

2022/23 FEES AND CHARGES

Discretion

The Chief Executive is authorised to reduce deposits or fees in cases of reduced staff input being required, or in special circumstances. Where Council charges are based on the recovery of Council costs, these will be calculated as follows:

Officers:	At Council charge – out labour rates
Expenses:	At the actual costs incurred by Council
Vehicle mileage:	At current IRD rates

Miscellaneous Fees

Other consents, certificates, authorities, services or inspections not specially provided to be charged at the cost of time and disbursements.

Credit Card Fee: Payments made by credit card will incur a surcharge fee of up to 2.5%, with a minimum service fee of \$1.00 per transaction.

The non – statute fees below are those approved by Council as at 26 April 2022, but have not been advertised in terms of the Local Government Act 2002 or individual specific Acts.

All fees and charges are GST inclusive

BUILDING	
Building Consents	
Building consent fees exclude all travel charges (which are based on district rating zones), BRANZ Levy, DBH Levy and Building Consent Authority Accreditation Levy charges. Additional inspections are charged as per the schedule of fees and charges. NOTE: Building Research Association New Zealand (BRANZ) and Department of Building and Housing levies, are to be paid in addition to the total fee, as set by statute and may be subject to change.	
Log Fire – includes 1 Inspection, PIM, CCC, Processing	\$ 322.00
Project Value \$0.00 – \$5,000 (Carports etc.) – includes 2 Inspections, PIM, CCC, Processing	\$ 380.00
Project Value \$5,001 – \$15,000 (Minor Alterations, Additions, Garage, Farm Buildings) – includes 3 Inspections, PIM, CCC, Processing	\$ 797.70
Project Value \$15,001 – \$25,000 (Sleepout, Alteration, Additions, Farm Buildings) – includes 3 Inspections, PIM, CCC, Processing	Residential: \$ 993.15 Commercial/ Industrial: \$ 1080.15

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Project Value \$25,001 – \$50,000 (Large Alterations, Additions, Commercial) – includes 5 Inspections, PIM, CCC, Processing	Residential: \$ 1,327.75 Commercial/ Industrial: \$ 1,474.75
Project Value \$50,001 – \$100,000 (Large Alterations, Additions, Farm Buildings, Commercial, Industry) – includes 9 Inspections, PIM, CCC, Processing	Residential: \$ 2,601.00 Commercial/ Industrial: \$ 2,748.00
Project Value \$100,001 – \$300,000 (New Dwelling, Commercial, Industrial, Processing) – includes 13 Inspections, PIM, CCC, Processing	Residential: \$ 3,638.00 Commercial/ Industrial: \$ 3,785.00
Project Value \$300,001 – \$500,000 (New Dwelling, Commercial Industrial, Processing) – includes 13 Inspections, PIM, CCC, Processing	Residential: \$ 4,268.00 Commercial/ Industrial: \$ 4,415.00
Project Value \$500,001 – \$1,000,000 (New Dwelling, Commercial Industrial, Processing) – includes 13 Inspections, PIM, CCC, Processing	Residential: \$ 4,898.00 Commercial/ Industrial: \$ 5,045.00
Project Value greater than \$1,000,001 (New Dwelling, Commercial Industrial, Processing) – includes 13 Inspections, PIM, CCC, Processing	\$5,045.00 plus actual hours processing at \$ 200.00 per hour
Additional Building Consent Fees	
Additional Inspection Fee (plus applicable travel charge)	\$ 148.00
Re – inspection Fee (plus applicable travel charge)	\$ 148.00
Travel Charges, as per rating zones – Zone 1	\$ 32.70
– Zone 2	\$ 60.80
– Zone 3	\$ 115.00
Septic Tank	
Septic tank & effluent field only	\$ 615.00
Project Information Memorandum (PIM) Costs	
Log Fire	\$ 30.00
Under \$15,000 (Garage, carports, minor alterations, additions)	\$ 50.00
Over \$15,000 (All residential dwellings, alterations, garages, farm buildings)	\$ 260.00
All commercial & industrial work (new and alterations)	\$ 400.00

