

BUILDING IN HAWAIIAN SHORES

ACTION ITEMS FOR NEW BUILD OR REMODEL

1. **Review the Hawaiian Shores Community Association (HSCA) CC&R's** and note how Hawaii County and HSCA building requirements are different.
2. **To save unnecessary time and expense, contact the HSCA office prior to drafting plans** with any questions and/or a better understanding of the process.
3. **Submit a Site Plan** to the HSCA office illustrating floor plan with sq. ft., one exterior elevation with height and roof slope, easements, setbacks, driveway width and composition and location of any exterior lighting.
4. **HSCA Design Review Committee (DRC) will evaluate your site plan** and approval of the Step One application may be granted. Any changes to the site plan in order to be compliant with the HSCA CC&R's will need to be submitted to your architect or draft person.
5. **Submit HSCA approved plans to Hawaii County** for approval and a building permit.
6. **Submit a copy of the final complete set of stamped "JOB SITE" plans to the HSCA office** for DRC Step Two approval along with a copy of your Hawaii County Building Permit and a Septic Permit.
7. **HSCA DRC will reevaluate your final "JOB SITE" plan** and once approval of the Step Two application is granted, construction can begin.
8. **Before any landclearing/excavating is done, the HSCA office must receive a 5 day notice** of intent to work. This will allow Association personnel the necessary time to locate and mark water easements. See Landclearing Check List.

NOTE: Hawaii County and HSCA CC&R's building requirements are not the same. If you apply for a County building permit prior to HSCA Design approval, it can add substantial time and expense to your project.