

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

**MOLOKAI PLANNING COMMISSION
PROJECT DISTRICT DEVELOPMENT APPROVAL**

SOURCE OF LEGAL AUTHORITY: Chapter 19.45, Maui County Code, 1980, as amended.

INFORMATIONAL SHEET

The developer of land designated as a project district on an adopted community plan may initiate a project district development. Considered uses shall be in conjunction with the guidelines of the appropriate adopted community plan.

PHASE I

Upon submittal of the application for Project District Development, it will be reviewed for completeness.

A public hearing will be scheduled with the Molokai Planning Commission to review and provide a recommendation to the County Council.

Prior to the Planning Commission hearing, the following must be completed:

PLANNING DEPARTMENT

- Preparation of a bill for an ordinance relating to development standards.
- Referral to other agencies for comments.
- Preparation of report.

APPLICANT

Notification of hearing date by certified mail. (Notification letter to owners and lessees within 500 feet of the subject parcel(s) are to be mailed after application accepted, and public hearing scheduled. A location map of the proposed project will be sent with the notice (form attached.) Said notification shall be done 30 days prior to the public hearing.) The applicant shall submit an affidavit to the Director on a form provided by the Department certifying that notice, as required herein has been provided.

PHASE II

A public hearing will be scheduled with the Planning Commission to review the preliminary site plan and analysis.

Prior to the Planning Commission hearing, the following must be completed:

APPLICANT

Notification of hearing date by certified mail. (Notification letter to owners and lessees within 500-feet of the subject parcel(s) are to be mailed after application accepted, and parcel(s) are to be mailed after application accepted, and public hearing scheduled. A location map of the proposed project will be sent with the notice (form attached.) Said notification will be done 30 days prior to the public hearing.) The applicant will submit an affidavit to the Director on a form provided by the Department certifying that notice, as required herein has been provided.

Please note that prior to mailing said notice, the applicant shall reverify the listing with the Real Property Tax Records of the County of Maui.

PLANNING DEPARTMENT

- Referral to other agencies for comments.
- Preparation of report and recommendation.