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Certificate of Acceptance	
Lodging and administration	\$ 350.00
Technical process – per hour	\$ 270.00
Inspection (plus applicable travel charge)	\$ 200.00
Other Fees	
Marquees over 100m ² (plus applicable travel charge)	\$ 297.50
Processing Fees – Plan check/amended plans – per hour	\$ 200.00
Scanning – per Building Consent Application	\$ 75.00
Compliance schedule (includes Compliance Schedule Statement)	\$ 300.00
Compliance schedule amendments	\$ 150.00
Warrant of Fitness reminders/acknowledgement of receipt	\$ 100.00
Warrant of Fitness audit plus travel zone charge	\$ 250.00
Notice to Rectify (Dangerous and Insanitary Buildings)	Actual cost
Statistical reports – per year	\$ 300.00
Statistical report – one off	\$ 50.00
Reports and advisory functions	Actual cost
Fire and Emergency New Zealand – section 46 notice. (plus any FENZ charges)	Current NZ Fire Service Charge
Notice to Fix – preparation	\$ 300.00
Notice to Fix – investigations, plus travel charge	\$ 200.00 per hour
Notice to Fix – site inspection, plus travel charge	\$ 200.00 per hour
Certificate under Sale and Supply of Alcohol Act 2012	\$ 170.00
Application to extend time for which a building consent is valid	\$ 130.00
Property file access and view records	\$ 35.00
Fencing of swimming pools modification (includes report to Council) plus additional inspection fee	\$ 260.00
Monitoring of swimming pools	\$ 180.00
Re – inspection of swimming pools	\$ 180.00
Investigation of illegal building work plus additional inspection fee	Actual cost
Section 1(2) Territorial Authority Exemption Change	\$ 200.00
Section 73 – Building on land subject to Natural Hazard	\$ 200.00
Section 77 – Construction of building on 2 or more allotments	\$ 200.00
Certificate of Public Use	\$ 400.00
Record of Title	\$ 20.00
District RAPID number book	\$ 200.00
District RAPID number book for Emergency Services	No Charge
RAPID number plates – new plate	\$ 60.00

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RAPID number plates – replacement or additional supply only	\$ 40.00
Waiver/Modification – Application	\$ 200.00
Waiver/Modification – processing	\$ 200.00 per hour
Waiver/Modification – site inspection, plus travel charge	\$ 200.00 per hour
Change of Use – Application	\$ 200.00
Change of Use – processing	\$ 200.00 per hour
Change of Use – site inspection, plus travel charge	\$ 200.00 per hour
Earthquake Prone Buildings – Registration and maintenance of Earthquake Prone Buildings registrations per building in National Database	\$ 420.00
Contractors and Consultants – Council requires some applications to be referred to Contractors or Consultants for specialised checking and comment. The fees charged by these contractors/consultants are in addition to any other fees charges in relation to that application and will be charged to the Applicant.	Actual cost
Levies	
BRANZ Levy exemption up to \$20,000	No Charge
BRANZ Levy on value over the exemption amount of \$19,999.99	\$ 1.00 per \$1,000 of project value
MBIE Levy exemption up to \$20,444	No Charge
MBIE Levy on value over the exemption amount of \$20,444 (including GST)	\$ 1.75 per \$1,000 of project value
Building Consent Authority Accreditation Levy (minimum charge \$1.00)	\$ 1.00 per \$1,000 of project value

RESOURCE MANAGEMENT

The Lodgement Fee will be required to accompany the Resource Consent Application. An invoice will be sent for additional fees. The Lodgement Fee is a deposit only and may not be the complete charge. There may be additional fees or a part refund as explained above.

