

MTKKCA Project Review Form

Aloha Neighbor,

We appreciate your inquiry and your cooperation in the Architectural Review Committee's process in reviewing your project for approval.

We would appreciate your help in starting the process by having you take the time to fill out and return this completed questionnaire to us. This form provides the necessary information to expedite the procedure.

1. PROPERTY ADDRESS:

2. OWNER'S NAME(S):

3. OWNER'S ADDRESS:

4. OWNER'S PHONE #:

5. OWNER'S EMAIL:

6. HOW LONG HAS OWNER OWNED THE PROPERTY?

7. ARE THE MTKKCA HOMEOWNER'S ANNUAL DUES CURRENT? () YES () NO

* If not, you can pay the \$100.00 annual dues by submitting a check, payable to the MTKK Community Association, to P O Box 25103, Honolulu, HI 96825

8. ARCHITECT/CONTRACTOR:

9. CONTACT INFORMATION:

10. PLEASE BRIEFLY DESCRIBE THE SCOPE OF THE PROJECT:

We do require a PDF copy of the plans, or detailed drawings, at your earliest convenience. Plan Review generally takes between 1-2 weeks, but may take longer if a Variance is requested. We also recommend you review the Architectural and Minimum Building Requirements and Guidelines document and obtain the MTKK Community Association's written approval prior to submitting plans to the Honolulu Building Department, to avoid unnecessary time and cost changes.

Please submit your plans to:

Don Bondarenko
Chair, Architectural Standards Committee
dojohawaii@gmail.com
(808) 348-1158