

CITY AND COUNTY OF HONOLULU  
Department of Planning and Permitting

**FLAG LOT DESIGN GUIDELINES FOR SUBDIVISIONS**

A. Flag Lot

A flag lot is a zoning lot consisting of an access drive and a body with the access drive providing vehicular access to the body from a public or private street. (Reference: Section 21-4.20, Land Use Ordinance)

B. Lot Area

The minimum lot area, excluding the area of the access drive, shall not be less than 80% of the minimum lot area required for the zoning district. The total lot area (body and access drive), exclusive of easements for ingress and egress in favor of others and open drainage systems, shall not be less than required for the zoning district.

C. Lot Width and Depth of Body

The lot width and depth shall not be less than required for the zoning district. Lot width dimensions shall be measured as average distances between property lines within the body with the lot depth being measured as average distances at right angles to lot width between property lines.

D. Access Drives

1. \*Minimum Width of Access Drives

a. Residential, Country, Agricultural, and Preservation Districts:

- i. 12 feet minimum width for length of access drive 200 feet or less.
- ii. 16 feet minimum width for length of access drive greater than 200 feet.

b. Other Districts

20 feet minimum width in all cases.

\*The width of access drives shall be wider to provide adequate and safe vehicular access based on alignment, horizontal and vertical curves, configuration, and topography of the flag lot access drive. Certification letter regarding location of utility poles and anchor cables within the access drive shall be submitted with the subdivision application. (See attached sample.)

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2. Access drive shall be the sole access for only one lot (see attached sample certification); however, dual access for 2 lots may be permitted subject to approval of the Director of Planning and Permitting. Subdivision of lots using the dual access drive as the only access to a lot is not permitted, as each lot shall be contiguous to a street.

3. Gradient

The finished grade for any portion of the access drive shall not exceed 19%. Steeper grades may be permitted subject to approval of the Departments of Planning and Permitting, Transportation Services, and Fire.

Reinforced Concrete Pavement shall be installed for finished grade of access drives exceeding 12%. Such concrete pavement shall be installed prior to approval of the subdivision.

Should you have any questions, please contact the Subdivision Branch at 768-8100.

### Attachment

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rev. 7/1/98, 7/5/01, 2/28/05, 2/24/09

SAMPLE LETTER OF CERTIFICATION  
FOR PROPOSED SUBDIVISIONS INVOLVING FLAG LOTS

(To be prepared and signed by the owners of the property)

Department of Planning and Permitting  
City and County of Honolulu  
650 South King Street  
Honolulu, Hawaii 96813

Gentlemen:

Proposed Subdivision:

Tax Map Key:

Owner:

Surveyor: \_\_\_\_\_

The undersigned hereby certifies that the access drive(s) to the flag lot(s), Lot(s) \_\_\_\_\_, will be the sole access(es) for not more than one lot each, and that Lot(s) \_\_\_\_\_, will be provided with its (their) own separate access(es) directly to \_\_\_\_\_ upon approval of the proposed subdivision, in accordance with the provisions of Section 21-4.20 of the Land Use Ordinance (LUO) of the City and County of Honolulu.

The undersigned hereby also certifies that all prospective buyers, future property owners, representatives and lessees will be informed of this requirement and that this requirement will be contained in all sales agreements and other sales documents.

\_\_\_\_\_  
Signature of Owner(s)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Date

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The following certification should be completed and signed by the owner or owners of the subject property:

Location of Project:

Tax Map Key:

Owner:

Surveyor: \_\_\_\_\_

PLEASE CHECK ONE AND SIGN BELOW:

{ } The undersigned certifies that there is no utility pole, anchor cable, tree, sign, rail, wall or other physical obstruction situated within either the alignment of the access drive(s) of the proposed flag lot(s) or in the right-of-way fronting the access drive(s).

{ } There is a utility pole, anchor cable, tree, sign, rail, wall or other physical obstruction located within the alignment of the access drive(s) of the proposed flag lot(s) or in the right-of-way fronting the access drive.

(NOTE: Please attach a copy of the subdivision map showing the location of the obstruction. Also, please indicate the amount of clearance, in feet, for the driveway.)

\_\_\_\_\_  
Signature(s) of Owner(s)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Date

Should you have any questions, please contact the Subdivision Branch at 768-8100.

rev. 2/28/05, 2/24/09