



## **PROPOSED SCHEDULE OF FEES AND CHARGES 2009/10**

For Building Consent Authority, Building Services, Health Services, Liquor Licensing, Dangerous Goods and Resource Consents, and Land Information Memoranda & other Bylaws

(Schedule of Fees apply from 1 July 2009)

**The fees and charges in this schedule are authorised under:**

1. Section 150 Local Government Act 2002
2. Section 36 Resource Management Act 1991 and subsequent amendments
3. Sections 33, 45, 60, 97, 102, 106, 107, 111, 217, 219 and 240 Building Act 2004
4. Sections 37 and 68 Dog Control Act 1996 and Section 14 Impounding Act 1955
5. Fencing of Swimming Pool Act 1987
6. Regulation 29 Sale of Liquor Amendment Regulations 2000
7. Health Act 1956, Food Act 1981 and Public Health Act 2007
8. PDC Parking and Traffic Bylaw - Bylaw under section 72(1) of the Transport Act 1962, section 591A of the Local Government Act 1974 and section 145 of the Local Government Act 2002.

## FEES AND CHARGES SCHEDULE 2009/10

1 - GENERAL SERVICES	GST Incl 2008/09	Proposed 2009/10	%
			Change
<b>1.1 - Photocopying</b>	\$		
Any size-first copy – Black & White or Colour	5.00	5.00	0%
A4 size-subsequent copies – Black & White	0.50	0.50	0%
A3 size - subsequent copies – Black & White	0.75	0.80	6%
A2 size - subsequent copies – Black & White	4.00	4.00	0%
A1 size - subsequent copies – Black & White	5.00	5.00	0%
AO size - subsequent copies – Black & White	6.00	6.00	0%
A4 size-subsequent copies – Colour		0.80	New
A3 size - subsequent copies – Colour		1.00	New
Other large colour prints will be charged at hourly rates plus materials. A quote will be given.			New
Each double-sided page counted as 2 pages			
Aerial photograph	8.00	8.00	0%
Certificate of title	40.00	40.00	0%
Postage & courier costs - recovered at cost	At Cost	At Cost	0%
Re-issue of consent documents	At Cost	At Cost	0%
<b>1.2 – Copying of Microfilm/Digital</b>			
First Copy (any size)	7.00	7.00	0%
A4 size - subsequent copies	3.00	3.00	0%
A3 size-subsequent copies	3.50	3.50	0%
A2 size - subsequent copies	4.00	4.00	0%
A1 size - subsequent copies	5.00	5.00	0%
AO size - subsequent copies	6.00	6.00	0%
<b>Creation/Scanning of Digital Records -</b>			
A4/A3 Per side/sheet	3.50	3.50	0%
A2 – A0 Per side/sheet	4.00	4.00	0%
<b>1.3 - Land Information Memorandum</b>			
Standard ( Within 10 working days)			
Vacant Land*	145	1.45	0%
Residential/Rural*	280	280	0%
Commercial/Industrial*	330	330	0%
Urgent (Within 2 working days)			
Vacant Land*	255	255	0%
Residential/Rural*	365	365	0%
Commercial/Industrial*	415	415	0%
*minimum fee plus extra hours at scheduled hourly rates			
<b>1.4 - Other Information Requests including (LGIMA)</b>			
Provision of information charged at hourly rate - first 30 minutes free	Hourly Rate	Hourly Rate	0%

## **2. - Building Services & Building Consent Authority**

### **General**

#### **Fees**

##### **Fixed Fee Building Consents and PIMs**

The Fixed Fee Option is available for certain categories of projects listed in section 2.1.

Council reserves the right to amend or adjust the fixed fee where the project is more complex than the basis upon which the fee is calculated.

The Fixed Fee covers the following costs payable to Council in relation to the building project:

- Project Information Memorandum (PIM)
- Building Consent
- Site Inspections (to the number listed on the fee schedule)
- Code Compliance Certificate
- Accreditation Levy
- Copy & scanning costs

Additional costs not covered by the fixed fee are:

- BRANZ and DBH levies
- Specialist reviews and appraisals, see note below (e.g. structural engineering)
- Re-inspections due to: (a) failed inspection/s  
(b) inspection/s requested but work not ready for inspection
- Additional costs will be charged to the applicant at the standard rates.
- Disbursements

##### **PIM and Building Consents**

Projects not covered by the Fixed Fee option will be charged at the rates listed in sections 2.2 and 2.3. Additional fees will be made for specialist reviews of documents, and disbursements.

1. Fees paid when lodging Consent applications are not refundable if the application is not proceeded with except for Inspection Fee and Code Compliance Certificate Fee.
2. Other charges such as scanning documents, copying, disbursements, street damage deposits and levies are additional to the above fee schedule.
3. Applications may also be subject to additional fees under the Resource Management Act, and where Council costs exceed the specified fee an additional fee will be chargeable calculated on the rate contained in the attached schedule. All applications are checked against the District Plan to determine if there are any resource management issues.

