



**COUNTY OF KAUA'I  
DEPARTMENT OF PLANNING**

**SPECIAL MANAGEMENT AREA (SMA)  
ASSESSMENT APPLICATION**

<b>APPLICANT INFORMATION</b>	
Applicant: _____	
Address: _____ Phone: _____	
Applicant's Status: (Check one)	
<input type="checkbox"/> Owner of the Property	("Owner" means the holders of legal title of land in fee simple) If applicant is not the landowner, attach written landowner Letter of Authorization
<input type="checkbox"/> Authorized Agent	
Contact Person: _____	Address: _____
Phone: _____	_____
Email: _____	_____

<b>PROJECT INFORMATION</b>	
Site Address: _____	Tax Map Key: _____
_____	Lot Area: _____
State Land Use District: _____	County Zoning: _____
General Plan Designation: _____	
Nature of Development: _____	
_____	
_____	
*Attach plot plan of the property, drawn to scale with all proposed structures shown, and any other information necessary to a proper determination relative to the specific request.	



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**General Project Information**

Written Description of the following (attach additional pages, if necessary):

1. Describe the Proposed Project including:
  - a. Proposed uses, activity, or operation
  - b. Proposed development or construction
2. Location of all activities
3. Statement of reasons/justification for project:

**Estimated Project Valuation**

Provide a written statement of estimated valuation of the proposed development including assessment of the following:

- Estimated valuation of all components of the proposed development.
- Identification and valuation of any component that may be considered exempt.

For “improvements”, “repair”, or “maintenance” projects associated with buildings or single-family residences, the following are required:

- Job Cost Breakdown Worksheet.
- Declaration acknowledging understanding and agreeing that repair exemption cost figures estimated in the “Non-Substantial Improvement Job Cost Breakdown Worksheet” are subject to review after the completion of the proposed repairs for consistency with the actual and proposed repairs.

**Additional Assessment Application Materials**

The applicant shall submit the following information and documentation to the Planning Department:

- If property abuts a shoreline, a certified shoreline survey conducted by a registered land surveyor within 6 months of an application shall be submitted, when required by the Planning Agency.
- Assessment administrative fee of \$50.
- Any other relevant plans or information required by the Department.



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**Environmental, Ecological, or Cumulative Impact Criteria**

(This must be filled out for possibly “exempt” projects or projects that may have significant adverse environmental, ecological effect, or cumulative impact)

An exempt proposal may be considered “development”, or a minor project may require a SMA use permit when the project may have a significant adverse environmental or ecological effect, or cumulative impact on the SMA.

**Portioning of Project**

A portion of a project may constitute “development” when that portion of an excluded use, activity, or operation may result in a significant adverse environmental or ecological effect or cumulative impact.

**Does the project present a cumulative impact:**

(What are the cumulative adverse effects when the sum of foreseeable effects predicted during the proposed action’s lifespan may adversely affect the quality of the environment or ecology).

**Significant Effect Checklist**

*All comment boxes shall be filled out, please do not leave any comment box blank.*

A proposal may constitute a significant adverse effect on the environment if it may:

- i. Cause irrevocable commitment to loss or destruction of natural, cultural, or historic resources, including historic sites, Special Treatment Districts, view planes, scenic vistas, scenic corridors, recreation areas, or recreation resources.

Comments:

- ii. Significantly curtails the range of beneficial uses of the environment.

Comments:

- iii. Conflict with County or State long-term environmental policies or goals (Reference Kaua’i County General Plan 2018, and HRS205A).

Comments:



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- iv. Be contrary to the County General Plan, Development Plans, zoning and subdivision ordinances, State Plan, or the objectives, policies, and guidelines of the SMA Rules.

Comments:

- v. Substantially and adversely affect the economic or social welfare of the community, County, or State.

Comments:

- vi. Substantially and adversely affect cultural practices of the community, County, or State.

Comments:

- vii. Cause a substantial adverse effect on public health.

Comments:

- viii. Involve adverse secondary impacts, such as population changes or effects on public facilities.

Comments:

- ix. Involve substantial degradation of environmental quality.

