

# Schedule of Proposed User Fees and Charges 2023/24

All fees and charges include GST.

Please note that changes to the schedule and any fees in it can be made by Council resolution or following any applicable process required under relevant legislation, without the need for an amendment to the LTP.

## Building consent fees

Applicants are required to pay the full fee for the consent at the time of application

Under some conditions, applicants may be required to pay additional fees when processing is completed. This will include fees for development levies, additional inspections, re-assessment, alternative design/details, and other fees required under the Building Act 2004.

The inspection fee is estimated on the number of inspections required for the type of work. If the number of inspections has been over-estimated a refund will be made. If additional inspections are required, they will be charged at the rate applicable at the time they occurred and will need to be paid before we issue a code compliance certificate. The building consent fee includes inspection fees only where shown for minor works.

The fees exclude BRANZ, MBIE, and accreditation levies, and refundable deposits which are scheduled in the 'other fees' section and are additional to the building consent fees.

The building consent fees in the following table include the plan vetting and digital storage charges and costs associated with scanning hard copy applications or alternatively paying application costs for electronic applications received through the portal. The building consent fees (other than minor works) include the fee for provision of electronic copy of a building consent.

Minor work (This includes one or two inspections as indicated. Additional inspections will be charged at \$174 per hour.)	Current Fee	2023/24 Proposed Fee
Solid fuel heater (includes one inspection)	\$280	\$292
Solid fuel heater with wetback (includes two inspections)	\$404	\$421
Solar water heating (includes one inspection)	\$271	\$282
Minor building work <\$5,000 (includes one inspection) e.g. sheds	\$332	\$346
Minor building work < \$10,000: retaining walls/carports decks/swimming/spa pools/ conservatories/ pergolas/ plumbing and drainage (includes two inspections)	\$830	\$865

## Building consent fees (continued)

Processing of residential building consents		Current Fee		2023/24 Proposed Fee	
Residential new building/alterations: \$10,001-\$20,000	\$803		\$837		
Residential new building/alterations: \$20,001-\$50,000	\$1,134		\$1,182		
Residential new building/alterations: \$50,001-\$100,000	\$1,461		\$1,522		
Residential new building/alterations: \$100,001-\$250,000	\$1,793		\$1,868		
Residential new building/alterations: \$250,001-\$500,000	\$2,125		\$2,214		
Residential new building/alterations: \$500,001 upwards	\$2,125	plus \$167 for each \$100,000 (or part thereof) above \$500,000	\$2,214	plus \$222 for each \$100,000 (or part thereof) above \$500,000	
Processing of commercial/industrial consents		Current Fee		2023/24 Proposed Fee	
Commercial/offices/retail buildings: <\$20,000	\$1,303		\$1,358		
Commercial/offices/retail buildings: \$20,001-\$50,000	\$2,125		\$2,214		
Commercial/offices/retail buildings: \$50,001-\$100,000	\$2,955		\$3,079		
Commercial/offices/retail buildings: \$100,001-\$250,000	\$3,453		\$3,598		
Commercial/offices/retail buildings: \$250,001-\$500,000	\$3,946		\$4,112		
Commercial/offices/retail buildings: \$500,001-\$1,000,000	\$4,610		\$4,804		
Commercial/offices/retail buildings: >\$1,000,001	\$4,610	plus \$213 per additional \$100,000 value	\$4,804	plus \$222 per additional \$100,000 value	
Inspection fees <sup>1</sup>		Current Fee		2023/24 Proposed Fee	
Standard inspection fee	\$167	per inspection	\$174	per inspection	
Final inspection fee (includes officer time completing the records for CCC)	\$167	(includes first hour) plus additional hours charged at \$167 per hour	\$174	(includes first hour) plus additional hours charged at \$174 per hour	

<sup>1</sup> As noted on previous page, this fee includes inspection onsite, travel, creating inspection records and review of documentation in office. If the project is in a remote area or has difficult access, additional travel time will be charged at the additional hours charge rate. The inspection fee also applies to meetings prior to Code Compliance Certificate (CCC) issue.

## Project information memorandum (PIM) fees

Applicants are required to pay the full fee for the PIM at the time of application.

Residential new dwellings	Current Fee	2023/24 Proposed Fee
PIM – Simple Residential (fee simple title)	\$476	\$496
PIM – Multi-residential and commercial (cross lease and unit titled)	\$831	\$866

## Multi-proof consent fees

Applicants are required to pay the full fee for the consent at the time of application.

Under some conditions you may be required to pay additional fees when processing is completed. This will include fees for development levies, additional inspections and other fees required under the Building Act 2004.

If the number of inspections has been over-estimated, a refund will be made.

The multi-proof consent fees below include a digital storage charge of \$52.

The fees exclude BRANZ, MBIE levies (these are not set by the Council) and refundable deposits.

Multi-proof consents	Current Fee		2023/24 Proposed Fee	
Multi-proof consent (includes three hours' processing)	\$797	(including three hours' processing), plus additional hours charged at \$167 per hour	\$830	(including three hours' processing), plus additional hours charged at \$174 per hour

## Building consent fees – other charges

BRANZ and MBIE levies are not set by the Council. They apply to all work valued at \$20,000 or more.