## FEES AND CHARGES SCHEDULE 2009/10

4. Due to the nature of some applications or the incorporation of specialist services, Council may at its discretion, refer these applications to consultants for checking. These may include, but not limited to, 'Engineering Structure', 'Engineering Land Stability', 'Fire Planning and Precautions', 'Heating', 'Ventilation and Air Conditioning', 'Electrical Design Check', and 'Mechanical Services' and 'Planning/Resource Management'. An additional deposit for this cost will be payable on lodgement of the application. The fees and charges incurred will be additional to the fees identified on this schedule and will also incur a 15% of the total specialist cost administration and handling fee.
5. Should the application involve a "Pre-Application" meeting, this will be charged at designated hourly rates.
6. Development Contributions: Where the application is deemed a 'Development', a reserve contribution and other financial contributions will be required, in addition to any fees and charges.
7. In the event of a dispute in respect of the estimated value of building work declared, the value will be assessed by Consent Services using standard average regional building costs for different categories and standards of building works, using published construction cost guides.
8. All additional charges and Development Contributions are payable within 14 working days from invoice date or prior to issue of consent, whichever is sooner.
9. A sediment control inspection fee will be charged on each building consent where there is no resource consent and earthworks are involved. The charge covers the cost of two inspections to ensure appropriate sediment control measures are in place. If additional inspections are required, these will be charged at the actual cost per hour of staff plus disbursements.
10. The fees payable on issue of building consent include provision for an estimated number of building inspections for the project. Inspections required in excess of that number caused by the project not being ready when an inspection is requested or the initial inspection failed and a re-inspection is required will be an additional charge at the inspection rate current at the time of issuance of the building Code Compliance Certificate. Unused inspections will be refunded less administration costs.
11. There shall be no refund of prepaid inspection/CCC fees after 2 years from the date of the issue of the consent unless an extension of time has been granted.

### **Building Research Association (BRANZ) & Department of Building and Housing (DBH) Levy**

DBH & BRANZ levies are based on the value (including GST) of the project. Applicants may be required to substantiate the valuation submitted for a project.

### **Building Accreditation Levy**

An accreditation levy is payable on all building consents to cover Councils costs of meeting the standards and criteria required under the Building (Accreditation of Building Consent Authorities) Regulations 2006.

## FEES AND CHARGES SCHEDULE 2009/10

### **Bonds and Deposits**

#### **Bonds for construction debris, litter and damage on and to public places**

Council requires the payments of a bond to ensure protection against, construction debris, litter and damage on and to public places, subject to the following requirements.

- The Council, prior to issuing a permit, will require the Applicant to fill out the prescribed Papakura District Council application form.
- The Applicant must pay a deposit of the amount set out in section 2.3 as security for the making good by the Applicant of any damage that may be caused to the public infrastructure.
- As part of any application, the Applicant must provide proof to the Council that he/she has taken out insurance under a public liability policy in respect of damage to public infrastructure.
- Where a permit is not obtained and damage is caused, Council will prosecute the offender for breach of the Council's bylaws, District Plan or other legislation.
- Council reserves the right to charge for any and all inspections required to ascertain the extent of the damage and to approve the remedial works carried out under this policy.
- Council requires that any and all damage caused directly or indirectly by any person or legal entity undertaking a building work pursuant to a building consent shall be rectified and/or remedied by that person or legal entity at their own expense to the satisfaction in all respects of the Papakura District Council before a Code Compliance Certificate will be issued for the building works.
- Council reserves the right to undertake those works on behalf of, and at the expense of, the holder of the building consent if those works are not completed within a reasonable time after Council has issued a notice for the damage to be rectified or remedied.

#### **Vehicle Crossing Bond**

Council requires the payment of a vehicle crossing bond to protect against damage to existing vehicle crossings, subject to the following requirements.

- The Council, prior to issuing a permit, will require the Applicant to fill out the prescribed Papakura District Council application form.
- The Applicant must pay a deposit of the amount set out in section 2.3 as security for the making good by the Applicant of any damage that may be caused to the public infrastructure.
- As part of any application, the Applicant must provide proof to the Council that he/she has taken out insurance under a public liability policy in respect of damage to public infrastructure.
- Where a permit is not obtained and damage is caused, Council will prosecute the offender for breach of the Council's bylaws, District Plan or other legislation.

## FEES AND CHARGES SCHEDULE 2009/10

- Council reserves the right to charge for any and all inspections required to ascertain the extent of the damage and to approve the remedial works carried out under this policy.
- Council requires that any and all damage caused directly or indirectly by any person or legal entity undertaking a building work pursuant to a building consent shall be rectified and/or remedied by that person or legal entity at their own expense to the satisfaction in all respects of the Papakura District Council before a Code Compliance Certificate will be issued for the building works.
- Council reserves the right to undertake those works on behalf of, and at the expense of, the holder of the building consent if those works are not completed within a reasonable time after Council has issued a notice for the damage to be rectified or remedied.

### **New Vehicle Crossings**

Council requires that any person or legal entity undertaking a building work pursuant to a building consent shall, where required, install a vehicle crossing at their own expense of the standard approved by Council from time to time before a Code Compliance Certificate will be issued for the building works. Council reserves the right to undertake those works on behalf of, and at the expense of, the holder of the building consent if those works are not completed within a reasonable time after Council has issued a notice for the crossing to be installed.

