

Planning Services fees and charges

All fees and charges include GST unless indicated. Effective from 1 July 2025

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

The Council's normal approach will be to invoice charges progressively (month by month) but we reserve the right to require a deposit of up to the amounts shown below before any work begins.

Flat Fees

Activity Type	Charge from 1 July 2024	Charge from 1 July 2025
Small-scale resource consents	\$ 780	\$ 810
Boundary Activity	\$ 430	\$ 450
Temporary or Marginal Breaches	\$ 660	\$ 680
Certificates of Compliance	\$ 550	\$ 570
Town Planning Certificate (Alcohol)	\$ 430	\$ 450
Existing Use Certificates	\$ 1,250	\$ 1,300
Waiver for requirement for Outline Plan	\$ 550	\$ 570

Indicative charges

These charges are payable by applicants for resource consents, for the local authority to carry out its functions in relation to receiving, processing and granting resource consents, including certificates of compliance and existing use certificates (RMA Section 36(1)(b)).

These charges were previously known as fixed fees. The terminology has been changed to indicative charges to make it clearer.

Section 36 of the RMA 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.

Part of the charge may be refunded if the work required to process the application is minimal.

Activity Type	Charge from 1 July 2024	Charge from 1 July 2025	Deposit
Non notified land use consents (minor)	\$ 2,200	\$ 2,300	\$ 1,500
Non notified land use consents (other than minor)	\$ 5,000	\$ 5,200	\$ 3,000
Limited notified land use consents	\$ 73,000	\$ 76,000	\$ 48,000
Notified land use consents (full notification)	\$ 97,000	\$ 100,000	\$ 64,000
Non notified subdivision consents (controlled activity)	\$ 3,400	\$ 3,500	\$ 1,900
Non notified subdivision consents (discretionary restricted)	\$ 3,600	\$ 3,700	\$ 2,400
Non notified subdivision consents (other)	\$ 6,800	\$ 7,100	\$ 4,500
Notified subdivision consents for up to and including 20 lots in total (full and limited notification)	\$ 28,000	\$ 29,000	\$ 18,000
Notified subdivision consents for more than 20 lots (full and limited notification)	\$ 48,000	\$ 50,000	\$ 31,000
Outline planning approval	\$ 1,400	\$ 1,500	\$ 900
Notified notice of requirements, heritage orders, designation alterations	\$ 20,000	\$ 21,000	\$ 13,000
Non notified notice of requirements, heritage orders, designation alterations	\$ 3,400	\$ 3,500	\$ 2,000
District Plan changes	\$ 32,000	\$ 33,000	\$ 20,000

The following charges are payable by resource consent holders for Council to carry out its functions relating to administering, monitoring and supervising 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	Charge from 1 July 2024	Charge from 1 July 2025	Deposit
Monitoring of non notified resource consents	At cost of Officer's time per hour (minimum 2 hours)	At cost of Officer's time per hour (minimum 2 hours)	N/A
Monitoring of notified resource consents	At cost of Officer's time per hour (minimum 4 hours)	At cost of Officer's time per hour (minimum 4 hours)	N/A
Variations to conditions (section 127 and 221 - subdivision and land use)	\$ 2,175	\$ 2,255	\$ 1,400
Extensions of time (section 125)	\$ 1,375	\$ 1,425	\$ 900
Cancellation of building line restrictions (under Local Government Act 1974)	\$ 1,375	\$ 1,425	\$ 900
Adjustment of easements	\$ 1,375	\$ 1,425	\$ 900
Subdivision certificates (including section 223, 224)	\$ 485	\$ 505	\$ 300
Subdivision certificates (section 226)	\$ 1,715	\$ 1,780	\$ 1,100
Removal of designations	\$ 320	\$ 330	\$ 280
Purchase of District Plan & District Plan updates	At cost	At cost	N/A

The following charges are payable by resource consent holders, for Council to carry out its functions relating to reviewing consent conditions.