Levies	Current Fee		2023/24 Proposed Fee	
BRANZ levy per \$1,000 or part (of project value over \$20,000)	\$1.00		\$1.00	
MBIE levy per \$1,000 or part (of project value over \$20,444)	\$1.75		\$1.75	
Accreditation levy per \$1,000 of project value over \$20,000	\$1.00		\$1.00	
For staged projects, the levies are to be assessed on the total project value				

Other charges	Current Fee		2023/24 Proposed Fee	
Plan vetting per hour (half hour charge included in building consent fees)	\$167		\$174	
Registration of Section 72 certificate (includes registration at Land Information New Zealand).	\$155	plus disbursements at \$295 per registration	\$162	plus disbursements at \$307 per registration
Administration staff	\$111	per hour	\$116	per hour
Process refund application (applicable if building consent application cancelled by applicant)	\$93		\$174	
Administration time in coordinating and attending pre-request meetings	First 2 hours, no fee	\$111 per hour thereafter	First 2 hours, no fee	\$116 per hour thereafter
Building officer / engineer time in preparing for and attending pre-request meetings	First 2 hours, no fee	\$167 per hour thereafter	First 2 hours, no fee	\$174 per hour thereafter

Other charges	Current Fee		2023/24 Proposed Fee	
Registration of Section 77(1) certificate (includes registration at Land Information New Zealand).	\$243	plus disbursements at \$295 per registration	\$253	plus disbursements at \$307 per registration
Digital storage charge (included in consent fees)	\$50	per application	\$52	per application
Amendment to building consent application	\$255	lodgement fee (includes half-hour assessment) plus \$167 per hour over and above first half-hour	\$266	lodgement fee (includes half-hour assessment) plus \$174 per hour over and above first half-hour
Application for discretionary exemption (Schedule 1, Part 1, Section 2, Building Act 2004)	\$255	lodgement fee (includes half-hour assessment) plus \$167 per hour over and above first half-hour	\$266	lodgement fee (includes half-hour assessment) plus \$174 per hour over and above first half-hour
Warrant of fitness audit inspections	\$167	per hour	\$174	per hour

Other charges	Current Fee		2023/24 Proposed Fee	
Inspection fees associated with a notice to fix	\$167	per hour	\$174	per hour
Engineering technical assessment/peer review	Cost plus 10%		Cost plus 10%	
New/amended compliance schedule (part of a building consent or initiated by an Independently qualified person IQP)	\$155		\$162	
Application for code compliance certificate	\$84		\$88	
Certificate of public use	\$348		\$363	
Application for certificate of acceptance	\$348		Includes first 2 hours. \$167 per hour thereafter, plus building consent fees applicable to project	
The building consent fee does not include the cost of any structural engineer assessment which may be required				
Land information memorandum (LIM)	\$343	payable on application up to 5 hours	\$357	payable on application
Land information memorandum (LIM)	\$167	per hour for any additional time required to complete the application after 5 hours, the hourly fee will apply	\$174	per hour
Land information memorandum (LIM) with building plans	\$361	payable on application up to 5 hours	\$376	payable on application
Record of title	\$38	payable on application	\$40	payable on application
Reassessment fee (amended plans/further information received)	\$167	per hour	\$174	per hour
Alternative design/details applications	\$167	per hour	\$174	per hour
Environmental health/plan vetting	\$167	per hour	\$174	per hour
GoCouncil building consent online application fee (SIMPLI)	\$51.75	per application	\$51.75	per application
GoGet building consent processing fee	\$23	per application	\$23	per application

Other charges	Current Fee	2023/24 Proposed Fee
<p>An infrastructure deposit will be taken for each significant new build including pile driving, building relocation, drainage works, earthworks for building platforms, concrete pours and new vehicle crossing to ensure that Council's assets in the road reserve are protected, and that if damaged, can be repaired. If no damage is found during inspection and/or the damage has been repaired satisfactorily, the deposit will be refunded.</p> <p>An infrastructure inspection fee will be taken for each significant new build including pile driving, building relocation, drainage works, earthworks for building platforms, concrete pours and new vehicle crossing. This fee includes a pre-construction onsite inspection and/or documentation review, a post construction onsite inspection and certification.</p> <p>If the works require further inspections, additional time will be charged as per the hourly inspection fee.</p>		

