

**DAM SAFETY PERMIT**  
**INSTRUCTIONS FOR THE APPLICATION FOR APPROVAL OF THE PLANS AND**  
**SPECIFICATIONS FOR THE CONSTRUCTION, ENLARGEMENT, REPAIR,**  
**ALTERATION, OR REMOVAL OF DAMS IN THE STATE OF HAWAII**

---

Requirements for obtaining an approval for the construction, enlargement, repair, alteration, or removal of dams and reservoirs in the State of Hawaii are outlined in the Hawaii Administrative Rules, Title 13, Department of Land and Natural Resources, Sub-Title 7 – Water and Land Development, Chapter 190.1 – Dams and Reservoirs: effective February 20, 2012

The formal application when submitted shall include the following items:

1. Filing fee equal to 2% of the Detailed Cost Estimate (§13-190.1-50)\*\*
2. Two (2) copies of the Detailed Cost Estimate
3. Two (2) copies of the Final Design Report
4. Two (2) copies of the Plans
5. Two (2) copies of the Specifications
6. Proposed Construction Schedule
7. Other Supporting Documents
8. One (1) electronic copy of all the above

\*\* The Department shall accept and take action on applications only if the fee shown for the application is paid at the time the application is submitted. The fee is based upon two percent of the total project costs associated with the design and construction of the dam and appurtenant works as in accordance with Chapter 13-190.1-50. In the event the actual cost exceeds the estimated cost by more than 15 percent, a further fee shall be required and shall be two per cent of the amount the actual cost exceeded the estimated cost of the construction, enlargement, alteration, repair, or removal. No further fee shall be required, if such fee is to be computed at less than twenty dollars (\$20).

All of these items are to be received and reviewed by the Department of Land and Natural Resources (DLNR) Engineering Division before a recommendation to the Board of Land and Natural Resources for the application will be provided. Please address applications to:

Chairperson, Board of Land and Natural Resources  
Department of Land and Natural Resources  
Engineering Division  
P.O. Box 373  
Honolulu, Hawaii 96809  
Telephone: (808) 587-0230

**INSTRUCTIONS FOR COMPLETING THE APPLICATION FORM**

---

All information should be typed or printed. Every item on the form should be completed. If a specific item does not apply to your proposed structure, mark it NA (not applicable). Make sure the application form is signed and dated. Any questions pertaining to completion of this form should be directed to the Engineering Division.

State of Hawaii  
BOARD OF LAND AND NATURAL RESOURCES  
Department of Land and Natural Resources  
Engineering Division

DAM SAFETY PERMIT  
APPLICATION FOR APPROVAL OF PLANS AND SPECIFICATIONS FOR CONSTRUCTION,  
ENLARGEMENT, REPAIR, ALTERATION, OR REMOVAL OF A DAM

Date of Application: \_\_\_\_\_

Applicant:  
Contact Name: \_\_\_\_\_ Firm / Company: \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

The Applicant hereby applies to the Board of Land and Natural Resources for the approval of the attached plans and specification for the \_\_\_\_\_ (construction, etc.) in accordance with Chapter 179D HRS (as amended by Act 262, SLH 2006), and subject to the provisions, conditions, and limitations of the current Hawaii Administrative Rules and various DLNR dam safety guidelines.

Accompanying this application are: (please check)

- 1. Filing fee equal to 2% of the Detailed Cost Estimate + Eng costs w/ calculation \_\_\_\_\_
  - 2. Two (2) copies of the Detailed Cost Estimate \_\_\_\_\_
  - 3. Two (2) copies of the Final Design Report \_\_\_\_\_
  - 4. Two (2) copies of the Plans \_\_\_\_\_
  - 5. Two (2) copies of the Specifications \_\_\_\_\_
  - 6. Proposed Construction Schedule \_\_\_\_\_
  - 7. Supporting documents: \_\_\_\_\_
  - 8. One (1) electronic copy of all the above \_\_\_\_\_
- \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NAME OF STRUCTURE: \_\_\_\_\_

