

Report of the Task Force on the Electrical and Plumbing Licensing Laws

In Accordance with S.R. No. 24, S.D.1, and S.C.R. No. 49, S.D.1,
Adopted by the
Twenty-Third Legislature of the State of Hawaii
Regular Session 2005

Prepared by the

REGULATED INDUSTRIES COMPLAINTS OFFICE
DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS
STATE OF HAWAII

December 2005

Executive Summary

Senate Resolution No. 24, Senate Draft 1, and Senate Concurrent Resolution No. 49, Senate Draft 1 (Resolutions), which were adopted by the Twenty-Third Legislature of the State of Hawaii, Regular Session 2005, requested, among other things, that the Department of Commerce and Consumer Affairs (Department) convene a task force (Task Force) to review the Department's current efforts and practices in the enforcement of the State's electrical and plumbing licensing laws and to develop strategies to improve and strengthen those efforts and practices. The Resolutions also instructed the Task Force to report to the Legislature regarding the Task Force's findings.

The Resolutions requested that the Department convene a task force comprised of one representative of each of the following entities:

International Brotherhood of Electrical Workers Local 1186 (IBEW)
Plumbers-Fitters Local 675
Electrical Contractors Association of Hawaii
Plumbers and Mechanical Contractors Association of Hawaii
Board of Electricians and Plumbers
Regulated Industries Complaints Office (RICO)

The Task Force held a series of meetings to discuss various aspects of the electrical and plumbing licensing laws, collected information relating to its discussions, and made a number of recommendations.

Recommendations

The Task Force adopted the following recommendations:

1. Revise Hawaii Revised Statutes Chapter 448E (Electricians and Plumbers) to state explicitly that advertising as an electrician or plumber without the appropriate license constitutes unlicensed activity, authorize the court to order utility companies to disconnect telephone service for telephone numbers used in advertising by unlicensed electricians or plumbers, clarify language relating to aiding and abetting unlicensed activity, and increase fines for unlicensed activity.
2. Encourage the county building permit divisions to provide internal controls to ensure that licensed electricians and plumbers are being hired for permitted electrical work;
3. Strengthen existing laws by explicitly providing for right of entry onto private property during reasonable hours and by providing explicit search warrant authority to RICO to use as necessary.
4. Enhance outreach to and education for owner-builders, homeowners, and licensees by RICO, Contractors Licensing Board (CLB Board), Electricians and Plumbers Board (E&P Board), Counties, and industry.

5. Provide more information to licensees that explains when contractors may be required to have an electrician's or plumber's license to perform certain work, and when electricians or plumbers may be required to have a contractor's license to perform certain work.
6. Address the limited scope of the current electrician and plumber licensing law.
7. RICO was encouraged to continue its efforts to acquire and maintain sufficient field investigative staff to effectively monitor possible violations.

In addition, although the scope of the Task Force was limited to issues relating to enforcement of the state's electrical and plumbing licensing laws and did not cover Chapter 444, Hawaii Revised Statutes, several Task Force members noted that section 444-9.5, Hawaii Revised Statutes, is confusing and difficult to enforce and further study and possible revisions to this section may facilitate prosecution by RICO.

Introduction

Senate Resolution No. 24, Senate Draft 1, and Senate Concurrent Resolution No. 49, Senate Draft 1 (Attachment 1), which were adopted by the Twenty-Third Legislature of the State of Hawaii, Regular Session 2005, requested, among other things, that the Department of Commerce and Consumer Affairs (Department) convene a task force (Task Force) to review the Department's current efforts and practices in the enforcement of the State's electrical and plumbing licensing laws and to develop strategies to improve and strengthen those efforts and practices.

Membership

In accordance with the Resolutions, the following individuals voted as Task Force members:

Mr. Reginald Castanares
Plumbers-Fitters Local 675
(Mr. Vernon Ta'a also attended meetings)

Mr. Darryl Suehiro
Electrical Contractors Association of Hawaii
(Mr. Darryl Suehiro and Mr. Rodney Chun attended meetings)

Mr. Glenn Tango
Plumbing and Mechanical Contractors Association

Jo Ann Uchida
Regulated Industries Complaints Office

Mr. Gerald Yuh
International Brotherhood of Electrical Workers Local 1186 (Mr. Mark Matsumoto, Mr. Damien Kim, and Mr. Brian Lee also attended meetings)

Mr. Orlando Matias
Board of Electricians and Plumbers
(Board Members Mr. Mauricio Torigoe, Mr. Sam Failla, and Mr. Orlando Matias attending)

Specific Electrical and Plumbing License Issues

Based upon Task Force discussions, several issues were identified:

1. Strengthen Chapter 448E Provisions Relating to Unlicensed Activity. RICO noted that in its review of Chapter 448E, it appeared that the chapter did not have some of the provisions set forth in the Contractor law that were designed to

address unlicensed activity and indicated that adoption of such language in Chapter 448E would enhance its ability to prosecute violations. Specifically, RICO recommended that the Task Force consider recommending revisions to Chapter 448E that would:

- a. State explicitly that advertising as an electrician or plumber without a license is a violation, and authorize the court to order the utility company to disconnect the telephone number used by the unlicensed person in his or her advertisements;
- b. Clarify that aiding and abetting by a licensee includes the act of allowing one's license to be used by an unlicensed person;
- c. Enhance penalties for unlicensed electrician or plumber activity.

(Copies of Chapter 448E and 16 HAR 80 are attached as Attachments 2 and 3 respectively).

2. Examine County Building Permitting Process for Opportunities to Verify Appropriate Licensure. Several Task Force members noted that although county building permits divisions require the identity of certain licensed contractors to be disclosed as part of the permitting process, the extent to which licensed electricians and plumbers are identified and disclosed to the counties varies depending upon the particular county. Honolulu, for example, requires that the identity of the licensed electrician on a job be disclosed as part of the permitting process, and requires the licensed electrician to schedule the electrical inspection. Task Force members suggested that more uniformity in the building permit process, especially with regard to identifying and involving licensed electricians and plumbers in the permitting process, will ensure that appropriately licensed electricians and plumbers are participating in the construction. (Copies of permit applications collectively included as Attachment 4).
3. Strengthen Existing Unlicensed Activity laws to Provide for Explicit Right of Entry and Search Warrant Authority. Although RICO has traditionally obtained access to jobsites with little difficulty, there have been recent incidences in which RICO has run into obstacles to access that have delayed its ability to view a jobsite and determine whether unlicensed activity was occurring, such as where the unlicensed activity is occurring in a gated community or large private compound. In order to ensure that the agency can timely and effectively investigate such activity, the Task Force discussed possible revisions to the existing unlicensed activity law to explicitly set forth RICO's right of entry for purposes of investigating unlicensed activity, as well as explicitly establishing search warrant authority as an additional tool in such investigations, as well as fines for noncompliance.
4. Enhance outreach to and education for owner-builders, homeowners, and licensees by RICO, CLB Board, E&P Board, Counties, and industry. Several Task Force members suggested that enforcement of the state's electrical and

plumbing licensing laws would be enhanced through education in a number of ways, including:

- a. More and clearer educational material at county building permit offices and elsewhere regarding owner builder responsibilities and liabilities when hiring building professionals;
- b. More educational material regarding the limitations of the handyman exemption, especially since the exemption does not apply to work that requires an electrical or plumbing permit;
- c. More website information and educational outreach about enforcement actions and prosecutions relating to unlicensed activity, and more educational outreach in relating to the benefits of hiring licensed professionals;
- d. Multi-lingual educational initiatives should be explored, to educate non-English speaking residents;
- e. Several industry Task Force members extended an invitation to RICO to send investigative staff to their training sessions.

(Copies of relevant DCCA brochures are collectively included as Attachment 5).

5. Provide more information to both contractor and electrician and plumber licensees that both a contractor's license and an electrician's or plumber's license is required to contract for and to perform electrical or plumbing work; and that having only one license is insufficient. Task Force members discussed what appears to be some uncertainty about the extent to which contractors can perform work on electrical or plumbing projects by virtue of their contractor's license, and the extent to which electricians and plumbers perform contracting work by virtue of their electrician's or plumber's license. Task Force members noted that this issue is a contentious one at the present time and suggested that the licensees may benefit from additional information from their respective boards regarding this issue. Task Force members also discussed the need to provide more information to electrical and plumbing contractor licensees to clarify that the contractor's license only allows the contractor to *contract* to perform electrical or plumbing work and does not allow the contractor to perform the electrical or plumbing work if not licensed themselves as electricians or plumbers under chapter 448E, HRS. The electrical or plumbing contractor must hire the appropriately licensed electricians or plumbers to perform the work. Likewise, Task Force members felt more information should be provided to electrician and plumber licensees that their license does not allow them to contract to perform electrical or plumbing work because that would require a contractor's license. Task Force members suggested that the information be shared with licensees through educational materials that could be (a) included as part of the license application packet and in renewal notices; and (b) added to the CLB Board and E&P Board websites. Based upon the Task Force's suggestions, the E&P Board has prepared and is providing this information to licensees in its application and renewal materials.

The CLB Board is already providing similar information to its licensees. See Attachment 6.

6. Address the limited scope of the current electrician and plumber licensing law. IBEW noted in its evaluation of issues relating to the electrician and plumbers law that an expansion of Chapter 448E, Hawaii Revised Statutes, to include all work within the scope of the National Electric Code and the Uniform Plumbing Code, would greatly simplify issues relating to scope. To that end, it suggested an expansion of Chapter 448E, Hawaii Revised Statutes, to include all work within the scope of the National Electric Code and the Uniform Plumbing Code, regardless of location, including all incidental and supplemental work, unless preempted by state law. Other Task Force members indicated that the revision may inadvertently require an electrician's license for a limited category of work that is now performed by plumbers and indicated that further discussion would be necessary to determine whether there are unintended consequences to such an expansion. E & P Board representatives noted that the proposal would significantly expand the current scope of the licensing law and suggested that further E & P Board discussion would be necessary to examine the categories of work that would be impacted by such an expansion. The IBEW proposal subsequently was modified and the revised proposal is for an expansion of Chapter 448E, Hawaii Revised Statutes, to apply to all electrical and plumbing work, regardless of location.
7. RICO was encouraged to continue its efforts to acquire and maintain sufficient field investigative staff to effectively monitor possible violations.

Related Issues

Although the scope of the Task Force was limited to issues relating to enforcement of the state's electrical and plumbing laws and did not cover Chapter 444, Hawaii Revised Statutes, several Task Force members noted that Section 444-9.5, Hawaii Revised Statutes, of the Contractor law is confusing and difficult to enforce. IBEW suggested that possible revisions to this section would be appropriate to facilitate prosecution of contractor who violate this section of the contractor licensing law.

Recommendations

The Task Force adopted the following recommendations:

1. Revise Hawaii Revised Statutes Chapter 448E (Electricians and Plumbers) to state explicitly that advertising as an electrician or plumber without the appropriate license constitutes unlicensed activity, authorize the court to order utility companies to disconnect telephone service for telephone numbers used in advertising by unlicensed electricians or plumbers, clarify language relating to aiding and abetting unlicensed activity, and increase fines for unlicensed activity.

2. Encourage the county building permit divisions to provide internal controls to ensure that licensed electricians and plumbers are being hired for permitted electrical work.
3. Strengthen existing laws by explicitly providing for right of entry onto private property during reasonable hours and by providing explicit search warrant authority to RICO to use as necessary.
4. Enhance outreach to and education for owner-builders, homeowners, and licensees by RICO, CLB Board, E&P Board, Counties, and industry.
5. Provide more information to licensees that explains when contractors may be required to have an electrician's or plumber's license to perform certain work, and when electricians or plumbers may be required to have a contractor's license to perform certain work.
6. Address the limited scope of the current electrician and plumber licensing law.
7. Support sufficient staffing of RICO investigator positions.

In addition, although the role of the Task Force was limited to issues relating to enforcement of the state's electrical and plumbing licensing laws and did not cover Chapter 444, Hawaii Revised Statutes, several Task Force members noted that Section 444-9.5,¹ Hawaii Revised Statutes, is confusing and difficult to enforce and further study and possible revisions to this section may facilitate prosecution by RICO.²

Appendices

1. Senate Resolution No. 24, Senate Draft 1, and Senate Concurrent Resolution No. 49, Senate Draft 1, adopted by the Twenty-Third Session of the Legislature, Regular Session 2005.
2. Chapter 448E, Electricians and Plumbers.
3. Hawaii Administrative Rules, Title 16, Chapter 80, Electricians and Plumbers.
4. County Building Permit forms for Honolulu, Maui, Hawaii and Kauai Counties.
5. Educational material currently offered by DCCA relating to Contractors, Licensee Advertising, and Owner-Builder Permits.
6. New notices from the E&P Board to its licensees and CLB Board notices that are currently in use.

¹ 444-9.5 At least half of all craftsmen requiring licenses employed on a construction project by a specialty contractor in the trade in which the craftsman is licensed shall be licensed in accordance with and to the extent required by chapter 448E. The board may waive this requirement in any county when there are insufficient licensed craftsmen in that county to comply herewith.

² The IBEW proposed the following revision: At least half of all electrical or plumbing workers employed on a construction jobsite by an electrical or plumbing contractor must be licensed in accordance with Chapter 448E. The board may waive this requirement in any county when there are insufficient electrical or plumbing workers in that county to comply herewith.

SENATE CONCURRENT RESOLUTION

REQUESTING A TASK FORCE ON ENFORCEMENT OF THE ELECTRICAL AND
PLUMBING LICENSING LAWS.

1 WHEREAS, construction spending in Hawaii in 2004 totaled
2 approximately \$4.6 billion, is projected to reach approximately
3 \$5.4 billion in 2005, and is forecast to continue growing in the
4 future; and

5
6 WHEREAS, increased construction activity is likely to
7 result in a shortage of qualified workers, especially in the
8 licensed trades; and

9
10 WHEREAS, the State has electrical and plumbing licensing
11 laws to ensure quality workmanship and the safety of workers and
12 consumers; and

13
14 WHEREAS, the Department of Commerce and Consumer Affairs
15 (DCCA) is charged with the enforcement of these laws; and

16
17 WHEREAS, effective enforcement of the licensing laws
18 promotes a healthy business climate for law-abiding
19 electricians, plumbers, and electrical and plumbing contractors,
20 and protects consumers and the public; now, therefore,

21
22 BE IT RESOLVED by the Senate of the Twenty-third
23 Legislature of the State of Hawaii, Regular Session of 2005, the
24 House of Representatives concurring, that DCCA is requested to
25 actively and aggressively enforce Hawaii's electrical and
26 plumbing licensing laws; and

27
28 BE IT FURTHER RESOLVED that, in furtherance thereof, DCCA
29 is requested to convene a task force comprised of one
30 representative of each of the following entities: International
31 Brotherhood of Electrical Workers Local 1186, Plumbers-Fitters
32 Local 675, Electrical Contractors Association of Hawaii,
33 Plumbers and Mechanical Contractors Association of Hawaii, Board




1 of Electricians and Plumbers, and Regulated Industries
2 Complaints Office; and
3

4 BE IT FURTHER RESOLVED that the task force is requested to
5 review the department's current efforts and practices in the
6 enforcement of the State's electrical and plumbing licensing
7 laws and to develop strategies to improve and strengthen these
8 efforts and practices; and
9

10 BE IT FURTHER RESOLVED that DCCA is requested to report to
11 the Legislature regarding the task force's findings and
12 recommendations no later than twenty days before the convening
13 of the Regular Session of 2006; and
14

15 BE IT FURTHER RESOLVED that certified copies of this
16 Concurrent Resolution be transmitted to the Director of Commerce
17 and Consumer Affairs, International Brotherhood of Electrical
18 Workers Local 1186, Plumbers-Fitters Local 675, Electrical
19 Contractors Association of Hawaii, and Plumbers and Mechanical
20 Contractors Association of Hawaii.

I hereby certify that the foregoing is a true
and correct copy of Senate Concurrent Resolution
No. 49, SD1, which was duly adopted by the Senate
of the State of Hawaii on April 15, 2005
with the concurrence of the House of Representatives
Dated: July 6, 2005


Assistant Clerk of the Senate

SENATE RESOLUTION

REQUESTING A TASK FORCE ON ENFORCEMENT OF THE ELECTRICAL AND
PLUMBING LICENSING LAWS.

