

# PLANNING SERVICES

## Fees & Charges

All fees and charges shown are GST inclusive unless indicated.



Planning Services charges listed below are imposed under the Resource Management Act 1991 to recover the cost to Palmerston North City Council for processing applications, monitoring consents and for Notice of Requirements Designations and Private District Plan Changes.

Section 36 of the Resource Management Act enables the Council to charge additional fees to recover actual and reasonable costs when the fixed fee is inadequate. This means that applications that exceed standard processing times or which involve a hearing may incur additional charges. Consultants and solicitors fees associated with all work types are also included. We may also refund part of the fee if the work required to process the application is minimal.

**The deposits specified in the tables below are required up front and no action will be taken in accordance with Section 36AAB(2) until paid.** That does not mean that the Council is required to complete the activity upon payment of the deposit. The costs incurred will be monitored and additional amounts up to the total of the fixed charge may be required. Then additional charges may also be required before completion of the task if the fixed charges are inadequate to cover the Council's actual and reasonable costs.

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### FIXED CHARGES

Charges payable by applicants for resource consents, for the carrying out by the local authority of its functions in relation to the receiving, processing and granting of resource consents (including certificates of compliance [and existing use certificates] (Section 36(1)(b)).

ACTIVITY TYPE	Fixed Charge from 1 July 2018	Deposit from 1 July 2018
Instant resource consents	\$215	\$215
Boundary Activity	\$270	\$270
Temporary or Marginal Breaches	\$270	\$270
Non notified land use consents (minor, see note (d)(b))	\$1,000	\$750
Non notified land use consents (other than minor)	\$2,550	\$1,900
Limited notified land use consents	\$11,150	\$8,350
Notified land use consents (full notification)	\$16,800	\$12,500
Non notified subdivision consents (Controlled Activity)	\$1,700	\$1,250
Non notified subdivision consents (Discretionary Restricted)	\$2,300	\$1,700
Non notified subdivision consents (other)	\$4,300	\$3,200
Notified subdivision consents for up to and including 20 lots in total (full and limited notification)	\$22,300	\$16,700
Notified subdivision consents for more than 20 lots (full and limited notification)	\$39,000	\$29,000
Certificates of compliance	\$460	\$345
Town Planning Certificate (Alcohol)	\$400	\$300
Existing use certificates	\$890	\$660
Outline Planning Approval	\$1,110	\$840
Waiver for requirement for Outline Plan	\$380	\$280
Notified notice of requirements, heritage orders, designation alterations	\$16,800	\$12,500
Non notified notice of requirements, heritage order, designation alterations	\$2,550	\$1,900
District Plan changes	\$26,000	\$20,000

# PLANNING SERVICES

## Fees & Charges

### FIXED CHARGES

Charges payable by holders of resource consents, for the carrying out by the local authority of its functions in relation to the administration, monitoring and supervision of resource consents (including certificates of compliance [and existing use certificates], and for carrying out its resource management functions under Section 35 (Section 36(1)(c)).

ACTIVITY TYPE	Fixed Charge from 1 July 2018	Deposit from 1 July 2018
Monitoring of non notified resource consents	\$320 per consent for inspections and monitoring (2 hours)	N/A
Monitoring of notified resource consents	\$640 per consent for inspections and monitoring (4 hours)	N/A
Variations to conditions (Section 127 and 221 - subdivision and land use)	\$1,350	\$1,000
Extensions of time (Section 125)	\$1,100	\$850
Cancellation of building line restrictions (under Local Government Act 1974)	\$1,100	\$850
Adjustment of easements	\$1,100	\$850
Subdivision certificates (including Section 223, 224)	\$380	\$285
Subdivision certificates (Section 226)	\$1,350	\$1,000
Subdivision inspections for up to and including 5 lots, or staged, in total	\$800	\$600
Subdivision inspections for between 6 lots and up to and including 10 lots, or staged, in total	\$1,600	\$1,200
Subdivision inspections for between 11 lots and up to and including 20 lots, or staged, in total	\$3,200	\$2,400
Subdivision inspections for more than 20 lots un-staged	\$4,800	\$3,600
Removal of designations	\$265	\$265
Purchase of District Plan & District Plan updates	At Cost	At Cost

Charges payable by holders of resource consents, for the carrying out by the local authority of its functions in relation to reviewing consent conditions if:

1. the review is carried out at the request of the consent holder;
2. the review is carried out under Section 128(1)(a);
3. the review is carried out under Section 128(1)(c);

ACTIVITY TYPE	Fixed Charge from 1 July 2018	Deposit from 1 July 2018
Review at the request of the consent holder	\$1,670	\$1,250
Review pursuant to Section 128 (1) (a)	\$1,670	\$1,250
Review pursuant to Section 128 (1) (c)	\$5,000	\$3,750

Charges for supply of documents payable by the person requesting the document (Section 36 (1) (f)).