All vehicle crossings shall be inspected twice by a building inspector: first, prior to the pouring of the concrete used in the crossing and, second, at the completion of the crossing.

It is the responsibility of the holder of the building consent to notify Council of the time and date that the crossing works are ready for inspection.

### **Other activities and Services not mentioned.**

Any other activities and services not mentioned in this fees and charges schedule shall be charged at the appropriate hourly rate.

### **Development Contributions & Development Impact Fees**

The Papakura District Council determines as set out in the Development Contribution Policy and the District Plan, from time to time, various levies and charges that will be imposed on defined building works, or applying to specific localities, or applying to defined activities.

The amount of these levies and charges, and their applicability, is available on request.

All development contributions are payable within 14 working days from the invoice date or prior to the issue of consent, whichever is sooner.

## FEES AND CHARGES SCHEDULE 2009/10

2 - BUILDING SERVICES and BUILDING CONSENT AUTHORITY*	Inspections Included	2008/09 GST Incl \$	Proposed 2009/10	% Change
<b>2.1 - FIXED FEE PROJECTS</b>				
<b>Solid Fuel Heaters*</b>				
Free Standing: Approved Installer		250	255	2%
Unapproved installer	1	400	405	1%
Free-standing with wet-back:				
Approved Installer		340	345	1%
Unapproved installer	1	430	435	1%
Installed in existing fireplace and chimney:				
Approved Installer		300	305	2%
Unapproved installer	2	450	455	1%
Installed in existing fireplace and chimney with wet back:				
Approved Installer		340	345	1%
Unapproved installer	2	475	480	1%
<b>2.2 – PIM, BUILDING CONSENTS AND OTHER PROJECTS*</b>				
Pre-lodgment/Application meeting (deposit, additional charges at hourly rates)		180	180	0%
<b>2.2.1 - PROJECT INFORMATION MEMORANDUM*</b>				
<i>Project Information Memorandum* must be issued with every Building Consent</i>				
<b>Processing minimum deposit</b>				
Deposit payable on application				
Projects valued under \$20,000		250*	250*	0%
Projects valued at \$20,001 and \$500,000		450*	450*	0%
Projects valued at \$500,001 and over		600*	600*	0%

## FEES AND CHARGES SCHEDULE 2009/10

	2008/09 GST Incl \$	Proposed 2009/10	% Change
<b>2.2.2 - BUILDING CONSENT*</b>			
(Assumes that all relevant information is provided at lodgment)			
Processing fee per hour as per the hourly rates			
Specialist Review deposit per report/assessment required payable at the time of lodgment of application. To be determined by the Manager Building or Technical Officer			
		600	New
<b>Specialist Reviews where required*</b>			
	At cost plus 15%		
Minimum mark-up	45	50	1%
Maximum mark-up	125	125	0%
* Plus Disbursements			
<b>Exemption from consent application – Schedule 1 of the Building Act</b>			
		268	New
<b>Levies</b>			
Department of Building and Housing (DBH) Levy per \$1000 total value or part thereof for projects valued at \$20,000 and over or as altered by the Department of Building and Housing.			
	1.97	1.97	0%
Building Research Association (BRANZ) Levy for projects valued at \$20,000 and over or as altered at any time by BRANZ			
	1.00	1.00	0%
Accreditation Levy on all building consents per \$1000 of total project value			
	0.95	3.00	215%
<b>Building Consent where PIM already issued*</b>			
under \$20,000	390	390	0%
\$20,001-\$100,000	540	540	0%
\$100,001-\$500,000	570	570	0%
>\$500,000	1,350	1,350	0%
Commercial \$500,000 and over	1,450	1,450	0%
<b>Building Consent combines PIM*</b>			
Minor residential consent (drainage, redirection, portable spa pool, demolition includes CCC)			
	370	390	5%
Solar Heaters includes 2 inspections and CCC			
		480	New
Under \$20,000	480	480	0%
\$20,001-\$100,000	850	850	0%
\$100,001-\$500,000	950	1,300	36%
>\$500,001	1,700	1,700	0%
Commercial \$500,000 and over	1,800	1,800	0%

## FEES AND CHARGES SCHEDULE 2009/10

<b>2.2.3 - INSPECTION FEES*</b>	<b>2008/09 GST Inc</b>	<b>Proposed 2009/10</b>	<b>% Change</b>
Per non-commercial Inspection plus Code Compliance and Disbursements	125	135	8%
Per non-commercial final inspection	180	185	2%
Per commercial inspection plus code compliance and disbursement	135	140	3%
Per commercial final inspection	230	235	2%
Sediment control inspection deposit where not controlled via a resource consent	180	185	2%

Inspection requested by owner that requires special expertise, e.g. lifts, electrical, heating ventilation, and air conditioning, fire safety measures and similar.  
Charge at hourly rate

Hourly Rate	Hourly Rate
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### **Inspection Notes**

1. \*Additional inspections will be required for monolithic cladding systems - these will be charged on a per inspection basis.
2. Where the number of inspections required for the application, exceed the average calculated for the categories above, additional inspection fees will be charged.  
Any refund of the inspection fees will be subject to an administration cost of \$70.
3. Inspection fees are payable before the issue of the building consent.
4. No refunds of prepaid inspection or CCC fees after 2 years unless an extension of consent is granted.
5. All additional work associated with inspections eg notice to fix will be charged to recover all actual costs.
6. All sites are required to provide sediment control and this will be inspected at the start of and during each project. There will be a minimum of 2 inspections undertaken.

