



### Charge out rates

There are four Consents Team (Consenting and Development Control) charge out rates:

1. Planning administrative support, including application database input and distribution, record keeping and notified application processing support.
2. Technical consent processing services, includes technical expert advice on consent applications. This rate includes all planners, development engineers, monitoring and investigating officers and technical officers.
3. Planning Manager, Leads (Consenting and Development Control), Principal Planner and Relationship Manager. This group provides management support to the consent process.
4. An administration charge for front of house and business support services. The hourly charge out rates include the use of vehicles, phone calls, internet charges, use of equipment, stationery, incidental business support and incidental photocopying.

### Other charges

1. **External inputs.** These are New Plymouth District Council (NPDC) technical inputs external to the Consents Team staff and contractors. These include, for example infrastructure engineers and landscape architects.
2. **Specialist inputs.** These are inputs of skills and expertise external to NPDC needed to address application issues such as legal, archaeological, cultural, hazard assessment, engineering, arboreal, landscape assessment, specialised resource management advice and the use of hearings commissioners. Contractors fulfilling the roles normally handled by the Consents Team are not specialist inputs. Cultural advice may be charged when advice is provided by hapū.

### Fee types

There are three fee types:

1. **Fixed fee.** This fee covers all costs for a process, product or aspect of an application. The amount is fixed – no additional costs will be charged by NPDC in regard to the application up to the stage the document or consent is issued. All fixed charges are payable in full in advance. The Council will not commence processing the application to which the charge relates until it has been paid.
2. **Set base fee.** This is an all-inclusive fee covering the administration and technical processing work by the Consents Team which covers receiving, processing and issuing the document or consent. Additional charges will apply for external and specialist inputs if required.
3. **Base fee.** The base fee is non-refundable except

in accordance with the refund criteria. This fee is a deposit and is set at a level intended to cover the most straight-forward application. This will have no external inputs or other case specific costs.

This fee will cover the receipt and issue of the application and initial monitoring together with up to a specified number of hours of the Consents Team's technical inputs that typically remain after these costs are deducted.

The final cost depends on how much time is actually spent processing the application.

The base fee is a deposit and in most circumstances it is likely to be exceeded. This will include processing time and where there are external (to the Consent Teams) or specialist inputs, pre-hearing or other meetings, significant mail outs or photocopying, amendments or additional information requests. The base fee is likely to be exceeded where the application is complex. Invoices will be generated where fees paid are exceeded.

### Payment of fees

Application fees are to be paid at the time of lodgement unless alternative payment arrangements have been formally approved.

A reduced application fee may be considered by the Planning Manager/Leads where unusual circumstances or the characteristics of the application would make it inappropriate to charge the normal fee.

Additional fees will be required to be paid before the continuation of processing where an application belongs within a higher fee category.

Where an application falls within more than one fee category, the higher fee category will apply.

Initial monitoring fees (if applicable) are due for payment at the time of consent issue. These normally will be deducted from the application fee.

Processing costs exceeding the fee paid will be invoiced. Invoicing may be periodic or at the completion of processing.

Non-payment of fees or invoiced additional processing costs will result in processing or consent issue being suspended unless alternative payment arrangements have been formally agreed.

### Refunds

Where applications are withdrawn a refund will be considered. Refunds will exclude all charges incurred up to the date of withdrawal of application.



## Fees and charges - Land use consents and associated processes

Activity	Charge
<b>Significant natural areas (SNAs)</b> <ul style="list-style-type: none"> <li>Erection of fences or other minor works within the dripline of an SNA which requires some removal of the bush</li> <li>Trimming/fencing of the boundary line (application to establish and fence an SNA boundary line)</li> <li>Indigenous vegetation disturbance within an SNA</li> </ul>	No set base fee for non-notified applications, additional charges will apply for external and specialist inputs if required
<b>Heritage Buildings</b> Alterations and additions to heritage buildings and items	\$1,360.00 base fee
<b>Notable trees</b> <ul style="list-style-type: none"> <li>Work to or within the dripline of a notable tree</li> <li>Removal or destruction of a notable tree</li> </ul>	\$1,360.00 base fee \$1,360.00 base fee
<b>Waahi Taonga Archaeological Sites or Sites and Areas of Significance to Māori</b> Erection of fences and other structures and earthworks	\$720.00 base fee
<b>Community Activities</b> Operation of a temporary event in accordance with the controlled temporary event provisions Temporary event bonds (if required) Deemed permitted activities (boundary/marginal/temporary activity)	\$385.00 set fee \$83.00 set fee \$540.00 set fee
<b>Controlled activity</b> Single rule	\$1,130.00 base fee
<b>Controlled, restricted discretionary and discretionary activities</b> Up to two rules not met  Three to five rules not met  More than five rules not met	\$1,490.00 base fee  \$2,180.00 base fee  \$4,030.00 base fee
<b>National Environmental Standard</b> All non-notified resource consent applications not provided for by other categories	\$1,490.00 base fee
<b>Land use consents</b> Limited notification Publicly notified	\$7,560.00 base fee \$12,000.00 base fee
<b>Pre-application process</b> Initial pre-application meeting, site visit and follow up advice following meeting. This does not include external experts or time spent. Subsequent pre-application advice that is charged will be advised before charging commences	No charge for internal NPDC inputs or for Project Team process for initial meeting. Following advice, including further pre-application meetings and site visits, \$217.00 per hour
<b>Further RMA processes</b> Extensions of consent lapse period, change or cancellation of conditions Review of conditions (s128 RMA 1991) Surrender a resource consent (s138 RMA 1991) or transfer a resource consent Objections to conditions (s357 RMA 1991) - objection hearing deposit	\$1,500.00 base fee \$1,080.00 actual cost \$420.00 fixed fee \$1,130.00 base fee
<b>Compliance monitoring</b> <ul style="list-style-type: none"> <li>File keeping, communications, meetings, research, site visit time</li> <li>Specialist inputs</li> </ul>	\$217.00 per hour at cost Actual cost plus 10%



