

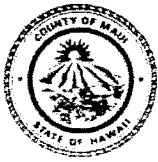
DESIGN REGISTRATION SIMPLIFIED PROCESS OUTLINE

1. Design Registration application, plans, and fee (\$500) are submitted to the Building Plans Review Section (BPRS).
 2. BPRS reviews for completeness and has the Building Permit Section process the fee.
 3. BPRS conducts a building code review and provides comments to the architect or structural engineer.
 4. When in compliance with building code a Design Registration No. is given. The Design Registration No. is put on the title sheet of the plans.
 5. The plans are scanned or uploaded into Application Extender (AX) program. Public and private can view the plans.
KIVANET (<http://public.co.maui.hi.us/records/>)
 6. Standard building permit forms. Complete plans are not required. Only a site plan. Planning may request additional information to determine zoning height compliance.
 7. Plan Review Fee is \$50, not 35% of the building permit fee.
 8. Normal plan review processing by reviewing agencies.
 9. Normal permit fee.
- The architect or structural engineer is the owner of the Design Registration No.
 - Only expedites BPRS review.
 - Upon adoption of a new building code all Design Registrations will be cancelled due to code changes.

Number of Design Registrations from 2012 to present

2012	16 Models
2013	25 Models
2014	8 Models
2015	11 Models
2016	52 Models
2017	14 Models
2018	22 Models

RECEIVED AT AA MEETING ON 5/15/19
Public Works



DEPARTMENT OF PUBLIC WORKS

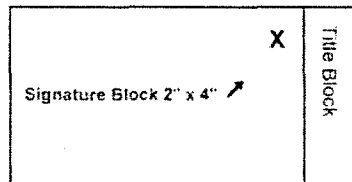
<http://www.co.maui.hi.us>

DEVELOPMENT SERVICES ADMINISTRATION

250 SOUTH HIGH STREET - WAILUKU - HAWAII - 96793

Design Registration Guidelines/Instructions

1. Sheet Size: 24" X 36"
2. Minimum Scale: 1/4" = 1' - 0"
3. Graphic scale on every sheet and/or drawing.
4. Provide the breakdown of the total floor area.
5. Provide a blank space (2" X 4" in size) for DSA's signature block at the upper right-hand corner next to the Title Block. See the sample below.



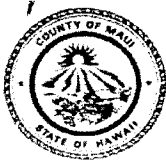
6. Submit one complete set of drawings for each model.
7. Complete an Application for Design Registration form for each model.
(Note: Models with options enlarging the square footage of the dwelling, requires a separate application for each option.)
8. Permitted options to Design Registration Models shall be clearly organized and detailed on all applicable plans.
9. Submit a completed Special Inspections Form for each model.
10. Submit a certification for compliance to the Hawaii Model Energy Code.
11. The Design Registration Fee is \$500.00 for each model. (Make your check payable to: County of Maui).

Mail submittals to:

Attention: Design Registration Desk
Department of Public Works
Development Services Administration
County of Maui
250 South High Street, Room #100
Wailuku, Hawaii 96793

Direct your questions to:

Design Registration Desk
Building Plans Review Section
Phone: (808) 270-7236



DEPARTMENT OF PUBLIC WORKS

http://www.co.maui.hi.us.

DEVELOPMENT SERVICES ADMINISTRATION

250 SOUTH HIGH STREET - WAILUKU - HAWAII - 96793

APPLICATION FOR DESIGN REGISTRATION

(A Request for pre-approval for Building, Housing, & Model Energy Code Compliance only.)

Model Name/Number _____

To be occupied as: _____

Overall Dimensions:

Foundation	<input type="checkbox"/> Post & Pier	<input type="checkbox"/> Concrete	Other <input type="checkbox"/>	_____
Floors	<input type="checkbox"/> Concrete	<input type="checkbox"/> Plywood	<input type="checkbox"/>	_____
Walls	<input type="checkbox"/> 2x4 Studs	<input type="checkbox"/> Metal Studs	<input type="checkbox"/>	_____
Partitions	<input type="checkbox"/> 2x4 Studs	<input type="checkbox"/> Metal Studs	<input type="checkbox"/>	_____
Ceiling	<input type="checkbox"/> Gypsum	<input type="checkbox"/> Open Beam	<input type="checkbox"/>	_____
Roof Covering	<input type="checkbox"/> Fiberglass Shingles	<input type="checkbox"/>	<input type="checkbox"/>	_____
Roof Overhang	_____ feet/inches			

Living Area	_____ s.f.	Estimated Value	\$ _____
Garage/Storage	_____ s.f.		
Entry/Lanais	_____ s.f.	# Bathrooms	_____
Open Decks	_____ s.f.	# Bedrooms	_____
Other	_____ s.f.	# Half-Bath	_____
Total Floor Area	_____ s.f.	# Stories	_____

Remarks:

Applicant Information:

Name _____ License No. _____
(Hawaii Licensed Architect or Structural Engineer)

Address _____ (Signature) _____ (Date) _____ Phone: _____

City/State _____ Fax: _____

Design Registration Fee \$500.00 (Payable to: County of Maui)

For Official Use (RS 06) Single Family (RS 01) Accessory Dwelling (RS 17) Single Family w/Accessory Dwelling

Application Number: DSGN T20 _____ / _____ Date Received: _____

Reviewed by: _____ Accepted Valuation: \$ _____

DESIGN REGISTRATION NUMBER
Date Issued: _____

DSGN 20