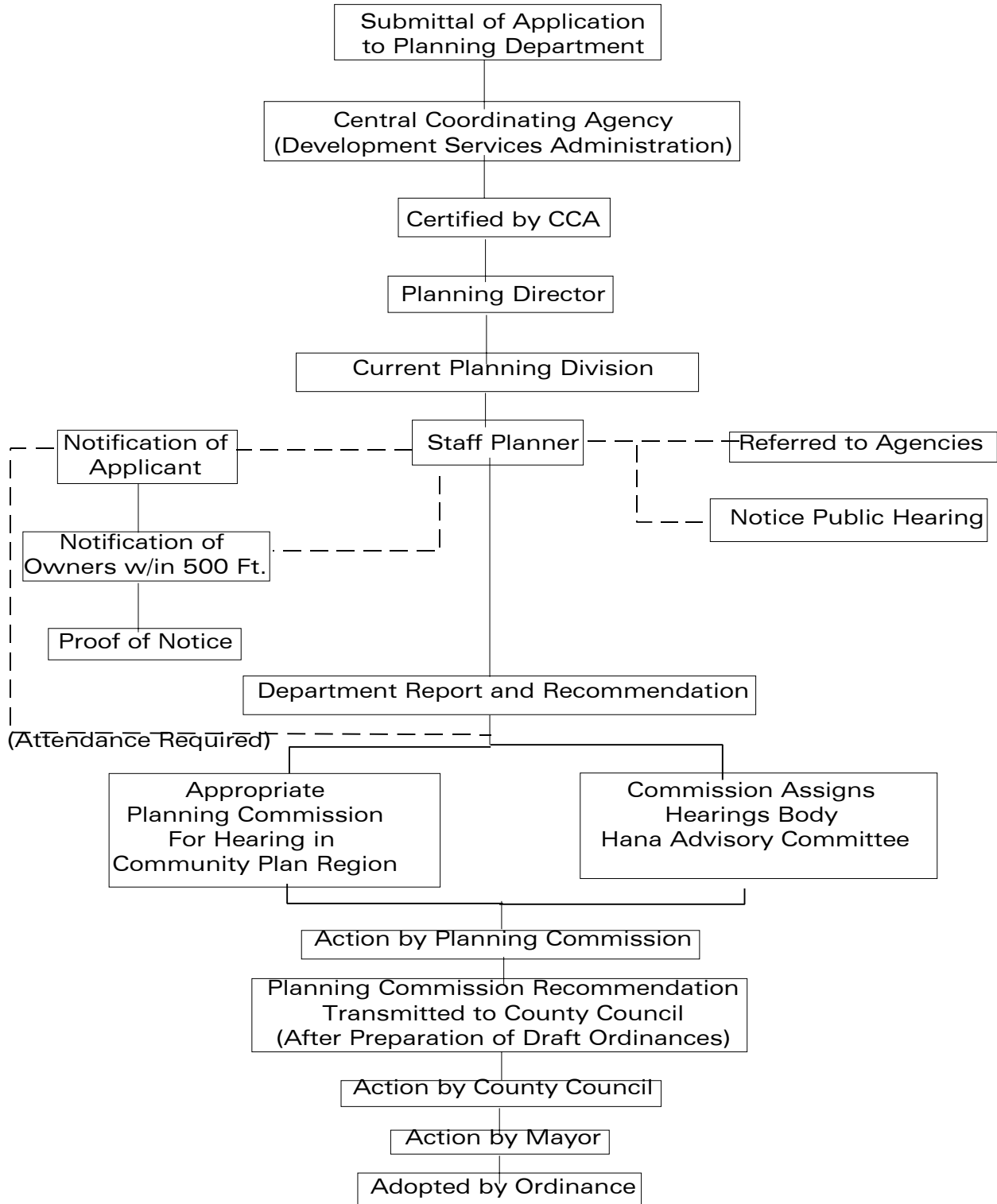
PHASE III

Administrative Review of the final site plan in accordance with the Planning Commission's approval of the preliminary site plan and conditions.