Activity	Charge
<b>Monitoring programme fee (to be paid at time of application lodgement)</b>	
Controlled activities including those with no application fee	\$100.00 base fee
Restricted Discretionary and Discretionary activities including those with no application fee and designations	\$210.00 base fee
<b>Certificates</b>	
• Certificate of Compliance	\$1,360.00 base fee
• Existing use certificates	\$1,360.00 base fee
Sale of alcohol - new or reapproval with changes	\$541.00 fixed fee
Sale of alcohol - reapproval with no changes	\$253.00 fixed fee
Overseas Investment Certificate	\$630.00 fixed fee
<b>Designations</b>	
Notice of requirement for a new designation (s168 or s168(a) RMA 1991)	\$7,490.00 base fee
Alteration of a designation (other than a notice under s181(3) RMA 1991)	\$7,490.00 base fee
Notice of requirement for an alteration (s181(3) RMA 1991)	\$1,360.00 base fee
Notice to withdraw requirement (s168(4) RMA 1991)	\$600.00 fixed fee
Notice to remove a designation	\$600.00 fixed fee
Application for an outline plan	\$1,450.00 base fee
Waiver for an outline plan	\$600.00 fixed fee
<b>Heritage order</b>	
Process review indicates that dependent upon issues, the stance of submitters and process costs can range from \$7,200.00 to greater than \$18,500.00. Actual costs are very difficult to predict. There will usually be additional invoiced costs	\$9,360.00 base fee
<b>Plan changes</b>	
Process review indicates that the cost of most plan changes is significant. The deposit (base fee) is set at a minimal level and there will usually be additional invoiced costs	\$23,730.00 base fee
<b>Charges for information requests</b>	
Requests for information or research (excludes requests under Official Information and Meetings Act where NPDC policy applies)	At cost
<b>Charges for other inputs</b>	
External inputs - these are NPDC inputs external to the Resource Consents Team	At cost
Specialist inputs - these are inputs external to NPDC such as a facilitator, mediator, commissioner, legal, technical advice on matters such as hazardous substances, noise and landscapes, including cultural advice	Actual cost plus 10%
Note: Council may on-charge for cultural advice from iwi/hapū	
Inspection of building to be relocated outside the district	\$540.00
<b>Bond:</b>	
• Preparation through to release or cancellation	\$597.00 fixed fee
• Legal/engineering inputs	At cost
<b>Professional fee schedule:</b>	
Administration - includes front of house and support services	\$164.00 per hour
Technical charges	
• Planning Manager, Leads (Planning Consents and Development Control), Principal Planner, Relationship Manager	\$238.00 per hour
• Senior Planner, Senior Development Engineer, Intermediate Planner, Planner, Monitoring Planner, Investigating Officers, Development Engineer, Technical Officers	\$217.00 per hour
• Planning administrative support	\$189.00 per hour
<b>Development Contributions</b> (refer to the Development and Financial Contributions Policy on NPDC's website)	
Development contributions are collected to ensure that infrastructure and community facilities support the needs of the growing community and that the costs of new development are shared by developers rather than being funded entirely by ratepayers.	
Development contributions are required if a development:	
1. Increases demand on stormwater, wastewater, water or road assets, or increases the demand for community facilities; and	
2. Is a new residential, commercial, retail or industrial development.	
These are to be paid prior to the commencement of the consented activity or within 180 days of consent being granted, whichever comes first.	