Kakela Makai Improvement Design Review Application

Phase	Lot #	Lot Address	Tax Map Key	Application Date

Property Owner:_____

Mailing Address:_____

Phone:_____ **Fax:**_____ **Email:**_____

Plan Maker:_____ **Architect/License #:**_____

Address:_____

Phone:_____ **Fax:**_____ **Email:**_____

Submit the following required documents as .PDF files. <u>No hardcopies</u>.

<u>Please click box by the Appropriate Project(s) and include the following:</u>

<u>Improvement (fence or site wall higher than 4'-0), Bldg. Addition, or Renovation:</u>

1: Drawings 2: Project Description 3: Completed Design Checklist $100 Fee

<u>Solar / Photovoltaic Installation:</u> 1: Drawings/Project Description No charge

<u>Repainting same colors:</u> 1: Submit this document for approval No charge

<u>Repainting new colors:</u> 1: Description of Change 2: Color I.D. #'s $50 Fee

<u>Re-roofing same materials, colors:</u> 1: Submit this document for approval No charge

<u>Re-roofing, new materials &/or colors:</u> 1: Description of Change 2: Roof Material I.D. $50 Fee

<u>Landscaping</u> (new plantings, fence or site wall lower than 4'-0)

1: Drawings 2: Project Description No charge

Anticipated Project Start Date:_____

Please attach a copy of this completed Application Form, and the required .PDF files to an email. Send the email to: kakelamakai.drc@gmail.com.

<u>If a fee is required</u> - mail your payment and a printed copy of the application to: Kakela Makai, c/o Hawaiiana Management Co., 4370 Grove Street, #110, Lihue, HI 76766.

<u>If no fee is due</u> – the submission is entirely by email, nothing needs to be mailed via USPS.

This checklist is designed to help Owners, Architects and the Design Review Committee review Improvement Plans for compliance with Kakela Makai Design Requirements. If the design submitted complies with ALL of the following bullet points it is highly likely the Improvement Plans will be approved by the Design Review Committee. For requirement details please see Kakela Makai Oceanview Submission Design Review Requirements. While many of the items on the following checklist may not apply specifically to the Improvement Project being proposed – the Checklist serves as a reminder that the improved property needs to meet all Kakela Makai Design Requirements.

Please note: It **is not** the responsibility of the Design Review Committee to review the plans for compliance to Kauai County zoning and building ordinances and codes or any other applicable requirements –meeting those requirements is the responsibility of the owner and architect stamping the plans.

IMPROVEMENT DESIGN REVIEW CHECKLIST

(Check each box if your plans comply with that item)

- ☐ **Plans are stamped by licensed Architect.**
- ☐ **"Site Visit" letter provided by licensed Architect.**
- ☐ **Copy of all required plans, in .PDF format, has been included with the application.**
- ☐ **Typical Hawaiian design elements are incorporated into the home's design.**
- ☐ **The main dwelling has at least 1,250 square feet of living area if a single story or at least 1,600 square feet of living area if two story.**
- ☐ **Plans include a 2-car garage with overhead door.**
- ☐ **If the plans include a free-standing ADU - the ADU (including lanais) is 750 square feet or less.**
- ☐ **If the plans include a free-standing ADU - the ADU's style of architecture, color and appearance is the same as, or complimentary to, the main dwelling.**
- ☐ **The design of the house has been tailored to the homesite, not the site to the house.**
- ☐ **If fill is called for, it is not being used to elevate or materially change the site.**
- ☐ **The roof's form is in compliance with Design Requirements.**
- ☐ **The roof pitch is at least 3:12 and no more than 8:12.**
- ☐ **Roof material and color comply with Design Requirements.**
- ☐ **Roofing material Manufacturer's I.D. # with color is indicated / provided.**
- ☐ **Overhangs adjacent to any glass area are at least 3 feet.**
- ☐ **Solar panels and skylights (if applicable) are located such that they're hidden from view as much as practicable.**
- ☐ **Roof is free of water tanks.**
- ☐ **Any mechanical equipment, ventilators, air conditioning systems and openings are positioned such that they're visually and audibly unobtrusive in their installation and operation. If applicable, required decibel information is provided.**
- ☐ **Building walls are wood, stucco or rock in natural earth tones.**
- ☐ **Building trim is wood or, if the home exterior is stucco trim is stucco.**
- ☐ **Underside of elevated floors and decks are enclosed per Design Requirements.**
- ☐ **Building wall and trim color's I.D. #s (complying with Design Requirements) are indicated / provided.**
- ☐ **Exposed chimneys are in compliance with Design Requirements.**
- ☐ **Proposed retaining walls are constructed of rock, stucco-faced concrete block or concrete.**
- ☐ **Exposed concrete / block foundations / support structures have plaster finish with integral color or painted.**

- ☐ **Gutters and downspouts are located such that runoff is discharged completely within the Owner's property**
- ☐ **Proposed fences comply with Design Requirements.**
- ☐ **If pools, whirlpool spas or hot tubs are proposed:**
    - ☐ **Fully enclosed by fencing**
    - ☐ **Located to prevent nuisance to adjacent properties**
    - ☐ **Decibel information provided**
- ☐ **If air conditioners are proposed :**
    - ☐ **Located / screened as to not be visible from the street**
    - ☐ **Located to prevent nuisance to adjacent properties**
    - ☐ **Decibel information provided**
- ☐ **Exterior lighting indicated on plans.**
- ☐ **Propane tanks are enclosed / screened from view of adjacent properties and roadways.**
- ☐ **Electrical service / meter screened from view of adjacent properties and roadways.**
- ☐ **Antennas or satellite dishes are located / screened as to not be visible from adjacent properties or roadways.**
- ☐ **There are no proposed plantings of shrubs or trees which would grow to a significant height and thus interfere with what could reasonably be considered a view plane for one or more neighbors.**
- ☐ **Plantings of trees and shrubs will be located and maintained by the homeowner in such a way that they will not intrude into, or overhang, neighboring properties.**
- ☐ **A table has been provided noting the botanical names of each proposed larger species clearly stating the maximum height, width and breadth to which each plant will be allowed to grow ensuring the plants are:**
    - ☐ **Contained on the property.**
    - ☐ **Kept out of neighbor's view planes.**

If the Proposal being submitted for review does not meet one or more of the Design Requirements detailed in the Kakela Makai Design Requirement document – please explain below:

- What's non-conforming?
- Why your exceptions are necessary?
- How they will benefit the neighborhood if approval is granted?