

HONOLULU POLICE DEPARTMENT

POLICY LAW ENFORCEMENT OPERATIONS

December 18, 2019

Policy Number 4.24

CITY CODE VIOLATIONS AND STOP WORK ORDERS

POLICY

City code violations and stop work orders shall be handled in accordance with this directive.

PROCEDURE

I. CITY CODE VIOLATIONS

A. Permits

1. Under Section 18A-2.1, Revised Ordinances of Honolulu (ROH) 2021, permits are required for any land grading, grubbing, or stockpiling. These permits are issued by the Department of Planning and Permitting (DPP).
2. Under Section 18-3.1, ROH 2021, permits are required for any work that falls under the building, electrical, plumbing, or sidewalk codes. These permits are issued by the DPP.

B. Procedures

1. During normal business hours (0745 to 1630 hours, Monday through Friday, except holidays), all persons reporting violations of the above codes shall be referred to the agency that issued the permit.
2. Outside of normal business hours, reports of violations shall be investigated by a beat officer. The officer shall check for compliance with on-site permits and the activity at the site.

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- 3. When discrepancies are found, the officer shall notify his or her supervisor. The supervisor shall determine the need for enforcement action.

II. STOP WORK ORDERS ISSUED BY THE CHIEF ENGINEER

5-17-2023

- A. Section 18A-4.2, ROH 2021, authorizes the Chief Engineer of the DPP to issue stop work orders to property owners. The same section empowers the Chief of Police to enforce these orders.
- B. All stop work orders issued by the Chief Engineer will be sent to the Honolulu Police Department for enforcement.

III. STOP WORK ORDERS ISSUED BY THE BUILDING OFFICIAL

5-17-2023

A. Issuance of Orders

- 1. Section 18-7.5, ROH 2021, authorizes the building official (i.e., the Director and Building Superintendent of the DPP or designee) to issue stop work orders to property owners. The same section empowers the Chief of Police to enforce these orders.
- 2. To ensure enforcement of a stop work order, the building official will transmit a copy of the order to the Office of the Chief.

B. Distribution of Orders

All stop work orders will be forwarded to the appropriate district stations for reference in the event of complaints. The need for enforcement action issued by the building official will be sent to the Records and Identification Division.

C. Checks on Work Sites in Response to Complaints

- 1. When a complaint is received that work is going on despite the issuance of a stop work order, an officer shall be sent to investigate.
- 2. If the officer finds activity at the site, the officer shall notify his or her supervisor.


3. The supervisor shall determine the need for enforcement action.

D. Enforcement Action

If enforcement action is deemed necessary, the authority for an arrest is Section 18-7.3, Criminal Prosecution, ROH 2021. The manner of arrest is via summons and citation.

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ARTHUR J. LOGAN
Chief of Police

Post on bulletin board for one week

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