### **2.2.4 - CODE COMPLIANCE CERTIFICATES**

**Minimum deposit includes administration costs\***

Minor consents, Solid Fuel Heaters and Domestic Fireplaces	60	60	0%
Domestic Garages and Outbuildings	75	75	0%
Other Residential, Commercial/Industrial	150	150	0%
Additional work beyond that covered by minimum deposit will be charged at appropriate hourly rates			
Copy of Code Compliance Certificate	45	45	0%
Certificate of Acceptance		150	New

## FEES AND CHARGES SCHEDULE 2009/10

<b>2.3 - OTHER BUILDING SERVICE FEES*</b>	<b>2008/09 GST Inc</b>	<b>Proposed 2009/10</b>	<b>% Change</b>	
Amendments to Building minimum deposits	120	120	0%	
Extension of time for Consents minimum deposit	160	160	0%	
Title Endorsements under S73 & S75 of the Building Act (includes Land Registrar fees)	240	240	0%	
Inspection of existing building and report on, to be shifted from an existing site within the Council District to a new site within the District prior to issue of consent	400	400	0%	
Inspection of existing building and report on, outside the Council district for shifting into the District -	500	500	0%	
Plus travel distance	Per Km 1.15	1.20	4%	
Inspections				
<b>Building Consent Approval Information:</b>				
Printed and forwarded monthly in booklet form:				
Price per month	40	40	0%	
Price per annum	225	225	0%	
Formatted monthly on floppy disk (price per annum)	250	250	0%	
Non-routine requests for information or services. Hourly rate	Hourly Rate	Hourly Rate		
Minimum fee	125	125	0%	
<b>Hoardings or Scaffolds on public places / Hostelry over footpaths or public places</b>				
Monthly deposit	90	90	0%	
Minimum deposit	125	125	0%	
Initial Inspection	125	125	0%	
Vehicle crossing application/Inspection Deposit - note the final inspection is mandatory	2	325	325	0%
Certificates of Acceptances - Minimum Deposit*	500	500	0%	
Illegal building works – (Closure report) minimum deposit	200	200	0%	
Notice to Fix – Illegal Works* actual costs	Hourly Rates	Hourly Rate		
Certificates for Public Use - Minimum Deposit*	200	200	0%	
Receive & Process Warrant of Fitness certification*	90	90	0%	
Warrant of Fitness – Per Inspections*	125	125	0%	
Compliance Schedules (Existing) - Minimum Fee *	160	160	0%	
Compliance Schedules - Minimum Deposit*	220	220	0%	
Producer Statements - Minimum Deposit *	120	120	0%	

## FEES AND CHARGES SCHEDULE 2009/10

	2008/09 GST Inc	Proposed 2009/10	% Change
<b>2.3 - OTHER BUILDING SERVICE FEES* CONT'D</b>			
Producer Statements author/provider application Deposit*	140	140	0%
Application for Approved assessor/authors to illegal works etc	200	200	0%
Plumbing / Backflow Preventor initial inspection plus any costs of devices installed	145	145	0%
Backflow follow-up inspections at hourly rate plus the cost of any devices installed when certificate not provided	Hourly Rates	Hourly Rates	
Pool fencing initial check – if pool passes	125	125	0%
Pool fencing initial check – if pool fails minimum charge of –\$125 plus hourly rate for additional inspections/work	125 initial fee plus hourly rate	125 initial fee plus hourly rate	0%
Special exemption applications pursuant to pools - minimum fee* plus actual Committee Hearing costs	450	450	0%
Circus and large marquees deposit* 1	215	215	0%
Building certificate for liquor licence application*			
Minimum deposit plus actual other costs	425	425	0%
<b>Bonds</b>			
<b>Vehicle Crossing Bonds</b>			
Single width crossing – Minimum*	1,400	1,400	0%
Double width crossing – Minimum*	2,200	2,200	0%
<b>Deposits for construction debris, litter and damage on and to public places</b>			
Category 1 works valued at under \$20,000 - deposit*	750	750	0%
Category 2 works valued between \$20,000 to \$500,000 - deposit*	1,250	1,250	0%
Category 3 works valued above \$500,000 - deposit*	1,750	1,750	0%
* The final value of the bond will be determined at the issue of the consent, all costs associated with administration & monitoring of the bond and associated works will be taken out of the bond on monthly on-going basis.			
Bond administration fee- minimum fee*	125	135	8%
Bond inspection*	125	135	8%

