



### 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, including 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.

### 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 set at a

level intended to cover a straight-forward application with 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 likely to be exceeded where there are external (to the Consent Team) 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.



Activity	Charge
<b>Consent processing - non-notified</b>	
Minor boundary adjustment	\$787.00 base fee
Cross lease amendment	\$787.00 base fee
<b>Other non-notified subdivision consents:</b>	
1. Controlled. A controlled subdivision consent refers to those resource consents for subdivision that are a controlled activity under the District Plan.	\$1,363.00 base fee
2. Restricted Discretionary and Discretionary. A discretionary consent refers to those resource consents for subdivision that are a discretionary activity under the District Plan. This will include all discretionary subdivision triggered by overlay rules and all discretionary subdivision under that category of "subdivision of land" parameter within each environment area.	\$1,966.00 base fee
3. Non-complying. Non-complying consent refers to those resource consents for subdivision that are a non-complying activity under the District Plan.	\$2,420.00 base fee
4. Combined land use and subdivision. This category refers to resource consents for a comprehensive development where the land use (for up to two rules only) and subdivision are an integrated package.	\$2,297.00 base fee
<b>Consent processing - limited notification</b>	
Limited notification subdivision consents	\$6,872.00 base fee
<b>Consent processing - public notification</b>	
Publicly notified subdivision consents	\$10,364.00 base fee
<b>Other consent related processes</b>	
Extension to consent lapse period, change or cancellation of conditions	\$1,363.00 base fee
Review of conditions (s128 Resource Management Act 1991 (RMA 1991))	\$982.00 base fee
Approval (s226 RMA 1991)	\$781.00 base fee
Building line restriction cancellation (s327A Local Government Act 1974 (LGA 1974))	\$781.00 base fee
Right-of-way (s348 LGA 1974) approval includes certification	\$781.00 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 \$197.00 per hour
<b>Post approval processes</b>	
Cancellation/variation of all certificates (s234, s240, s241, s243 RMA 1991)	\$1,473.00 base fee
Plan approval s223 RMA 1991 certificates:	
• Up to eight lots	\$301.00 fixed fee
• Greater than eight lots	\$447.00 fixed fee
Records system fee - payable with request for s223 RMA 1991 approval:	
• Subdivision with two to eight lots (per lot)	\$31.00 fixed fee per lot
• Subdivision with greater than eight lots (per lot)	\$28.00 fixed fee per lot
Infrastructure approvals, including engineering, landscape architect, cultural and ecological expert inputs:	
• Major engineering approval for new public infrastructure works and enabling works	\$1,637.00 base fee
• Minor engineering works and rights-of-way, new stormwater connections and activities over public stormwater pipes	\$544.00 base fee
Road naming (roads and rights-of-way)	\$492.00 fixed fee
Inspection of engineering infrastructure works and monitoring associated with subdivision consent	At cost based on engineer hourly charge



Activity	Charge
<b>Post approval processes - continued</b>	
Completion of conditions certificate (s224(c) RMA 1991):	
<ul style="list-style-type: none"> <li>• No engineering conditions</li> </ul>	\$264.00 fixed fee
<ul style="list-style-type: none"> <li>• Engineering conditions included, servicing allotments, but not vesting infrastructure</li> </ul>	\$448.00 base fee
<ul style="list-style-type: none"> <li>• Engineering conditions where land/work vesting in NPDC on deposit of plan and inspections have been carried out under NZS4404:2004 S.I.5.5. Completion inspection will be charged at the engineer hourly rate for all participants. Repeated works completion inspection/approval due to non compliance will be charged at engineer hourly rate for all participants.</li> </ul>	\$1,547.00 base fee
All other certificates (s221, s222, s224(f), s230, s232, s238, s240, s241, s243 RMA 1991, s32(2)(a) Unit Titles Act 2010, s348 LGA 1974)	\$297.00 fixed fee
Cancellation/variation of all other certificates (s234, s240, s241, s243 RMA)	\$297.00 fixed fee
Objection to conditions (s357 RMA 1991) - objection hearing deposit	\$1,034.00 fixed fee
Bond:	
<ul style="list-style-type: none"> <li>• Preparation through to release or cancellation</li> </ul>	\$543.00 fixed fee
<ul style="list-style-type: none"> <li>• Legal/engineering inputs</li> </ul>	At cost
<b>Charges for advice or information</b>	
Requests for advice or information (excludes requests under Official Information and Meetings Act where NPDC policy applies). Charges will normally apply after the first half hour of work on any topic.	At cost
<b>Charges for other inputs</b>	
External inputs - these are NPDC inputs external to the Resource Consents Team	At cost
Use of specialist or external resources for facilitation, mediation, hearings, consultation, legal advice or referral, specialised or expert advice, or peer review for consents or monitoring processes	Actual cost plus 10%
<b>Professional fee schedule</b>	
<ul style="list-style-type: none"> <li>• Administration (includes front of house and support services)</li> </ul>	\$149.00 per hour
<ul style="list-style-type: none"> <li>• Technical charges:</li> </ul>	
<ul style="list-style-type: none"> <li>• Planning Manager, Leads (Planning Consents and Development Control), Principal Planner, Relationship Manager</li> </ul>	\$216.00 per hour
<ul style="list-style-type: none"> <li>• Senior Planner, Senior Development Engineer, Intermediate Planner, Planner, Monitoring Planner, Investigating Officers, Development Engineer, Technical Officers</li> </ul>	\$197.00 per hour
<ul style="list-style-type: none"> <li>• Planning administrative support</li> </ul>	\$172.00 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.	
Development contributions are payable before issuing a s224(c) (RMA 1991) certificate.	