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**Hawaii Community Development Authority**

Planning Office  
461 Cooke Street  
Honolulu, Hawaii 96813  
(808) 594-0300 FAX (808) 594-0299



**CERTIFICATE OF APPROPRIATENESS**

**Mauka & Makai Areas**

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*Attachments*

1. Application - Development Permit
  2. General Processing Flowchart - Certificate of Appropriateness
  3. Historic and Cultural Sites Inventory Map
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The following identifies application requirements and processing procedures for actions involving the use of "historical or culturally significant property" in the Kakaako Community Development District which is either:

- A. Listed on the Hawaii or National Register of Historic Places; or
- B. Designated in the Mauka or Makai Area Plans as being significant in the history or prehistory, architecture, culture or development of Kakaako; a tangible, historic or cultural linkage between Kakaako of the past and Kakaako of the present; and, capable of productive use to the extent that its owner is able to earn a reasonable return.

**Historic or Cultural Property**

Fourteen properties in the District currently are identified in the Mauka or Makai Area Plans or listed on the Hawaii or National Register of Historic Places. These are shown on the attached Historic and Cultural Sites Inventory Map.

If a project involves the use of these properties, a Certificate of Appropriateness is required prior to issuance of a building permit by the City and County of Honolulu.

In evaluating projects, the following resource documents are utilized: (1) Mauka and Makai Area Plans; (2) National Register of Historic Places - Nomination Forms; and (3) HCDA's Historic, Cultural, Visual and Aesthetic Resources, Phase I (Data Collection and Inventory) and Phase II (Capacity and Constraint Analysis) studies.

**Application**

Information required for a Certificate of Appropriateness application includes, as appropriate, the following:

- A. A description of the historic or culturally significant property affected by the proposed project.
- B. An area site plan indicating the location and nature of the project site improvements and site relationship to surrounding improvements.

- C. Data on size, appearance and form with sketches and perspectives of the building or structure proposed to be constructed, repaired or improved.
- D. Plans, elevations and sections that fix and describe the project as to architectural character, and an outline specification setting forth exterior finishes and colors.

### **Processing Procedures**

Following receipt of a Certificate of Appropriateness application, a determination of "nonsignificant" or "significant" is made based on the nature of the proposed action.

- A. If the project is determined to be nonsignificant, the Executive Director will issue a Certificate of Appropriateness. A project is deemed to be nonsignificant where it consists of alterations, repairs or improvements which do not involve a change in design, material, character or outer appearance of the affected property or a change in those characteristics which qualified the property for designation as an historic or culturally significant property.
- B. If the project is determined to be significant, a summary report will be prepared by HCDA and a public hearing conducted as specified in Section 15-22-166, Mauka Area Rules or Section 15-23-164, Makai Area Rules. (See attached General Processing Procedures Chart.)
- C. The Authority shall grant the Certificate of Appropriateness if:
  - 1. The proposed action will not unduly hinder the protection, enhancement, presentation, perpetuation and use of the property in its historic or culturally significant state;
  - 2. The property as it exists is no longer suitable to past or present purposes or is totally inadequate for the owner's or lessee's legitimate needs; or
  - 3. The owner or lessee is unable to earn a reasonable return unless the proposed project is undertaken.

### **Fees**

Contact HCDA.



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**DEVELOPMENT PERMIT APPLICATION**

**APPLICANT INFORMATION**

Owner \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone No. \_\_\_\_\_

Project Name \_\_\_\_\_

Project Site Address \_\_\_\_\_

Description of Work to be Done \_\_\_\_\_

**TYPE OF REQUEST**

Base Zone Development (includes alterations)

Planned Development

Development (Makai)

Temporary Use

Conditional Use

Certificate of Appropriateness

Curb Cut

Other \_\_\_\_\_

**PARCEL INFORMATION**

Tax Map Key: \_\_\_\_\_

Land Use Zone: \_\_\_\_\_

**PROJECT INFORMATION**

**Existing Use and Floor Area (sf)**

Commercial \_\_\_\_\_

Industrial \_\_\_\_\_

Residential \_\_\_\_\_

Other \_\_\_\_\_

TOTAL \_\_\_\_\_

**Nature of Work**

New Building \*     Repair

Addition \*         Electrical

Demolition         Plumbing

Alteration

Other \_\_\_\_\_

**Proposed Use and Floor Area (sf)**

Commercial \_\_\_\_\_

Industrial \_\_\_\_\_

Residential \_\_\_\_\_

Other \_\_\_\_\_

TOTAL \_\_\_\_\_

**Notes:** \_\_\_\_\_

**NOTE TO APPLICANT**

- Final approval by HCDA is required prior to issuance of a building permit for any development within the Kakaako District.
- For any development project where construction drawings are not available, submit two (2) sets of project information as listed in "Filing Procedures for a Planned (PD) or Base Zone (MUZ) Development Permit".
- For approval of building permits, submit the building permit application form and the following sets of required plans or drawings: (1) Building Department file copy; (2) job site copy; and (3) HCDA file copy.
- For any conditional use for joint use or off-site parking, attach supplemental application forms.