## FEES AND CHARGES SCHEDULE 2009/10

<b>2.4 - CHARGE OUT HOURLY RATES</b>	<b>2008/09 GST Inc</b>	<b>Proposed 2009/10</b>	<b>% Change</b>
Senior Building/Senior Technical Officer	130	140	7%
Senior Planners (Consents/Policy)	130	140	7%
Planning Staff	120	126	5%
Policy staff	120	126	5%
Building Control Officers	120	126	5%
Environmental Health Officers	120	126	5%
Engineering Staff	130	140	7%
Compliance & monitoring staff	120	126	5%
Administration Officer	95	100	5%
All Managers	140	150	7%
Technical Officer	100	105	5%
All Directors	155	165	6%
Urban Designer	130	145	11%

**\*Any other activities & services not mentioned in these fees & charges schedule shall be charged at the appropriate hourly rate/s**

## FEES AND CHARGES SCHEDULE 2009/10

	2008/09 GST Inc \$	Proposed 2009/10	% Change
<b>3 - HEALTH SERVICES</b>			
<b>Licensing and Registration of Premises</b>			
<b>3.1- FOODSELLERS PREMISES</b>			
Pre-Licence checking & inspections on request	Hourly Rate	Hourly Rate	0%
Issue Requisition Notice	Hourly Rate	Hourly Rate	0%
Transfer of Certificate of Registration	105	105	0%
Food Stall (non charitable) - Per event	120	120	0%
- Annual	440	440	0%
<b>Annual Certificate of Registration and Annual Inspection</b>			
<b>Fee for Premises exempt from Registration under Regulation 4(4)</b>			
<b>Existing premises with A or B Grading</b>			
General food retailing	440	440	0%
Multi-licence premises (e.g. supermarkets)			
Registration of basic premises	440	440	0%
Plus each distinct preparation area within the premises	125	125	0%
<b>Eating-houses</b>			
Take-away retailer	440	440	0%
Tea-rooms, Coffee-bars, Restaurants & Licensed Premises			
Seating for not more than 50 persons	440	440	0%
Seating for more than 50 but not more than 100 persons	530	530	0%
Seating for more than 100 persons	620	620	0%
Food Premises Re-grading fee - food and eating houses	185	240	29%
Wholesale food manufacturing (including Section 5 of the Food Hygiene Regulations 1974 premises)	485	485	0%
<b>Fee for New Premises or registration and if premises has not been graded or has a D or E Grading</b>			
General food retailing		580	New
Multi-licence premises (e.g. supermarkets)			
Registration of basic premises		580	New
Plus each distinct preparation area within the premises		140	New
<b>Eating-houses</b>			
Take-away retailer		580	New

## FEES AND CHARGES SCHEDULE 2009/10

	2008/09 GST Incl \$	Proposed 2009/10	% Change
<b>Fee for New Premises or registration and if premises has not been graded or has a D or E Grading Cont'd</b>			
Tea-rooms, Coffee-bars, Restaurants & Licensed Premises			
Seating for not more than 50 persons		580	New
Seating for more than 50 but not more than 100 persons		650	New
Seating for more than 100 persons		750	New
Wholesale food manufacturing (including Section 5 premises)		550	New
<b>3.2 – OTHER PREMISES</b>			
Initial Inspection/Advice	Hourly Rate	Hourly Rate	
Issue of notice requisition	Hourly Rate	Hourly Rate	
Hairdressers	250	250	0%
Funeral Directors and Mortuaries	390	390	0%
Offensive Trades	470	470	0%
Camping Grounds	470	470	0%
Massage Parlour – Minimum fee plus any additional costs. Charge at appropriate hourly rate	458	458	0%
Brothel Application - Minimum Fee plus any additional costs. Charge at appropriate hourly rate	458	458	0%
Charge for any health inspection for any activity not specified in the schedule	250	250	0%
<b>3.3 – BYLAW LICENCES</b>			
Stalls – Non Food (other than charitable or community organisations) Licence			
Per Event	30	30	0%
Annual	250	250	0%
Amusement Gallery	140	140	0%
Special Events and Minimum Fee	458	458	0%
<b>3.4 – STATUTE BASED LICENCES</b>			
Hawkers	60	60	0%
Mobile Shops/Roadside Traders (other charitable or community organisations)			
First month	80	80	0%
Per month thereafter	35	35	0%
Circuses (with menagerie)	470	470	0%
Duplicate Licence	50	50	0%

