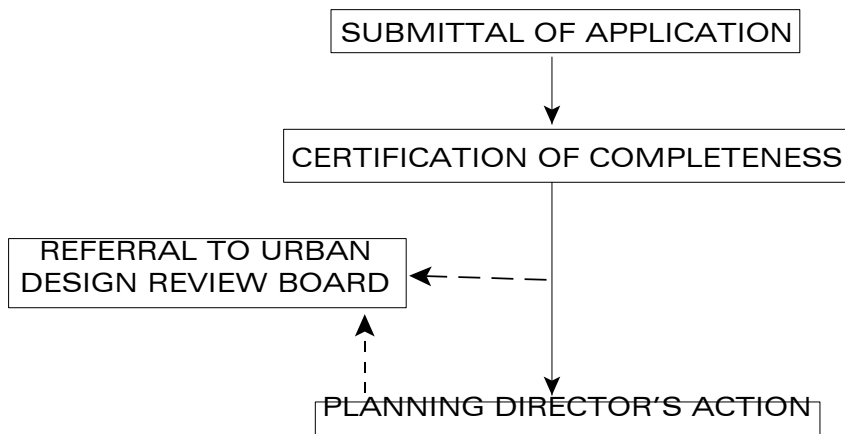
Upon submittal of an application for Country Town Design Review, it will be reviewed for completeness by the Department of Planning.

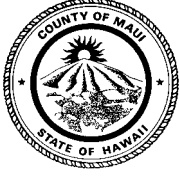
Upon certification of completeness, the department will transmit the application to the Urban Design Review Board for recommendation, if the application involves one of the following:

1. New or reconstructed structures or renovations involving 50% or more of each exterior elevation of the structure.
2. The Director of Planning, at his discretion, has requested a review and recommendation from the Board.
3. Fabrication of Category B signs which have not been delegated to the Director.
4. Fabrication of Category C signs.

Upon review the Planning Director shall take appropriate action

### FLOW CHART





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**APPLICATION TYPE:**      **COUNTRY TOWN DESIGN REVIEW**

DATE: \_\_\_\_\_ VALUATION: \$ \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

PROPOSED DEVELOPMENT: \_\_\_\_\_

TAX MAP KEY NO.: \_\_\_\_\_ CPR/HPR NO.: \_\_\_\_\_ LOT SIZE: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

OWNER: \_\_\_\_\_ PHONE:(B) \_\_\_\_\_ (H) \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

OWNER SIGNATURE: \_\_\_\_\_

APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

PHONE (B): \_\_\_\_\_ (H): \_\_\_\_\_ FAX: \_\_\_\_\_

APPLICANT SIGNATURE: \_\_\_\_\_

AGENT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

PHONE (B): \_\_\_\_\_ (H): \_\_\_\_\_ FAX: \_\_\_\_\_

EXISTING USE OF PROPERTY: \_\_\_\_\_

CURRENT STATE LAND USE DISTRICT BOUNDARY DESIGNATION: \_\_\_\_\_

COMMUNITY PLAN DESIGNATION: \_\_\_\_\_ ZONING DESIGNATION: \_\_\_\_\_

OTHER SPECIAL DESIGNATIONS: \_\_\_\_\_

**COUNTRY TOWN DESIGN REVIEW  
REQUIRED SUBMITTALS**

- \_\_\_ 1. Evidence that the applicant is the owner or lessee of record of the real property.
- \_\_\_ 2. A notarized letter of authorization from the legal owner if the applicant is not the owner.
- \_\_\_ 3. Architectural and landscape architectural plans to include but not be limited to: site plan, elevations, sections, landscape planting and irrigation plan, lighting plan.
- \_\_\_ 4. Signage and graphics.
- \_\_\_ 5. Identification of building materials and color.
- \_\_\_ 6. **Non-refundable filing fee** (see Fee Schedule, Table B), payable to *County of Maui, Director of Finance*.



## ZONING AND FLOOD CONFIRMATION FORM

(This section to be completed by the Applicant)

APPLICANT NAME \_\_\_\_\_ TELEPHONE \_\_\_\_\_  
PROJECT NAME \_\_\_\_\_ E-MAIL \_\_\_\_\_  
PROPERTY ADDRESS \_\_\_\_\_ TAX MAP KEY \_\_\_\_\_

Yes  No Will this Zoning & Flood Confirmation Form be used with a Subdivision Application?  
IF YES, answer questions A and B below and comply with instructions 2 & 3 below:

A)  Yes  No Will it be processed under a consistency exemption from [Section 18.04.030\(B\), MCC?](#)  
IF YES, which exemption? (No. 1, 2, 3, 4 or 5) \_\_\_\_\_

