

**Hawaii Dam and Reservoir Safety Program
DAM SAFETY PERMIT**

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

Introduction

The Department of Land and Natural Resources (DLNR) Engineering Division administers the State Dam and Reservoir Program as authorized under Hawaii Revised Statutes Chapter 179D (HRS) and Hawaii Administrative Rules Title 13, Department of Land and Natural Resources, Sub-Title 7 – Water and Land Development, Chapter 190.1 – Dams and Reservoirs, (HAR). Requirements for obtaining an approval for the construction, enlargement, repair, alteration, or removal of dams and reservoirs are derived from the (HRS) and Hawaii Administrative Rules (HAR) and the steps for obtaining a dam safety permit are outlined in this application form. Any omissions or errors in this document do not relieve the Applicant from complying with applicable sections of the HAR.

All applications should be addressed 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

An Applicant is encouraged to contact the Department to if they are interested in a pre-application meeting. The pre-application meeting allows for discussion of the Applicants conceptual plan and the requirements of the Board for specific applications and gives the Applicant an opportunity to ask questions.

A separate project dam safety permit application form shall be used for each dam structure. All information on the application form should be typed or printed. If a specific item does not apply it should be marked NA (not applicable). All owners of the facility shall sign an “Owners Signature” page for this site and project.

The Department shall accept and take action on applications only if the fee for the application is paid. 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.

Review steps:

1. Administrative completeness review
2. Permit technical review
3. Approval by Board of Land and Natural Resources
4. Issuance of Permit

Any questions pertaining to completion of this form should be directed to the Engineering Division, Dam Safety Program at (808) 587-0254.

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Dam Name: _____ Project Type: _____

DAM SAFETY PERMIT APPLICATION FORM

Fill in the following information for the specified dam safety permit project. One application shall be used for each dam or reservoir structure.

Project Information	<i>Application Date</i>	
	<i>Applicant Name (Attachment 1)</i>	
Dam Name		
Dam ID No. (State) (if New Dam enter N/A)		
Type of Project (check one)	<input type="checkbox"/> New Construction <input type="checkbox"/> Improvement (repair/rehabilitation/alteration) <input type="checkbox"/> Reduction (alteration to below regulatory jurisdiction) <input type="checkbox"/> Removal (breach, no pond)	
Dam/Reservoir Location (City)		
Dam/Reservoir Location (Latitude/Longitude)		
TMK(s)		
Island/County		
State Land Use District (check all applicable)	<input type="checkbox"/> Agriculture <input type="checkbox"/> Rural <input type="checkbox"/> Urban <input type="checkbox"/> Conservation	

Application Package	Included (Y/N)
1. Dam Safety Permit Application Form (with each owner's signature page) [Ref. 13-190.1-20(d)(1)]	
2. Design Report(s) [Ref. 13-190.1-20(d)(2)]	
3. Documentation for compliance with Chapter 343 Environmental Review	
4. Documentation for compliance with State Historic Preservation Division (SHPD) See SHPD website for HRS 6E Intake form to be submitted with backup documentation and determination. Government entities shall complete the 6E-08 review. (http://dlnr.hawaii.gov/shpd/review-compliance/forms/)	
5. Construction Plans (2 sets) [Ref. 13-190.1-20(d)(3)]	
6. Construction Specifications (2 sets) [Ref. 13-190.1-20(d)(3)]	
7. Construction Quality Assurance Plan [Ref. 13-190.1-20(d)(4)]	
8. Detailed Cost Estimate [Ref. 13-190.1-20(d)(5)]	
9. Filing fee calculation [Ref. 13-190.1-20(d)(6)]	
10. Filing fee (check) [Ref. 13-190.1-20(d)(6)]	
11. Other Supporting Documents	
12. Electronic copy of all of the above on CD/DVD/USB flash drive/other	

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Dam Name: _____ Project Type: _____

Technical Information	
Drainage Area (sq. miles/acres)	
Type of Structure (Earthen/Concrete, etc.)	
Size Classification of Dam	
Hazard Classification	
Purpose of Structure (Water supply, irrigation, recreation, real estate development, etc...)	
Maximum Capacity (existing volume)	
Maximum Capacity (revised volume after project completed)	
Year completed/last modified	

Description of Work to be performed (describe construction work to be done on dam and reservoir facility)

Anticipated effect of proposed structure on natural environment:

List all parties who share ownership of the parcels where the dam and reservoir are located and identify their interest in the property. All owners herein listed below shall sign **Attachment 2 – Owner Signature** and concur with the work proposed within this application by the applicant.

Owner Information	
<u>Owner 1 Name:</u> Company:	TMK:
<u>Owner 2 Name:</u> Company:	TMK:
<u>Owner 3 Name:</u> Company:	TMK:
<u>Owner 4 Name:</u> Company:	TMK:

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Dam Name: _____ Project Type: _____

Attachment 1

APPLICANT CONTACT INFORMATION

Applicant Information (primary contact for Dam Safety Permit process)	
Applicant Contact Name	
Firm/Company	
Mailing Address	
Telephone	
Fax	
Email	

I, _____, the applicant, hereby certify that the information herein is
(print name)
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.