PROJECT DISTRICT PROCESSING

FLOW CHART

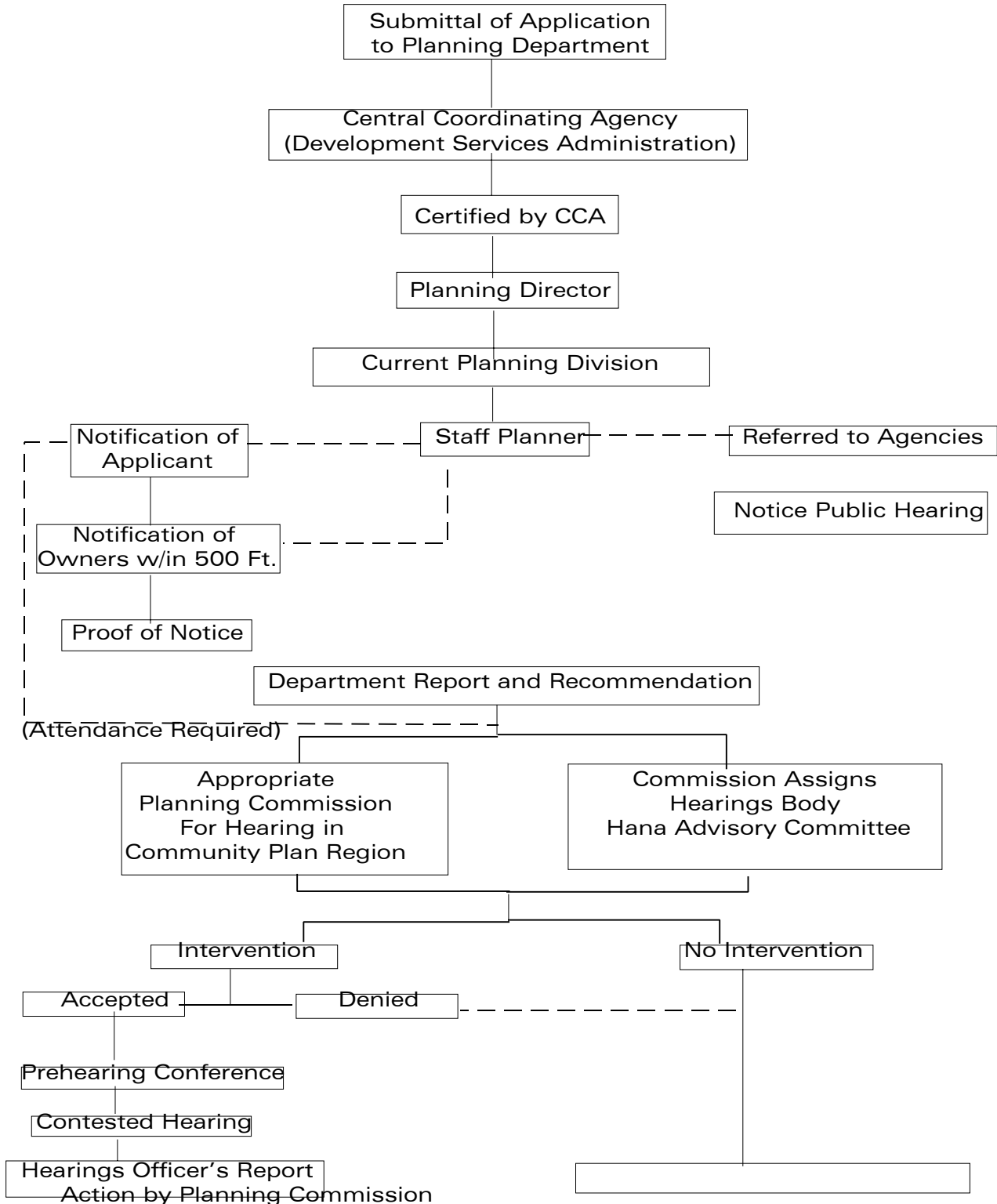
PHASE I PROCESSING



PROJECT DISTRICT PROCESSING

FLOW CHART

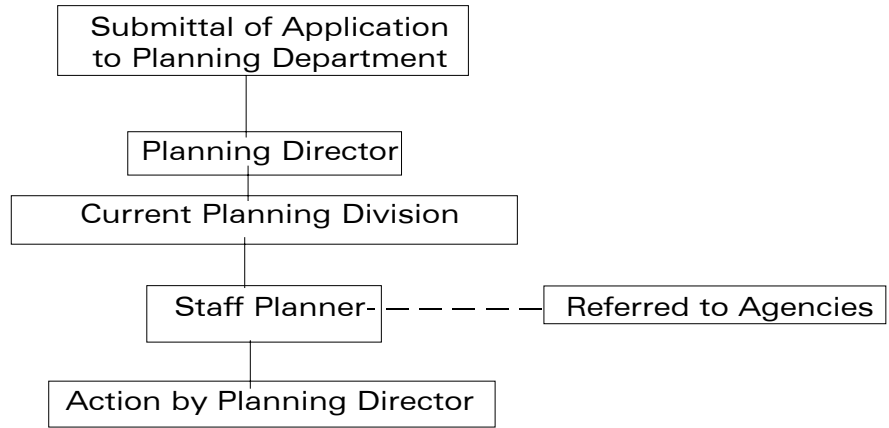
PHASE II PROCESSING

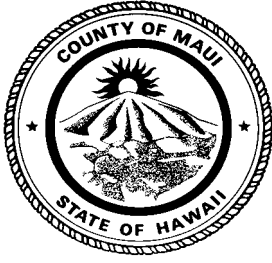


PROJECT DISTRICT PROCESSING

FLOW CHART

PHASE III PROCESSING





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TELEPHONE: (808) 270-8205 FAX: (808) 270-7634

