

MISCELLANEOUS SERVICES

Fees & Charges

All fees and charges shown are GST inclusive.



The miscellaneous charges detailed below are imposed under the Local Government Act 2002. They seek to recover the cost to Palmerston North City Council for approvals, authorities and inspections not covered by the primary legislation under which the Council operates. (These being the Resource Management Act 1991, Building Act 2004, Dog Control Act 1996, Impounding Act 1955, Food Act 2014 and Land Transport Act 1998). **All fees and charges shown are GST inclusive.**

FIXED FEES

Payable when request for service/information is submitted to Council. No additional charges will be applied.

WORK TYPE	Fixed Fee from 1 July 2018
LIMS	
Land Information Memorandum	\$455
GIS	
GIS Inputting (per consent)	\$175
FIRE PERMIT	
Repeated permit or fire not requiring an inspection	\$11
Permit requiring Bylaw Officer inspection	\$39
Penalty for open fire without a permit	\$119
SIGN FARM CHARGES	
Fee for permission to display a sign in any designated Council "Sign Farms" for up to 8 weeks	\$173
STREET NUMBERING	
Request for street number changes	\$364
NOISE	
Return of seized sound equipment:	
• For first offence	\$168
• For second, or third offence	\$278
• For fourth or subsequent offence	\$389
FOOD ACT 2014 FOOD CONTROL PLAN AUDITING (INCLUDING SITE VISIT, REPORTING AND GENERAL ADMINISTRATION)	
Processing an application under the Food Act 2014 for registration of a Food Control Plan	\$260
Processing an application under the Food Act 2014 for renewal of registration of a Food Control Plan or a National Programme	\$260
Processing an application under the Food Act 2014 for registration of a Food Control Plan or a National Programme for selling food commercially at fairs, markets and community events up to 20 times a year	\$93
Verification - Initial site visit (including reporting) (hourly rate)	\$161
Verification - Follow-up visits (including reporting) (hourly rate)	\$161

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DEPOSITS

Charges for all services are based on the actual costs incurred by the Council. Any deposit specified in the table below are payable before the Council commences the service. The total charge for the service will be determined upon completion of the service, on the basis of the time spent by the relevant officer undertaking the work specified at that officer's hourly rate.

WORK TYPE	Deposit from 1 July 2018
RIGHT OF WAY APPROVAL	
Right of Way Approval - section 348	\$500
CERTIFICATES	
Certificate of Compliance Building Code - Alcohol	\$103 Deposit, then billed at actual cost of officer's time per hour
GAMBLING	
Gambling venue consent	\$445 plus officer's hours after 3 hours

OTHER CHARGES

These fees may be applicable to a consent or may be applied as a single charge.

Note that photocopying and scanning charges includes both material and labour costs associated with such work.

WORK TYPE	Charge from 1 July 2018
PHOTOCOPYING / COPY OF SCANNED DOCUMENTS	
A0, A1, A2	\$10/page
A3	\$0.45/page
A4	\$0.35/page
Double sided A3	\$0.55/sheet
Double sided A4	\$0.45/sheet
COPIES OF MAPS - LAMINATED	
A2	\$10/page
A3	\$4/page
A4	\$2.50/page
FOR COLOUR COPIES	
Single sided	Additional charge of \$1.70/page
Double sided	Additional charge of \$3.80/sheet
REQUEST FOR PROPERTY INFORMATION	
Copy of Property Information	At cost of officer's time per hour plus disbursements
Page of property file, supplied in PDF format on CD	At cost of officer's time per hour and CD or USB cost
Certificate of Title	\$25

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WORK TYPE	Charge from 1 July 2018
SWIMMING POOLS	
Swimming Pool initial 3 yearly compliance inspection	\$187
Swimming Pool reinspections (second and subsequent inspections)	\$187 per inspection
VEHICLE CROSSINGS (COST PER INSPECTION)	
T1; Inspect existing vehicle crossing	\$204
T2; New vehicle crossing	\$377
T3; Alter an existing vehicle crossing	\$204
ASSET BONDS	
Council Asset Bond (payable for each building consent above the value of \$100,000)	\$1,000 (no GST)
OVERGROWN TREES/SHRUBBERY	
Removal of Overgrown Trees/Shrubbery	Recovery of actual cost incurred by Council, including staff time and contractor costs

CHARGES FOR COUNCIL OFFICERS AND DECISION MAKERS

The following hourly rates will be charged for those approvals, authorities and inspections listed in this schedule that are not listed as a fixed fee.

COUNCIL OFFICER'S HOURLY RATES (PER HOUR)	Charge from 1 July 2018
General Manager	\$227
Division Head	\$209
Senior Planner	\$191
Planning Officers/Graduate Planning Officers	\$178
Monitoring and Enforcement Officer	\$160
Team Leader - Building	\$196
Senior Plumbing and Drainage Officer and Advanced Building Officer	\$196
Building Officer	\$178
Principal Environmental Health Officer	\$193
Environmental Health Officer	\$173
Environmental Officer (Bylaws)	\$156
Senior Business Support Officer	\$155
Administration / Committee Administration Staff	\$111
Technical and Professional Staff from all other Council Units	\$178
Commissioner	At cost plus disbursements
Hearings Committee Chair and Members	At cost (\$100 per hour for Chair & \$80 per hour for members) plus disbursements

Notes:

1. The hourly rates for Council Officers noted above will be charged for the work type listed above which do not have a fixed fee
2. The hourly rates for the services which are listed in the above tables are for those staff listed in the table headed "Charges for Council Staff"
3. Where it states above the fee per hour, please note this should be read in full as "fee per hour or part thereof".