Applicant Signature

Date: _____

Applicant Title

ENGINEER CONTACT INFORMATION

Licensed Engineer Contact Information	
Registered Hawaii Professional Engineer	
Registration No.	
Firm/Company	
Mailing Address	
Telephone	
Mobile/Other	
Fax	
Email	

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Dam Name: _____ Project Type: _____

Attachment 2

OWNER INFORMATION/SIGNATURE

A separate signature page is required for each and all owners of the dam and reservoir for the subject project. The Owner herein listed below concurs with the work proposed within this application by the applicant and by 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 copies of this sheet for each owner)

Owner Information	
Owner Contact Name	
Firm/Company	
Mailing Address	
Telephone	
Mobile/Other	
Fax	
Email	
TMK for dam/reservoir property	

Owner Signature

Print Name of Owner

Signature of Owner

Date

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Dam Name: _____ Project Type: _____

Attachment 3

FEE REQUIREMENTS/FILING FEE CALCULATION

Payment of the filing fee is required pursuant to HRS §179D-6 and §13-190.1-50 for all applications. The Department shall accept and take action on the following applications and filings only if the fee shown for the application or filing is paid at the time the application or filing is submitted. The fee is based upon two percent of the total project costs associated with construction of the dam and appurtenant works integral to the design and safe operation of the dam.

The applicant or owner shall submit with the application for construction, enlargement, alteration, repair, or removal a fee calculation sheet and the application fee in the amount equal to two per cent of the estimated cost of construction including engineering costs. The estimated cost of the construction, enlargement, alteration, repair, or removal shall include the cost of all labor and materials entering into the construction of the dam and appurtenant works or reservoir, the cost of preliminary investigations and surveys, the cost of the construction plans properly chargeable to the cost of the dam or reservoir, and any and all other items entering directly into the cost of the construction, enlargement, alteration, repair or removal. The costs of right-of-way, detached powerhouses, electrical generating machinery, and roads and railroads affording access to the dam or reservoir shall not be included among the items used in the determination of cost.

An application shall not be considered by the department until the application fee is received. In the event the actual cost exceeds the estimated cost by more than 15 percent, a further fee shall be required by the board before final approval 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).

FILING FEE CALCULATION

Engineering costs (studies, plans, specifications, etc...)	_____
Estimated Construction cost	_____
Total estimated costs	_____
Initial Application fee = 2% x Total estimated costs	_____

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Project Type: _____

CONDITIONS OF APPROVAL

Construction work shall commence within five years of the date of the approved application. A licensed engineer in the State of Hawaii shall be in charge of the inspection of the construction.

One set of final plans and specifications with the County approval (signature) shall be submitted to the Department prior to the start of the work.

The Department shall be notified five (5) calendar days prior to the commencement of the construction, and a construction schedule shall be provided, which includes the notice to proceed date and estimated project duration.

Changes and/or modifications to the plans shall be sent to DLNR Dam Safety Program in the form of shop drawings and/or plans that are approved and stamped by a licensed engineer. Changes and/or modifications shall not be implemented until approved by DLNR Dam Safety Program.

The owner or owner's representative shall submit a copy of the dam safety application and the plans and specifications of the proposed improvements to the County Engineer of the County for which the dam resides for compliance with County codes.

This permit does not relieve the owner or owner's representative of their obligations to comply with all applicable Federal, State, and County regulations. These may include but may not be limited to:

- **National Pollution Discharge Elimination System (NPDES) Permit** – Department of Health (DOH), Environmental Management Division, Clean Water Branch (CWB), Engineering Section.
- **US Army Corps of Engineers Permits (404 Permit)** – USACE, DOH, CWB, Engineering Section
- **Threatened and Endangered Species Review Request** – U.S. Fish and Wildlife Service
- **'No Effects' Letter** – DLNR, State Historic Preservation Division (SHPD)
- **DLNR Stream Channel Permit** – DLNR, Commission on Water Resource Management
- **DOH 401 Permit** – DOH, CWB, Engineering Section
- **Grading Permit** – County, Department of Public Works (DPW), Engineering Division
- **Grubbing Permit** – County, Department of Public Works (DPW), Engineering Division
- **Work Within the County Right-of-Way** – County, Department of Public Works (DPW), Engineering Division
- **Stockpiling Permit** – County, Department of Public Works (DPW), Engineering Division
- **Private Waterline Permit** – County, Department of Public Works (DPW), Engineering Division
- **Building Permit** – County, Department of Public Works (DPW), Building Division
- **Planning Approval** – County, Planning Division
- **Community Noise Permit** – State of Hawaii, DOH, Environmental Management Division, Indoor and Radiological (IRH) Branch