## FEES AND CHARGES SCHEDULE 2009/10

	2008/09 GST Incl \$	Proposed 2009/10	% Change
<b>3.4 – STATUTE BASED LICENCES Cont'd</b>			
Amusement Devices and Shooting Galleries			
Permit fee fixed by Regulation 1978/294			
Regulation 11(6)(a), Regulation 11(6)(b)			
First device for first 7 days or part thereof	11.25	11.25	0%
Each additional device for the first 7 days or part thereof	2.25	2.25	0%
Regulation 11(6)(c)			
Each device for a further period of 7 days or part thereof	1.15	1.15	0%
<b>3.5 – OTHER LICENSING AND FEES</b>			
Fire permits (includes 1 inspection)	Free	Free	
Hangi permit (if in permanent location)	Free	Free	
Answering a complaint about a fire lit without a permit first obtained. (Chargeable to the property owner or the person who lit the fire)	125	125	0%
Noise Complaints & Seizure of Equipment	Per Hour	Per Hour	
Attendance fees	130	130	0%
Minimum fee	130	130	0%
Seized Equipment Administration and Storage fee	130	130	0%
Seized Equipment Administration and Storage - Disposal Fee	100	100	0%
Call Out to deactivate building security alarm system that is causing excessive noise - attendance plus any other fees.	145	145	0%
Food Safety Plan approvals and audits -	Hourly Rate	Hourly Rate	
Exemption Certificates	Hourly Rate	Hourly Rate	
Provision of Advice	Hourly Rate	Hourly Rate	

## FEES AND CHARGES SCHEDULE 2009/10

	2008/09 GST Incl \$	Proposed 2009/10	% Change
<b>4 - LIQUOR LICENSING</b>			
Liquor Licensing Planning Certificates deposit	600	600	0%
Building certificate for liquor licence application*	425	425	0%
<b>LIQUOR LICENCES - Fees set by Statute</b>			
Application for On-licence, Off-licence, or Club Licence, renewal of these licences, variation of condition of licence	776	776	0%
Application for On-licence for BYO endorsement, or for Off-licences for Caterer's endorsement.	132	132	0%
Application for Temporary Authority – On-licence or Off-licence.	132	132	0%
New and Renewal of Manager's Certificate	132	132	0%
Special licence	63	63	0%
Extract from any record or register	26	26	0%

**Note:** Where food is sold on licensed premises  
Food Seller fees also apply, refer section 3.1.

## 5 - RESOURCE MANAGEMENT SERVICES

### General

#### Basis of Charging for Services

Unless otherwise specified, applications for Resource Consents, Subdivisions and Requests for Plan Changes will be processed and charged to cover actual and reasonable costs incurred. The charges will include, but not be limited to:

- Actual time taken at the listed hourly charge-out rate.
- Recovery of actual disbursement costs incurred plus an administration fee.
- Recovery of fees charged by professional consultants plus an administration charge where specialist services are required

#### Deposits and Fees

The deposits listed below are due and payable on lodgement of application. Where noted, the deposit for an application is a minimum sum. Council reserves the right to increase the amount of the deposit based on the complexity of the project and other factors.

Progress payments may be charged from time to time when the costs incurred to date on a particular application exceed the amount of the deposit.

Any difference between the deposit paid and the actual and reasonable costs incurred shall be payable or refundable (as the case may be) once a decision has been made on the application as per the relevant section of the Resource Management Act 1991. The applicant is liable for the full cost of the processing of the application.

Refunds of unexpended portions of deposits received will be made promptly following the decision.

Payment for actual and reasonable costs incurred in excess of the amount of the deposit is required before the decision is formally released, unless prior arrangements have been made.

Any and all costs incurred pursuant to s36(1) in processing a resource consent plus an estimate of the reasonable cost of a hearing, if such is necessary, shall be paid prior to that hearing being scheduled.

Other charges for Certificates, monitoring of Resource Consents conditions and providing information in respect of Plans and Consents and the supply of information shall be at the listed hourly charge-out rate specified or at the rate specified for the particular event.

Where a fixed charge is, in any particular case, inadequate for the recovery of actual and reasonable costs incurred in respect of the matter concerned, the person who is liable to pay the charge may also be required to pay an additional charge.

## FEES AND CHARGES SCHEDULE 2009/10

### **Bonds**

Council does not bond for uncompleted works except when agreed. The cost of establishing, monitoring and discharging the bond will be fully met by the applicant. The fees are set out in section 2.3 of this schedule. The value of the bond will be set at the time the bond is established and will be at least 150% of the estimated cost of the uncompleted or required works.

Bonds may be in the form of cash or bank guarantee and are subject to approval by the Director Regulatory Services or Director Infrastructure Management.

### **Other activities and Services not mentioned.**

Any other activities & services not mentioned in this Fees & Charges Schedule shall be charged at the appropriate hourly rate.

### **Financial contributions, Development Contributions & Development Impact Fees**

The Papakura District Council determines as set out in the Development Contribution Policy and the District Plan, from time to time, various levies and charges that will be imposed on defined building works, or applying to specific localities, or applying to defined activities.

The amount of these levies and charges and their applicability, is available on request.

All development contributions are payable within 14 working days from the invoice date (whichever comes sooner) or section 224 certificate in the case of a subdivision.