1 WHEREAS, construction spending in Hawaii in 2004 totaled
2 approximately \$4.6 billion, is projected to reach approximately
3 \$5.4 billion in 2005, and is forecast to continue growing in the
4 future; and

5
6 WHEREAS, increased construction activity is likely to
7 result in a shortage of qualified workers, especially in the
8 licensed trades; and

9
10 WHEREAS, the State has electrical and plumbing licensing
11 laws to ensure quality workmanship and the safety of workers and
12 consumers; and

13
14 WHEREAS, the Department of Commerce and Consumer Affairs
15 (DCCA) is charged with the enforcement of these laws; and

16
17 WHEREAS, effective enforcement of the licensing laws
18 promotes a healthy business climate for law-abiding
19 electricians, plumbers, and electrical and plumbing contractors,
20 and protects consumers and the public; now, therefore,

21
22 BE IT RESOLVED by the Senate of the Twenty-third
23 Legislature of the State of Hawaii, Regular Session of 2005,
24 that DCCA is requested to actively and aggressively enforce
25 Hawaii's electrical and plumbing licensing laws; and

26
27 BE IT FURTHER RESOLVED that, in furtherance thereof, DCCA
28 is requested to convene a task force comprised of one
29 representative of each of the following entities: International
30 Brotherhood of Electrical Workers Local 1186, Plumbers-Fitters
31 Local 675, Electrical Contractors Association of Hawaii,
32 Plumbers and Mechanical Contractors Association of Hawaii, Board
33 of Electricians and Plumbers, and Regulated Industries
34 Complaints Office; and



1 BE IT FURTHER RESOLVED that the task force is requested to
2 review the department's current efforts and practices in the
3 enforcement of the State's electrical and plumbing licensing
4 laws and to develop strategies to improve and strengthen these
5 efforts and practices; and
6

7 BE IT FURTHER RESOLVED that DCCA is requested to report to
8 the Legislature regarding the task force's findings and
9 recommendations no later than twenty days before the convening
10 of the Regular Session of 2006; and
11

12 BE IT FURTHER RESOLVED that certified copies of this
13 Resolution be transmitted to the Director of Commerce and
14 Consumer Affairs, International Brotherhood of Electrical
15 Workers Local 1186, Plumbers-Fitters Local 675, Electrical
16 Contractors Association of Hawaii, and Plumbers and Mechanical
17 Contractors Association of Hawaii.

I hereby certify that the foregoing is a true
and correct copy of Senate Resolution No. 24, S.D.1
which was duly adopted by the Senate of the State
of Hawaii on April 15, 2005
Dated: April 29, 2005


Assistant Clerk of the Senate

[CHAPTER 448E]
ELECTRICIANS AND PLUMBERS

SECTION

448E-1	Definitions
448E-2	Board; appointment
448E-3	Repealed
448E-4	Powers and duties of board
448E-5	Minimum requirements
448E-5.5	Examination
448E-6	Repealed
448E-7	Repealed
448E-8	Fees; renewals
448E-8.5	Continued competency; license renewals
448E-9	Unlicensed activity
448E-10	Suspension; revocation; fine; denial of issuance or renewal of a license
448E-11	Injunction
448E-12	Inspections
448E-13	Exemption of public utility and community antennae television company employees

§448E-1 Definitions. As used in this chapter, unless otherwise indicated by the context:

"Board" means the board of electricians and plumbers.

"Journey worker electrician" means any person who has been licensed by the board as a journey worker electrician to perform electrical work.

"Journey worker industrial electrician" means any person who has been licensed by the board as a journey worker industrial electrician to perform and maintain electrical work related to substation, switchgear, automatic controls, and all other industrial electrical work in existing industrial buildings and work places.

"Journey worker plumber" means any person who has been licensed by the board as a journey worker plumber to direct and supervise the performance of plumbing work and to perform plumbing work.

"Journey worker specialty electrician" means any person who has been licensed by the board as a journey worker specialty electrician to perform electrical work related to installing, repairing, altering, and maintaining but not the attachment of lighting and power circuits to, the following: electronic equipment, sound public address systems, and communication systems, other than equipment and systems for a single-family or two-family dwelling; master or community radio and television receiving antenna systems; sound recording systems, other than systems for a single-family or two-family dwelling; burglar and fire alarm systems; low voltage remote control, other than a control for a single-family or two-family dwelling; and low voltage communication signal systems.

"Maintenance electrician" means any person who has been licensed by the board as a maintenance electrician to maintain electrical work.

"Master plumber" means any person who has been licensed by the board as a master plumber to direct and supervise the performance of plumbing work and to perform plumbing work and who provides overall supervision and general direction and is responsible for proper installation of plumbing work.

"Supervising electrician" means any person who has been licensed by the board as a supervising electrician to direct and supervise the performance of electrical work and to perform electrical work.

"Supervising industrial electrician" means any person who has been licensed by the board as a supervising industrial electrician to direct and supervise electrical work related to substation, switchgear, automatic controls, and all other industrial electrical work in existing industrial buildings and work places.

"Supervising specialty electrician" means any person who has been licensed by the board as a supervising specialty electrician to direct and supervise the performance of electrical work related to installing, repairing, altering, and maintaining, but not the attachment of lighting and power circuits, to the following: electronic equipment, sound public address systems, other than equipment and systems for a single-family or two-family dwelling; master or community radio and television receiving antenna system; sound recording systems other than systems for a single-family or a two-family dwelling; burglar and fire alarm systems; low voltage remote control, other than control for a single-family or two-family dwelling; and low voltage communication signal systems.

§448E-2 Board; appointment. There is established the board of electricians and plumbers consisting of seven members. Two of the members shall be engaged in the electrical trade and two of the members shall be engaged in the plumbing trade. Three of the members shall be private citizens not connected with the industry.

[§448E-3] REPEALED.

§448E-4 Powers and duties of board. In addition to any other powers and duties authorized by law, the board shall have all the powers and duties necessary or convenient to carry out and effectuate this chapter, including but not limited to the following powers and duties:

- (1) To grant licenses which shall be renewable for:
 - (A) Journey worker electricians;
 - (B) Journey worker specialty electricians;
 - (C) Supervising electricians;
 - (D) Supervising specialty electricians;
 - (E) Master plumbers;
 - (F) Journey worker plumbers;

- (G) Maintenance electricians;
 - (H) Journey worker industrial electricians; and
 - (I) Supervising industrial electricians;
- (2) To adopt, amend, or repeal rules in accordance with chapter 91 as it may deem proper to effectuate this chapter and to insure the safety and welfare of the general public; provided that the rules may forbid acts or practices deemed by the board to be detrimental to the accomplishment of the purpose of this chapter;
 - (3) To enforce this chapter and rules adopted pursuant to this chapter and chapter 91, including the denial, suspension, or revocation of any license; and
 - (4) To examine all applicants and licensees to determine their qualifications prior to the issuance or renewal of licenses.

§448E-5 Minimum requirements. An applicant shall possess the following minimum qualifications:

- (1) Journey worker electrician. Every applicant to be eligible for the journey worker electrician examination shall be at least eighteen years of age and shall provide satisfactory evidence of experience in residential or commercial wiring of at least five years full-time or its equivalent, but not less than 10,000 hours of experience in the trade under the supervision of a journey worker or supervising electrician.
- (2) Journey worker specialty electrician. Every applicant to be eligible for the journey worker specialty electrician examination shall be at least eighteen years of age and shall have had at least five years' experience in the trade.
- (3) Supervising electrician. Every applicant to be eligible for the supervising electrician examination shall have been registered with the board as a journey worker electrician for at least a period of four years in the trade or shall have had equivalent experience in the trade.
- (4) Supervising specialty electrician. Every applicant to be eligible for the supervising specialty electrician examination shall have been registered with the board as a journey worker specialty electrician for at least a period of four years in the trade or shall have had equivalent experience in the trade.
- (5) Journey worker plumber. Every applicant to be eligible for the journey worker plumber examination shall have had experience of at least five years' full-time or its equivalent but not less than 10,000 hours as a journey worker's or master plumber's helper, and is able to furnish satisfactory evidence of such fact.
- (6) Master plumber. Every applicant to be eligible for the master plumber examination shall have been registered with the board as a journey worker plumber for at least two years or shall have had equivalent experience in the trade.
- (7) Maintenance electrician. Every applicant to be eligible for the maintenance electrician examination shall be not less than eighteen years of age and shall have had at least one year of experience in performing electrical maintenance work or proof of two years of schooling in the electrical trade.

- (8) Journey worker industrial electrician. Every applicant to be eligible for the journey worker industrial electrician examination shall be at least eighteen years of age and shall have had experience in industrial electrical work of at least five years full-time or its equivalent, but not less than 10,000 hours.
- (9) Supervising industrial electrician. Every applicant to be eligible for the supervising industrial electrician examination shall have been registered with the board as a journey worker industrial electrician for a period of at least four years or shall have had equivalent experience in the trade.

[§448E-5.5] Examination. (a) Every applicant shall be examined and shall pass an examination to be eligible for licensure. The board shall provide in its rules the passing score for the examination. The board may examine applicants or may contract with professional testing services to prepare, administer, and grade the examination as may be required for the purpose of this section.

(b) Every applicant shall pay an examination fee as provided in rules adopted by the director pursuant to chapter 91. Should the board contract with a professional testing agency to prepare, administer, and grade the examination, the examination fee may be paid directly to the testing agency by the director or the examinee.

§448E-6 REPEALED.

[§448E-7] REPEALED.

§448E-8 Fees; renewals. (a) Renewal fees shall be paid to the board before July 1. (b)

Plumbers shall renew the license every three years effective June 30, 2006 and shall pay all required fees. Prior to the June 30, 2009 renewal of the license, and prior to every license renewal thereafter, the applicant shall:

- (1) Pay all required fees; and
- (2) Meet the requirements prescribed in section 448E-8.5.

(c) Electricians shall renew the license every three years effective with the July 1, 1996, renewal; provided that prior to the renewal of the license the applicant shall:

- (1) Pay all required fees; and
- (2) Meet the requirements prescribed in section 448E-8.5.

(d) Failure, neglect, or refusal of any licensee to pay the renewal fee or meet the requirements of section 448E-8.5 before the renewal date shall constitute a forfeiture of the license. Any license so forfeited may be restored upon written application within one year from the date of forfeiture, upon payment of the required renewal fee plus penalty fees and upon meeting the requirements in section 448E-8.5.

§448E-8.5 Continued competency; license renewals. (a) Prior to each license renewal, all licensed electricians except maintenance electricians shall:

- (1) Furnish the board with proof of attendance at an educational course related to current updates of the National Electrical Code conducted or approved by the community colleges; or
 - (2) Successfully complete an examination prescribed by the board on current updates to the National Electrical Code. The board shall contract with a professional testing agency to prepare, administer, and grade the examination. Fees related to the examination shall be paid by the licensee directly to the professional testing agency.
- (b) Prior to each license renewal, all licensed plumbers shall:
- (1) Furnish the board with proof of attendance at an educational course related to current updates of the Uniform Plumbing Code conducted or approved by the community colleges; or
 - (2) Successfully complete an examination prescribed by the board on current updates to the Uniform Plumbing Code. The board shall contract with a professional testing agency to prepare, administer, and grade the examination. A licensee shall pay all fees related to the examination directly to the professional testing agency.
- (c) A licensee who has been issued a new license within one year of the renewal date shall not be required to take the course or the examination to renew the licensee's license.

§448E-9 Unlicensed activity. (a) No person shall act or assume to act as a journey worker electrician, journey worker specialty electrician, supervising electrician, supervising specialty electrician, journey worker plumber, master plumber, maintenance electrician, journey worker industrial electrician, or supervising industrial electrician without a license previously obtained in compliance with this chapter and the rules of the board; provided that any person may perform emergency plumbing repair work in the person's principal place of residence when such repairs do not involve or require rearrangement of valves, pipes, or fixtures; provided further that no such emergency repairs may be performed on sewer lines, drains, gas lines, and on fixtures being served with backflow devices which includes heaters, water closets, dishwashers, and garbage disposal units.

(b) An apprentice or trainee learning the trade of a person licensed under this chapter shall not be required to have a license if the apprentice or trainee acts under the supervision of a person appropriately licensed under this chapter.

§448E-10 Suspension; revocation; fine; denial of issuance or renewal of a license. (a) In addition to any other actions authorized by law the board, after notice and hearing as provided in chapter 91, may suspend or revoke any license, or impose fines, or prior to the notice and hearing, deny the issuance or renewal of any license for any cause authorized by law, including but not limited to the following:

- (1) A license was or is sought to be obtained by fraud, misrepresentation, or deceit;

- (2) Gross negligence, incompetency, misconduct, or dishonesty in the practice of the profession;
 - (3) False, fraudulent, or deceptive advertising;
 - (4) Permitting an unlicensed person to perform activities requiring a license; or
 - (5) Violation of any provisions of this chapter and any rules of the board.
- (b) Any person who violates any provision of this chapter shall be fined not less than \$100 and not more than \$1,000 for each violation.

§448E-11 Injunction. The board may, in addition to any other remedy available, apply to a circuit court judge for a temporary restraining order or preliminary or permanent injunction restraining any person from acting, or assuming to act, as a journey worker electrician, journey worker specialty electrician, supervising electrician, supervising specialty electrician, maintenance electrician, journey worker industrial electrician, supervising industrial electrician, journey worker plumber, or master plumber without a license previously obtained in compliance with this chapter and the rules of the board, and upon hearing and for cause shown, the judge may grant the temporary restraining order or preliminary or permanent injunction.

[§448E-12] Inspections. Nothing in this chapter should deprive the several counties of the right to perform electrical or plumbing inspections, as regulated by their respective ordinances.

§448E-13 Exemption of public utility and community antennae television company employees. All employees of a public utility within the State under a franchise or charter granted by the State which is regulated by the public utilities commission and community antennae television company, while so employed, shall be exempt from the provision of this chapter.

HAWAII ADMINISTRATIVE RULES

TITLE 16

DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS

CHAPTER 80

ELECTRICIANS AND PLUMBERS

Subchapter 1 General Provisions

- \$16-80-1 Objective
- \$16-80-2 Scope
- \$16-80-3 Definitions
- \$16-80-4 Licensure required
- \$16-80-5 Applications and examinations required

Subchapter 2 Practice and Procedure

- \$16-80-9 Repealed
- \$16-80-10 Practice and procedure

Subchapter 3 Oral Testimony

- \$16-80-14 Oral testimony

SUBCHAPTER 1

GENERAL PROVISIONS

\$16-80-1 Objective. This chapter adopted by the board of electricians and plumbers, hereafter referred to as "board," is intended to clarify and implement chapter 448E, Hawaii Revised Statutes, and to insure the safety and welfare of the general public. [Eff 5/27/73; am and ren \$16-80-1, 7/30/81; am and comp 11/24/89] (Auth: HRS \$448E-4) (Imp: HRS \$448E-4)

§16-80-2 Scope. (a) The provisions of this chapter shall apply to all persons who act as an electrician or plumber and who are required by chapter 448E, HRS, to be licensed by the board. Pursuant to chapter 448E, HRS, those persons who are required to be licensed by the board are as follows:

- (1) Journeyman electrician;
- (2) Journeyman specialty electrician;
- (3) Supervising electrician;
- (4) Supervising specialty electrician;
- (5) Journeyman plumber;
- (6) Master plumber; and
- (7) Maintenance electrician.

(b) The provisions of this chapter shall not apply to persons who:

- (1) While employed, are regulated by the public utilities commission;
- (2) While employed, are under the control and jurisdiction of the United States government;
- (3) Maintain and repair small electrical appliances; or
- (4) Manufacture or sell plumbing or electrical fixtures, appliances, equipment, or hardware. [Eff 5/27/73; am and ren §16-80-2, 7/30/81; am and comp 11/24/89] (Auth: HRS §448E-4) (Imp: HRS §448E-4)

§16-80-3 Definitions.

"Apprentice" means a person who is registered as such in accordance with chapter 372, HRS, and who performs electrical or plumbing work under the supervision of a supervising electrician, supervising specialty electrician, master plumber, or journeyman plumber.

"Electrical appliances" means any portable motor or other portable appliance energized by means of a cord or cable having an attachment plug.

"Electrical equipment" means any wire, appliance, fixture, apparatus, machinery, or material installed in, upon, or about any building

or structure in the State for making use of electrical energy for light, heat, power, or any other purpose, except when used in central stations or substations, for the production or control of electrical energy for light or power or where used exclusively for telephone, call bells, signal systems, or other purposes in connection with which electromotive force does not exceed thirty volts.

"Electrical maintenance work" means the keeping in repair and operation of any and all existing electrical installations, apparatus, and equipment and extensions to same, not to exceed one branch circuit capacity for each specific extension.

"Electrical wiring" means any electrical conductor, material, device, fitting, apparatus, appliance, fixture, or equipment, constituting a part of or connected to any electrical installation attached or fastened to any building, structure, or premises and which installation or portion thereof is designed, intended or used to generate, transmit, transform, or utilize electrical energy within the scope and purpose of the National Electrical Code.

"Electrical work" means the installation, alteration, reconstruction, or repair of electrical wiring.

"Equivalent experience in the trade" for master plumbers as defined in section 448E-5(6), HRS, means, but is not limited to, having been licensed as a journeyman plumber or as a master plumber in another county, state, or country whose requirements for licensure are substantially equivalent to those in force in this State.

"Equivalent experience in the trade" for supervising electricians as used in section 448E-5(3), HRS, means, but is not limited to, having been licensed as a journeyman electrician or as a supervising electrician in another county, state, or country whose requirements for licensure are substantially equivalent to those in force in this State.

"Equivalent experience in the trade" for supervising specialty electricians as defined in

section 448E-5(4), HRS, means, but is not limited to, having been licensed as a journeyman specialty electrician or as a supervising specialty electrician in another county, state, or country whose requirements for licensure are substantially equivalent to those in force in this State.

"Experience in the trade" for journeyman electricians as used in section 448E-5(1), HRS, means experience in the installation, alteration, and repair of electrical equipment, wires, and apparatus.

"Experience in the trade" for journeyman specialty electricians as defined in section 448E-5(2), HRS, means experience in performing electrical work related to installing, repairing, altering, and maintaining but not the attachment of lighting and power circuits to the following: electronic equipment, sound public address systems, and communication systems, other than equipment and systems for a single-family or two-family dwelling; master community radio and television receiving antenna systems; sound recording systems, other than systems for a single-family or two-family dwelling; burglar and fire alarm systems; low voltage remote control, other than a control for a single-family or two-family dwelling; and low voltage communication signal systems.