DAM OR RESERVOIR LOCATION: \_\_\_\_\_

Island: \_\_\_\_\_ Tax Map Key: \_\_\_\_\_

Attach USGS topographic map (scale 1" = 2000') and property tax map (showing location access to site, proposed work)

State Land Use District: \_\_\_ Agriculture \_\_\_ Urban \_\_\_ Rural \_\_\_ Conservation

BRIEF DESCRIPTION OF WORK TO BE PERFORMED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TECHNICAL INFORMATION:

1. Drainage Area \_\_\_\_\_ sq. miles or \_\_\_\_\_ acres
2. Classification of Dam (Hazard/Size) \_\_\_\_\_
3. Type of Structure \_\_\_\_\_
4. Elevation-Area-Capacity Data:

	Elevation	Surface Area (acres)	Total Storage Volume (acre-feet)
Natural Streambed	_____	_____	_____
Primary Spillway	_____	_____	_____
Secondary Spillway	_____	_____	_____
Top of Dam	_____	_____	_____
Design Water Level	_____	_____	_____
Invert of Drain	_____	_____	_____
5. Spillway Details (Type, Dimensions, Material)  
Primary: \_\_\_\_\_  
Secondary: \_\_\_\_\_
6. Purpose of Structure \_\_\_\_\_  
(water supply, irrigation, recreation, real estate development, etc.)
7. Attach rainfall and stream flow records, and flood-flow records and estimates (as accurately as may be readily obtained)

ADDITIONAL INFORMATION

1. Primary Owner Contact (if different from applicant) \_\_\_\_\_  
Owner Company or Entity: \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_
2. Registered Hawaii Professional Engineer who prepared the plan \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Registration No. \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_
3. Registered Professional Engineer to be responsible for inspection during construction \_\_\_\_\_
4. Contractor (If known) \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_
5. List all other permits applications submitted to other governmental agencies:  
\_\_\_\_\_  
\_\_\_\_\_
6. Anticipated effect of proposed structure on natural environment: \_\_\_\_\_  
\_\_\_\_\_

7. List all other parties that have ownership or other interest on the parcels where the dam and reservoir are located and identify their interest in the property. The Owners herein listed below concur with the work proposed within this application by the applicant and by his/her signing hereto, the owner of the land extends to the Board of Land and Natural Resources, and its designated representatives, a right-of-entry onto the project site to conduct any investigations or inspections required in compliance with the provisions of Chapter 13-190.1, Hawaii Administrative Rules. (Submit additional copies of this sheet should there be more owners)

\_\_\_\_\_  
(Printed Name & Signature of Owner)

\_\_\_\_\_  
(Address / TMK/Interest in Dam or Reservoir)

\_\_\_\_\_  
(Printed Name & Signature of Owner)

\_\_\_\_\_  
(Address / TMK/Interest in Dam or Reservoir)

\_\_\_\_\_  
(Printed Name & Signature of Owner)

\_\_\_\_\_  
(Address / TMK/Interest in Dam or Reservoir)

\_\_\_\_\_  
(Printed Name & Signature of Owner)

\_\_\_\_\_  
(Address / TMK/Interest in Dam or Reservoir)

\_\_\_\_\_  
(Printed Name & Signature of Owner)

\_\_\_\_\_  
(Address / TMK/Interest in Dam or Reservoir)

\_\_\_\_\_  
(Printed Name & Signature of Owner)

\_\_\_\_\_  
(Address / TMK/Interest in Dam or Reservoir)

\_\_\_\_\_  
(Printed Name & Signature of Owner)

\_\_\_\_\_  
(Address / TMK/Interest in Dam or Reservoir)

\_\_\_\_\_  
(Printed Name & Signature of Owner)

\_\_\_\_\_  
(Address / TMK/Interest in Dam or Reservoir)

I, \_\_\_\_\_, the applicant, hereby certify that the information herein is true and factual to the best of my knowledge. Signing below indicates that the applicant understands that, if the permit requested is granted by the Board of Land and Natural Resources, the proposed work is to be initiated and completed within five (5) years of the approval date, unless specifically permitted in the approved permit terms and conditions.

\_\_\_\_\_  
(Signature of Applicant & Title)

Date: \_\_\_\_\_