## FEES AND CHARGES SCHEDULE 2009/10

	2008/09 GST Incl \$	Proposed 2009/10	% Change
<b>5 - RESOURCE MANAGEMENT SERVICES</b>			
<b>5.1 - DEPOSITS (Payable Upon Application)</b>			
Change of a Policy Statement or Plan (minimum fee)	7,800	7,800	0%
District Plan	200	200	0%
Annual District Plan updating service	50	50	0%
Designations (including alterations) and Heritage Orders (Minimum Fee)	8,000	8,000	0%
<b>Resource Consent Pre-application Consultation</b>			
Pre-design and pre-application assessment/advice-requests and all associated work, meetings, assessments, sit visits etc (initial deposit plus additional costs invoiced with payment on application or within 20 working days which ever comes sooner) - minimum deposit - plus hourly rates.	180	180	0%
<b>Notified Resource Consents - Land Use and Subdivision (Minimum Fees)</b>			
Receiving, Processing and granting of applications with formal hearing for significant notified resource consents	8,000	8,000	0%
Receiving, Processing and granting of applications for less significant notified resource consents	4,000	4,000	0%
Receiving, Processing and granting of applications for limited notification resource consents	3,050	3,050	0%
<b>Hearing Costs</b>			
Actual costs staff/commissioners/committee	<b>Actual Cost</b>	<b>Actual Cost</b>	
<b>Non-notified Land Use Resource Consent Applications (Minimum Fees)</b>			
Non-compliance with bulk & location performance standards (Controlled, Restricted Discretionary/Discretionary) – Less complex with generally only 1 or 2 infringements	850	850	0%
Complex Discretionary/Non Complying Application. – For multi infringement proposals, medium density	1,850	1,850	0%
Tree Consents		600	New
<b>Non-notified Subdivision Consent Applications (Minimum deposit)</b>			
Subdivision up to Ten (10) lots including boundary adjustments	1,750	1,750	0%

## FEES AND CHARGES SCHEDULE 2009/10

5.1 - DEPOSITS (Payable Upon Application) (continued)	2008/09 GST Incl \$	Proposed 2009/10	% Change
<b>Non-notified Land Use Resource Consent Applications (continued)</b>			
Subdivision and Land Use Combined application – add this fee to the subdivision deposit	1,100	1,100	0%
Subdivision Ten (11) to Fifty (50) lots	3,450	3,450	0%
Subdivision Fifty (51) lots and over	7,900	7,900	0%
Section 223 approvals	235	235	0%
Section 224	400	400	0%
S. 348 LGA certificate	235	235	0%
Removal of Building Line Restriction	350	350	0%
Rights of way	350	350	0%
Engineering plan approvals deposit (payment additional fees will be invoiced and payment required before release of Engineering approval)			
3 Lots	750	750	0%
4-10 Lots	2,500	2,500	0%
11-20 Lots	4,000	4,000	0%
21 plus lots	7,500	7,500	0%
<b>Note: Where specialist peer review reports are required the applicant is required to pay a deposit of \$500 per report at lodgement of the application and the full amount on the completion of the report/assessments</b>			
<b>General Approvals</b>			
S357 objections, Extensions of consent, cancellation or review of conditions	850	850	0%
Certificates of Compliance	600	600	0%
Certificates of Existing Units Rights	600	600	0%
Liquor Licensing Planning Certificates	600	600	0%
Outline Plan of Works	1,00	1000	0%
Outline Plan of Works Waiver		400	New
<b>5.2 - CHARGE OUT HOURLY RATES</b>			
Senior Building/Senior Technical Officer	130	140	7%
Senior Planners (Consents/Policy)	130	140	7%
Planning Staff	120	126	5%
Policy staff	120	126	5%
Building Control Officers	120	126	5%
Environmental Health Officers	120	126	5%
Engineering Staff	130	140	7%
Compliance & monitoring staff	120	126	5%
Administration Officer	95	100	5%
All Managers	140	150	7%
Technical Officer	100	105	5%
All Directors	155	165	6%
Urban Designer	130	145	11%

## FEES AND CHARGES SCHEDULE 2009/10

	2008/09 GST Incl \$	Proposed 2009/10	% Change
<b>5.2 - CHARGE OUT HOURLY RATES CONT'D</b>			
Mileage rate – per km	1.15	1.20	4%
External Consultants and Disbursements Cost plus:	15%	15%	0%
Minimum mark-up	45	50	11%
Maximum mark-up	125	125	0%
<b>5.3 - OTHER FEES</b>			
	\$		
Publications	POA	POA	
Subscriptions for circulation of all Notified Resource Consent Applications per year	250	250	0%
Miscellaneous Certificates and authenticated copies (minimum fee) of Council Resolutions	141	141	0%
Performance Bonds (minimum fee plus actual costs)	232	232	0%
Section 35H Certificate under an Overseas Investment Commission Certificate per CT (minimum fee)	300	300	0%
LMVD (permitted activity)	300	300	0%
Consideration, processing & issuing of RMA applications, requests, Certificates and Consent Notices not itemised this schedule - hourly rate of staff & invoiced fees of external consultants	500	500	0%
Provision of general information in respect of the contents of the District Plan and Resource Consents	Hourly Rate	Hourly Rate	
Minimum fee	130	130	0%
Preliminary checking of plans and proposals	Hourly Rate	Hourly Rate	
Minimum fee	300	300	0%
Debt recovery - charged at appropriate hourly rates plus another related costs			
Travel Distance per km	1.15	1.20	4%
Single sandwich board approval per year	65	65	0%
Street trading approval per year	130	130	0%
Street dining approval per year	130	130	0%
Application for dispensation from sandwich board, street trading & street trading requirements	430	430	0%
Confirmation of compliance with National Environmental Standards		\$600	New