"Plumbing work" means the business, trade, or work having to do with the installation, maintenance, extension, and alteration of all piping, fixtures, appliances, and appurtenances in connection with any of the following: Sanitary drainage or storm drainage facilities, venting systems, potable water-supply systems, and fuel systems within or adjacent to any building, or conveyance; also the practice of and materials used in installation, maintenance, or extension of any storm-waste, liquid-waste, sewage, or potable water-supply systems of any premises to their connection with any point of public disposal or other acceptable terminal. However, this provision shall not prohibit other properly licensed

contractors from performing any exterior piping work five feet or more outside the building line without licensed plumbers. The Unified Plumbing Code (UPC) with amendments as adopted by each County is recognized as the minimum requirement and standard of accomplishing plumbing work. [Eff 5/27/73; am and ren §16-80-3, 7/30/81; am and comp 11/24/89] (Auth: HRS §448E-4) (Imp: HRS §448E-1)

§16-80-4 Licensure required.

- (1) Any person who directs or supervises electrical work in the State is required to have a supervising electrician's license;
- (2) Any person who performs electrical work in the State is required to have a journeyman electrician's license;
- (3) Any person who performs electrical work related to installing, repairing, altering, and maintaining but not the attachment of lighting and power circuits to the following: Electronic equipment, sound public address systems, and communications systems, other than equipment and systems for a single-family or two-family dwelling; master community radio and television receiving antenna systems; sound recording systems, other than systems for a single-family or two-family dwelling; burglar and fire alarm systems; low voltage remote control, other than a control for a single-family or two-family dwelling; and low voltage communication signal systems, is required to have a journeyman specialty electrician's license;
- (4) Any person who directs and supervises the performance of electrical work related to installing, repairing, altering, and maintaining but not the attachment of lighting and power circuits to the following: Electronic equipment, sound

public address systems, and communications systems, other than equipment and systems for a single-family or two-family dwelling; master; or community radio and television receiving antenna system; sound recording systems other than systems for a single-family or two-family dwelling; burglar and fire alarm systems; low voltage remote control, other than control for a single-family or two-family dwelling; and low voltage communication signal systems, is required to have a supervising specialty electrical license;

- (5) Any person who directs and supervises the performance of plumbing work or who performs plumbing work is required to have a journeyman plumber's license or a master plumber's license;
- (6) No electrical work shall be performed in or about the buildings in the State by any person who is not licensed as a journeyman electrician or as a supervising electrician except that such work may be performed by an apprentice or electrician's helper so long as such work is performed under supervision of a licensed supervising electrician;
- (7) No plumbing work shall be performed in or within five feet of the buildings in the State by any person who is not licensed as a journeyman plumber or master plumber, except that such work may be performed by an apprentice or plumber's helper, so long as such work is performed under the supervision of a licensed journeyman or master plumber. [Eff 5/27/73; am and ren \$16-80-4, 7/30/81; am and comp 11/24/89] (Auth: HRS §448E-4) (Imp: HRS §448E-9)

§16-80-5 Applications and examinations
required.

- (1) No license shall be issued to any person unless such person applies for, takes and passes a written examination as prescribed by the board for the license applied for;
- (2) An application filed with the board shall be prepared in accordance with and contain the information called for in the application form provided by the board and any instructions which are required by the board with respect to filing;
- (3) The applicant shall submit documentary proof satisfactory to the board that the applicant has the experience as required for examination;
- (4) Applications accompanied with all the required information and documents shall be filed not less than seven days prior to the board meeting date; and
- (5) An application shall be deemed to have been abandoned if all requirements including filing of forms and payment of fees have not been completed within two years from date first filed. [Eff 5/27/73; am and ren §16-80-5, 7/30/81; am and comp 11/24/89] (Auth: HRS §448E-4) (Imp: HRS §448E-4)

SUBCHAPTER 2

PRACTICE AND PROCEDURE

§16-80-9 Repealed. [R11/24/89]

§16-80-10 Administrative practice and procedure. The rules of practice and procedure for electricians and plumbers shall be as provided in chapter 16-201, the rules of practice and procedure of the department, which are incorporated by

reference and made part of this chapter. [Eff and comp 11/24/89] (Auth: HRS §91-2) (Imp: HRS §91-2)

SUBCHAPTER 3

ORAL TESTIMONY

§16-80-14 Oral testimony. (a) The board shall accept oral testimony on any item which is on the agenda, provided that the testimony shall be subject to the following conditions:

- (1) Each person seeking to present oral testimony shall notify the board not later than forty-eight hours prior to the meeting, and at that time shall state the item on which testimony is to be presented;
 - (2) The board may request that any person providing oral testimony submit the remarks, or a summary of the remarks, in writing to the board;
 - (3) The board may rearrange the items on the agenda for the purpose of providing for the most efficient and convenient presentation of oral testimony;
 - (4) Persons presenting oral testimony at the beginning of the testimony shall identify themselves and the organization, if any, that they represent;
 - (5) The board may limit oral testimony to a specified time period but in no case shall the period be less than five minutes, and the person testifying shall be informed prior to the commencement of the testimony of the time constraints to be imposed; and
 - (6) The board may refuse to hear any testimony which is irrelevant, immaterial, or unduly repetitious to the agenda item on which it is presented.
- (b) Nothing in this section shall require the board to hear or receive any oral or documentary evidence from a person on any matter which is the

subject of another pending proceeding subject to the hearings relief, declaratory relief, or rule relief provisions of chapter 16-201.

(c) Nothing in this section shall prevent the board from soliciting oral remarks from persons present at the meeting or from inviting persons to make presentations to the board on any particular matter on the board's agenda. [Eff and comp 11/24/89] (Auth: HRS §448E-4(2) (Imp: HRS §92-3)

Amendments to and compilation of chapter 16-80, and the repeal of Chapter 16-145, Hawaii Administrative Rules, on Summary page dated October 5, 1989, were adopted on October 5, 1989, following a public hearing held on September 12, 1989, after public notices were given in the Hawaii Newspaper Agency Advertising Supplement included in the Wednesday, August 2, 1989 edition of the Honolulu Star-Bulletin, Honolulu Advertiser, Hawaii Tribune-Herald, West Hawaii Today, Maui News, and the Garden Island.

They shall take effect ten days after filing with the Office of the Lieutenant Governor.

/s/ Herbert K. Endo
HERBERT K. ENDO, Chairman
Board of Electricians and
Plumbers

APPROVED AS TO FORM:

Date: 10/13/89

/s/ Norma Doctor Sparks
Deputy Attorney General

APPROVED: Date: 10/25/89

 /s/ Robert A. Alm
 ROBERT A. ALM
Director of Commerce and Consumer
Affairs

APPROVED: Date: 11/14/89

 /s/ John Waihee
 JOHN WAIHEE
 Governor
 State of Hawaii

 November 14, 1989
 Filed

DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS

Amendment and Compilation of Chapter 16-80
and Repeal of Chapter 16-145, Hawaii Administrative
Rules

October 5, 1989

SUMMARY

1. §§16-80-1 to 16-80-5 are amended.
2. §16-80-9 is repealed.
3. Subchapter 2 is retitled.
4. A new §16-80-10 is added.
5. A new subchapter 3 (§16-80-14) is added.
6. Chapter 16-80 is compiled.

7. Chapter 16-145 is repealed.

This material can be made available for individuals with special needs. Please call the Program Specialist, Professional and Vocational Licensing Division, DCCA, at 586-2692, to submit your request.

Effective 11/24/89

TITLE 16

DEPARTMENT OF REGULATORY AGENCIES

CHAPTER 145

UNIFORM RULES OF ADMINISTRATIVE PROCEDURE
of the Board of Electricians and Plumbers

Repealed

§§16-145-1 to 16-145-80 Repealed [11/24/89]

DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS

Amendment and Compilation of Chapter 16-80
Hawaii Administrative Rules

1. Chapter 16-80, Hawaii Administrative Rules, entitled "Electricians and Plumbers" is amended and compiled to read as follows: _____

FOR OFFICE USE				
PERMIT NO. _____				
Zone	Sec.	Plat	Parcel	Lot No.

**DEPARTMENT OF PLANNING AND PERMITTING
CITY AND COUNTY OF HONOLULU**

STATEMENT ACCOMPANYING PERMIT APPLICATION PURSUANT TO CHAPTER 444, H.R.S. (RELATING TO CONTRACTORS) AND CHAPTER 18, ROH 1990, AS AMENDED (RELATING TO IDENTIFICATION OF ELECTRICAL AND PLUMBING CONTRACTORS)

As the applicant for a permit to perform certain work at _____ I hereby state that I am:
(Job Address)

Licensed as a contractor under the provisions of Chapter 444, H.R.S. My license number is _____ and it is in full force and effect.

Signature of Contractor Date

Address Telephone

My agent, who is authorized to apply for this permit, is: _____

Owner-builder, qualifying under exemption no. 7 of Section 444-2, H.R.S. I hereby certify that the building or structure is for my personal use and not for use or occupancy by the general public and that the building will not be offered for sale or lease within one year after completion of work. I have read and understand the disclosure statement.

Signature of Owner-Builder Date

Address Telephone

Disclosure Statement

State law requires construction to be done by licensed contractors. You have applied for a permit under an exemption to that law. The exemption provided in section 444-2(7), Hawaii Revised Statutes, allows you, as the owner or lessee of your property, to act as your own general contractor even though you do not have a license. You must supervise the construction yourself. You must also hire licensed subcontractors. The building must be for your own use and occupancy. It may not be built for sale or lease. If you sell or lease a building you have built yourself within one year after the construction is complete, the law will presume that you built it for sale or lease, which is a violation of the exemption, and you may be prosecuted for this. It is your responsibility to make sure that subcontractors hired by you have licenses required by state law and by county licensing ordinances. Electrical or plumbing work must be performed by contractors licensed under chapters 448E and 444, Hawaii Revised Statutes. Any person working on your building who is not licensed must be your employee which means that you must deduct F.I.C.A. and withholding taxes and provide workers' compensation for that employee, all as prescribed by law. Your construction must comply with all applicable laws, ordinances, building codes, and zoning regulations. If you violate section 444-2(7) you may be fined \$5,000 or forty per cent of the appraised value of the building as determined by the county tax appraiser, whichever is greater, for the first offense; and \$10,000 or fifty per cent of the appraised value of the building as determined by the county tax appraiser, whichever is greater for any subsequent offense.

This Application includes electrical work includes plumbing work
 does not include does not include

Where electrical or plumbing is included, applicant must identify all phases of such work to be covered. Refer to back side of this form and circle all numbers indicating the phases of electrical and/or plumbing work to be included.
For all circled phases, provide identity of contractor, as follows:

Phase No.(s)	Contractor License No.	This column must be signed by contractor or his RME before work can be started on electrical or plumbing phase(s) covered
	Contractor's Name Address	Signature of Contractor or RME Telephone
	Contractor's Name Address	Signature of Contractor or RME Telephone
	Contractor's Name Address	Signature of Contractor or RME Telephone
	Contractor's Name Address	Signature of Contractor or RME Telephone
	Contractor's Name Address	Signature of Contractor or RME Telephone

INSTRUCTIONS

CIRCLE ALL NUMBERS INDICATING THE PHASES OF ELECTRICAL AND/OR PLUMBING WORK TO BE INCLUDED IN THIS PERMIT AND LIST PHASE NUMBERS WITH CONTRACTOR'S IDENTITY ON FRONT SIDE OF THIS FORM. CAUTION; ANY UNCIRCLED PHASE OF WORK WHICH LATER MUST BE PERFORMED WILL REQUIRE A NEW PERMIT AND FEE AS REQUIRED FOR EACH PROJECT.

ANY PHASE OF WORK PERFORMED WHEN NOT CIRCLED, OR COMMENCED BEFORE THE PARTICULAR CONTRACTOR IS IDENTIFIED OR WHERE THE CONTRACTOR IS INCORRECTLY DESIGNATED SHALL RESULT IN A STOP WORK ORDER WITH RESPECT TO SUCH PHASE(S) OF WORK. WHERE WORK PROCEEDS ON ANY SUSPENDED PHASE, ALL PHASES OF WORK LISTED IN THE PERMIT SHALL BE SUSPENDED, AND IF CONTINUED MAY RESULT IN REVOCATION OF PERMIT.

ELECTRICAL PHASES

E1	Temporary Installation	E11	Sprinkler System Wiring
E2	Service Equipment Only including Meter Loop	E12	Closed Circuit TV, Door Lock and Interphone Wiring
E3	Conductor Raceway Only	E13	Sound and Communication System Wiring
E4	Branch Circuit Wiring	E14	Swimming Pool Wiring
E5	Equipment Wiring	E15	Solar Heater Wiring
E6	Fixture Wiring	E16	Lawn Sprinkler Wiring
E7	Air Conditioning and Refrigeration Wiring	E17	Street and Traffic Lighting
E8	Motor Control Wiring	E18	Sign Wiring
E9	Fire Alarm and Detector, and Burglar Alarm Wiring	E19	Master TV Antenna System
E10	Exit Sign Wiring	E20	Elevator Wiring

PLUMBING PHASES

P1	Plumbing Fixtures, Equipment	P4a	Automatic Fire Sprinkler System (except water supply)
P2a	Sanitary Piping System (Interior)	P4b	Water Supply For Fire Sprinkler System
P2b	Building Sewer System (Exterior)	P4c	Standpipes
P2c	Sewer Lateral Connection	P5a	Fuel Gas Piping System
P2d	Private Sewage Disposal System	P5b	Gas Appliance
P3a	Water Distribution System (Interior)	P8a	Solar Water Heating System (except water supply)
P3b	Building Supply (Outside Water Piping)	P8b	Solar Heater - Water Supply
P3c	Water Equipment - Backflow Preventer, Pressure Regulator	P7	Irrigation Sprinkler System
		P8	Swimming Pool - Potable Water Supply, Sanitary Drainage
		P9	Air Conditioning - Water Supply, including Backflow Preventer
		P10	Medical Gas System

Application
 Index No. **A**
 Please Print - Use Ink

Department of Planning & Permitting • City and County of Honolulu

F
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BUILDING PERMIT WORKSHEET

APPLICANT FILL IN AREA BELOW		Zone	Sea	Plat	Parcel	Lot No.	Lot Area	Sq. Ft.
Owner		Estimated Market Value of Work \$						
Owner's Address	Tel. No.	WORK WILL		ADD		DELETE		
Construction Site Address	Apt. Room No.	Residential Units		Total		Total		
Plan Maker	Prof. Reg. No.	Hotel Rooms		Rooms		Rooms		
Address	Tel. No.	NATURE OF WORK						
Contractor	State Lic. No.	1 <input type="checkbox"/> New Building		7 <input type="checkbox"/> Demolition		11 <input type="checkbox"/> Plumbing		
Address	Tel. No.	2 <input type="checkbox"/> Foundation Only		8 <input type="checkbox"/> Fence		12 <input type="checkbox"/> Fire Sprinkler		
Electrical Contractor	State Lic. No.	3 <input type="checkbox"/> Shell Only		9 <input type="checkbox"/> Retaining Wall		13 <input type="checkbox"/> Air Conditioning		
Address	Tel. No.	4 <input type="checkbox"/> Addition		10 <input type="checkbox"/> Electrical		14 <input type="checkbox"/> Solar		
Plumbing Contractor	State Lic. No.	5 <input type="checkbox"/> Alteration		10a <input type="checkbox"/> Electrical Meter Only		16 <input type="checkbox"/> Other		
Address	Tel. No.	SIDEWALK, CURB, AND DROP DRIVEWAY						
Proposed Use:	Floor Level:	<input type="checkbox"/> Construct		<input type="checkbox"/> Conc.		<input type="checkbox"/> A.C.		EXISTING
		<input type="checkbox"/> Reconstruct		<input type="checkbox"/> R.C.		<input type="checkbox"/> A.C.		SIDEWALK
		_____ LINEAL FEET of		<input type="checkbox"/> Lava Rock		<input type="checkbox"/> Conc.		CURBING
				<input type="checkbox"/> R.C.		<input type="checkbox"/> A.C.		DRIVEWAY
		Please notify this office at least 24 hours before starting work. Phone 523-4276.						
DESCRIPTION OF WORK TO BE DONE		SEWAGE DISPOSAL <input type="checkbox"/> New <input type="checkbox"/> Existing <input type="checkbox"/> Not Applicable						
		METHOD						
		1 <input type="checkbox"/> Public Sewer		2 <input type="checkbox"/> Aerobic Unit		3 <input type="checkbox"/> Cesspool		
		4 <input type="checkbox"/> Private Sewage Treatment Plant		5 <input type="checkbox"/> Septic Tank				
		6 <input type="checkbox"/> Other (Specify)						
		Signature (Owner or Agent) _____ Date _____						
		If Agent, Print Name _____					Agent's Tel. No. _____	

BUILDING DEPARTMENT
CITY AND COUNTY OF HONOLULU

INSTRUCTIONS FOR ELECTRICAL INSPECTION REQUEST

1. Electrical contractor shall complete the form below and submit to the Building Department, Electrical Code Section in person or by facsimile (Fax No. 527-6007) at least 48 hours before requested inspection date.
2. A response will be faxed to the electrical contractor. If inspection appointment needs to be rescheduled, the electrical contractor shall call the electrical inspector at the number provided on bottom of form. For forms submitted in person, the electrical contractor shall call in the next business day to confirm or reschedule appointment.

