

**State of Hawaii  
Department of Health  
Indoor and Radiological Health Branch**

**GUIDE FOR FILING COMMUNITY NOISE PERMIT APPLICATIONS  
(STATIONARY SOURCES)**

**Purpose**

1. Community Noise Permits for stationary sources may be granted by the Department of Health: (1) if the applicant requires additional time to alter or modify the applicant's activity or operation to comply with Chapter 11-46; or (2) if the applicant has provided the best available control technology to control noise levels from the stationary source.

**General Information**

1. Every application for permit must be submitted on forms furnished by the Department of Health.
2. Submit information on attachments, if necessary.
3. Every applicant shall pay the applicable *annual* fee as listed in Part II (Community Noise Permit Fee Schedule).

**Specific Information**

All sections of the permit application must be filled out completely in order for your application to be processed. An incomplete application shall not be considered or acted upon.

**I. Applicant Information**

This section shall include the company or individual's name, mailing address and telephone number. In addition, the authorized individual and title shall be included. The authorized individual shall be responsible for the Community Noise Permit and shall be the respondent to all permit matters. The authorized individual shall sign the *certification section* of the permit application.

**II. Community Noise Permit Fee Schedule (Annual)**

\$50.00 per year for equipment related to stationary sources.

Fees are not refunded or applied to any subsequent application.

Fees shall be made payable to the *State of Hawaii*.

**III. Description of Activity**

Provide a brief description of the type of business or activity engaged in.

**IV. Location of Activity (\*Attach map if necessary)**

Provide specific address or location of the activity being conducted. Submit a map of the location if no address or street references are available.

**V. Equipment to be utilized (\*Attach list if necessary)**

Provide a brief description or list the stationary source(s), e.g. air conditioning units, exhaust fans, compressors, generators, etc. Include the make, model, size, capacity, etc. if such information is available.

**VI. Estimated duration of activity (\*Attach activity schedule for attenuation of stationary sources)**

Specify the dates & hours of operation requested for the use of the stationary source(s).

Section 11-46-7(e)(1) states, "The director shall determine the effective period of the permit, which shall be for any term not exceeding five years".

Describe any plans, procedures and specifications to be implemented to attenuate current noise level emissions to comply with the noise rules. Such plans, procedures and specifications must be accompanied by a time schedule. If detailed plans or procedures are not available at the time of application, a period of thirty (30) days will be granted until such time that such plans, procedures and specifications may be submitted.

**Certification of Individual Authorized to Act for Applicant**

This section must be completed and signed by the person identified as the "Authorized Individual" in the Applicant Information section. Certification by the applicant shall constitute an acknowledgment and agreement that the applicant will comply with all the terms and conditions of the permit, rules and statutes.

### **Important Information Pertaining to Permit Requirements**

1. Submission of additional information after the application has been submitted may be required to ensure that the application is complete and non-deficient.
2. The period of the permit initially granted may be extended upon showing that an extension is justified; provided that the extension request may not exceed five years, and that extensions shall be subject to annual fees.
3. Permit may be renewed upon application for any term not exceeding five years; provide that renewal shall be subject to annual fees.
4. An application for modification of a permit shall be submitted in writing.
5. The department shall be notified, in writing, of the permanent termination of the permit. If such notice is not received by the expiration date specified in the permit, the permit shall automatically terminate and the permittee shall be divested of all rights therein.