\* A project eligibility must be obtained from HCDA before a development permit can be issued for a new building or substantial addition.

I hereby acknowledge that I have read this application and attached information for the above-referenced project site and state that the information is correct. I hereby agree to comply with all City and County of Honolulu ordinances and state laws regulating development and building construction and authorize HCDA to inspect the property or construction upon notification of the undersigned for compliance with the Development Permit.

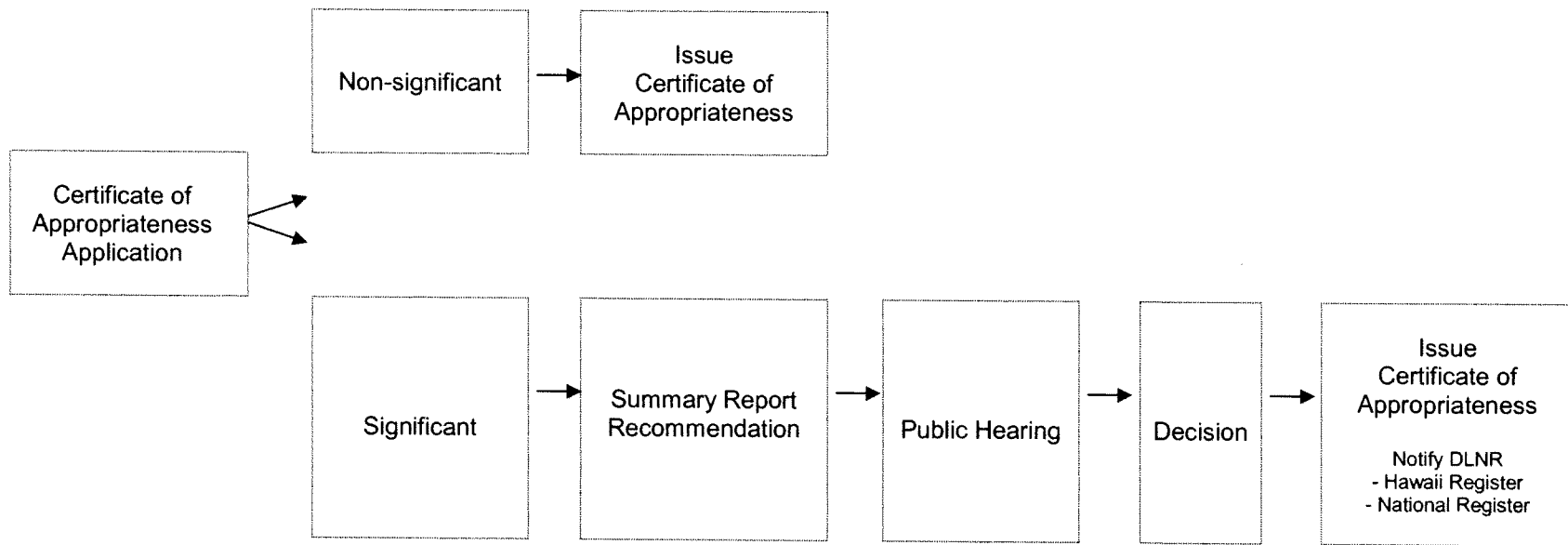
Signature (owner or agent): \_\_\_\_\_ Date: \_\_\_\_\_

If agent, print name: \_\_\_\_\_ Agent's Telephone No.: \_\_\_\_\_

General Processing Flowchart

**CERTIFICATE OF APPROPRIATENESS**

Mauka & Makai Areas



# KAKAAKO COMMUNITY DEVELOPMENT DISTRICT

## HISTORIC AND CULTURAL SITES INVENTORY

— DISTRICT BOUNDARY

### HISTORIC SITES

- 1 KAWAIAHAO CHURCH
- 2 MISSION HOUSES
- 3 ELIZABETH BUILDING
- 4 ROYAL BREWERY BUILDING
- 5 OLD KAKAAKO FIRE STATION
- 6 THE NEWS BUILDING
- 7 KAKAAKO PUMP STATION
- 8 IMMIGRATION STATION
- 9 MOTHER WALDRON PLAYGROUND
- 10 YEE/KOBAYASHI STORE
- 11 BRASS FOUNDRY
- 12 MCKINLEY HIGH SCHOOL
- 14 MAKKI CHRISTIAN CHURCH

### CULTURAL SITE

- 13 NEAL BLAISDELL CENTER

HAWAII COMMUNITY  
DEVELOPMENT AUTHORITY