REQUEST FOR ELECTRICAL INSPECTION

ELECTRICAL CONTRACTOR: _____ PHONE: _____

OWNER: _____ PHONE: _____

LOCATION: _____

TAX MAP KEY: _____ PERMIT NO.: _____

NATURE OF INSPECTION

- | | | |
|------------------------------------------|-----------------------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> Rough-In | <input type="checkbox"/> Final | <input type="checkbox"/> Swimming Pool |
| <input type="checkbox"/> Fire Alarm Test | <input type="checkbox"/> Temporary Electrical Meter | <input type="checkbox"/> Permanent Electrical Meter |

LICENCED ELECTRICIAN
RESPONSIBLE FOR PROJECT: _____

ELECTRICIAN'S STATE LICENSE NO.: _____

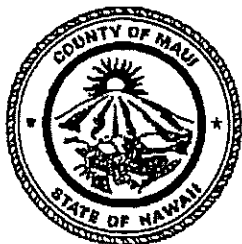
SIGNATURE OF ABOVE: _____ DATE: _____

REQUESTED DATE: _____ TIME: _____

Building Department Response

- Your inspection appointment is approved.
 Please call the electrical inspector to reschedule your appointment.

Inspector _____ Phone _____



FAX TRANSMITTAL

DEVELOPMENT SERVICES ADMINISTRATION

Electrical Permits & Inspections

700 Hali'a Nakoa St., Unit 1A

Wailuku, Hawaii 96793

Phone: 270-7255

Fax: 270-5520

To: Charlene Tamanaha Date: 8/31/05
Electricians & Plumbers
Board

Fax : (808)586-3031 Pages: 5, Including Cover Sheet

From: Brandie Simon

Subject: County of Maui Electrical & Plumbing Permit Applications and
Inspection Request Forms

Comments: Per your request, please find copies of our Electrical and Plumbing Permit Applications. Also, following are inspection request forms for the two sections.

We are transmitting 5 page(s) including the cover sheet. If you do not receive all pages, please call me at (808) 270-7255.

ELECTRICAL PERMIT APPLICATION
DEPARTMENT OF PUBLIC WORKS AND ENVIRONMENTAL MANAGEMENT
DEVELOPMENT SERVICES ADMINISTRATION
COUNTY OF MAUI

OFFICIAL USE ONLY
PERMIT NO.

Form with fields: Type of Business, Occupancy or Use, Zone, Sec., Plat, Parcel, Lot No., District, No. of Stories, No. of Units, New, Add, Alter, Repair, Project Address, Owner/Tenant, General Contractor, Electrical Contractor, Address.

APPLICATION IS HEREBY MADE FOR PERMIT TO DO WORK AS FOLLOWS:

SERVICE INSTALLATION section with checkboxes for OVERHEAD, UNDERGROUND, 1 PH 3 Wire, 3 PH 3 Wire, 3 PH 4 Wire, 120/240 Volt, 120/208 Volt, 480/277 Volt, Ampacity, Permit Fee.

FEEDER INSTALLATION table with columns: Ampacity, Not Over 100, Over 100 to 200, Over 200 to 400, Over 400, Generators, Capacitors, Reactors, Transformers.

BRANCH CIRCUIT INSTALLATION table with columns: Description, Receptacle, Switch, Fixture, Exhaust fan, Temporary Lighting, Decorative Lighting, Carnival Rides, Etc., Fire Alarm.

Table with columns: Description, Disposal, Range Hood, Dishwasher, Oven, Water Heater, Range, Dryer, Burglar Alarm.

MOTOR INSTALLATION table with columns: Horsepower, Not Over 1, Over 1 to 3, Over 3 to 8, Over 8 to 18, Over 18 to 50, Over 50 to 100, Irrigation, Solar Water Heater.

OTHER CIRCUIT INSTALLATION table with columns: No. to be Installed, Description, Fee.

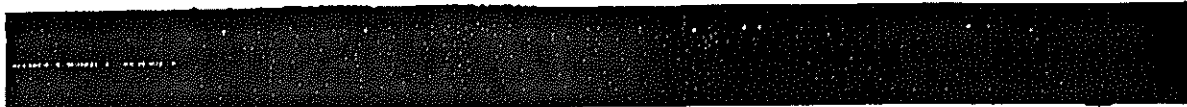
SUBTOTAL \$
PERMIT ISSUING FEE \$ 10.00
TOTAL FEE \$

I hereby acknowledge that the information given above is correct and agree to comply with all Maui County Ordinances and Hawaii State Laws regulating Electrical Work.

Signature:
Printed or Typed Name:

OFFICIAL USE ONLY
APPROVED: For Administrator Date 20

Date License Number Owner/Tenant Tel. No. Building Permit No. Plumbing Permit No.



MAUI PRINTING COMPANY, INC. KAHALA, HI 96741

2nd Division				
Z	S	PL	PAR	LOT..

COUNTY OF MAUI
DEPARTMENT OF PUBLIC WORKS
DEVELOPMENT SERVICES ADMINISTRATION
PLUMBING PERMIT APPLICATION

OWNER _____ PERMIT NO. _____
 LESSEE, TENANT _____ Building Permit No. _____
 PROJECT ADDRESS _____ TYPE OF BUILDING: NEW _____ EXISTING _____
 DISTRICT _____ Single Family _____ Business/Commercial _____
 PLUMBING CONTRACTOR _____ Guest Cottage _____ Industrial _____
 ADDRESS _____ Hotel _____ Condominium/Apartment _____
 REGISTRATION NO. _____ TELEPHONE _____ No. of Units _____
 GENERAL CONTRACTOR _____

NUMBER	TYPE OF FIXTURE OR ITEM SCHEDULE OF FEES	SEE	NUMBER	TYPE OF FIXTURE OR ITEM	SEE
	WATER CLOSETS	② \$ 5.00		URINALS	② \$ 5.00
	BATHS	② \$ 5.00		FUTURE FIXTURES	② \$ 5.00
	BATH TUBS	② \$ 5.00		DRINKING FOUNTAINS	② \$ 5.00
	SHOWER	② \$ 5.00		SODA FOUNTAINS	② \$ 5.00
	LAUNDRY TRAY	② \$ 5.00		REFRIGERATORS	② \$ 5.00
	FLOOR DRAINS	② \$ 5.00		DIRT CATCHER	② \$ 5.00
	WASHING MACHINE	② \$ 5.00		SLOP HOPPER	② \$ 5.00
	DRYER	② \$ 5.00		FOOT THERAPY	② \$ 5.00
	SINK	② \$ 5.00		BITZ BATH	② \$ 5.00
	DISHWASHER	② \$ 5.00		BIDETS	② \$ 5.00
	GARBAGE DISPOSAL	② \$ 5.00		DENTAL GUSPIDORS	② \$ 5.00
	SINK & TRAY COMP.	② \$ 5.00		SWIMMING POOLS	② \$ 5.00
	WASH SINKS	② \$ 5.00		SPA	② \$ 5.00
	FLOOR SINKS	② \$ 6.00		HOT TUB	② \$ 5.00
	SERVICE SINKS	② \$ 5.00		SUMPS	② \$ 5.00
	SERVICE SUMP	② \$ 5.00		BED PAN STERILIZERS	② \$ 5.00
	GREASE TRAPS	② \$ 6.00		STEAM TABLES	② \$ 5.00
	BAR SINKS	② \$ 5.00			
	COFFEE URNS	② \$ 6.00		Plumbing Piping Without Fixtures	② \$ 3.00
	HEATERS-ELECTRIC	② \$ 5.00		Building Sewer to Lateral	② \$ 10.00
	HEATERS-SOLAR	② \$ 5.00		Building Sewer to Cesspool	② \$ 5.00
	HEAT PUMP	② \$ 4.00		Building Sewer to Present Sewer	② \$ 5.00
	Lawn Sprinklers Per Piping Valve 1"	② \$ 2.00		Sewer Main on Site	② \$ 25.00
	Lawn Sprinklers Per Piping Valve 2"	② \$ 4.00		Water Main on Site	② \$ 25.00
	Lawn Sprinklers Per Piping Valve 3"	② \$ 8.00		Each Bldg. Sewer to Preloader and/or Including Cavities	② \$ 5.00
	Lawn Sprinklers Per Piping Valve 4"	② \$ 8.00		Each Bldg. Sewer to Septic Tank	② \$ 5.00
	Lawn Sprinklers Per Piping Valve 5"	② \$ 10.00		Each Overflow Sewer Piping From Cesspool, Septic Tank and/or Cavities	② \$ 6.00
	Lawn Sprinklers Per Piping Valve 6"	② \$ 12.00		Each Private Sewage Disposal System	② \$ 10.00
	For Vacuum Breakers or Backflow Preventive Device installed to piping or equipment served	② \$ 5.00		For Demolish Plumbing, Piping and Sewer Connected to Sewer Lateral, Cesspool, Septic Tank, Preloader and/or Cavities	② \$ 5.00
	For Installation-Alteration or Repair of water piping and/or water treating equipment	② \$ 5.00		For Rainwater Systems - Per Drain	② \$ 5.00
				For Repair or Alteration of Drainage or Vent Piping	② \$ 5.00
				For Air Conditioner discharge into a Sanitary System	② \$ 5.00

READ CONDITIONS BELOW

Permittee is hereby authorized to install the Plumbing as shown, in accordance with provisions of the Plumbing Code.

This permit becomes null and void if work is not commenced within one-hundred-eighty (180) days from date of issuance, or if work is suspended at any time during construction for a period of one-hundred-eighty (180) days, or if any work is done on the said building or structure in violation of the Maui County Plumbing Code or State Statutes governing same.

THIS FORM WHEN PROPERLY VALIDATED IS A PERMIT TO DO THE WORK DESCRIBED

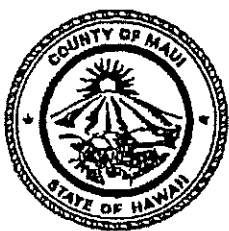
I hereby acknowledge that I have read this application and state that the above is correct and agree to comply with all County Ordinances and State laws regulating plumbing.

FINAL INSPECTION REQUIRED

APPROVED BY _____ 20 _____
 PLUMBING INSPECTOR

SIGNATURE OF APPLICANT AND/OR AUTHORIZED AGENT _____ 20 _____

ISSUING FEE \$ _____ 10.00
 TOTAL FEE \$ _____



ELECTRICAL INSPECTION REQUEST FORM

COUNTY OF MAUI

DEPARTMENT OF PUBLIC WORKS AND ENVIRONMENTAL MANAGEMENT

DEVELOPMENT SERVICES ADMINISTRATION

700 HALI'A NAKOA STREET

WAILUKU, HAWAII 96793

(808) 270-7255, (808) 270-5520 FAX

PROJECT OWNER/TENANT/BUSINESS _____

PROJECT ADDRESS _____

TMK _____ DISTRICT _____

Licensed Electrical Contractor _____ Signature _____
Licensee or Responsible Managing Employee _____ Licensed Trade Name or Business Name _____

Printed name _____

Project Contact Person, Name and Phone Number: _____

Electrical Permit No. _____ Requested Inspection Date: _____

Inspection Results to be Returned By: (Check One Box Only)

Mail Fax Placed in Contractor Pick up Box

Mailing Address: _____
Fax Number: _____
Comments: _____

REQUESTED INSPECTION TYPE (Check all boxes applicable to requested inspection)

ROUGH-IN PARTLY (Inspection of Electrical Wiring or Raceways to be Concealed)

- Conduits in Trench Conduits in Slab or Foundation Wiring or Raceways in Walls, Cellings or Roof
- Swimming Pool/Spa Bonding Swimming Pool/Spa Potting Compound Irrigation System or Landscape Lighting Wiring

ROUGH-IN COMPLETE (Inspection to Confirm Installation Is Complete and Ready to Be Energized)

- Rough in complete

SERVICE (Inspection of Service Equipment, Including Coordinated Inspections for Service Equipment Replacements)

- Service Coordinated Service Inspection
- Maui Electric to Disconnect Power at: _____ (Time)
- Ready for County Inspection at: _____ (Time)

SOLAR WATER HEATER

- Solar Water Heater

ENERGY CODE (Inspection to confirm lighting installation is in compliance with County Energy Code. Responsible Electrician and approved plans required on site for inspection.)

- Energy Code Compliance

FINAL (Inspection to confirm installation is energized, working and structure is ready to be Occupied)

- Final

REINSPECTION (Inspection to Confirm Previous Deficiencies Have Been Corrected)

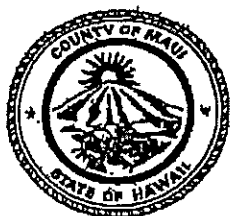
- Reinspection (indicate type of inspection to be rechecked _____)
- \$30.00 Reinspection fee submitted

INSPECTION RESULTS (To be completed by County Inspector)

- Pass Failed, due to the following: _____

2nd Consecutive Failed Inspection
Submit \$30.00 Reinspection Fee

County Electrical Inspector _____ Date _____



PLUMBING INSPECTION REQUEST FORM
COUNTY OF MAUI
 DEPARTMENT OF PUBLIC WORKS AND ENVIRONMENTAL MANAGEMENT
 DEVELOPMENT SERVICES ADMINISTRATION
 700 HALI'A NAKOA STREET
 WAILUKU, HAWAII 96793
 (808) 270-7368, (808) 270-5520 FAX

PROJECT OWNER/TENANT/BUSINESS _____

PROJECT ADDRESS _____

MIK _____ DISTRICT _____

Licensed Plumbing Contractor _____ Signature _____
 Licensee or Responsible Managing Employee _____ Licensed Trade Name or Business Name _____
 Printed name _____

Project Contact Person, Name and Phone Number: _____

Plumbing Permit No. _____ Requested Inspection Date: _____

Comments: _____

REQUESTED INSPECTION TYPE (Check all boxes applicable to requested inspection)

ROUGH-IN PARTLY

- in Trench
- in Slab or Foundation
- in Walls, Ceilings or Roof
- Swimming Pool/Spa
- Irrigation System or Landscape
- Sewer Main On Site
- Water Main on Site

ROUGH-IN COMPLETE

- Rough in complete

SOLAR WATER HEATER

- Solar Water Heater

Ready for County Inspection at: _____ (Time)

FINAL

- Final

REINSPECTION (Inspection to Confirm Previous Deficiencies Have Been Corrected)

- Reinspection (Indicate type of inspection to be rechecked _____)
- \$ Reinspection fee submitted

BUILDING DIVISION
DEPARTMENT OF PUBLIC WORKS
COUNTY OF HAWAII
PLUMBING PERMIT APPLICATION

MAIL TO: _____

PICK UP _____

Blg. Permit No. _____

Legal Owner _____ Address _____ Tel. No _____
Lesser/Tenant _____ Address _____ Tel. No _____
Builder _____ Address _____ Tel. No _____
Plumbing Contr. or Other _____ Address _____ Tel. No _____
Contractor's State License No. _____

To install and/or relocate, etc., all in accordance with the State laws, and Ordinances of the County of Hawaii, to-wit:
Class of Work: [] New [] Addition [] Alteration [] Repair [] Other _____

Connection to be made with: [] Public Sewer [] Private Sewer [] Cesspool [] Septic System
Present Use of Building _____ Est. Cost _____ Est. Completion Date _____

Project Location (Number & Street Name) _____
*Sewer connection shall be approved by Waste Management prior to backfilling. Failure to notify the division may result in re-excavation for inspection.

Table with columns: NUMBER, DRAINAGE AND WATER SYSTEM, FEE, NUMBER, FEE. Lists items like Toilets, Dishwashers, Drinking Fountains, etc. with associated fees.

READ CONDITION BELOW

Permittee is hereby authorized to install the plumbing as shown, in accordance with provisions of the County of Hawaii Plumbing code as amended.
This permit becomes null and void if work is not commenced within 120 days from date of issuance, or if work is suspended at any time during construction for the same period of time, or if any work is done on the same building or structure in violation of the County of Hawaii Plumbing Code or State Statutes governing same.
Refund request for permit fee paid must be received by the Building Division within 90 days from issue date of this permit.
Notification for inspection is mandatory.
THIS FORM WHEN PROPERLY VALIDATED IS A PERMIT TO DO THE WORK DESCRIBED.
I hereby acknowledge that I have read this application and state that the above is correct and agree to comply with all County and State Laws regarding plumbing.

OFFICIAL USE ONLY:
PERMITTEE'S SIGNATURE _____ DATE _____
APPROVED: _____

Table with header '3rd DIVISION' and columns Z, S, PL, PAR, LOT. Includes a large 'M' stamp.

