

HONOLULU CITY COUNCIL
KE KANIHELA O KE KALANA O HONOLULU
CITY AND COUNTY OF HONOLULU

ORDINANCE

BILL **56 (2025)**

A BILL FOR AN ORDINANCE

RELATING TO SPECIAL MANAGEMENT AREAS.

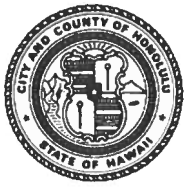
BE IT ORDAINED by the People of the City and County of Honolulu:

SECTION 1. Purpose. The purpose of this ordinance is to amend the provisions relating to special management area permits.

SECTION 2. Section 25-5.2, Revised Ordinances of Honolulu 2021, is amended to read as follows:

"§ 25-5.2 Special management area minor permit.

- (a) When a proposed development requires a special management area minor permit, the applicant for the proposed development within the special management area will be responsible for submitting the following materials to the agency:
- (1) A completed application form (to be obtained from the agency) that is filled out in accordance with the agency's application instructions;
 - (2) A tax map key identification of the property on which the applicant proposes development;
 - (3) A plot plan of the property, drawn to scale;
 - (4) A written description of the proposed development, a statement of the objectives of the development, and an estimate of the valuation of the development;
 - (5) A shoreline survey if required by rules adopted by the director pursuant to HRS Chapter 91;
 - (6) Any other relevant plans or information pertinent to the analysis of the development required by the agency; and
 - (7) The applicable application fee as specified in § 25-5.4.
- (b) Prior to submitting a special management area minor permit application to the agency, the applicant shall present the project to the neighborhood board of the



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district where the project is located or, if no such neighborhood board exists, an appropriate community association. The applicant shall provide written notice of the presentation to owners of all properties adjoining the proposed development. The requirements of this subsection will be deemed satisfied if the applicant makes a written request to present the proposed development to the neighborhood board or community association and:

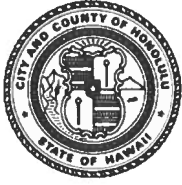
- (1) The neighborhood board or community association fails to provide the applicant with an opportunity to present the proposed development at a meeting held within 60 days after the date of the written request; or
- (2) The neighborhood board or community association provides the applicant with written notice that it has no objection to the proposed development or that no presentation of the project is necessary.

(c) Upon receipt of an application and applicable fees, the director shall review the application for completeness. Within 10 working days after receipt of an application, the director shall provide the applicant with written notice that:

- (1) The application is deemed complete and has been accepted for processing; or
- (2) The application is incomplete and has been rejected, with a statement of the specific requirements necessary to complete the application.

~~[(e)]~~ (d) If the director determines the development satisfies the review criteria identified in § 25-4.1, the director shall grant, or grant with conditions, a special management area minor permit within 45 calendar days after acceptance of a completed application. The director may extend the deadline for an additional 45 calendar days should revised plans or application materials be submitted by the applicant or when additional application materials are deemed necessary during the director's analysis of the proposal. The director may grant an additional deadline extension of 30 calendar days on request of the applicant, as necessary.

~~[(d)]~~ (e) If the director determines the development is likely to have significant adverse environmental or ecological effects, taking into account potential cumulative effects, the director shall deny the application and the applicant may seek a special management area major permit."



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SECTION 3. Ordinance material to be repealed is bracketed and stricken. New material is underscored. When revising, compiling, or printing this ordinance for inclusion in the Revised Ordinances of Honolulu, the Revisor of Ordinances need not include the brackets, the bracketed and stricken material, or the underscoring.

SECTION 4. This ordinance takes effect upon its approval.

INTRODUCED BY:



DATE OF INTRODUCTION:

AUG 6 2025

Honolulu, Hawai'i

Councilmembers

APPROVED AS TO FORM AND LEGALITY:

Deputy Corporation Counsel

APPROVED this _____ day of _____, 20 ____.

RICK BLANGIARDI, Mayor
City and County of Honolulu

Report Title:

Department of Planning and Permitting ("DPP"); Special Management Area Permits; Neighborhood Board Presentation; Community Engagement

Description:

Requires an applicant for a special management area minor permit to present the subject project to the neighborhood board of the district where the project is located or, if no such neighborhood board exists, then an appropriate community association. Requires the applicant provide written notice of the presentation to owners of all properties adjoining the proposed development. Provides that the presentation requirement will be deemed satisfied if, upon written request of the applicant to present, the neighborhood board or community association fails to provide the applicant with an opportunity to present within 60 days of a written request, or the neighborhood board or community association provides the applicant with written notice that it has no objection to the proposed development.

The summary description of legislation appearing on this page is for informational purposes only and is not legislation or evidence of legislative intent.