

DEPARTMENT OF TRANSPORTATION SERVICES  
CITY AND COUNTY OF HONOLULU

650 SOUTH KING STREET, 3RD FLOOR  
HONOLULU, HAWAII 96813  
Phone: (808) 768-8305 • Fax: (808) 768-4730 • Internet: www.honolulu.gov



TO: Department of Transportation Services  
Planning Studies Branch  
650 South King Street, 3<sup>rd</sup> Floor  
Honolulu, Hawaii 96813

ATTENTION: dtsplanningdiv@honolulu.gov

FROM:

SUBJECT: Request for Traffic Counts

Processing of this request may be stopped if we are unable to contact you. Therefore, please provide the following contact information on the "From" line above to allow us to contact you about this request (name or alias, company name, telephone number, mailing address, and e-mail address).

1. Will this record be used in a lawsuit against the City and County of Honolulu?

( ) Yes ( ) No

If the record will be used in a lawsuit against the City, please state the name of the case and the attorney if known.

2. Count Location: \_\_\_\_\_ at \_\_\_\_\_  
(Primary Street) (Intersecting Street)

Please limit the intersecting streets to three locations.

\_\_\_\_\_  
(Intersecting Street)

Please submit map of location.

\_\_\_\_\_  
(Intersecting Street)

3. If no count is available at your requested location, will you accept any count closest to the primary street?

Yes                       No

4. Please check off all that apply to your request:

24-Hour Volume Count

24-Hour Speed Count

Pedestrian Volume Count

5. The most recent count available will be researched for you. If no count is available, will you accept a count within 5 years?

Yes                       No

Directly upon completion of our research, any electronically maintained data will be forwarded to you. If you do not have an electronic address listed on this form, you will be contacted by phone and you must pick up the counts at our office located at the Frank F. Fasi Municipal Building, Department of Transportation Services, Survey Section, 650 South King Street, 3<sup>rd</sup> Floor, Honolulu, Hawaii 96813.

**FEE ASSESSMENTS.** You may be assessed the following as stated by law:

- |   |  |
|---|--|
| (a) Search for a record                   | \$2.50 for 15 minutes                        |
| (b) Review and segregation of a record    | \$5 for 15 minutes                           |
| (c) Reproduction costs                    | \$.50 first page, \$.25 each page thereafter |
| Standard 8-1/2" x 14" traffic count sheet |  |

Up to \$60 of fees for searching, segregating, and reviewing records may be waived when you submit a statement describing how the waiver would serve the public interest. The criteria are:

- (a) The requested record pertains to the operation or activities of an agency.
- (b) The record is not readily available in the public domain.
- (c) The requester has the primary intention and actual ability to widely disseminate information from the government record to the public at large.

If paying any fees by check, make it payable to the City and County of Honolulu. **If paying in cash, please bring exact change.**

**AGENCY RESPONSE TO YOUR REQUEST.** This agency will normally respond to you within ten (10) business days from the date it is received. Should you have any questions, please contact Mercy Ballesteros at (808) 768-8345 or Merle Loui-Sakamoto at (808) 768-8342.

CONCUR WITH THE APPLICATION CONDITIONS:

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Name of Applicant (Print)

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Date

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Signature of Applicant

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Email Address