BUILDING DIVISION
DEPARTMENT OF PUBLIC WORKS
COUNTY OF HAWAII

MAIL TO: _____

PICK UP _____

APPLICATION FOR ELECTRICAL WORK

RESIDENTIAL [] NON-RESIDENTIAL []
NEW [] ADD [] ALTER [] REPAIR []
THIS PERMIT SHALL BECOME NULL AND VOID SHOULD WORK AUTHORIZED BE CONTINUOUSLY SUSPENDED FOR A PERIOD OF 90 DAYS. REFUND REQUEST MUST BE RECEIVED BY THE DIRECTOR OF FINANCE WITHIN 90 DAYS FROM ISSUANCE DATE OF THIS PERMIT (AS PER CHAPTER 2, HAWAII COUNTY CODE)
ELEC. VALUATION: _____
BUILDING PERMIT NO. _____

OWNER: _____ BUILDER: _____
DEPT: _____ APPLICANT: _____
10 ADDRESS: _____ BUSINESS ADDRESS: _____
LICENSE NO. _____ PHONE: _____

APPLICATION IS HEREBY MADE FOR PERMIT TO DO WORK AS FOLLOWS:

TYPE OF WIRING: _____
SERVICE INSTALLATION: CONDUCTOR SIZE: _____ OVERHEAD [] UNDERGROUND []
ELECTRICAL SOURCE: [] HELCO [] ALT. ENERGY WITH SERV. LAT./DPOP [] ALT. ENERGY []

Table with 2 main columns: SERVICE EQUIPMENT and FEEDER INSTALLATION. Rows include MR. RACING, HASE, Q. TO BE INSTALLED, and PERMIT FEE.

BRANCH CIRCUITS INSTALLATION (1 & 2 DWELLING OCCUPANCIES ONLY)
Table with columns: DESCRIPTION, FIRST FIVE 120 V CIRCUITS, ADDITIONAL 120 V CIRCUITS, RANGE, COOKTOP, OVEN, WATER HEATER, DRYER, MOTORS, OTHER TYPES OF CIRCUITS.

BRANCH CIRCUITS INSTALLATION (ALL OTHER OCCUPANCIES)
Table with columns: NO. TO BE INSTALLED, DESCRIPTION, FEE.

SPECIALTY INSTALLATION
Table with columns: DESCRIPTION, RADIO, TV, PA, FA, SIGNS.

NOTE: IF MORE SPACE IS NEEDED, ATTACH SEPARATE SHEET.

NOTICE FOR ELECTRICAL SERVICE SHALL BE MADE BY THE APPLICANT. NO PERSON SHALL USE OR SUPPLY ELECTRICAL ENERGY TO ANY ELECTRICAL INSTALLATION WITHOUT THE ADMINISTRATIVE AUTHORITY'S APPROVAL.

ALL ELECTRICAL WORK SHALL COMPLY TO CHAPTER 9, HAWAII COUNTY CODE. INSTALLATION AND MATERIALS SHALL BE IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE.

APPLICANT SHALL BE QUALIFIED TO DO THE WORK AND POSSESS A VALID LICENSE PURSUANT TO THE PROVISIONS OF CHAPTER 444 OR 449E OF THE HAWAII REVISED STATUTES.

hereby acknowledge that the information given above is correct and agree to comply with all County and State Laws.

SIGNATURE OF APPLICANT _____ DATE _____

FEE FROM ATTACHED SHEET \$ _____
PENALTY FEE \$ _____
PERMIT FEE \$ 5.00
TOTAL FEE \$ _____

Stamp: E
3rd DIVISION
Z S PL PAR LOT

COUNTY OF KAUAI
DEPARTMENT OF PUBLIC WORKS
ELECTRICAL PERMIT APPLICATION

WRITE IN ALL INFORMATION	BUILDING OCCUPANCY:					ZONE	SEC	PLAT	PARCEL	LOT NO.	DISTRICT
	NEW	ADDN	ALT	REPAIR	RELOCATION						

OWNER/TENANT _____ PROJECT LOCATION _____ BLDG PERMIT NO. _____

GENERAL CONTRACTOR _____ ADDRESS _____ PHONE _____

APPLICATION IS HEREBY MADE FOR PERMIT TO DO WORK AS FOLLOWS:

FLOOR AREA	NO. OF STORIES	METHOD OF WIRING: [] METAL CONDUIT [] EMT [] PVC [] N/M [] BX [] ENMT									
BRANCH CIRCUITS INSTALLATION											

DESCRIPTION	RECEPTACLE CIRCUITS	LIGHTING CIRCUITS	SPARE CIRCUITS	RANGE CIRCUITS	OVEN CIRCUITS	WATER HEATER CIRCUITS	DRYER CIRCUITS	SWIMMING POOL CIRCUITS	SIGN CIRCUIT	MOTOR EQUIP. CIRCUIT	A/C UNIT CIRCUIT
AMP RATING											
NO. TO BE INSTALLED											

FEEDER INSTALLATION: CONDUCTOR SIZE # [] COPPER [] ALUMINUM

NO.	SERVICE INSTALLATION	AMP RATING	FEE	AMOUNT	NO.	TEMPORARY LIGHTS	FEE	AMOUNT
	NOT OVER 100 AMP (MAIN & SUB MAIN)		8.00			NOT OVER 50 LAMPS	8.00	
	NOT OVER 200 AMP (MAIN & SUB MAIN)		9.00			OVER 50 AND NOT OVER 100	12.00	
	NOT OVER 400 AMP (MAIN & SUB MAIN)		10.00			EACH SUCCEEDING 100 OR FRACTION THEREOF	8.00	
	NOT OVER 600 AMP (MAIN & SUB MAIN)		12.00			DECORATIVE LIGHTING AND FOOTLIGHTS, BORDERS AND STRIPS IN THEATERS, WHERE 100 OR LESS SOCKETS INSTALLED	10.00	
	NOT OVER 800 AMP (MAIN & SUB MAIN)		15.00			ADDITIONAL 50 OR FRACTION THEREOF	6.00	
	NOT OVER 1000 AMP (MAIN & SUB MAIN)		18.00			MOTORS (FIXED)		
	NOT OVER 1200 AMP (MAIN & SUB MAIN)		20.00			NOT OVER 1 HP	5.00	
	OVER 1200 AMP (MAIN & SUB MAIN)		24.00			OVER 1 HP BUT NOT OVER 3 HP	6.00	
	FEEDER CONDUCTORS		6.00			OVER 3 HP BUT NOT OVER 10 HP	8.00	
	EACH BRANCH CIRCUIT		6.00			OVER 10 HP BUT NOT OVER 25 HP	12.00	
	EACH ALTERATION, ERECTION, CONNECTION OF ILLUMINATION AND LIGHTING OF SIGN		10.00			OVER 25 HP BUT NOT OVER 50 HP	15.00	
	TRANSFORMERS AND GENERATORS (FIXED)					OVER 50 HP BUT NOT OVER 100 HP	23.00	
	NOT OVER 6 KVA		8.00			OVER 100 HP BUT NOT OVER 150 HP	30.00	
	OVER 6 KVA BUT NOT OVER 15 KVA		15.00			OVER 150 HP BUT NOT OVER 200 HP	40.00	
	OVER 15 KVA BUT NOT OVER 50 KVA		30.00			OVER 200 HP	50.00	
	OVER 50 KVA BUT NOT OVER 100 KVA		40.00			MISCELLANEOUS		
	OVER 100 KVA		50.00			CONDUIT & RACEWAY EACH 500 SQ. FT.	10.00	
	NEW SERVICE EQUIPMENT FOR TEMPORARY ELECTRICAL SERVICE ON POLES FOR CONSTRUCTION SITE OR BUILDING		15.00			INSTALLATION, REPAIR OR FOR WORK WHICH A PERMIT IS REQUIRED BUT FOR WHICH NO FEE IS HEREIN PROVIDED	10.00	
	REINSPECTION OF TEMPORARY PORTABLE POWER POLE EQUIPMENT MOVED FROM ONE LOCATION TO ANOTHER		15.00			CARNIVAL ALL INCLUSIVE A FLAT RATE	50.00	
						PERMIT TRANSFER FEE	40.00	

OTHER INSTALLATION: _____ SUB TOTAL \$ _____

I HEREBY ACKNOWLEDGE THAT THE INFORMATION GIVEN ABOVE IS CORRECT AND AGREE TO COMPLY WITH ALL COUNTY OF KAUAI ORDINANCES. [NOTE: IF MORE SPACE IS NEEDED, USE SEPARATE SHEET AND ATTACH.]

PENALTY FEE \$ _____
(DOUBLE FEE OR \$200)
\$10.00 EACH PERMIT ISSUING FEE \$ _____

PRINT (CONTRACTOR) _____ A, B, OR C LIC. NO. _____ PHONE _____ TOTAL FEE \$ _____

SIGNATURE _____ DATE _____ FEE RECEIVED _____

PRINT (ELECTRICIAN) _____ LIC. NO. _____ PHONE _____ PERMIT NUMBER HSE. _____

APPROVED: BUILDING OFFICIAL OR AUTHORIZED AGENT _____ DATE _____ PERMIT NUMBER TEMP. _____
1-OFFICE COPY 2-INSPECTOR 3-APPLICANT

BUILDING DIVISION
 DEPARTMENT OF PUBLIC WORKS
 COUNTY OF KAUAI
 4444 RICE ST., LIHUE, HI 96766

PERMIT NO.				
ZONE	SEC	PLAT	PARCEL	UNIT

ELECTRICAL PERMIT
 CONTRACTOR'S STATEMENT

 Type of Building Construction Activity

STATEMENT ACCOMPANYING PERMIT APPLICATION PURSUANT CHAPTER 444 H.R.S. (RELATING TO CONTRACTORS AND CHAPTER 13 K.C.C. 1987 (RELATING TO IDENTIFICATION OF ELECTRICIAN.)

AS THE APPLICANT FOR A PERMIT TO PERFORM CERTAIN WORK AT _____
 I HEREBY STATE THAT I AM: (JOB SITE ADDRESS)

- () A BONA FIDE LICENSED CONTRACTOR UNDER THE PROVISION OF CHAPTER 444 H.R.S. MY LICENSE NUMBER IS: _____ AND IT IS IN FULL FORCE AND EFFECT.
- () AN OWNER-BUILDER EXEMPT UNDER SECTION 444-2(7), H.R.S. I HEREBY CERTIFY THAT THE BUILDING OR STRUCTURE IS FOR MY PERSONAL USE AND NOT FOR USE OR OCCUPANCY BY THE GENERAL PUBLIC AND THAT THE BUILDING WILL NOT BE OFFERED FOR SALE OR LEASE WITHIN ONE YEAR AFTER COMPLETION OF WORK.

DISCLOSURE STATEMENT

STATE LAW REQUIRES CONSTRUCTION TO BE DONE BY LICENSED CONTRACTORS. YOU HAVE APPLIED FOR A PERMIT UNDER AN EXEMPTION TO THAT LAW. THE EXEMPTION PROVIDED IN SECTION 44-2(7), HAWAII REVISED STATUTES, ALLOWS YOU, AS THE OWNER OR LESSEE OF YOUR PROPERTY, TO ACT AS YOUR OWN GENERAL CONTRACTOR EVEN THOUGH YOU DO NOT HAVE A LICENSE. YOU MUST SUPERVISE THE CONSTRUCTION YOURSELF. YOU MUST ALSO HIRE LICENSED SUBCONTRACTORS. THE BUILDING MUST BE FOR YOUR OWN USE AND OCCUPANCY. IT MAY NOT BE BUILT FOR SALE OR LEASE. IF YOU SELL OR LEASE A BUILDING YOU HAVE BUILT YOURSELF WITHIN ONE YEAR AFTER THE CONSTRUCTION IS COMPLETED, THE LAW WILL PRESUME THAT YOU BUILT IT FOR SALE OR LEASE, WHICH IS A VIOLATION OF THE EXEMPTION, AND YOU MAY BE PROSECUTED FOR THIS. IT IS YOUR RESPONSIBILITY TO MAKE SURE THAT SUBCONTRACTORS HIRED BY YOU HAVE LICENSES REQUIRED BY STATE LAW AND BY COUNTY LICENSING ORDINANCES. ELECTRICAL OR PLUMBING WORK MUST BE PERFORMED BY CONTRACTORS LICENSED UNDER CHAPTERS 448 E AND 444, HAWAII REVISED STATUTES. ANY PERSON WORKING ON YOUR BUILDING WHO IS NOT LICENSED MUST BE YOUR EMPLOYEE WHICH MEANS THAT YOU MUST DEDUCT F.I.C.A. AND WITHHOLDING TAXES AND PROVIDE WORKER'S COMPENSATION FOR THAT EMPLOYEE, ALL AS PRESCRIBED BY LAW. YOUR CONSTRUCTION MUST COMPLY WITH ALL APPLICABLE LAWS, ORDINANCES, BUILDING CODES AND ZONING REGULATIONS. IF YOU VIOLATE SECTION 444-2(7) YOU MAY BE FINED \$5,000 OR FORTY PER CENT OF THE APPRAISED VALUE OF THE BUILDING AS DETERMINED BY THE COUNTY TAX APPRAISER, WHICHEVER IS GREATER, FOR THE FIRST OFFENSE; AND \$10,000 OR FIFTY PERCENT OF THE APPRAISED VALUE OF THE BUILDING AS DETERMINED BY THE COUNTY TAX APPRAISER, WHICHEVER IS GREATER FOR ANY SUBSEQUENT OFFENSE.

Approximate Dates of Construction Activity: Start: _____ Finish: _____

() ELECTRICAL CONTRACTOR

PRINT CONTRACTOR'S NAME	SIGNATURE OF CONTRACTOR
ADDRESS	TELEPHONE
ELECTRICIAN (PRINT NAME)	LIC. NO.
OWNER BUILDER (PRINT NAME)	SIGNATURE OF ELECTRICIAN
ADDRESS	SIGNATURE OF OWNER BUILDER
ADDRESS	TELEPHONE

**COUNTY OF KAUAI
DEPARTMENT OF PUBLIC WORKS
PLUMBING PERMIT APPLICATION**

For Application To Fill In

ZONE	SEC	PLAT	PARCEL	UNIT	DISTRICT

OWNER/TENANT _____
 PROJECT ADDRESS _____

 PLUMBING CONTRACTOR _____ Lic. No. _____
 OTHER _____ Lic. No. _____
 ADDRESS _____
 PLUMBER _____ Lic. No. _____

General Contractor _____
 Building Permit No. _____ Date _____
 Group Occupancy or Use _____
 New Addition Alteration Repair
 Cesspool Sewer Septic System

SANITARY AND WATER SYSTEM

NUMBER	ITEM	FEE
_____	Bathtubs	@\$5.00
_____	Clotheswashers	@\$5.00
_____	Dishwashers	@\$5.00
_____	Drinking Fountains	@\$5.00
_____	Floor Drains	@\$5.00
_____	Floor Sinks	@\$5.00
_____	Garbage Disposers	@\$5.00
_____	Grease Interceptors	@\$10.00
_____	Interceptors; Sand, Dirt	@\$10.00
_____	Laundry Trays	@\$5.00
_____	Showers	@\$5.00
_____	Sinks	@\$5.00
_____	Sinks, Bar	@\$5.00
_____	Sinks, Service	@\$5.00
_____	Sumps	@\$5.00
_____	Urinals	@\$5.00
_____	Wash Basins	@\$5.00
_____	Water Closets	@\$5.00
_____	Bidets	@\$5.00
_____	_____	@\$5.00
_____	For Each Lawn Sprinkler System on Any One Valve Including Backflow Protection Devices	@\$10.00
_____	Vacuum Breakers or Backflow Protective Devices Installed Subsequent to the Installation of Piping Equipment Served	@\$10.00
_____	For Each Vacuum Breakers or Backflow Protective Devices Installed to Hosebibbs	@\$5.00
_____	Solar Water Heating System	@\$5.00
_____	Water Heaters and/or Vents	@\$5.00
_____	Swimming Pool With Drainage Connection	@\$5.00

NUMBER	ITEM	FEE
_____	Water Supply Piping: Install, Alter, or Repair and/or Water Treating Equipment	@\$5.00
_____	Building Sewer: Installation, Alteration, Repair to Building Drainage System	@\$15.00

FUEL GAS SYSTEM

_____	For Each Gas Piping System, Alteration or Repairs to Piping System and Other Miscellaneous Equipment	@\$10.00
_____	For Each Gas Application	
_____	Dryers	@\$5.00
_____	Hose Cocks	@\$5.00
_____	Ovens	@\$5.00
_____	Ranges	@\$5.00
_____	Vents	@\$5.00
_____	Water Heaters	@\$5.00
_____	Controlled Outlets	@\$5.00
_____	Barbecue Grills	@\$5.00

MEDICAL GAS PIPING

_____	For The First Five inlet(s) or outlet(s) for a specific gas	@\$10.00
_____	For Each Additional 5 inlet(s) or outlet(s) or fraction thereof	@\$5.00

FOUNDATION

_____	For The First 10 Plumbing Fixtures	@\$10.00
_____	For Each 5 Additional Plumbing Fixtures or Fraction thereof	@\$5.00

INVESTIGATION FEE @ \$200.00
 (COMBINED MINIMUM OF \$200.00)

PERMIT ISSUING FEE \$10.00

TOTAL FEE:

I HEREBY ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION AND STATE THAT THE ABOVE IS CORRECT AND AGREE TO COMPLY WITH ALL COUNTY OF KAUAI ORDINANCES AND STATE LAWS REGULATING PLUMBING

Signature (Contractor) _____ Date _____

Signature (Plumber) _____ Date _____

Permit No. _____

NOTES TO APPLICANT:
 POST PERMIT PLACARD ON SITE OF WORK. THIS PERMIT EXPIRES IF WORK IS NOT STARTED WITHIN 180 DAYS OF DATE OF ISSUANCE, OR IF WORK IS SUSPENDED OR ABANDONED FOR 180 DAYS.

