

Princeville *at Hanalei* Community Association

Enhancing the Quality of Life and Princeville Experience for its Members
Community Design Committee

Date: _____

Owner Name: _____ Email: _____ Cell: _____

Property Address: _____ Unit/Lot: _____

☐ New Home Application ☐ Home Addition/Renovation

Architect: _____ Email: _____ Cell: _____

Contractor (if known): _____ Email: _____ Cell: _____

Landscaper: _____ Email: _____ Cell: _____

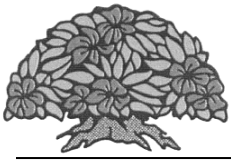
Type of Project	Review Fee	Deposit Amount
Addition/Renovation < 250sqft	\$ 200.00	\$0-\$2,500
Addition/Renovation > 250 but <1,500sqft	\$ 750.00	\$2,500-\$5,000
Addition/Renovation > 1,500sqft	\$ 1,000.00	\$5,000-\$10,000
Additional Submissions due to changes to approved plan	\$ 100.00	
New home <2,500sqft	\$ 1,000.00	\$7,500 - \$10,000
New Home >2,500sqft	\$ 1,500.00	\$10,000 - \$15,000
New Home >3,500sqft	\$ 2,000.00	\$15,000 - \$20,000
Additional Submissions due to changes to approved plan	\$ 250.00	
Reviews by CDC hired consultants for certain projects. Depends on project scope.	\$300-\$1,000	
Major Landscape Changes/Installations (including new house projects) - Refunded after site inspection 1 year after final inspection		\$1,000 - \$2,000

**Make checks payable to the Princeville at Hanalei Community Association (PHCA) and mail to
PO Box 223277 Princeville, HI 96722 or drop off at our office at 4334 Emmalani Drive Princeville.**

For Office Use Only:

Review Fee \$ _____ Received _____

Deposit \$ _____ Received _____



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New Home/ Home Addition Application Checklist

Plan Submission:

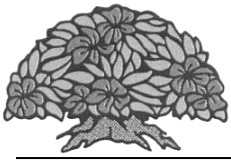
- ☐ Deadline for plan submissions are the 1st of each month emailed as a pdf to cdc@princevillecommunity.com.
- ☐ For Conceptual review, include the New Home Application and all items on this checklist without an asterisk.
- ☐ For Detailed review include all items listed on the form along with Roof Application and Color Scheme Application.
- ☐ Plan package must be complete to be added to the monthly meeting agenda.
- ☐ All plans must be legible and drawn to scale.
- ☐ This signed and completed checklist must be included along with the Detailed review submittal.
- ☐ All CDC approvals will be granted in writing only.

General:

- ☐ **Review the CDC Architectural Guidelines for specifications on the various building requirements.**
- ☐ Include the following photos
 - One photo taken from standing on each property line looking onto the lot (4 photos)
 - Street photo of the lot.
- ☐ All building plans shall be designed, approved and stamped by a professional structural engineer or architect licensed and registered in the State of Hawaii. Plans will not be stamped approved by the PHCA until the architect has stamped them.
- ☐ Indicate North on every drawing that is applicable.
- ☐ Show the Property's street name and number and the architects contact information in the info block on every page.

Site Plan and/or Cover page:

- ☐ Must be legible and drawn to scale (1/8"=1' preferred but 1"=10' accepted).
- ☐ TMK Map indicating property, surrounding properties and street names at a minimum scale of 1" = 100'.
- ☐ Show property line locations and existing easements with dimensions.
- ☐ Show location of all utility boxes on the property and up to 5' away from the property lines.
- ☐ Show outline of proposed structures along with the following building setback lines and insert the actual building distance for each:
 - Rear at 30', Rear structure is _____,
 - Sides at 10', Sides are at _____, _____,
 - Front at 20', Front structure is _____,
- ☐ Show setback lines for lanais, decks, pool/spa, other water features, propane tanks, air conditioning units and fences along with the corresponding equipment.
- ☐ Must include all proposed buildings, improvements and changes on the lot.
- ☐ Show photovoltaic street number light fixture location.
- ☐ Show trash enclosure location.
- ☐ Indicate and show breakdown of building surface coverage calculations. Including the first-to-second floor ratio, hardscape ratio, footprint to lot coverage ratio.
- ☐ Show all paved and/or concrete areas including walkways. Include concrete color as required.
- ☐ Include all roofed areas with overhangs clearly indicated. Indicate the height of all structures from natural grade.



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Grading/Drainage*:

- ☐ Required for all building sites indicating 1' contour lines.
- ☐ Arrows to indicate proposed drainage direction.
- ☐ ICC 2006 states "grade shall fall a minimum of 6" within the 1st 10'."
- ☐ Scale preferred to be 1/4" = 1' but 1" = 10" is acceptable.
- ☐ Detailed cross section cut indicating existing drainage swale, grade and proposed driveway grade.
- ☐ Driveway to:
 - ☐ Follow road swale
 - ☐ Or built with sufficiently sized culvert (_____) to allow passage of expected road drainage.
- ☐ If adding a pool, retaining walls or cutting into the land (basement level), submit Best Management Practices for erosion control and drainage control.

Building Plans:

- ☐ Detailed floor plans with dimensions shown. Exterior for conceptual, both exterior and interior for final*.
- ☐ Demo Plans (if applicable).
- ☐ For remodels/additions – floor plans to delineate existing vs new.
- ☐ All rooms to be labeled and roof edges only to be shown.
- ☐ Complete window and door schedule.
- ☐ Roof plan to be shown separate from floor plan and should not obscure the floor that it covers.
- ☐ Indicate the location of solar hot water panels or instant gas hot water heater.
- ☐ Exterior street view elevation shown in 1/4" scale in 3D Orthographic or Colored Perspective.*
- ☐ Indicate building material and proposed paint color on elevations.*
- ☐ All elevations to be drawn square to the home and labeled as right/left/rear or in the compass direction it faces.
- ☐ Include detailed section cuts for all exterior detail – including but not limited to: stairs and lanai railing; posts and/or columns; eaves, fascia and gutters; window and door casing; fences/enclosures; any and all decorative elements.*
- ☐ Garage Doors with width: minimum 9' single or 18' double bay with make, model, window style indicated.

Landscape Plan*:

- ☐ Must include footprint of proposed building, hardscape, propane and a/c enclosures.
- ☐ Must include any existing easements with dimensions.
- ☐ Show a landscape schedule listing proposed trees, indicating species, plant size, mature height, and canopy spread, shrub and ground cover and other plant materials.
- ☐ Show all significant trees or existing landscaping, if any.
- ☐ Include a complete exterior home & landscape light schedule for location, fixture type, kelvin and lumens.

I have completed and submitted all the above information.

Owner/Architect/Builder

Date