

Resource Management Fee Schedule 2024-25

Effective from 1 July 2024 (GST inclusive)

All fees are deposits unless otherwise listed as a Total Fee¹

The required fee/deposit must be paid before any processing of the application will commence (excluding on-account customers).

If an application falls into more than one fee category the higher fee applies.

Please note that the deposits do not always cover all of the costs of processing an application. Where processing costs exceed the specified deposit the additional costs will be invoiced separately.

1. Land Use applications - non-notified:

Resource consents

Additions, alterations, accessory buildings, and home occupations - all zones	\$2,000.00
One or two new residential units (including older persons' housing units) – all zones	\$2,500.00
Three or more residential units (total on site, including any existing units) – all zones	\$4,000.00
Signage	\$2,500.00
Earthworks and retaining walls (where this is the only activity applied for)	\$2,500.00
Telecommunications	\$2,500.00
Short-term visitor accommodation in a residential unit (e.g. Airbnb, holiday home)	\$1,000.00
All other non-residential applications	\$4,500.00

Applications for the following works to protected trees:

- Felling a diseased, unhealthy or hazardous tree	}	No charge
- Pruning where necessary to remove a hazard or for tree health		

All other non-notified applications for works to protected trees (including trees on public land) \$1,800.00

Other land use applications

Permitted boundary activity (section 87BA)	\$800.00
Extension of consent lapse period (section 125)	\$1,800.00
Change or cancellation of consent condition(s) (section 127)	\$1,800.00
Certificate of compliance (section 139)	\$1,200.00
Existing use certificate (section 139A)	\$1,500.00
Application for outline plan (section 176A)	\$4,500.00
Waiver of outline plan (section 176A(2))	\$800.00
Surrender of resource consent (section 138) (Total fee)	
- Partial surrender	\$475.00
- Full surrender	\$325.00
Review of conditions (section 128)	Actual cost
Amendments within the scope of an existing resource consent (immaterial changes which do not warrant a section 127 application)	\$350.00
Marginal or temporary non-compliance (section 87BB)	Actual cost
<i>(Note: The s87BB process may be used at the Council's discretion and is not available on application)</i>	
Road / private way naming unrelated to a current subdivision consent (e.g. retirement village)	Actual cost

¹ Deposits and Total fees are fixed charges under section 36(1) of the Resource Management Act 1991.

2. Subdivision applications - non-notified:

Subdivision consents

Fee simple subdivision consents, including boundary adjustments and change of tenure:

- Up to 3 lots	\$2,500.00
- More than 3 lots (deposit capped at \$20,000)	\$750.00 per lot
Cross lease subdivision consents, including cross lease updates	\$1,500.00
Unit title subdivision consents	\$2,000.00
Combined applications (subdivisions involving non-compliance with land use rules)	Subdivision deposit applies

Other subdivision applications

Right of way approval (section 348 LGA)	\$1,500.00
Change or cancellation of consent condition(s) (section 127)	\$1,800.00
Variation/Cancellation of consent notice condition (section 221)	\$1,500.00
- Relating to a diseased, unhealthy or hazardous tree protected by a condition of subdivision consent	No charge
Extension of consent lapse period (section 125)	\$1,800.00
Surrender of resource consent (section 138) (Total fee)	
- Partial surrender	\$475.00
- Full surrender	\$325.00
Section 223 and/or section 224 re-certification after payment of final invoice	\$300.00
Section 226 Certificate	\$530.00
Cancellation of amalgamation (section 241)	\$530.00
Surrender of easements (section 243)	\$530.00
Section 348 LGA certification of documents	\$530.00

3. Notified land use and subdivision consent applications:

Limited notified application	\$10,000.00
Publicly notified application	\$15,000.00

4. Notices of Requirement:

Notice of requirement for a new designation (section 168/168A)	\$15,000.00
Notice of requirement for alteration of a designation (other than a notice under section 181(3))	\$10,000.00
Notice of requirement for alteration of a designation under section 181(3).....	\$2,500.00
Notice to withdraw a requirement (section 168(4)).....	\$1,000.00
Notice to remove a designation in whole or in part (section 182)	\$1,000.00

5. District Plan certificates:

Minimum floor level certificate (Total fee)	\$130.00
Wastewater capacity certificate (Total fee)	\$130.00
Rockfall AIFR certificate (deposit)	\$2,000.00
Quarry site rehabilitation plan certification and reviews (Rule 17.8.3.14)	Actual cost
Tree removal certificate	No charge
Other District Plan certificates, including Event Management Plan certification (deposit)	\$300.00

6. Bonds, covenants and encumbrances:

Preparation, registration or cancellation of bond, covenant or other legal instrument	Actual cost
Preparation and registration of encumbrance for family flat or older person's housing (Total fee)	\$560.00
Discharge of encumbrance (Total fee)	\$600.00

7. Pre-application advice:

Time spent on administration, research and assessment, meeting attendance (as applicable) and advice Actual cost
Staff time will be charged at the applicable hourly rate in section 8.