PERMITTEE IS HEREBY AUTHORIZED TO INSTALL THE ABOVE PLUMBING WORK, IN ACCORDANCE WITH PROVISIONS OF THE PLUMBING CODE.

COUNTY ENGINEER OR HIS AUTHORIZED AGENT _____ DATE _____

FEE RECEIVED _____ DATE _____

BUILDING DIVISION
 DEPARTMENT OF PUBLIC WORKS
 COUNTY OF KAUAI
 4444 RICE ST., LIHUE, HI 96766

PERMIT NO.				
ZONE	SEC	PLAT	PARCEL	UNIT

PLUMBING PERMIT
 CONTRACTOR'S STATEMENT

 Type of Building Construction Activity

STATEMENT ACCOMPANYING PERMIT APPLICATION PURSUANT CHAPTER 444 H.R.S. (RELATING TO CONTRACTOR) AND CHAPTER 14 K.C.C. 1987 (RELATING TO IDENTIFICATION OF PLUMBER.)

AS THE APPLICANT FOR A PERMIT TO PERFORM CERTAIN WORK AT _____
 I HEREBY STATE THAT I AM: (JOB SITE ADDRESS)

- () A BONA FIDE LICENSED CONTRACTOR UNDER THE PROVISION OF CHAPTER 444 H.R.S. MY LICENSE NUMBER IS: _____ AND IT IS IN FULL FORCE AND EFFECT.
- () AN OWNER-BUILDER EXEMPT UNDER SECTION 444-2(7), H.R.S. I HEREBY CERTIFY THAT THE BUILDING OR STRUCTURE IS FOR MY PERSONAL USE AND NOT FOR USE OR OCCUPANCY BY THE GENERAL PUBLIC AND THAT THE BUILDING WILL NOT BE OFFERED FOR SALE OR LEASE WITHIN ONE YEAR AFTER COMPLETION OF WORK.

DISCLOSURE STATEMENT

STATE LAW REQUIRES CONSTRUCTION TO BE DONE BY LICENSED CONTRACTORS. YOU HAVE APPLIED FOR A PERMIT UNDER AN EXEMPTION TO THAT LAW. THE EXEMPTION PROVIDED IN SECTION 44-2(7), HAWAII REVISED STATUTES, ALLOWS YOU, AS THE OWNER OR LESSEE OF YOUR PROPERTY, TO ACT AS YOUR OWN GENERAL CONTRACTOR EVEN THOUGH YOU DO NOT HAVE A LICENSE. YOU MUST SUPERVISE THE CONSTRUCTION YOURSELF. YOU MUST ALSO HIRE LICENSED SUBCONTRACTORS. THE BUILDING MUST BE FOR YOUR OWN USE AND OCCUPANCY. IT MAY NOT BE BUILT FOR SALE OR LEASE. IF YOU SELL OR LEASE A BUILDING YOU HAVE BUILT YOURSELF WITHIN ONE YEAR AFTER THE CONSTRUCTION IS COMPLETED, THE LAW WILL PRESUME THAT YOU BUILT IT FOR SALE OR LEASE, WHICH IS A VIOLATION OF THE EXEMPTION, AND YOU MAY BE PROSECUTED FOR THIS. IT IS YOUR RESPONSIBILITY TO MAKE SURE THAT SUBCONTRACTORS HIRED BY YOU HAVE LICENSES REQUIRED BY STATE LAW AND BY COUNTY LICENSING ORDINANCES. ELECTRICAL OR PLUMBING WORK MUST BE PERFORMED BY CONTRACTORS LICENSED UNDER CHAPTERS 448 E AND 444, HAWAII REVISED STATUTES. ANY PERSON WORKING ON YOUR BUILDING WHO IS NOT LICENSED MUST BE YOUR EMPLOYEE WHICH MEANS THAT YOU MUST DEDUCT F.I.C.A. AND WITHHOLDING TAXES AND PROVIDE WORKER'S COMPENSATION FOR THAT EMPLOYEE, ALL AS PRESCRIBED BY LAW. YOUR CONSTRUCTION MUST COMPLY WITH ALL APPLICABLE LAWS, ORDINANCES, BUILDING CODES AND ZONING REGULATIONS. IF YOU VIOLATE SECTION 444-2(7) YOU MAY BE FINED \$5,000 OR FORTY PER CENT OF THE APPRAISED VALUE OF THE BUILDING AS DETERMINED BY THE COUNTY TAX APPRAISER, WHICHEVER IS GREATER, FOR THE FIRST OFFENSE; AND \$10,000 OR FIFTY PERCENT OF THE APPRAISED VALUE OF THE BUILDING AS DETERMINED BY THE COUNTY TAX APPRAISER, WHICHEVER IS GREATER FOR ANY SUBSEQUENT OFFENSE.

Approximate Dates of Construction Activity: Start: _____ Finish: _____

() PLUMBING CONTRACTOR

PRINT CONTRACTOR'S NAME	SIGNATURE OF CONTRACTOR
ADDRESS	TELEPHONE
PLUMBER (PRINT NAME)	LIC. NO.
OWNER BUILDER (PRINT NAME)	SIGNATURE OF PLUMBER
ADDRESS	SIGNATURE OF OWNER BUILDER
ADDRESS	TELEPHONE

Kauai

2002 NEC PERMIT REQUIREMENTS

DEPT. OF COMMERCE
& CONSUMER AFFAIRS
STATE OF HAWAII

2005 SEP - 9 A 10: 37

RECEIVED
REGISTRATION
DIVISION

Sec. 13-2.2 To Whom Permits May Be Issued.

An electrical permit is required to perform work covered by this Code and will be issued only to:

- (1) An electrical contractor holding a valid unexpired license under Chapter 444, HRS and who can present evidence that he is also licensed under Chapter 448E, HRS or has under his employment an electrician complying to the provisions of Chapter 448E, HRS.
- (2) A firm, partnership, association or corporation other than an electrical contractor complying to the provisions set forth in Chapter 444, HRS and who has under his employment a supervising electrician holding a valid unexpired license, complying to provisions set forth in Chapter 448E, HRS.
- (3) Federal, State and County governments. With the agencies having under their employment a licensed supervising electrician complying to provisions set forth in Chapter 448E, HRS.
- (4) A homeowner who performs electrical work on his own single family dwelling, provided such homeowners is holding a valid unexpired license under Chapter 448E, HRS.

This does not preclude the homeowner who is licensed under Chapter 448E, HRS to do electrical maintenance work for building he owns.

Sec. 13-2.3 Application For An Issuance Of Permit.

(1) Permit Required. No person, firm, partnership, association or corporation shall erect, construct, enlarge, repair, move, improve, remove, alter or convert any building or structure in the County of Kauai which requires electrical work or cause the same to be done, without first obtaining a separate electrical permit for such building or structure from the Administrative Authority.

Exception: Permit not required for work in connection with meter and service wires installed by or performed by those electric and power service companies operating under franchise as public utilities and telephone installations. Work performed for any Federal or State agency, except where permits are specifically requested by said agency.

(2) Application. Any person legally entitled to apply for and receive a permit

shall make an application on forms provided for that purpose. He shall give a description of the character of the work to be done and the location, ownership, occupancy and use of the premises in connection therewith. The Administrative Authority may require plans, specifications or drawings and such other information as he may deem necessary.

NEW {

Exception: Persons legally entitled to apply for and receive a permit may authorize representatives to undertake the management of applying and receiving a permit. Duly authorized representatives shall be authorized in writing by the person granting authorization.

Sec. 13-2.11 All Work To Be Inspected.

(a) All electrical systems shall be inspected by the Administrative Authority to ensure compliance with all the requirements of this Code for which a permit is obtained. No portion of any system shall be concealed, enclosed or covered until such system or work has been inspected and approved by the Administrative Authority.

(b) Notification. It shall be the duty of the permittee performing the work authorized by the permit to notify the Administrative Authority, orally or in writing, that said work is ready for inspection.

NEW {

Exception: The permittee may authorize representatives to undertake the management of notification for inspections. Duly authorized representatives shall be authorized in writing by the person granting authorization.

It shall be the duty of the permittee performing the work authorized by the permit to ensure that the work complies with this Code, before requesting inspection.

The Administrative Authority, upon receipt of notification shall make the following inspection:

1. All services for temporary electrical power.
2. The rough installation of any electrical wiring or portion thereof, shall not be covered or concealed until it has first been inspected, and has been completed and approval granted.
3. The rough installation of any electrical conductors and service equipment, or thereof that connect to the supply of electricity.
4. Final inspection shall be made after all electrical systems are completed and the building is ready for occupancy. All electrical service equipment shall be in place and all electrical fixtures, devices, covers and cover plates shall be installed. All electrical systems shall be capable to receive power.

5. Other Inspections. In addition to the inspections specified above, the Administrative Authority may make or require other inspections of any electrical work to ascertain compliance with the provisions of this code and other laws which are enforced by the Administrative Authority.

2003 UPC PERMIT REQUIREMENTS

Section 14-2.6. Application for and Issuance of Permit.

(a) Permit Required. No person, firm, partnership, association or corporation shall erect, construct, enlarge, repair, move, improve, remove, alter or convert any building or structure in the County of Kauai which requires plumbing work or cause the same to be done without first obtaining a separate plumbing permit for such building or structure from the Administrative Authority.

Exception: Permits are not required for the clearing of stoppages or the repairing of leaks in drains, soil, waste or vent pipes and water supply lines. Work performed for any Federal or State government agency, except where permits are requested by said agency.

(b) Application. Any person legally entitled to apply for and receive a permit shall make such application on forms provided for that purpose. He shall give a description of the character of the work proposed to be done and the location, ownership, occupancy and use of the premises in connection therewith. The Administrative Authority may require plans, specifications or drawings and such other information as he may deem necessary.

NEW }

Exception: Persons legally entitled to apply for and receive a permit may authorize representatives to undertake the management of applying and receiving a permit. Duly authorized representatives shall be authorized in writing by the person granting authorization.

Section 14-2.9. All work to be Inspected.

(a) All plumbing and drainage systems shall be inspected by the Administrative Authority to insure compliance with all the requirements of this Code for which a permit is obtained. No portion of any system shall be concealed, enclosed or covered until such system or work has been inspected and approved by the Administrative Authority.

(b) Notification. It shall be the duty of the permittee performing the work authorized by the permit to notify the Administrative Authority, orally or in writing, that

such work is ready for inspection.

NEW }

Exception: The permittee may authorize representatives to undertake the management of notification for inspections. Duly authorized representatives shall be authorized in writing by the person granting authorization.

It shall be the duty of the permittee performing the work authorized by the permit to ensure that the work complies with this Code, before requesting inspection.

The Administrative Authority, upon receipt of notification shall make the following required inspections:

1. The rough installation of any water supply system or portion thereof, shall not be covered or concealed until it has first been tested, inspected and has been completed and approval granted.
2. The rough installation of any plumbing or drainage system, building sewer or part thereof, shall not be covered, concealed or put into use until it has first been tested, inspected has been completed and approval granted.
3. Final inspection shall be made after all plumbing systems are completed and the building is ready for occupancy. All piping shall be completed and in place, and plumbing fixtures installed and capable of operation. Water supply shall be operative, and the sewage disposal system connected and in operation.
4. Fuel piping installation, addition, alteration or repair as required in [Section 1204.0,] Chapter 12, Article [2] 4 of this Code.
5. The installation, addition, alteration or repair of medical gas and vacuum piping systems as required in [Section 1322.0,] Chapter 13, Article [2] 4 of this Code.
6. Other Inspections. In addition to the inspections specified above, the Administrative Authority may make or require other inspections of any plumbing work to ascertain compliance with the provisions of this code and other laws which are enforced by the Administrative Authority.

**Regulated Industries
Complaints Office**

Honolulu Office:

Leiopapa A Kamehameha Building
235 South Beretania Street, 9th Floor
Honolulu, HI 96813

Maui Office:

1063 Lower Main Street, Suite C-216
Wailuku, Hawaii 96793
Maui office phone: 243-5808

Kauai Office:

3060 Eiwa Street, #204
Lihue, Hawaii 96766
Kauai office phone: 274-3200

Hilo Office:

345 Kekuanaoa Street, #12
Hilo, Hawaii 96720
Hilo office phone: 933-8846

Kona Office:

78-6831 Alif Drive
Kailua-Kona, Hawaii 96740
Kona office phone: 322-1908

RICO Website:

www.state.hi.us/dcca/rico

RICO E-mail: rico@dcca.state.hi.us

Business Name Search:
[http://www.ehawaii.gov/org/DCCA/biz-](http://www.ehawaii.gov/org/DCCA/biz-name)
name

Licensing Search:
<http://www.ehawaii.gov/org/serv/pvl>

The Regulated Industries Complaints Office receives, resolves, investigates and prosecutes complaints relating to the industries, boards, and commissions regulated by the department.

Call the **DCCA Consumer Resource Center** at **587-3222**, if you have a consumer complaint against a merchant, car dealership, and other businesses and licensed professionals in Hawaii.

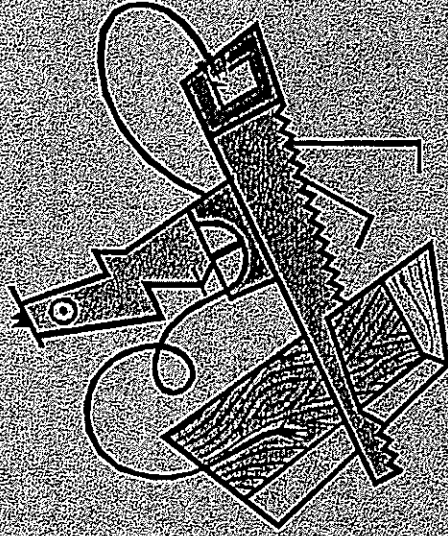
If you are calling from the Neighbor Islands, call via the state toll free telephone number for Kauai 274-3141 extension 73222; the Big Island 974-4000 extension 73222; Maui 984-2400 extension 73222; Molokai and Lanai 1-800-468-4644 extension 73222.

We will assist you in handling your complaint.

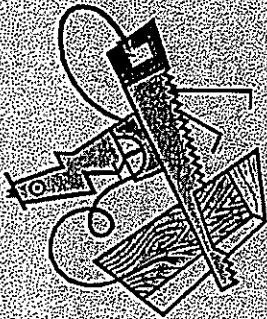
The language of this brochure is for informational purposes only. This brochure is intended as a reference and does not provide legal advice. The information contained in this brochure is subject to change.

This printed material can be made available for individuals with special needs in braille, large print or audio tape. Please submit your request to the Complaints and Enforcement Officer at 586-2666.

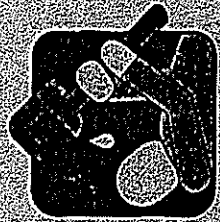
**HIRE A LICENSED
CONTRACTOR
BECAUSE...**



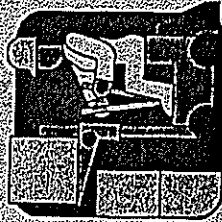
HIRE A LICENSED CONTRACTOR BECAUSE...



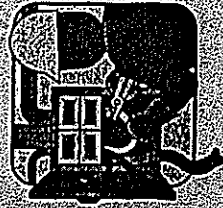
- ❖ A licensed contractor has the training and experience necessary to obtain a contractor's license. The State of Hawaii's Contractor's License Board has checked into the contractor's background and is satisfied that the person is qualified to hold a contractor's license.



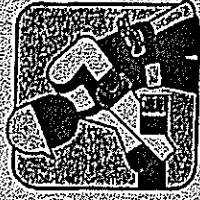
- ❖ Licensed contractors have worker's compensation and liability insurance. This protects you as a homeowner from putting your property at risk if anyone is injured on your project or if anything is damaged while the work is being done.



- ❖ Licensed contractors are able to obtain and sign building permits. Only a licensed electrical or plumbing contractor can sign building permits for electrical or plumbing work.



- ❖ If anything goes wrong with your home improvement project, the Contractor's Recovery Fund is available to you only if you have hired a licensed contractor.



- ❖ You can check the background of a licensed contractor through a number of building trade associations or by calling the Department of Commerce and Consumer Affairs' Consumer Resource Center at 587-3222.

Why gamble with your home?

Hire a licensed Contractor!

Before you sign on the.....

Chapter 444 of the Hawaii Revised Statutes (HRS) requires that a licensed contractor be hired for any construction work which is more than \$1,000 or for which a building permit is required. This contractor is considered the responsible and liable party of record for the construction described in the permit.

Property owners who meet certain requirements, however, can register as an Owner-Builder with their county building department. This exempts owners from the requirements to be licensed as contractors yet still allows them to obtain building permits.

In order to protect and inform consumers about the legal consequences of being a Owner-Builder, the law requires that each applicant must sign a Disclosure Statement provided by the county building departments.

This brochure discusses some of the major responsibilities and potential liabilities of being an Owner-Builder.

GOVERNMENT AGENCIES READY TO ASSIST YOU:

The state Regulated Industries Complaints Office (RICO) has jurisdiction over complaints relating to licensed or unlicensed contractors. Call the Consumer Resource Center at (808) 587-3222, press 3, if you have a consumer complaint. From the neighbor islands, call the state toll-free telephone number listed below. (You will then be asked to dial the last five digits of the state phone number you want to call, then press the # sign.):

Kauai274-3141
Hawaii974-4000
Maui984-2400
Molokai/Lanai(800) 468-4644

Call (808) 587-3222, press 1, for complaint history information and to check if a contractor is licensed.