## FEES AND CHARGES SCHEDULE 2009/10

<b>5.4 - Monitoring and Compliance</b>	<b>2008/09 GST Inc</b>	<b>Proposed 2009/10</b>	<b>% Change</b>
Minimum fee first inspection check resource consent conditions	270	270	0%
Minimum fee per additional resource consent condition checking inspection - plus additional time will be charged by the hour	170	170	0%
Callout after hours minimum fee	340	340	0%

**Any other activities & services not mentioned in this fees and charges schedule shall be charged at the appropriate hourly rate/s**

## FEES AND CHARGES SCHEDULE 2009/10

### DOG REGISTRATION AND ASSOCIATED FEES

( All Costs inclusive of GST)	2008/09 GST Incl \$	Proposed 2009/10	% Change
Dog registration fee ordinary paid by 31 July 2009	94	105	11%
Owners holding a Dog Owners Licence (DOL) paid by 31 July 2009	52	60	15%
Dog registration fee ordinary paid after 31 July 2009	140	150	7%
Owners holding a Dog Owners Licence (DOL) paid after 31 July 2009 pay ordinary late fee	78	Deleted	
Dog Registration Fee – Menacing or Dangerous Dogs (Under Section 32(1)(e) Dog Control Act paid by 31 July 2009	150	160	6%
Dog Registration Fee -Dangerous Dogs (Under Section 32(1)(e) Dog Control Act paid after 31 July 2009	175	185	5%
Dog Registration Fee – Multi Dog Ownership	300	300	0%
Replacement Disc	10	12	20%
Annual Inspection Fee – Menacing/Dangerous/Multi Dog Ownership	120	125	4%
<b>Special Category Dogs</b>			
Registered Seeing eye dogs, Police, Customs, Ministry of Agriculture and Fisheries, Ministry of Defence, Department of Conservation dogs and Registered hearing dogs.	Free	Free	
Working dog (as defined in Dog Control Act) paid by 31 July 2009	52	60	15%
Working dog (as defined in Dog Control Act) paid after 31 July 2009	78	85	8%
<b>Standard New Registration (not previously registered, ie up to 3 month old dog)</b>			
July	94	105	11%
August	86	96	11%
September	78	87	11%
October	70	79	12%
November	63	70	11%
December	55	61	10%
January	47	52	10%
February	39	44	12%
March	31	35	12%
April	23	26	13%
May	16	17	6%
June	8	9	12%

**FEES AND CHARGES SCHEDULE 2009/10**

<b>Refunds</b>	<b>2008/09 GST Incl \$</b>	<b>Proposed 2009/10</b>	<b>% Change</b>
July	94	105	11%
August	86	96	11%
September	78	87	11%
October	70	79	12%
November	63	70	11%
December	55	61	10%
January	47	52	10%
February	39	44	12%
March	31	35	12%
April	23	26	13%
May	16	17	6%
June	8	9	12%

**DOL New Registration (not previously registered – Dogs more than 3 months old**

July	52	60	15%
August	48	55	14%
September	43	50	16%
October	39	45	15%
November	35	40	14%
December	30	35	16%
January	26	30	15%
February	22	25	13%
March	17	20	17%
April	13	15	15%
May	9	10	11%
June	4	5	25%

**Refunds**

July	52	60	15%
August	48	55	14%
September	43	50	16%
October	39	45	15%
November	35	40	14%
December	30	35	16%
January	26	30	15%
February	22	25	13%
March	17	20	17%
April	13	15	15%
May	9	10	11%
June	4	5	25%

## FEES AND CHARGES SCHEDULE 2009/10

	2008/09 GST Incl \$	Proposed 2009/10	% Change
<b>Dog Impounding Fees</b>			
First impounding	50	60	20%
Second Impounding	95	120	20%
Third and subsequent impounding	150	160	6%
Additional fee for dogs that are impounded for a third and subsequent time within 12 months of the first impounding	225	235	4%
Dogs impounded at night	135	140	3%
Sustenance per day	16	17	6%
Microchipping implantation fee (without sedation) impounded dogs	25	25	0%
Microchipping implantation fee (with sedation) impounded dogs	50	50	0%

### Stock Impounding Fees

Impounding fee per Animal - Bull, cow, horse or other large animal	20	25	25%
Sustenance per day	10	12	20%
Plus Cartage costs	Actual costs	Actual costs	0%
Officers time	90	100	11%

**Any other activities and services not mentioned in this fees and charges schedule shall be charged at the appropriate hourly rate.**

### Other Bylaw Fees and Charges Miscellaneous

Permit or exemption applications under any bylaw	\$150 deposit plus any additional actual costs	\$160 deposit plus any additional actual costs	6%
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### Parking Charges

All day (or part) charge for Farmer's Carpark top floor and park and ride facility in Ron Keat Drive		\$2 per day or part thereof	New
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