

APPLICATION FOR OHANA DWELLING UNIT PERMIT
COUNTY OF HAWAII
PLANNING DEPARTMENT

APPLICANT: _____

APPLICANT'S SIGNATURE: _____ DATE: _____

ADDRESS: _____

TELEPHONE (Bus): _____ (Res): _____

TITLEHOLDER(S): _____

APPLICANT'S INTEREST, if not titleholder(s): _____

TAX MAP KEY: _____ LAND AREA: _____

STATE LAND USE DISTRICT: _____ ZONING: _____

THIS APPLICATION SHALL BE FILED WITH THE PLANNING DIRECTOR AND SHALL INCLUDE:

- (a) *A non-refundable filing fee of twenty-five dollars,*
- (b) *Original and five copies of:*
 - (1) *Application form;*
 - (2) *Plot plan, drawn to scale, showing:*
 - (i) *All property boundaries,*
 - (ii) *Proposed ohana dwelling unit, including yard (setback) requirements from property lines,*
 - (iii) *Existing and proposed structures, including detached garages and water catchment system;*
 - (iv) *Two additional parking spaces for the proposed ohana dwelling unit;*
 - (v) *Existing and proposed driveway, and*
 - (vi) *Location of private sewage disposal system.*
 - (3) *Elevations of the ohana dwelling unit, drawn to scale.*
- (c) *A notarized affidavit stating that the applicant is a titleholder of the affected property.*
- (d) *A notarized affidavit stating that provisions of any restriction, covenant or other land use restrictions applicable to the lot by way of a deed or lease or other provision do not prohibit the construction or placement of an ohana dwelling unit or a second dwelling unit.*
- (e) *A copy of the notice of the application sent to all parties listed in the application who did not execute the application as a titleholder; to owners of properties within three hundred feet of the perimeter boundary of the lot; to and any known association of such property owners, informing them that an application for an ohana dwelling unit permit has been filed. Proof of service or of good faith efforts to serve notice of the application shall also be submitted. Such proof may consist of certified mail receipts, affidavits, or the like. The list of names, addresses, and tax map key of those individuals notified shall also be submitted.*
- (f) *A certification of clearance (from the Director of Finance that the real property taxes and all other fees relating to the subject parcel(s) have been paid and that there are no outstanding delinquencies) shall accompany this Application.*

THE OHANA DWELLING UNIT SHALL MEET ALL APPLICABLE REQUIREMENTS OF THE HAWAII COUNTY CODE