For Building Permit or Owner-Builder information contact:

ON OAHU
Building Department
City & County of Honolulu
Ground Floor, Municipal
Office Building
650 South King Street
Phone (808) 523-4505

ON MAUI
Building Permits Section
County Land Use & Code
Administration
250 South High Street
Wailuku, Maui HI 96793
Phone (808) 270-7250

ON KAUAI
Building Division
County Department
of Public Works
4444 Rice Street, Suite 175
Lihue, Kauai HI 96766
Phone (808)241-6655

ON THE BIG ISLAND
Building Division
County Department
of Public Works
25 Aupuni Street, Room 106
Hilo, Hawaii 96720
Phone (808)961-8331

The Pacific Resource
PARTNERSHIP



Hawaii State
Department of Commerce
and Consumer Affairs



This brochure is provided as a public service by the Pacific Resource Partnership in cooperation with the State of Hawaii Department of Commerce and Consumer Affairs and the County Building Department on your island. It is for informational purposes only, as a reference on certain matters pertaining to Owner-Builder exemption permits. It should not be construed as legal advice, and all information contained in this brochure is subject to change.

Owner-Builders in Hawaii

A GUIDE TO STATE REGULATIONS



The Pacific Resource
PARTNERSHIP



Hawaii State
Department of Commerce
and Consumer Affairs



WHAT IS THE DEFINITION OF OWNER-BUILDER?

Chapter 444, Hawaii Revised Statutes (HRS) defines owner-builders as owners or lessees of property who build or improve structures on property for their own use, or for use by their immediate family.

HOW DO I QUALIFY AS AN OWNER-BUILDER?

You must register for a permit as an owner-builder at the Building Permit Department in your County Building office and comply with the laws defining your responsibilities.

ARE THERE ANY RESTRICTIONS ON OWNER-BUILDER EXEMPTION PERMITS?

As an owner-builder, a homeowner acts as its own contractor. When the homeowner applies for a permit, the homeowner is asked to identify all subcontractors who will be working on the project, specifically the electrical and plumbing contractors. These subcontractors must be licensed.

The structure cannot be sold or leased or offered for sale or lease within one (1) year after completion of the construction.

If a person obtains an owner-builder exemption more than once within a two year period, that person is presumed under the law to be in violation of the exemption requirements.

WHAT ARE THE MAJOR RESPONSIBILITIES OF AN OWNER-BUILDER?

As an owner-builder, you are acting as your own general contractor overseeing that the work complies with all applicable laws, building codes and zoning regulations. It is your responsibility to insure that all subcontractors hired by you have the appropriate licenses required by state laws and county ordinances. Being an owner-builder does not entitle you to hire unlicensed contractors.

As a general contractor, you may be acting as the employer of any worker or unlicensed contractors you hire. As an employer, you must comply with all employer requirements such as deducting and paying the State FICA and withholding taxes, and providing unemployment, temporary disability and workers' compensation insurance for those workers.

WHAT ARE THE RISKS OF HIRING AN UNLICENSED CONTRACTOR?

You may be sued by an unlicensed individual who is injured while working on your project or be required to pay workers' compensation or other insurance coverage if a claim is filed and an employer-employee relationship is determined.

HOW DO OWNER-BUILDERS FIND THEMSELVES LIABLE FOR THESE CLAIMS?

An unlicensed contractor may persuade a property owner to obtain an owner-builder permit, and then have that unlicensed contractor do the work. The owner is considered the actual employer of any workers hired by an unlicensed contractor.

Licensed contractors or subcontractors are only qualified to do specified types of construction. A licensed contractor working outside its company contracting license classification is considered an unlicensed contractor on the job.

DOES EVERYONE ENGAGING IN CONTRACTING ACTIVITY NEED TO BE LICENSED?

The most frequently used and abused exemption in the contractor law is the \$1,000 exemption, commonly referred to as the "handyman" exemption. The handyman exemption permits the hiring of a person not licensed as a contractor if the total cost of the project including labor, materials, taxes and all other items is equal to or less than \$1,000.

This exemption does not apply in any case where: 1) a building permit is required no matter

what the total contract price is; or 2) for electrical and plumbing work; or 3) where the work is parceled out into multiple projects.

ARE THERE PENALTIES FOR OWNER-BUILDER VIOLATIONS?

Depending on the type of infraction, a first offense may result in a fine of up to \$5,000 or 40% of the appraised value of the building, whichever is greater. Subsequent violations may result in a fine of \$10,000 or 50% of the building's appraised value.

HOW CAN A PROPERTY OWNER BE PROTECTED?

Hire contractors that you have confirmed are properly licensed and current in all employer withholdings and insurances.

Contact the Consumer Resource Center at 587-3222, press 1 to obtain licensing, complaints history and business registration information about a contractor. Licensed contractors must provide the Contractor's License Board with proof of liability and worker's compensation insurance.

IF I AM HAVING PROBLEMS WITH MY CONTRACTOR AND WANT TO FILE A COMPLAINT, WHO DO I CALL?

You may call the Regulated Industries Complaints Office, Consumer Resource Center at 587-3222, press 3, or email at rico@dcca.state.hi.us

Additional information is available at the following websites:

RICO website:

www.state.hi.us/dcca/rico

Prior Complaints Search:

www.ehawaii.gov.org/serv/rico

Licensing Search:

www.ehawaii.gov.org/serv/pvl

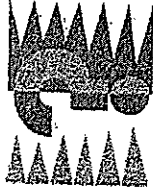
professions and occupations by using titles, descriptions, or academic degrees. Some examples are noted below in parentheses.

Accountancy ("CPA, "PA")
 Activity Desk
 Acupuncture ("L.Ac.")
 Barbering & Cosmetology
 Boxing
 Cemetery & Pre-Need Funeral Authority
 Chiropractor ("D.C.")
 Contractor
 Collection Agency
 Condominium Property Regime
 Dentist ("D.D.S.", "D.M.D.", "L.D.S.")
 Dispensing Optician
 Electrologist
 Electrician & Plumber
 Elevator Mechanic
 Engineer, Architect, Surveyor, & Landscape Architect
 Employment Agency
 Hearing Aid Dealer & Fitter
 Marriage & Family Therapist
 Massage Therapy
 Medical ("Dr.", "M.D.")
 Mental Health Counselor
 Motor Vehicle Industry
 Motor Vehicle Repair
 Mortgage Broker & Solicitor
 Naturopathy ("N.D.")
 Nursing ("R.N.", "L.P.N.", "A.P.R.N.")
 Nurse Aide
 Nursing Home Administrator
 Occupational Therapist ("OT", "COT", "OTR")
 Optometry ("O.D.")
 Pest Control
 Pharmacy & Pharmacist
 Physical Therapy ("RPT", "LPT", "PT")
 Port Pilot
 Private Detective & Guard
 Psychologist
 Real Estate Appraiser
 Real Estate
 Speech Pathology & Audiology
 Social Worker ("S.W.", "L.B.S.W.", "L.S.W.", "L.C.S.W.")
 Subdivision
 Time Share
 Travel Agency
 Veterinary ("Dr.")

❖ Many laws prohibit false, deceptive, or misleading advertising or advertisements that contain false promises or untrue statements.

❖ For more information about specific industry laws, publishers and producers are encouraged to review the applicable licensing statutes and rules at

<http://www.hawaii.gov/dcca/main/hrs>
<http://www.hawaii.gov/dcca/main/hrar>



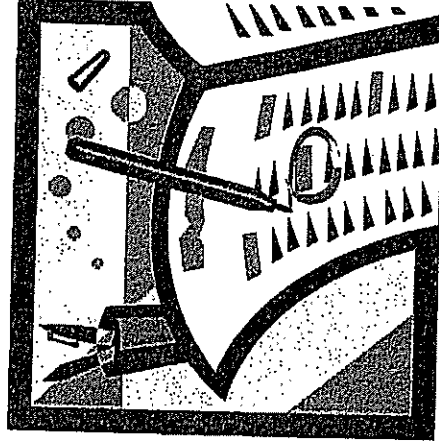
❖ Contact the Consumer Resource Center at 587-3222 if you have any further questions.

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September 2005

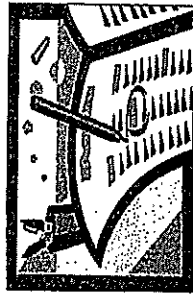
ADVERTISING PROFESSIONAL OR OCCUPATIONAL SERVICES IN HAWAII:

WHAT PUBLISHERS & PRODUCERS SHOULD KNOW ...

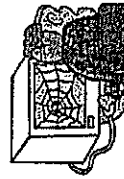
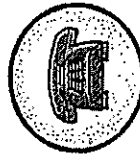


ADVERTISING PROFESSIONAL OR OCCUPATIONAL SERVICES IN HAWAII:

WHAT PUBLISHERS & PRODUCERS SHOULD KNOW...



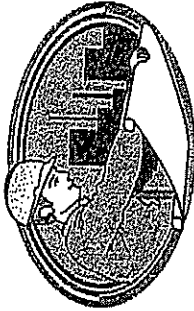
The Regulated Industries Complaints Office (RICO) enforces State licensing laws that govern the practice of 45 professions, occupations, and programs. For many of these professions and occupations, the professional or vocational licensing laws include advertising restrictions. As an advertising publisher or producer, you should know that...



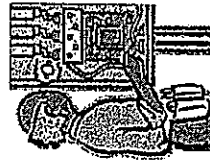
- ❖ You can verify whether a person or business is currently licensed or registered by checking the licensing website at

<http://pahoehoe.ehawaii.gov/pvl/app>

or by contacting the Consumer Resource Center at 587-3222.



- ❖ A person is prohibited from advertising that the person is a contractor, from advertising in a manner that implies that the person is a licensed contractor, or from advertising that the person is able to perform contracting work in amounts over \$1,000 UNLESS the person has a valid contractor's license in all areas advertised.



- ❖ A person who performs contracting work amounting to \$1,000 or LESS (including labor, materials and taxes) is not required to have a contractor's license; except, however, where a building permit is required, for electrical, plumbing, or elevator mechanic work, or when the work is part of a larger project or operation.



- ❖ Advertisements concerning contractors, pest control operators, massage therapists, motor vehicle repair, detective & guards, and real estate appraisers must contain the practitioner's current license number.
- ❖ For advertisements concerning contractors, pest control operators, and massage therapists, licensees are required to provide proof to the publisher or producer that they hold a valid license number. Absent such proof, the publisher or producer is required to refuse to publish or produce the advertisement.



- ❖ A professional or vocational license or registration is required for persons or businesses practicing or advertising as practitioners within the following professions and occupations. In addition, a professional or vocational license or registration is required for persons who advertise within certain

Consumers, Contractors, and Contracts

Hawaii Contractors
License Board

"Protecting the public
interest under the law . . ."

Your Contractor Checklist

In the planning of work, during the progress of work, and after the completion of work on your home – from the smallest paint job to a major remodeling or the installation of a pool – have you:

Y N

 Gotten at least three written estimates for the job?

 Verified the licenses of the contractors and any subcontractors by calling 587-3222?

 Checked with the Regulated Industries Complaints Office for any prior complaints about the contractor by calling 587-3222 (press 1)?

 Asked the contractor for references?

 Requested a list of subcontractors if any are to be used?

 Drawn up a written contract?

 Read the entire contract and understood all of its terms and conditions?

 Purchased performance, material and completion bonds through the contractor?

 Obtained the appropriate building permits?

 Seen and understood any plans and blueprints before approving them?

 Periodically checked on the progress of the work?

 Gotten lien releases from subcontractors and material suppliers?

 Kept copies of all documents and correspondence?

 Published a notice of completion in the newspaper once the job was done?

(This printed material can be made available for individuals with special needs in braille, large print or audiotape. Please submit your request to the Complaints and Enforcement Officer at 587-2666)

INTRODUCTION

This brochure is a brief summary of some of the things that you, as a homeowner, can do to avoid costly mistakes and misunderstandings in dealing with a contractor.

If you are seriously considering a home remodeling job or thinking of installing a swimming pool, then you will probably hire a contractor to do the work.

As licensed contractors have met experience and examination requirements, and are required to maintain worker's compensation insurance and liability insurance, it is wise to insist that the contractor you hire be licensed. However, because you may be undertaking a substantial investment, you should do your homework, and enter into any contract in a "buyer beware" manner.

For inquiries regarding license status, contact:

Phone: 587-3222, (press 1)

For filing complaints against licensed or unlicensed contractors, contact:

Regulated Industries Complaints Office
Consumer Resource Center
235 S. Beretania Street, 9th Floor
Honolulu, Hawaii 96813

Phone:

Oahu	587-3222 (press 2)
Kauai	274-3200
Maui	243-5808
Hilo, Hawaii	933-8846
Kona, Hawaii	329-6684

THE LAW

The law and rules regulating the licensing and conduct of contractors in the State of Hawaii are contained in Chapter 444 of the Hawaii Revised Statutes and Chapter 77 of the Hawaii Administrative Rules. The purpose of the law is to protect the public and to provide remedies for consumers when a licensed contractor has violated the law.

With limited exceptions, all contractors are required to be licensed. Unlicensed contracting activity is illegal in Hawaii and is prosecuted by the Regulated Industries Complaints Office (RICO) of the Department of Commerce and Consumer Affairs. Under Section 444, Hawaii Revised Statutes, a citation containing an order of abatement may be issued to the unlicensed contractor on the job site.

Complaints against licensed contractors also are prosecuted by the Regulated Industries Complaint Office. These complaints may result in sanctions imposed by the Contractors License Board which is placed under the Department of Commerce and Consumer Affairs for administrative purposes.

HIRING A CONTRACTOR

Get at least three bids. Before hiring any contractor, get at least three written bids or estimates for your project. Provide the contractors with accurate plans or drawings to enable them to determine the scope of the work and the costs involved. If the prices differ by a wide margin, you may consider obtaining additional bids. Beware of any bid which is substantially lower than the others – it may indicate that the contractor has made a mistake or has not included all the work quoted by the other contractors.

Ask for references. Ask potential contractors for references in writing. Call the contractor's previous customers and ask if they were satisfied with the contractor's work. Go out and look at the contractor's work yourself.

Hire a licensed contractor. While even licensure cannot guarantee satisfaction, a licensed contractor has met experience and examination requirements and must fulfill certain conditions in order to maintain the license. The licensed contractor must have workers' compensation insurance and liability insurance. Furthermore, a licensed contractor is regulated by the Contractors License Board, and a licensed contractor who violates the licensing laws may be disciplined by the Board. Finally, a homeowner may recover from the Contractors Recovery Fund only when the contractor hired by the homeowner is licensed.



The Contractors License Board licenses contractors in several different classifications:

1. "A" – general engineering contractor;
2. "B" – general building contractor; and
3. "C" Specialty contractors, such as roofing contractors, plumbing contractors, electrical contractors, swimming pool contractors, etc.

The type of contractor that you will hire will depend on the kind of work that you want done. For example, if you want only roofing work done, you would hire a contractor who is licensed as a roofing contractor. If the work you want done involves more than two types of work, then you may hire a licensed general building contractor who will coordinate the appropriate licensed specialty contractors.

Before signing a contract with a contractor, make sure that the contractor is licensed in the correct classification. Ask to see the contractor's license. Upon request, a licensed contractor must show you a contractor's license card. The license card will state the classification in which the contractor is licensed, followed by a number. If you have any questions as to the validity or status of a

license, call 587-3222, (press 1). If you would like to check on the contractor's complaint history, again call 587-3222, (press 1).

Finally, check out contractors with your local building department, trade association or union.

Information about the work history of contractors can sometimes be obtained from construction associations. Try such groups as the General Contractors Association, the Building Industry Association or specialty groups such as the Pacific Electrical Contractors Association, the Mason Contractors Association of Hawaii, the Painting and Decorating Contractors Association, the Hawaii Landscape Contractors Association, the Plumbing and Mechanical Contractors Association, the Sheet Metal Contractors Association, the Gypsum Drywall Contractors Association, the Pacific Bureau of Latherers and Plasterers Association, the Hawaii Flooring Association, the Hawaii Roofing Contractors Association, and the Pacific Insulation Contractors Association, to name a few.

Disclosure prior to signing a contract – Under section §444-25.5, Hawaii Revised Statutes, and §16-77-79, Hawaii Administrative Rules, when a contractor is performing home construction or renovation work, the contractor must provide the homeowner all of the following before they sign a contract and before applying for a building permit:

1. All information regarding the contract and its performance which might mislead the homeowner if not disclosed, including the lien rights of labor, suppliers and subcontractors;
2. A copy of the disclosure form on the file with the Board;
3. The approximate percentage of the work to be subcontracted;
4. Whether or not the contractor is bonded; and if the contractor is not bonded, the extent of the contractor's financial security available to assure the homeowner that the contractor will perform under the contract; and
5. The contractor's license number and classification.

Always insist on a written contract. It protects everyone concerned and prevents confusion if anything should go wrong. Be sure that the contract is dated and signed and specifies exactly what is being provided for your money. Do not assume or expect to be provided with anything not specified in the contract. Make sure that the contract has adequate plans and specifications or other adequate description of the scope of the work to be performed.

