

County of Hawai'i  
DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION

**INSTALLATION OF A CONVEX MIRROR  
FOR A PRIVATE DRIVEWAY OR STREET**

INSTRUCTIONS FOR APPLICANT:

- 1) Fill out top portion of form and sign at the bottom.
- 2) Mail to **TRAFFIC DIVISION 108 RAILROAD AVENUE, HILO, HI 96720**

APPLICANT: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

TAX MAP KEY: \_\_\_\_\_

NAME OF COUNTY ROAD/STREET MIRROR IS TO BE LOCATED ON: \_\_\_\_\_

**REQUIRED ATTACHMENT:** Location map showing the County road/street, property lines, approximate location of the private driveway or street, any sight distance obstructions and the proposed location of the convex mirror.

**FOR OFFICE USE ONLY**

This form shall be routed and processed in the following order:

**1. TRAFFIC DIVISION:**

Based on the legal speed limit, the recommended stopping sight distance along the County road/street is (check one):

- 360 feet for 45 mph
- 305 feet for 40 mph
- 250 feet for 35 mph
- 200 feet for 30 mph
- 155 feet for 25 mph or less

There is **sufficient** stopping sight distance along the County road to see a vehicle emerging from the driveway in accordance with the above indicated stopping sight distance. This form is forwarded to the Engineering Division with a recommendation that this request should be denied.

There is **insufficient** stopping sight distance along the County road to see a vehicle emerging from the driveway in accordance with the above indicated stopping sight distance. This form is forwarded to the Highway Maintenance Division for further processing.

By: \_\_\_\_\_ Date: \_\_\_\_\_

**2. HIGHWAY MAINTENANCE DIVISION:**

We are **able** to increase stopping sight distance, at a reasonable cost using in-house resources, along the County road to meet the minimum distance indicated in the above Item 1 by the Traffic Division. This form is forwarded to the Engineering Division with a recommendation that this request should be denied.

Questions shall be directed to \_\_\_\_\_ at \_\_\_\_\_  
NAME PHONE

Work is scheduled to begin in \_\_\_\_\_ 20 \_\_\_\_\_.

We are **unable** to increase stopping sight distance, at a reasonable cost using in-house resources, along the County road to meet the minimum distance indicated in the above Item 1 by the Traffic Division. This request is forwarded to the Engineering Division for further processing.

By: \_\_\_\_\_ Date: \_\_\_\_\_

**3. ENGINEERING DIVISION:**

- Approved for further processing
- Denied - See above

By: \_\_\_\_\_ Date: \_\_\_\_\_

The undersigned understands that this form will be used for review purposes by the Department of Public Works. The issuance of the Convex Mirror Installation Permit is subject to the approval of this request. Applicant will be notified by mail.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
APPLICANT'S SIGNATURE

COUNTY OF HAWAI'I  
DEPARTMENT OF PUBLIC WORKS

**CONVEX MIRROR INSTALLATION**

**PERMIT NO.** \_\_\_\_\_

**Street Name(s):** \_\_\_\_\_

**Tax Map Key:** \_\_\_\_\_

THIS PERMIT is issued by the Director of Public Works, hereinafter called the DIRECTOR, as authorized by Hawai'i County Council Resolution No. 315-00 (Draft 2), to

\_\_\_\_\_,  
whose address is \_\_\_\_\_,

hereinafter called the PERMITTEE;

WHEREAS, the Permittee has submitted an application for a convex mirror installation;  
and

WHEREAS, the County Traffic Division has determined that the stopping sight distance along the county roadway will be used for determining the criteria for convex mirror installation instead of the intersection sight distance from the driveway; and

WHEREAS, the County Traffic Division has investigated the location and found that the stopping sight distance does not exist for the posted speed in accordance with the following guideline:

45 mph has a stopping sight distance of 360 feet

40 mph has a stopping sight distance of 305 feet

35 mph has a stopping sight distance of 250 feet

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30 mph has a stopping sight distance of 200 feet

25 mph or less has a stopping sight distance of 155 feet

and

WHEREAS, the County Highway Maintenance Division has determined that it is not feasible to increase the existing sight distance to meet the stopping sight distance criteria; and

WHEREAS, the County Traffic Division will install and maintain the telespar post for the convex mirror to be attached; and

WHEREAS, the Permittee shall be responsible for the purchase, installation, proper alignment and maintenance of the mirror on the telespar post installed by the County Traffic Division.