APPLICATION TYPE: **MOLOKAI PLANNING COMMISSION
PROJECT DISTRICT DEVELOPMENT APPROVAL**

DATE: _____ PROJECT 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: _____

PROJECT DISTRICT DEVELOPMENT
REQUIRED SUBMITTALS

PHASE I

- ___ 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 the owner.
- ___ 3. Legal description of the land to be developed.
- ___ 4. List of landowners and recorded lessees of real property within 500 feet of the subject parcel. This available list at the Maui County Department of Finance, Real Property Division. This list should include the tax map key numbers and the names and addresses of all owners and lessees to be notified, including a map drawn to scale, clearly defining the 500-foot notification boundary and the parcels affected.
- ___ 5. Original and 1 copy of the proposed project district, including land uses, densities, infrastructural requirements, development standards, and a conceptual map showing the project district boundaries, and the acreage involved
- ___ 6. Original and 1 copy of an explanation of the impact of the project district development on the community.
- ___ 7. A **non-refundable filing fee** (See fee schedule, Table A); checks payable to *County of Maui, Director of Finance*.

After reviewing the application materials for completeness for agency transmittal, the Planning Department will notify the application on how many copies of the application packet to provide for agency transmittal.

PHASE II

In addition to Items 1-4 of the Phase I requirements, the following additional information shall be submitted:

- ___ 1. Original and 1 copy of a preliminary site plan and analysis to include the following:
 - a. Proposal for drainage, street, parking, utilities, grading, landscape planting, architectural design concepts and guidelines, building elevations, building sections, construction phasing, open spaces, land uses, and signage.
 - b. Proposals for recreation and community facilities,
 - c. Proposal for floor area ratios, lot coverages, net buildable areas, open space ratios, impervious ratios, and density factors.
 - d. Statement on potential environmental, socio-economic, and aesthetic impacts.

After reviewing the application materials for completeness for agency transmittal, the Planning Department will notify the application on how many copies of the application packet to provide for agency transmittal.

2. **Non-refundable filing fee** (See Fee Schedule, Table A), payable to *County of Maui, Director of Finance*.

PHASE III

In addition to Item 1-2 of the Phase I requirements, the following additional information shall be submitted:

- ___ 1. Final site plans to include the following:
 - a. Drainage, street, parking, utilities, grading, landscape planting, architectural design concepts and guidelines, building elevations, building sections, construction phasing, open spaces, land uses, and signage.
 - b. Recreation and community facilities.
 - c. Floor area ratios, lot coverage, net buildable areas, open space ratios, impervious ratios, and density factors.

- ___ 2. **Non-refundable filing fee** (see Fee Schedule, Table A), payable to *County of Maui, Director of Finance*.

(Letter of Notice Phase I, Project District)

DATE:

TO:

Please be informed that the undersigned has applied to the _____
Planning Commission of the County of Maui for a Phase I Project District Development
Approval at the following parcel(s):

1. Tax Map Key: _____
2. Location: In the vicinity of _____
3. Zoning Designation: _____
4. Proposed use _____

THIS SECTION TO BE COMPLETED BY THE PLANNING DEPARTMENT:

Planning Commission: _____
Public Hearing Date: _____
Time: _____
Place: _____

Attached please find a map identifying the location of the specific parcel(s) being considered in the request for Phase I Project District Development.

The hearing is held under the authority of Chapter 92, Hawaii Revised Statutes; Title 19 of the Maui County Code and the appropriate Planning Commission rules.

Testimony relative to this request may be submitted in writing to the appropriate Planning Commission c/o the Maui Planning Department, 2200 Main Street, Wailuku, Hawaii, 96793, or presented in person at the time of the public hearing.

Information relative to the application is available for review at the Planning Department, 2200 Main Street, Wailuku, Maui, Hawaii, Telephone (808) 270-8205; toll free from Molokai 1-800-272-0117, Extension 8205; and toll free from Lanai 1-800-272-0125, Extension 8205.