If applications for resource consent and applications to change or cancel conditions are not processed within the statutory time frames, discounts shall be paid on administrative charges. The discounts shall be in accordance with the Regulations to the Resource Management Act 1991.

Section 36 of the Resource Management Act 1991 enables Council to charge additional fees to recover actual and reasonable costs where the Lodgement Fee is inadequate.

When the total cost to process an application exceeds the Lodgement Fee, Charge Out Rates may apply. Council also reserves its discretion to refund part of the fixed fee if the work required to process the application is less than usual.

These fees will not be refunded if the application is declined or withdrawn.

For Financial Contributions please see the Waimate District Council Financial Contributions Policy or the Waimate District Plan.

Resource Consent Applications

Notified Consent (includes *)	\$ 4,000.00 deposit
Limited Notified (service only) Consent (includes *)	\$ 3,000.00 deposit
Non – notified Subdivision Consent	\$ 1,200.00 deposit
Non – notified Land Use Consent (includes *)	\$ 1,000.00 deposit
Non – notified Land Use Consent (minor) (includes *)	\$ 600.00 deposit
Non – notified Subdivision Consent – Change to flats plan or unit title	\$ 660.00 deposit
* Consent compliance Monitoring – paid at time of lodging Land Use Resource Consent application	\$ 200.00
Additional monitoring of resource consents and monitoring of non – compliance with the Waimate District Plan or the Resource Management Act 1991 – per hour or part thereof	\$ 150.00
Lodgements	
Revocation of Easements (not included in Subdivision Consent)	\$ 460.00
Existing Allotments Section 226 Certificate (new titles created)	\$ 235.00
Section 223 Certificate (subdivision sealing completion)	\$ 235.00
Section 224(c) Certificate including Section 223 Certificate	\$ 235.00
Removal of building line restriction	\$ 460.00
Certificates of Compliance	\$ 460.00
Permitted Boundary Activity (includes **)	\$ 400.00 deposit
Permitted Marginal or Temporary Activity (includes **)	\$ 400.00 deposit
** Permitted Activity Compliance Monitoring – paid at the time of lodging deemed permitted activities	\$ 100.00

All fees and charges are GST inclusive

Change or cancellation of conditions	\$ 400.00 deposit
Existing use rights and existing use certificate	\$ 460.00
Extension of time	\$ 400.00 deposit
Charge Out Rates	
Pre – application advice – after the first hour of staff time (per hour or part thereof)	\$ 150.00
Staff time charge out rate – per hour or part thereof	\$ 150.00
Public Notices	Actual cost
Other Applications	
Outline Plan	\$ 400.00 deposit
Alteration to a designation	\$ 1,000.00 deposit
Extension of time to a designation	\$ 1,000.00 deposit
Private Plan change	\$ 5,000.00 deposit
Notice of requirements for designations	\$ 3,000.00 deposit
Right of Way Approval (not included in Subdivision Consent)	\$ 460.00
Certificates for Licensed Motor Vehicle Dealer (LMVD)	\$ 175.00
Certificates under the Sale and Supply of Alcohol Act 2012	\$ 175.00
Disbursements	
Consultants/Legal Advice	Actual cost
Commissioning Special Reports	Actual cost
Hearing Fees	
Hearing Fee per hour or part thereof (minimum charge – out of one hour)	\$ 620.00
Commissioner	Actual cost

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ENVIRONMENTAL SERVICES	
Licensing	
Camping Grounds	\$ 350.00
Hairdressers	\$ 155.00
Offensive Trades	\$ 310.00
Mobile Food Shops	\$ 155.00
Trading in Public Places – Annual Licence	\$ 130.00
Trading in Public Places – Day Licence (per day)	\$ 20.00
Boarding House	\$ 200.00
Circus	\$ 200.00