B) State the purpose of subdivision and the proposed land uses (ie 1-lot into 2-lots for all land uses allowed by law):  
\_\_\_\_\_

- INSTRUCTIONS:**
- 1) Please use a separate Zoning & Flood Confirmation Form for each Tax Map Key (TMK) number.
  - 2) If this will be used with a subdivision application AND the subject property contains multiple districts/designations of (1) State Land Use Districts, (2) Maui Island Plan Growth Boundaries, (3) Community Plan Designations, or (4) County Zoning Districts; submit a signed and dated Land Use Designations Map, prepared by a licensed surveyor, showing the metes & bounds of the subject parcel and of each district/designation including any subdistricts.
  - 3) If this will be used with a subdivision application AND the subject property contains multiple State Land Use Districts; submit an approved District Boundary Interpretation from the State Land Use Commission.

(This section to be completed by ZAED)

<b>LAND USE DISTRICTS/DESIGNATIONS (LUD) AND OTHER INFORMATION:</b> <sup>1</sup>	<input type="checkbox"/> (SMA) Special Management Area
<b>STATE DISTRICT:</b> <input type="checkbox"/> Urban <input type="checkbox"/> Rural <input type="checkbox"/> Agriculture <input type="checkbox"/> Conservation	
<b>MAUI ISLAND PLAN</b> Growth Boundary: <sup>2</sup> <input type="checkbox"/> Urban <input type="checkbox"/> Small Town <input type="checkbox"/> Rural <input type="checkbox"/> Planned Growth Area <input type="checkbox"/> Outside Growth Boundaries	
Protected Area: <sup>2</sup> <input type="checkbox"/> Preservation <input type="checkbox"/> Park <input type="checkbox"/> Greenbelt <input type="checkbox"/> Greenway <input type="checkbox"/> Sensitive Land <input type="checkbox"/> Outside Protected Areas	
<b>COMMUNITY PLAN:</b> <sup>2</sup>	<input type="checkbox"/> (PD) Planned Development
<b>COUNTY ZONING:</b>	<input type="checkbox"/> (PH) Project District
<b>OTHER/COMMENTS:</b>	<input type="checkbox"/> See Additional Comments (Pg.2)
<b>FEMA FLOOD INFORMATION:</b> A Flood Development Permit is required if any portion of a parcel is designated V, VE, A, AO, AE, AH, D, or Floodway, and the project is on that portion.	<input type="checkbox"/> See Attached LUD Map
<b>FLOOD HAZARD AREA ZONES</b> <sup>3</sup> & BASE FLOOD ELEVATIONS:	
<input type="checkbox"/> FEMA DESIGNATED FLOODWAY	For Flood Zone AO, FLOOD DEPTH:

**SUBDIVISION LAND USE CONSISTENCY:**  Not Consistent, (LUDs appear to have NO permitted uses in common).

\_\_\_\_\_  Not Applicable, (Due to processing under consistency exemption No. 1, 2, 3, 4, 5).  
(Signature)

Interim Zoning, (The parcel or portion of the parcel that is zoned interim shall not be subdivided).

<sup>4</sup> Consistent, (LUDs appear to have ALL permitted uses in common).

<sup>4</sup> Consistent, upon obtaining an SMA, PD, or PH subdivision approval from Planning.

<sup>4</sup> Consistent, upon recording a permissible uses unilateral agreement processed by Public Works (See Pg.2).

- NOTES:**
- 1 The conditions and/or representations made in the approval of a State District Boundary Amendment, Community Plan Amendment, County Change In Zoning, SMA Permit, Planned Development, Project District and/or a previous subdivision, may affect building permits, subdivisions, and uses on the land.
  - 2 Please review the Maui Island Plan and the Community Plan document for any goals, objectives, policies or actions that may affect this parcel.
  - 3 Flood development permits might be required in zones X and XS for any work done in streams, gulches, low-lying areas, or any type of drainageway; Flood development permits are required for work in all other zones. Subdivisions that include/adjoin streams, gulches, low-lying areas, or any type of drainageway might require the following designations to be shown on the subdivision map: 100-year flood inundation limits; base flood elevations; drainage reserves.
  - 4 Subdivisions will be further reviewed during the subdivision application process to verify consistency, unilateral agreement requirements, and the conditions associated with a unilateral agreement [Section 18.04.030.D, Maui County Code].

**REVIEWED & CONFIRMED BY:**

\_\_\_\_\_ (Signature) \_\_\_\_\_ (Date)  
For: John S Rapacz, Planning Program Administrator, Zoning Administration and Enforcement Division