Request for DPP Certification of Affordable and Homeless Dwelling Units
(Board of Water Supply Fee Waiver Program)

The Honolulu Board of Water Supply (BWS) may waive a portion of the Water System Facilities Charge and new meter cost for qualified on-site affordable and homeless dwelling units. To apply for the waiver, an applicant must submit a certification memo to BWS from one of several government agencies, including the Department of Planning and Permitting (DPP).

To request a certification memo from the DPP:

1. Complete the form, “Request for DPP Certification of Affordable and Homeless Dwelling Units”

2. Attach an Affordable Housing Agreement, Regulatory Agreement, Declaration of Restrictive Covenants, or similar verification of the number and type of qualifying affordable dwelling units.

3. Send the form to:
   Department of Planning and Permitting
   Planning Division
   650 South King Street, 7th Floor
   Honolulu, Hawaii 96813
Request for DPP Certification of Affordable and Homeless Dwelling Units
(Board of Water Supply Fee Waiver Program)

Building Permit Nos. ____________________________________________________________

Applicant ________________________________________________________________

Contact Name ______________________________________________________________

Phone __________________________ Email __________________________________________

Mailing Address ____________________________________________________________

Project Name ______________________________________________________________

Project Address ____________________________________________________________ TMK __________

<table>
<thead>
<tr>
<th>Income Limit</th>
<th>Target Group</th>
<th>Number of For-Sale Units</th>
<th>Number of Rental Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homeless</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>30% AMI and below</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td></td>
<td>50% AMI and below</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>60% AMI and below</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>80% AMI and below</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>100% AMI and below</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>120% AMI and below</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total Qualifying Affordable Units</td>
<td>+</td>
<td></td>
</tr>
</tbody>
</table>

Grand Total Dwelling Units in Project (market, affordable and other) = _______

Total Qualifying Affordable Units / Grand Total Units in Project = ______ %

Verification of affordable and/or homeless units attached:

_____ Affordable Housing Agreement

_____ Regulatory Agreement

_____ Declaration of Restrictive Covenants

_____ Other (describe) __________

I hereby certify, on behalf of the Department of Planning and Permitting, that the project described above qualifies for a waiver or partial waiver of the Honolulu Board of Water Supply Water System Facilities Charge and new meter cost, on the basis of affordable and/or homeless dwelling units provided by the project.

Very truly yours,

______________________________________________

Its ______________________________

Date ________________________________