8. Additional processing fees for ALL applications subject to a deposit:

If the actual cost of processing exceeds the deposit paid, an invoice will be sent for the additional processing fees. Alternatively, the balance of the deposit will be refunded if it is not required. Interim invoices may be issued.

The time taken to process an application (including any pre-application time) and undertake associated post-consent work, including road naming, property addressing and GIS, will be charged at the relevant scheduled hourly rate, plus the actual cost of any external specialists / consultants / commissioners, and disbursements. Time will be charged at the hourly rate applicable at the time the work was carried out.

The subdivision consent fees include consent processing, engineering design acceptance, construction audits and clearances, and certification. Additional fees are required to be paid before the s224 certificate will be released. Bond and maintenance / defect liability clearance fees will be invoiced at the relevant time.

Current hourly rates:

– Administration	\$130.00
– Planning Technician and Planner Level 2	\$200.00
– Planner Level 3, Subdivisions Engineer, and specialist input (non-senior level)	\$215.00
– Senior Planner, Principal Advisor, Senior Subdivisions Engineer, Team Leader, Manager, and specialist input (senior level)	\$245.00
– External specialist and consultant	Actual cost

Where a Commissioner is required to make a decision on an application	Actual cost
Cost of Councillors/Community Board Members sitting on Hearings Panels	Actual cost
Reports commissioned by the Council	Actual cost
Disbursements (including advertising and service of documents)	Actual cost
Consent management fee (fixed fee included in the total processing fees for every resource consent)	\$100.00
Consultant management fee (fixed fee for applications processed by external consultants)	\$100.00

9. Discount for not-for-profit organisations and social/community housing providers:

A 25% discount on the total processing fees is available for not-for-profit community organisations and social/community housing providers, up to a maximum of \$5,000 for housing providers and \$2,500 for other organisations. Refer to our website for more information: <https://ccc.govt.nz/consents-and-licences/resource-consents/resource-management-fees/>

10. Monitoring of and non-compliance with resource consent conditions:

These fees are additional to the processing fees for every resource consent that requires monitoring of conditions. The monitoring programme administration fee, verification of documentation fee and initial inspection fees will be charged at the time the consent is issued. Multiple inspection fees may apply where more than one monitoring inspection is required.

The Council will recover additional costs from the consent holder if more than one inspection, or additional monitoring activities (including those relating to non-compliance with consent conditions), are required. Any additional monitoring time will be charged when the monitoring has been carried out, at the specified hourly rate.

Monitoring Programme Administration fee (also applicable to variations and amendments)	\$112.00
Residential monitoring fee for verification of documentation submitted to confirm compliance with conditions.....	\$67.00
Residential consent monitoring fee for the first monitoring inspection	\$128.00
Commercial consent monitoring fee for the first monitoring inspection	\$193.00
Hourly rate for additional monitoring (including travel, monitoring assessment, specialist input and associated file management / administration)	\$180.00

11. Monitoring of permitted activities under a National Environmental Standard:

Monitoring Programme Administration fee (also applicable to any amendments)	\$112.00
Permitted activity monitoring inspection fee	\$193.00

Hourly rate for additional monitoring (including travel, monitoring assessment, specialist input and associated file management / administration) \$180.00

The Council will recover additional costs from the person or organisation carrying out the permitted activity if further inspections, or additional monitoring activities are required (including those relating to non-compliance with permitted activity regulations).

12. Monitoring of permitted activities under the District Plan:

Hourly rate for monitoring (including travel, monitoring assessment, specialist input and associated file management / administration) \$180.00

13. Objections:

For objections under section 357A(1)(f) or (g), where a request is made for the objection to be considered by a hearings commissioner, the cost of considering and making a decision on the objection will be charged as follows:

Commissioner costs	Actual cost
Officer time	as per the hourly rates in Section 8

14. Miscellaneous:

Copy, Scanning and Print Services - as per the [Regulatory and Property Information Services Fee Schedule](#)

Development contributions may be payable in addition to the consent processing charges: [Development Contributions Policy](#)

15. Debt recovery:

Where any fee or charge (or other amount payable) has not been paid by the due date, the Council may commence debt recovery action. The Council reserves the right to charge interest, payable from the date the debt became due, calculated in accordance with (or on a basis that ensures it does not receive interest calculated in accordance with) Schedule 2 of the Interest on Money Claims Act 2016. The Council also reserves its right to recover the costs incurred in pursuing recovery of the debt on a solicitor / client basis. Debt recovery action commences when the Council send the debt to a debt collector or a lawyer to be recovered, whether or not any court proceedings are issued.