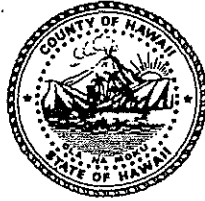


Harry Kim
Mayor



Christopher J. Yuen
Director

Roy R. Takemoto
Deputy Director

County of Hawaii

PLANNING DEPARTMENT

Aupuni Center • 101 Pauahi Street, Suite 3 • Hilo, Hawaii 96720
Phone (808) 961-8288 • Fax (808) 961-8742

June 3, 2004

Jacqueline J. Crow
9451 El Ganito
La Mesa, CA 91941

Dear Ms. Crow:

SUBJECT: Ohana Dwelling Permit Application (2004-0011)
Applicants: Jacqueline J. Crow
Land Owners: Crow Family Trust
Proposal: Construct an Attached Ohana Dwelling Unit
Tax Map Key: (3) 7-7-017:052

We are returning your application and submittals, including your check #4000 in the amount of the \$25.00 filing fee, for an Ohana Dwelling Unit on the subject parcel (TMK: (3) 7-7-017:052) due to being defective. It will be necessary for you to address the deficiencies listed below before we will be able to consider your application complete.

1. Your submittals failed to include an original and five (5) copies of the elevation drawing of the proposed ohana dwelling unit;
2. The plot plan submitted is incomplete. Please ensure that the plot plan contains all the information specified in Item (a)(2) shown on the Application For Ohana Dwelling Unit Permit form, including the following:
 - Yard (setback) requirements from property lines; and
 - The existing and proposed driveways.
3. The certification of clearance from the Director of Finance that the real property taxes and all other fees relating to the subject parcel have been paid and that there are no outstanding delinquencies was not included in the application.
4. Your list of surrounding property owners notified of your application is not complete. Owners and/or lessees of record for the following Tax Map Key numbers that were not included on your list are (3) 7-7-025:009, 010, 011; and (3) 7-7-017:030

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Jacqueline J. Crow
June 3, 2004
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For your information, the notice to your neighbors should include the following information:

- The name of the applicant;
- The precise location of the property involved;
- The nature of the application and the proposed use of the property;
- The date on which the application was filed with the director; and
- The date by which the administrative action will be taken on the application.

Also, it will be necessary that you mail notices again if you decide to resubmit this application because the notification must be within ten (10) days of submittal of your application.

5. Finally, a Special Management Area Assessment Application must be applied for **prior to any resubmittal** that is made for the Ohana Unit. A SMA Assessment Application form has been included for your use.

If you have any questions please call Deanne Bugado of our West Hawaii Office at 327-3510.

Sincerely,


CHRISTOPHER J. YUEN
Planning Director

Enclosure: Application w/copies
Check #4000
SMA Assessment Application

BM:deb
P:\Ohana\Kona Ohana\Return\OHNR-7-7-17-52 Crow.doc

xc: Planning Department - Kona