# PLANNING SERVICES

## Fees & Charges

ACTIVITY TYPE	Fixed Charge from 1 July 2018
Replacement copies of certificates	\$110
Replacement copies of resource consents	At cost of officer's time per hour + disbursements
Other documents	\$1 per page
Additional copies of order papers	\$40

### Notes:

- A. The number of lots in a subdivision includes the balance lot
- B. The fixed charges do not include other charges that may be imposed under the Resource Management Act or other legislation such as:
- (i) Additional charges (Section 36(5));
  - (ii) Bonds;
  - (iii) Monitoring and supervision charges expressly provided for in a resource consent;
  - (iv) Development contributions
- C. If the fixed charges are not sufficient to meet the Council's actual and reasonable costs then additional charges may be payable. Note this may include but not be limited to charges for consultants, solicitors, independent Commissioners and Council officers' time.
- D. Fees Methodology:
- (a) Land use and subdivision consents have been based on an average costs of consents issued. Deposits have generally been set at 75% of the average unless the difference between the deposit and the total of actual and reasonable costs is of such a minor nature it is not cost effective to recoup the difference from an applicant. In such a case the deposit is set at the same value as the Fixed Charge. In terms of the Fixed Charge they are set at 100% of the average fee. Final charges will be charged at staff hourly rates, technical officer or consultant time and any standard fees applicable.
  - (b) Minor non notified land use consents usually applies to:
    - (i) Applications for a dwelling, or a minor dwelling, dependent dwellings, accessory buildings, home occupations and access in the residential and rural zones.
    - (ii) Applications for signage in the business and industrial zones.
  - (c) Monitoring and inspection charges are based on staff hourly rates to complete. For non notified resource consents the inspection fee of \$320 is for 2 hours of inspections by the Monitoring Officer. For notified consents the inspection fee of \$640 is for 4 hours of inspections by the Monitoring Officer. In terms of dealing with compliance issues this is based on the actual time spent by the Monitoring Officer based on the hourly rate for the Monitoring Officer.

### OTHER CHARGES

<b>Advisory Service</b> - Applies where staff provide information in response to customer queries	For queries received by Front of House staff - no cost for an individual enquiry up to 30min (whether in person or in writing), where an individual enquiry is for a period longer than 30min, charged at cost based on the relevant officer's hourly rate.  For any queries received by staff not based at Front of House - to be charged at cost based on relevant officer's hourly rate
<b>Pre lodgement meetings;</b> Applies where staff vet information prior to the lodgement of an application	Charged at the relevant officer's hourly rate

# PLANNING SERVICES

## Fees & Charges

### CONSULTANT CHARGES

WORK TYPE	Rate Per Hour from 1 July 2018
Consultants and Solicitors fees associated with all work types, including the processing of a consent or certificate (including specialist technical or legal advice where a consent involves creating legal instruments) and new notice of requirements, heritage orders, designation alterations, removal of designations and District Plan changes.	At cost plus disbursements

### CHARGES FOR HEARINGS

WORK TYPE	Rate Per Hour from 1 July 2018
Hearings for all applications, designations, notice of requirements private District Plan changes, development contributions and remittance fees and associated work by relevant staff	At cost of officers time per hour as per rates listed below
Production of Order Papers	At cost plus disbursements

The following hourly rates for Council Officers and Decision Makers will be charged for the processing of consents, hearings, designations etc. that do not have a fixed charge or where the fixed charge is inadequate to cover the actual and reasonable costs of the Council.

WORK TYPE	Rate Per Hour from 1 July 2018
Planning Officers/Graduate Planning Officer	\$178
Monitoring and Enforcement Officer	\$160
Senior Planner	\$191
Head of Planning Services	\$209
City Planning Manager	\$209
Senior Business Support Officer	\$155
Administration/Committee Administration Staff	\$111
Technical and Professional Staff from all other Council units	\$178
General Manager	\$227
Commissioner	At cost plus disbursements
Hearing Committee Chair and Members	At cost (\$100 per hour for Chair & \$80 per hour for members) plus disbursements