Pursuant to §444-25.5, Hawaii Revised Statutes, and §16-77-80 Hawaii Administrative Rules, all contractors performing new home construction, home improvement and renovation work are required to include the following in their contracts:

1. The contractor's license number and classification;
2. The exact dollar amount due from the homeowner under the contract;
3. The date work will begin and the number of days for completion;
4. The work to be performed and the materials to be used;
5. The approximate percentage of work to be subcontracted; and
6. A clear statement of the risk of loss of any payments made to a sales representative.

In addition, you may request that the contract include the following provisions which are common to all contracts:

1. The name and address of any salesperson who solicited or negotiated the contract, in addition to the name and address of the contractor;
2. A payment schedule that parallels the amount of work completed, and provides that 5 to 10 percent be withheld until all work is completed;
3. A description of what constitutes substantial completion of work;
4. The terms of any warranty offered;
5. A provision requiring the contractor to obtain lien releases from all subcontractors and material suppliers.

It may also be desirable for the contract to provide for arbitration or other reasonable, fair and economical methods of settling disputes between the contractor and the homeowner.

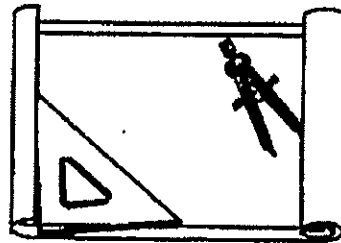
Finally, take time to review the contract and make sure that you understand the contract before you sign it. Don't let a contractor or salesperson rush you into anything. If you are confused about the provisions of the contract or have questions about lien rights or other matters, consider hiring an attorney to explain them to you.

Consider a performance and completion bond. On bigger jobs, request a performance and completion bond. While there will be an additional charge for the bond, it provides assurance that your project will be completed. A reputable contractor will be bondable for a small additional fee.

AFTER YOU HAVE HIRED A CONTRACTOR

Before work begins, make sure that you have a complete and accurate set of contract documents. These should include:

1. A complete set of plans showing exactly what you are going to build. It is suggested that you engage in the services of a licensed architect or engineer to prepare these or at least look them over to assure their accuracy and completeness. If you engage such services, be sure to document the arrangements on an owner-architect agreement form.
2. A complete set of specifications relating to the plans drawn. These also should be prepared or reviewed by an architect or engineer.
3. A detailed contract with a set of general conditions and specifications that has general acceptance. You may wish to have your attorney prepare these or review them prior to your signature.



No work should be allowed until all documents are completed to your architect's or attorney's and your satisfaction

Ask your contractor about inconveniences which may occur and plan for them.

If a building permit is required for the job, be sure it is posted at the job site.

Keep a file of all papers relating to your project. It should include:

1. The contract and all change orders;
2. Plans and specifications;
3. Bills and invoices;
4. Cancelled checks;
5. Lien releases from subcontractors and material suppliers;
6. Letters, notes and correspondence with your contractor;
7. A record of each subcontractor who works on your project, what part of the work the subcontractor did, and how long the subcontractor was on the job; and
8. A record of the material suppliers who make deliveries, including the company name, the date of delivery, and a general description of what was delivered.

When you receive lien releases from subcontractors or material suppliers, check them against your records. Your paperwork will help you to determine who has and has not been paid.

Make sure all change orders are in writing. Plan carefully and keep changes to an absolute minimum. Change orders are very expensive for both the homeowner and the contractor.

If you do not need to make changes, all change orders and any changes to the original specifications should be in writing.

Make frequent inspections of the work. Review the work as it is being completed. Do a final "walk through."

IF YOU HAVE PROBLEMS

If problems or disagreements occur, try to negotiate with the contractor first. If you have any complaints about the work, keep notes and notify the contractor directly. You may wish to document your concerns by writing a letter to the contractor. Any agreements you reach should be in writing. Remember to keep copies for your own files.

If you are not able to resolve your problems with the contractor and you feel there may have been a violation of the contractor licensing law, file a complaint with the Regulated Industries Complaints Office. There are offices in Honolulu, Hilo, Kona, Lihue, and Wailuku. Phone numbers for each office, as well as the address for the Honolulu office, are provided at the front of this booklet.



LIENS

Disclosure of Lien Rights – As part of the disclosure prior to the signing of a contract, the contractor must inform the homeowner of the lien rights of labor, suppliers and subcontractors. Any person not paid for labor or materials furnished for a home improvement project may obtain a lien against the homeowner's property. A subcontractor or material supplier who has not been paid by the prime contractor may obtain a lien even if the homeowner has paid the prime contractor in full.

Avoiding Liens – To protect yourself from having liens placed on your property, you may require lien releases from all parties in exchange for payment. Request partial lien releases for partial payments and a final complete lien release for final payment.

In addition, check with your prime contractor to see if the contractor will publish a notice of completion in the newspaper when the work is completed. If the contractor will not do so, do it yourself. To obtain a lien, a person claiming a lien must file an application with the court no later than 45 days after a notice of completion is published and section 507-43, Hawaii Revised Statutes is complied with. If no notice of completion is published, a person claiming a lien has up to one year after the completion of the project to file the application for a lien.

Also, discuss with the contractor the possibility of withholding a portion of the contractor's payment until after the 45 day period for filing a lien has expired. The amount withheld should be a figure sufficient to cover all claims which might be filed and should be one upon which both you and the contractor can agree.

Finally, if a lien is filed against your property, consult an attorney.

CONTRACTORS RECOVERY FUND

The Contractors Recovery Fund is a service for homeowners that is wholly funded by Hawaii's licensed contractors and administered by the Contractors License Board.

The fund provides protection to homeowners who find that a licensed contractor has not performed as promised, has defaulted on the contract, or has violated some other provision of the law regulating contractors. A homeowner may recover up to \$12,500 per contract from the Contractors Recovery Fund on any judgement obtained against a licensed contractor.

The procedure for obtaining relief from the Contractors Recovery Fund is as follows.

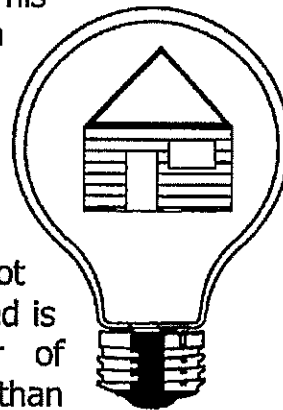
1. The homeowner must file a court action against the contractor.
2. The homeowner must notify the Contractors License Board of the court action at the time it is filed.
3. If the homeowner obtains a judgement against the licensed contractor and the licensed contractor lacks the assets to pay off the judgement, a claim against the Contractors Recovery Fund must be made.

You should consult with an attorney to ensure that all the procedural steps required to file a valid claim are satisfied.

The Contractor License Board has the right to intervene and defend the Contractors Recovery Fund in any way that it deems necessary.

OWNER/BUILDER

The Owner/Builder Exemption – This exemption allows a property owner to act as a contractor when building or improving structures on the owner's property for the owner's own use or the use of the owner's immediate family. However, it does not apply to electrical and plumbing work. As a further limitation, the owner/builder exemption may not apply when the structure that is built or improved is offered for sale or lease within one year of completion, nor if the exemption is used more than once every two years.



Qualifying as an Owner/Builder – If, as a homeowner, you wish to do work under the owner/builder exemption, you must register for the exemption at the Building Permit office in your County Building office. Failure to register for an exemption is evidence that you are not entitled to the exemption.

Acting as an Owner/Builder – A qualified owner/builder may act as his own general contractor and work directly with licensed subcontractors. If you do this, make sure that you have a clear understanding with subcontractors as to who will obtain the necessary building permits.

In addition, you should have a complete contract with each subcontractor. You may also consider obtaining a completion of labor and materials bond from the subcontractors you hire.

While as an owner/builder, you are exempt from the contractor licensing requirements, you must still comply with State labor and other laws. Unless you have complied with the employer type requirements such as workers' compensation insurance, liability insurance, medical insurance, and employment taxes, you should avoid hiring labor directly. Other laws which you must observe include those dealing with the legal minimum wage and overtime hours.

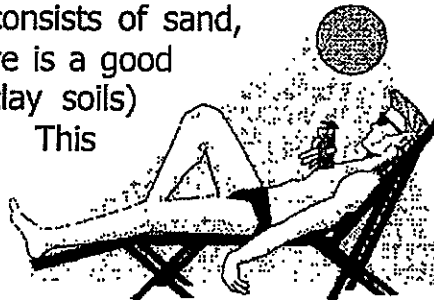
As more completely explained later, you should also avoid hiring an unlicensed contractor, builder or subcontractor.

INSTALLING A SWIMMING POOL

If your swimming pool is to be designed and built by the same company or individual, be sure that the contract specifically assigns responsibility to that company or individual. The company or individual is then financially responsible for those things specifically stated in the contract. If a contractor designs your pool, be certain that the contractor is qualified as a designer.

A well-designed swimming pool can be a complex structure. An owner not knowledgeable in swimming pool construction might do well to hire a third party inspector to review the plans and specifications prior to the signing of the contract. The third party inspector may also represent the owner during construction.

Nearly all swimming pools have some leakage and/or water spillage. Unless a pool site consists of sand, rock, coral, or granular material, there is a good possibility that the soil (especially clay soils) will be "expansive" to some extent. This means that changing water content in the soil will change the soil volume. Changing soil volume often leads to sinking or lifting of pool decks, cracks in the structure, and broken water lines. If such a condition seems to be present, it may pay to seek the advice of a qualified soils engineer prior to construction.

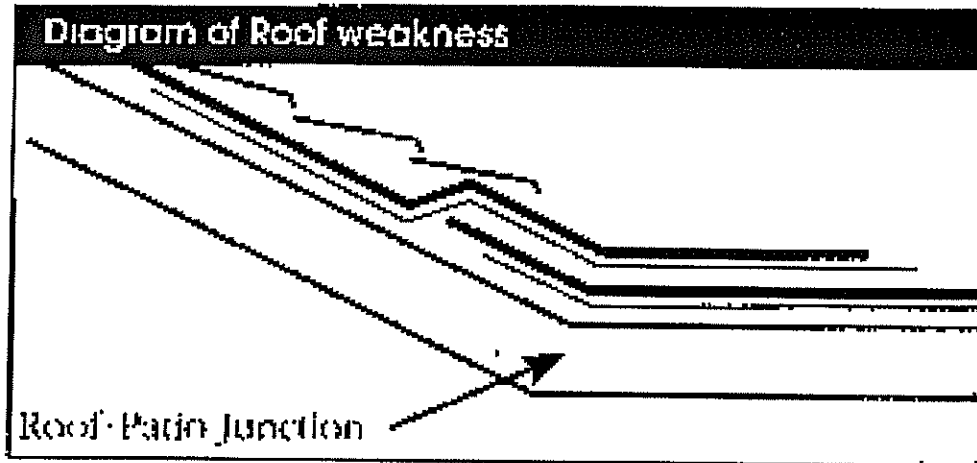


ROOFING TIPS FOR OWNERS

The Contractors License Board and Hawaii Roofing Contractors Association have identified the following points as important for homeowners to know about roofing.

When your Roof Leaks . . .

- Call the original roofer first.
- Check your guarantee – you may still be covered. Ask for the original roofing contractor's opinion and advice. Ask questions.
- Get opinions and advice from other roofing contractors. Listen with care and skepticism. Sales agents acting for roofing companies do not always have technical knowledge. Compare and evaluate the various opinions and advice; then make your decision.
- When you have decided what type of roof you want, get estimates from three or more roofing contractors. Compare the prices and what you will receive for what you pay. Keep in mind the cheapest estimate may not necessarily be the best.
- Consider the "tie-in" of different types of roofing materials or levels. Adding a flat patio roof to a shingle roof is one common example of where future leakage may occur even with the best of workmanship. Where a flat roof butts into a pitched roof, the "tie-in" area should be made waterproof at the junction. Problems may develop due to the different types of roofing materials that meet at the "tie-in." Additional "tie-in" problems may develop where existing roofing connects with new roofing of a different material.
- Stay off your roof unless it is absolutely necessary. When you walk on the roof, your weight may cause cracking, especially to older materials or may void your warranty.
- If there is no emergency involved, wait for good weather when contractors are not as busy. You'll likely get better prices and a less hurried job.



Read and Understand Your Roofing Guarantee. In roofing, there are usually two guarantees – the manufacturer's and the contractor's.

Most guarantees from manufacturers are for merchantability – the product is what they say it is. This has nothing to do with the way it performs.

Contractor guarantees usually have to do with workmanship and usually apply only to watertightness and not appearance. Any contractor's guarantee that is valid for a period greater than seven years must be accompanied by a bond.

Know the terms of your guarantee:

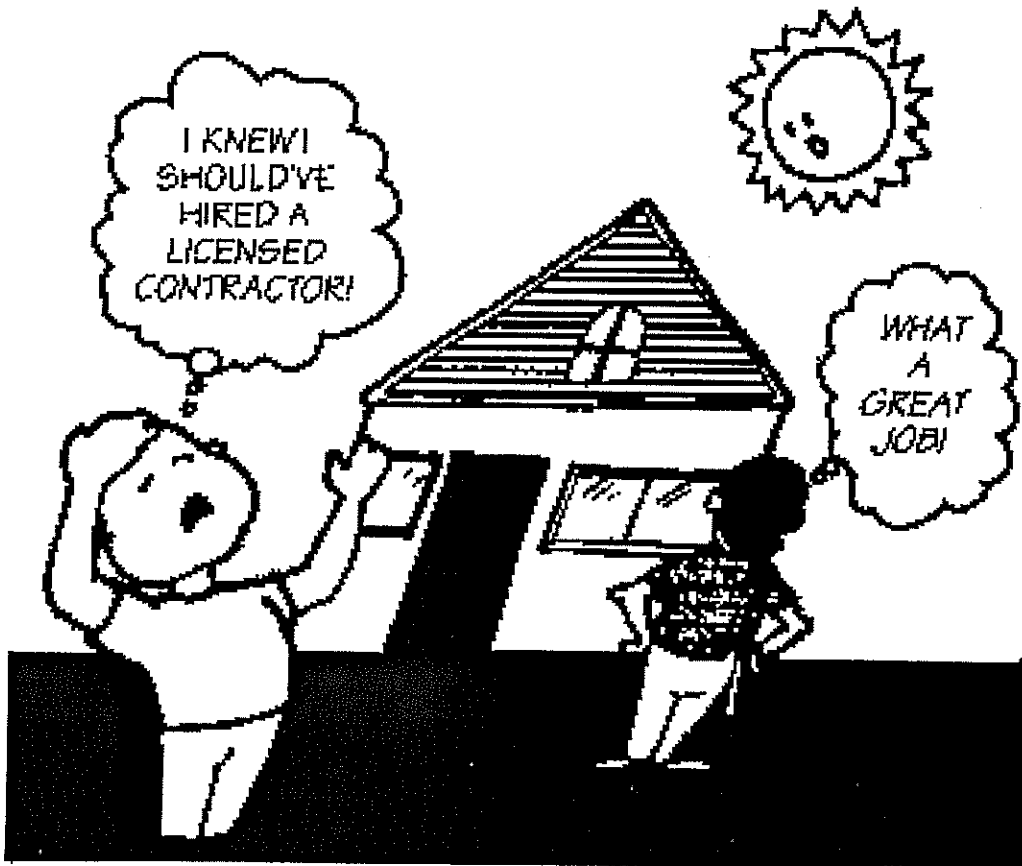
1. Is it transferable to the next owner?
2. Does it call for maintenance on your part?
3. Is it cancelled if the roof is penetrated in any way, like adding solar energy devices?

REMEMBER: A guarantee is only as good as the company that issues it. If the company goes out of business – your guarantee becomes ineffective.

UNLICENSED CONTRACTORS

You should avoid hiring unlicensed contractors. Because they are not licensed, you are taking on personal risks and liability by hiring them. An unlicensed contractor may not carry worker's compensation and liability insurance as a licensed contractor is required to do, and this may affect your potential liability. Furthermore, access to relief from the Contractors Recovery Fund is not available when an unlicensed contractor is used.

All unlicensed contracting activity should be reported to the Regulated Industries Complaints Office.



Notice that is being provided by the Hawaii Contractors License Board:

**ATTENTION: CONTRACTORS APPLYING FOR ELECTRICAL OR PLUMBING
RELATED CLASSIFICATIONS:**

Please be advised that in order to perform electrical or plumbing work in Hawaii, you must also obtain an electricians (ie. ES or EJ) or plumbers (ie. PM or PJ) license OR hire someone with the appropriate license. (Refer to Hawaii Revised Statutes Chapter 448E).

YOU MAY NEED THIS TYPE OF LICENSE TO GET A BUILDING PERMIT.

Notice that is being provided by the Hawaii Electricians and Plumbers Board:

LINDA LINGLE
GOVERNOR

JAMES R. AIONA, JR.
LIEUTENANT GOVERNOR



MARK E. RECKTENWALD
DIRECTOR

NOE NOE TOM
LICENSING ADMINISTRATOR

BOARD OF ELECTRICIANS AND PLUMBERS

STATE OF HAWAII
PROFESSIONAL AND VOCATIONAL LICENSING DIVISION
DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS
P.O. BOX 3469
HONOLULU, HAWAII 96801
www.hawaii.gov/dcca

ATTENTION: ELECTRICIANS AND PLUMBERS

Your electrician's or plumber's license **DOES NOT** allow you to contract to perform electrical or plumbing work. You **MUST** obtain an electrical or plumbing contractor's license pursuant to chapter 444, Hawaii Revised Statutes.