NOW, THEREFORE, The Director grants to the Permittee the right to place a mirror on the telespar post installed by the County Traffic Division within the County's right-of-way meeting with all of the conditions stated above and as follows:

(1) The mirror and all of its appurtenances, except for the telespar post are deemed to be the property of the Permittee.

(2) This Permit is a license issued to the Permittee only and is not transferable.

(3) The Permittee agrees to hold harmless, indemnify and defend the County of Hawai'i, its officers, employees and agents against any and all lawsuits, claims, demands, judgments, liens or costs arising from the placement of the convex mirror on the telespar post within the County's right-of-way.

(4) The County of Hawai'i shall have no obligation to repair or replace the mirror, unless damaged by County employees.

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(5) Should the mirror interfere or obstruct any proposed County improvements, the Permittee shall, at his own cost and expense, temporarily or permanently relocate the mirror to another telespar post installed by the County Traffic Division.

(6) This permit is automatically cancelled upon termination of use or upon the abandonment of the intended purpose for which this permit is issued.

(7) This agreement shall continue until terminated in writing by the Director. The Director may terminate this permit if he finds that the mirror is deemed to be a safety hazard. The Permittee shall immediately remove the mirror upon receiving written notification by the Director.

(8) This permit may be subject to other restrictions, conditions and terms which will best serve the interests of the County and the general public.

IN WITNESS WHEREOF, the parties hereto have caused this permit to be duly executed this \_\_\_\_\_ day of \_\_\_\_\_.

COUNTY OF HAWAI'I

By: \_\_\_\_\_  
Director  
Department of Public Works

PERMITTEE

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_

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**COUNTY OF HAWAI'I**

**STATE OF HAWAI'I**

**RESOLUTION NO. 314 00**

( DRAFT 2 )

RESOLUTION AUTHORIZING THE INSTALLATION OF CONVEX MIRRORS WITHIN COUNTY RIGHTS-OF-WAY.

BE IT RESOLVED BY THE COUNCIL OF THE COUNTY OF HAWAI'I.

WHEREAS, sight distance is a problem that exists where immovable objects impede a motorist's view; and

WHEREAS, these problems are sometimes generated at private driveways along entrances to County roadways; and

WHEREAS, where all other means have been taken to alleviate the sight distance problem, including, but not limited to, relocation of driveways, cutting vegetation, removing obstructions and excavating slopes, and a sight distance problem still exists, the placement of a convex mirror may help to improve driveway sight distance; and

WHEREAS, the Chief Engineer and Chief of Police have worked together to develop a convex mirror permit (Exhibit A) to allow the placement of convex mirrors within the County's rights-of-way to help alleviate sight distance problems at private driveways; and

WHEREAS, section 2-119, Hawai'i County Code, allows the Council to direct the Chief Engineer, after consultation with the Chief of Police, to issue licenses or permits through negotiations and without public auction to enter and occupy county highways and rights-of-way owned, maintained or under the jurisdiction of the County under restrictions, conditions and terms which will best serve the interest of the County and the general public; and

WHEREAS, the Council finds that this convex mirror program is a practical method to deal with the limited sight distance problems at private driveways, which will increase traffic safety.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE COUNTY OF HAWAI'I that the Chief Engineer, in consultation with the Chief of Police, is hereby authorized to grant convex mirror installation permits with such restrictions, conditions and terms which will best serve the interests of the County and the general public.

BE IT FURTHER RESOLVED that the Clerk of the County of Hawai'i is directed to transmit copies of this resolution to the Chief Engineer and the Chief of Police.

DATED: Hilo, Hawai'i, September 20, 2000.

INTRODUCED BY:

*Woniun Yager*  
COUNCIL MEMBER, COUNTY OF HAWAI'I

COUNTY COUNCIL  
County of Hawai'i  
Hilo, Hawai'i

ROLL CALL VOTE

	AYES	NOES	ABS	EX
ARAKAKI	X			
CHUNG			X	
ELARIONOFF	X			
JACOBSON	X			
LEITHEAD-TODD	X			
PISICCHIO	X			
SMITH	X			
TYLER		X		
YAGONG	X			
	7	1	1	0

I hereby certify that the foregoing RESOLUTION was by the vote indicated to the right hereof adopted by the COUNCIL of the County of Hawai'i on September 20, 2000.

ATTEST:

  
COUNTY CLERK  
  
CHAIRMAN & PRESIDING OFFICER

Reference C-896.001/P-PW&PC 116

RESOLUTION NO. **314 00** (Draft 2)