Name of Applicant

Signature

Address

() _____
Phone Number

(Letter of Notice Phase II, Project District - Molokai Planning Commission)

DATE:

TO:

Please be informed that the undersigned has applied to the Molokai Planning Commission for a Phase II Project District Development Approval at the following parcel(s):

1. Tax Map Key: _____
2. Location: In the vicinity of _____
3. Zoning Designation: _____
4. Proposed use _____

THIS SECTION TO BE COMPLETED BY THE PLANNING DEPARTMENT:

Public Hearing Date: _____
 Time: _____
 Place: _____

Attached please find a map identifying the location of the specific parcel(s) being considered in the request for Phase II Project District Development Approval.

The hearing is held under the authority of Chapter 92, Hawaii Revised Statutes; Title 19 of the Maui County Code and the appropriate Planning Commission rules.

Petitions to intervene shall be in conformity with § 12-1-16, 12-1-25, and 12-1-28 of the Rules of Practice and Procedure for the Molokai Planning Commission and shall be filed with the Molokai Planning Commission and served upon the applicant no less than ten days before the first public hearing date. Filing of all documents of the commission is c/o the Maui Planning Department, 2200 Main Street, Wailuku, Maui, Hawaii 96793.

The computation of time begins with the day following the act, event, or default, and includes the last day of the period unless it is a Saturday, Sunday or legal state holiday in which event the period runs until the end of the next day which is not a Saturday, Sunday or state holiday When the described period of time is 10 days or less, Saturdays, Sundays, or state holidays within the designated period shall be excluded in the computation.

Testimony relative to this request may be submitted in writing to the Molokai Planning Commission c/o the Maui Planning Department, 2200 Main Street, Wailuku, Hawaii, 96793, or presented in person at the time of the public hearing.

Information relative to the application is available for review at the Planning Department, 2200 Main Street, Wailuku, Maui, Hawaii, Telephone (808) 270-8205; toll free from Molokai 1-800-272-0117, Extension 8205; and toll free from Lanai 1-800-272-0125, Extension 8205; and at the County's Administrator's Office, Mitchell Pauole Center, Kaunakakai, Molokai..

Name of Applicant

Signature

Address

()
Phone Number

NOTARIZED AFFIDAVIT OF MAILING

_____, being first duly sworn on oath, deposes and says that:

1. Affiant is the applicant for a _____ for land situated at _____, TMK: _____
2. Affiant did on _____, _____, deposit in the United States mail, post paid, by certified or registered mail and delivery to addressee, a copy of a Notice of Hearing, a copy of which is attached hereto as "Exhibit A" and made a part hereof, addressed to each of the persons identified on "Exhibit B", attached here to and made a part hereof.
3. Thereafter there was returned to the Office of Affiant the United States Post Office Certified or Registered mail Receipts, which are attached hereto as "Exhibit C" and made a part hereof.

Further Affiant sayeth naught:



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)

LAND USE DISTRICTS/DESIGNATIONS (LUD) AND OTHER INFORMATION: ¹	<input type="checkbox"/> (SMA) Special Management Area
STATE DISTRICT: <input type="checkbox"/> Urban <input type="checkbox"/> Rural <input type="checkbox"/> Agriculture <input type="checkbox"/> Conservation	
MAUI ISLAND PLAN Growth Boundary: ² <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: ² <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	
COMMUNITY PLAN: ²	<input type="checkbox"/> (PD) Planned Development
COUNTY ZONING:	<input type="checkbox"/> (PH) Project District
OTHER/COMMENTS:	<input type="checkbox"/> See Additional Comments (Pg.2)
FEMA FLOOD INFORMATION: 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
FLOOD HAZARD AREA ZONES ³ & 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).

⁴ Consistent, (LUDs appear to have ALL permitted uses in common).

⁴ Consistent, upon obtaining an SMA, PD, or PH subdivision approval from Planning.

⁴ 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:

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