Activity Type	Charge from 1 July 2024	Charge from 1 July 2025
Review at the request of the consent holder	\$ 2,060	\$ 2,135
Review pursuant to section 128(1)(a)	\$ 2,060	\$ 2,135
Review pursuant to section 128(1)(c)	\$ 6,065	\$ 6,290

Document charges	Charge from 1 July 2024	Charge from 1 July 2025
Charges for supply of documents payable by the person requesting the document. (Section 36(1)(f))		
Replacement copies of certificates	\$ 130	\$ 135
Replacement copies of resource consents	At cost of officer's time per hour + disbursements	At cost of officer's time per hour + disbursements
Other documents	\$1 per page	\$1 per page
Additional copies of order papers	\$ 40	\$ 40

Other Charges

Advisory Service

There is no charge for an individual enquiry up to 30 minutes (whether in person at our Customer Service Centre, by phone or in writing). Where an individual enquiry is for a period longer than 30 minutes, it will be charged at cost, based on the relevant officer's hourly rate.

Pre-application advice

A \$1,000 fee will be charged for use of the pre-application service (standard proposals). This applies where staff provide professional advice before you lodge a resource consent application. For additional advice or special circumstances, time will be charged at the relevant officer's/**consultant's** hourly rate.

Consultant Charges

Consultants' and solicitors' fees associated with all work types will be charged at cost plus disbursements. This includes processing a consent or certificate (including specialist technical or legal advice where a consent involves creating legal instruments) and new notices of requirement, heritage orders, designation alterations, removal of designations and District Plan changes.

Charges for hearings

Hearings for all applications, designations, notice of requirements private District Plan changes, development contributions and remittance fees and associated work by relevant staff will be charged at the cost of officers' time per hour, as shown below.

Production of order papers will be at cost plus disbursements.

Council Officer's Hourly Rates	Charge from 1 July 2024	Charge from 1 July 2025
These charges are the rates per hour for Council officers and decision-makers for processing consents, hearings, designations etc that do not have an indicative charge or where the indicative charge is inadequate to cover the actual and reasonable costs of the Council.		
Planning Technician	\$ 209	\$ 215
Planning Officers	\$ 235	\$ 245
Monitoring and Enforcement Officer	\$ 209	\$ 215
Senior Planning Officer	\$ 251	\$ 260
Team Leader, Planning Services	\$ 262	\$ 270
Manager, Planning Services	\$ 273	\$ 285
City Planning Manager	\$ 273	\$ 285
General Manager	\$ 294	\$ 305
Team Leader, Business Support	\$ 219	\$ 227
Senior Business Support Officer	\$ 198	\$ 205
Administration/Committee Administration Staff	\$ 144	\$ 149
Technical and Professional Staff from all other Council units	\$ 268	\$ 245
Commissioner	At cost plus disbursements	At cost plus disbursements
Hearing Panel of Elected Members (Chair & members)	At cost (\$116 per hour and \$93 per hour for members) plus disbursements	At cost (\$116 per hour and \$93 per hour for members) plus disbursements

Guidance notes

The number of lots in a subdivision includes the balance lot.

The fixed charges do not include other charges that may be imposed under the RMA or other legislation such as:

- Additional charges (section 36(5));
- Bonds
- Monitoring and supervision charges expressly provided for in a resource consent
- Development contributions

Fees Methodology

Council now generally no longer takes deposits and instead charges fees on a monthly basis. However, provision still remains for the Council to require deposits in special circumstances. Land use and subdivision consent charges have been based on average costs of consents issued. Deposits have generally been set at rates consistent with the previous year. Indicative charges are set at an appropriate level based on historical data. Final charges will be based on staff hourly rates, technical officer or consultant time and any other relevant Council fees that apply.

Minor non notified land use consents usually applies to:

- applications for a dwelling, or a minor dwelling, dependent dwellings, accessory buildings, home occupations and access in the residential and rural zones
- applications for non-illuminated signs in the business and industrial zones.

Monitoring and inspection charges are based on staff hourly rates to complete the task. Dealing with compliance issues is based on the actual time spent by the officer, based on the hourly rate for the Monitoring and Enforcement Officer.