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Funeral Directors	\$ 205.00
Transfer Fee of Health Licence (i.e. following sale of business)	\$ 100.00
Stereo Seizures	\$ 100.00 plus recovery of actual seizure costs
Re – inspection for non – compliance – by – laws, health, liquor, dangerous goods, roading	\$ 150.00 per hour
Verification audit / site audit (food control plans)	\$ 160.00 per hour
Special Inspections	Hourly rate plus mileage
Water samples – Labour plus hospital testing minimum	Actual cost
Keeping of Animal Permits	\$ 70.00
Skin Piercing, Beauty Facilities, Tattooing etc.	\$ 225.00
Footpath Dining – Licence to Occupy	\$ 130.00
Food Act 2014	
New Registration	
Payment of application fees is upon application and any other fees are payable within 20 days from invoice date.	
Food Control Plan – Single Site	\$ 150.00 plus \$ 80.00 per half hour after first hour
Food Control Plan – Multi – Site	\$ 225.00 plus \$ 80.00 per half hour after first hour
National Programme	\$ 150.00 plus \$ 80.00 per half hour after first hour
Optional Consultancy – new business set up assistance / pre – opening visit	\$ 160.00 per hour
Optional Food Plan Control Mentoring	\$ 310.00
Registration Renewal	
Food Control Plan – Single Site – 12 month renewal	\$ 150.00 plus \$ 80.00 per half hour after first hour
Food Control Plan – Multi – Site – 12 month renewal	\$ 225.00 plus \$ 80.00 per half hour after first hour

All fees and charges are GST inclusive

National Programme – 24 month renewal	\$ 150.00 plus \$ 80.00 per half hour after first hour
Food Control Plan Mentoring	\$ 310.00
Compliance and Monitoring	
Food Control Plan – Annual (including those Food Control Plans registered before 1 March 2016)	\$ 75.00
National Programme – 24 month	\$ 150.00
Verification (Audit)	
Food Control Plan – Single Site Audit	\$ 300.00 plus \$ 80.00 per half hour after first two hours
Food Control Plan – Multi – Site Audit	\$ 300.00 plus \$ 80.00 per half hour after first two hours
Food Control Plan Audit Close – out over 15 minutes	\$ 160.00 per hour
National Programme 1 – Check (one – off)	\$ 160.00 per hour
National Programme 2 – Audit (three – yearly)	\$ 160.00 per hour
National Programme 3 – Audit (two – yearly)	\$ 160.00 per hour
Complaint Driven Investigation	
Complaint resulting in issue of improvement notice by Food Safety Officer and its review	\$ 160.00 per hour plus actual mileage and disbursements
Exemption	
Application and Assessment	\$ 160.00 per hour
Travel Charges	
Fixed Charge for Waimate District	\$ 30.00
Actual Travel Costs (where applicable)	At current IRD rate per km plus travel time at \$160.00 per hour
Miscellaneous Fees	
Re – inspection for Non Compliance – All licences	\$ 160.00 per hour
Environmental Health Regulatory Functions and Enforcement	\$ 160.00 per hour

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Gaming Venue Licensing	
New Gaming Venue Licence. Includes processing of application to a maximum of two hours. Charge – out fee applies thereafter \$150 per hour	\$ 250.00
Liquor Licensing	
As set by the sale and supply of Alcohol (Fees) Regulations 2013 – may be subject to change Note: Applicants can apply to the Secretary of the Liquor Licensing Committee for a reduction of one fee category for Low Risk events in Special Licence category.	
On Licence / Off Licence / Club Licence – Category	
Very low	\$ 368.00
Low	\$ 609.50
Medium	\$ 816.50
High	\$ 1,023.50
Very high	\$ 1,207.50
Annual Licence Fees – Category	
Very low	\$ 161.00
Low	\$ 391.00
Medium	\$ 632.50
High	\$ 1,035.00
Very high	\$ 1,437.50
Special Licence / Fees	
Class 3 – One or two small events	\$ 63.25
Class 2 – Three to twelve small events, or one to three medium events	\$ 207.00
Class 1 – One large event; more than three medium events; more than twelve small events	\$ 575.00
Other Application Fees	
Manager’s Certificate Application and Renewals	\$ 316.25
Temporary Authority	\$ 296.70
Temporary Licence	\$ 296.70
Appeal to ARLA (paid to ARLA)	\$ 517.50
Extract of Register	\$ 57.50
Permanent Club Charter	\$ 632.50
Public notification administration fee	\$ 50.00