Comments:

- x. Individually have no significant adverse effect but cumulatively have a substantial adverse effect on the environment.

Comments:



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- xi. Involve a commitment for larger actions.

Comments:

[Empty dotted-line box for comments]

- xii. Substantially and adversely affect a rare, threatened, or endangered species of animal or plant, or its habitat.

Comments:

[Empty dotted-line box for comments]

- xiii. Cause substantial adverse effects on air quality.

Comments:

[Empty dotted-line box for comments]

- xiv. Cause substantial adverse effects on water quality.

Comments:

[Empty dotted-line box for comments]

- xv. Cause substantial adverse effects on ambient noise levels.

Comments:

[Empty dotted-line box for comments]

- xvi. Cause substantial adverse effects by being located in an environmentally sensitive area.

Comments:

[Empty dotted-line box for comments]

- xviii. Be likely to suffer damage by being located in an environmentally sensitive area, including a flood plain, shoreline, tsunami zone, beach, erosion-prone area, geologically hazardous land, estuary, fresh water, or coastal water.

Comments:

[Empty dotted-line box for comments]



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xix. Require substantial energy consumption.

Comments:

xx. Cause emission of substantial greenhouse gases.

Comments:

**Applicant Certification**

I certify that the information provided in this assessment application is true and correct to the best of my knowledge.

I understand:

- Additional fees and/or the submittal of other application forms may be necessary to complete this application for acceptance and processing.
- Tender of fees by the County does not imply acceptance of this application.
- Errors in self-declaration or missing or incomplete information will delay acceptance and processing of your application.
- Any purposeful misrepresentations in this application may result in delay, denial, permit revocation, violations, fines and even criminal prosecution.

Applicant Name: .....

Applicant Signature: .....

Date of Signature: .....

*WARNING: if you are a property owner of a Unit within a Condominium Property Regime (CPR), you are obligated to acknowledge and understand your rights and duties under the documents governing your CPR. The Kaua'i County Planning Department (Department) has no duty or obligation to enforce CPR Documents. By submitting this application [or, authorization for], you hereby indemnify and hold harmless the Department from any and all liability arising from disputes or actions resulting from the interpretation or enforcement of your CPR documents.*



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<b>DEPARTMENT USE ONLY</b>	
<b>Assessment Determination</b>	
<i>Unless otherwise stated, the determination remains valid for up to two years from date of this determination</i>	
Date assessment application was deemed complete:	
Assessment administrative fee received:	
Assessment Determination due date:	
Extended determination date, if agreed to by the applicant:	
Assessment determination valid until:	
SMA(A)-202 _____ - _____	

**Director's Determination**

**Exemption Determination**

- The proposal is not development as defined in SMA Rules Section 1-7.
- The proposal is exempt from an SMA Permit.
- See attached Exemption Determination which incorporates terms and conditions of the exemption.

**SMA Minor Permit Determination**

- The Director has determined that:
  - The proposal is development as defined in SMA Rules Section 1-7.
  - The proposed development valuation is not more than \$750,000, with inflation adjustments every five years starting May 29, 2025, if the development is not situated on a shoreline parcel or parcel impacted by waves, storm surges, high tide, or shoreline erosion.
  - The proposed development valuation is not more than \$500,000 if the development is situated on a shoreline parcel or parcel impacted by waves, storm surges, high tide, or shoreline erosion.
  - The proposed development will not result in a significant adverse environmental or ecological effect or cumulative impact under SMA Rules Section 3-3.
  - Applicant shall comply with SMA Minor Permit application requirements under Section 4.0 of the SMA Rules.

**SMA Use Permit Application Notification**

- If an SMA Use Permit application is required, please be informed of the following:
  - Requirement to submit an SMA Use Permit application pursuant to SMA Rules Section 4-2.
  - Public hearing requirements under SMA Rules Section 5.0.
  - Planning Commission requirements for action under SMA Rules Section 4.0.
  - Please consult with the Planning Department regarding the area of critical concern to delineate the scope of information the applicant must address; and area of critical concern/required scope of information.

\_\_\_\_\_  
Planning Director or designee

\_\_\_\_\_  
Date