Other charges	Current Fee		2023/24 Proposed Fee	
Infrastructure inspection fee	\$167	inspection fee	\$174	inspection fee
Hourly inspection rate	\$167	per hour	\$174	per hour
Where both a new build and a new vehicle crossing are in the same application, only one infrastructure inspection fee will be charged.				
a) The deposit where no new vehicle crossing is included	\$651		\$678	
b) The deposit where a new vehicle crossing is required to provide access from a residential building to the legal road	\$1,737		\$1,810	
c) The deposit where a new commercial vehicle crossing is required to provide access from a commercial building to the legal road	\$1,890		\$1,969	
d) infrastructure inspection fee per hour	\$167		\$174	
Provision of building files, copy of building consents, copy of compliance schedules or aerial maps via email, or on USB. Disbursements additional.	\$19	plus disbursements	\$19.80	plus disbursements
Access to building files/all copying/printing charges additional to the above services:				
Printing charges - Black and white A4 per page (first 20 pages free)	\$0.30		\$0.30	
Printing charges - Black and white A3 per page	\$0.40		\$0.40	
Printing charges - Colour A4 per page	\$2.50		\$2.60	
Printing charges - Colour A3 per page	\$3.90		\$4.10	
Building certificate for supply and sale of alcohol	\$145		\$151	

### Building consent fees – other charges (continued)

Other charges	Current Fee		2023/24 Proposed Fee	
Building warrant of fitness renewal (one-two systems)	\$83.50	Includes first half hour (\$167 per hour thereafter)	\$87.00	Includes first half hour (\$174 per hour thereafter)
Building warrant of fitness renewal (three + systems)	\$125	Includes first 45 minutes (\$167 per hour thereafter)	\$130	Includes first 45 minutes (\$174 per hour thereafter)
Removal of Section 72 certificate	\$167	plus disbursements	\$174	plus disbursements
Removal of Section 77(1) certificate	\$167	plus disbursements	\$174	plus disbursements
Time extension fee (for consents about to lapse or 24 months after issue)	\$106		\$110	
List of building consents issued each week (emailed)	\$93	per year	\$97	per year
List of building consents issued each month (emailed)	\$47	per year	\$49	per year
List of building consents issued each month (posted)	\$72.70	per year	\$75.75	per year

Other charges	Current Fee		2023/24 Proposed Fee	
	Receiving third party reports or other information to place on a property file at the owner's request	\$111	plus digital storage charge	\$116
Application for exemption from the requirement to carry out seismic work on the building or part	\$255	lodgement fee (includes half-hour assessment) plus \$167 per hour over and above first half-hour	\$266	lodgement fee (includes half-hour assessment) plus \$174 per hour over and above first half-hour

Other charges	Current Fee		2023/24 Proposed Fee	
	Application for extension of time to complete seismic work for heritage building	\$255	lodgement fee (includes half-hour assessment) plus \$167 per hour over and above first half-hour	\$266
Application for extension of time to provide seismic assessment	\$255	lodgement fee (includes half-hour assessment) plus \$167 per hour over and above first half-hour	\$266	lodgement fee (includes half-hour assessment) plus \$174 per hour over and above first half-hour

District plan check fee all applications (except minor)	Current Fee		2023/24 Proposed Fee	
	Building consents with a project value < \$20,000	\$83.50	first half hour, \$167 per hour thereafter	\$87.00
Building consents with a project value > \$20,001	\$167	(first hour) \$167 per hour thereafter	\$174	(first hour) \$174 per hour thereafter

## Residential Pool Fencing

### – Building (Pools) Amendment Act 2016

Residential Pool Fencing	Current Fee		2023/24 Proposed Fee	
	Compliance Inspection fee	\$167	per hour	\$174
Administration fee	\$111	per hour	\$116	per hour

## Resource management fees

Resource management fees are payable when:

- you apply to the Kāpiti Coast District Council to undertake an activity which is not otherwise permitted by the Resource Management Act 1991 or the district plan
- you lodge a request to change the district plan (commonly known as a “private plan change”).

Resource management fees are also payable for a range of other activities as set out at the end of this section.

Resource management fees are set under Section 36 of the Resource Management Act 1991. Initial deposit fees are set under section 36(1) and must be paid before we start processing your application or request. Further charges will be incurred if additional time is spent processing the application or request, or if disbursement costs are incurred, which are over and above the allocated time provisions (see “Hourly Charge Out Rates and Disbursements”).

If any charge for an application or request is not paid by the due date, Kāpiti Coast District Council reserves the right under Section 36AAB(2) of the Resource Management Act 1991 to stop processing the application or request. This may include the cancellation of a hearing or the issuing of a decision. If a hearing is cancelled or postponed due to the non-payment of a charge, the applicant or requestor will be charged for any costs that may arise from that cancellation or postponement.

Please also note specifically in relation to applications for resource consent:

- under Sections 88G and 88H of the Resource Management Act 1991, the applicable statutory timeframe will not commence until the initial deposit fee is paid
- in accordance with the Resource Management (Discount on Administrative Charges) Regulations 2010, discounts shall be paid on administrative charges for applications that are not processed within statutory timeframes.

Notified applications	Current Fee		2023/24 Proposed Fee	
	Publicly notified applications	\$5,010	Deposit. (covers first 30 hours of processing time; balance to be charged on time and material basis including advertising)	\$5,220
Limited notified applications	\$4,342	Deposit (covers first 26 hours of processing time, balance to be charged on time and material basis including advertising)	\$4,524	Deposit (covers first 26 hours of processing time, balance to be charged on time and material basis including advertising)



































