DOG AND ANIMAL MANAGEMENT	
Registration Per Dog	
Registration – Non–Working Dogs	\$ 100.00
Registration – Neutered Non–Working Dogs and Dogs under 12 months	\$ 60.00
Registration – Selected Owner	\$ 33.00
Registration – Working Dogs and Farm Pets	\$ 33.00
Dangerous Dogs 150% of applicable fee	Applicable registration fee plus 50%
General	
Selected Owner Application fee including one inspection (apply once only) *	\$ 60.00
Licence to keep three or more dogs including one inspection (apply once only) *	\$ 50.00
* If applied for both at the same time	\$ 70.00
Additional Inspections	\$ 20.00
Replacement Tags	\$ 5.00
Collars – Various Sizes	As per schedule
Penalties	
Late Registration Fee – Percentage of base fee	Applicable registration fee plus 50%
Drop – Off / Call – Out Fee (where dog is not impounded)	\$ 40.00
Dog Impounding	
1st impoundment in 12 month period – per dog	
Dog wearing tag	\$ 95.00
Dog not wearing tag	\$ 130.00
2nd impoundment in 12 month period – per dog	
Dog wearing tag	\$ 110.00
Dog not wearing tag	\$ 160.00
3rd impoundment in 12 month period – per dog	
Dog wearing tag	\$ 130.00
Dog not wearing tag	\$ 160.00
Infringement Fee	\$ 200.00
Other Fees	
Daily sustenance	\$ 20.00
Impounded dog microchipping	\$ 30.00
Surrender	\$ 60.00
Barking Collar Hire (including \$25.00 refundable bond)	\$ 50.00

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Impounding – other than dogs	
Animal Control Officers charge – out rate – per hour	\$ 90.00
Administration fee for impounding	25% of total fee
Daily sustenance	\$ 10 per day
Freight	Actual cost

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PLANNING AND REGULATORY – GENERAL	
Record of Title	\$ 20.00
Copy of By – Laws	\$ 70.00
Waimate District Plan	\$ 200.00 plus postage
Land Information Memorandum – Residential and Rural properties of less than 2.5 hectare	\$ 350.00
Land Information Memorandum – Non – Residential and Rural properties greater than 2.5ha. Processing of LIM to a maximum of 4 hours. Charge out fee applies thereafter (\$150 per hour)	\$ 500.00
Amusement Device (as set by legislation)	\$ 11.50
Additional Amusement Device (as set by legislation)	\$ 2.30
Consent Applications	
Note: All consents etc. with a deposit fee will be charged at time and cost.	
Upon completion of the application (i.e. when consent is either granted or declined) Council will render a final account for its services. This account may include charges for any or all of the following: <ul style="list-style-type: none"> • Postage, photocopying, advertising, mileage (site visit and property identification), property identification (signage), pre – hearing meetings, consultant fees, legal cost, planning cost, engineering cost, environmental health cost, planning staff cost, hearing cost (proportion of cost for daily hearing), monitoring fee (dependant on conditions set). • The deposit lodged with the application will be credited against this final account • Interim Account: In some cases, where completion of a consent is delayed, or takes a long time, an interim account may be rendered. 	
Miscellaneous Fees	
Other consents, certificates, authorities, services or inspections not specially provided to be charged at the cost of time and disbursements.	
The non – statute fees above are those approved by Council but at the date of compilation of the Annual Plan, had not been advertised in terms of the Local Government Act 2002 or individual specific Acts.	