

QLDC Council  
14 December 2017

Report for Agenda Item: 10

Department: Planning & Development

**Adoption of amendments to the fees and charges schedule for Resource Consent and Engineering Fees and Other Charges**

**Purpose**

To request that Council adopt the amended fee schedule following the closure of the submission period on proposed changes to the 'Resource Consent and Engineering Fees and Other Charges'.

**Recommendation**

That Council:

1. **Note** that no submissions were received on the Statement of Proposal to amend the 'Resource Consent and Engineering Fees and Other Charges' schedule; and
2. **Adopt** the fee schedule used for 'Resource Consent and Engineering Fees and Other Charges' [contained in **Attachment A**].

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20/11/2017

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**Background**

- 1 At its meeting on 28 September 2017, Council adopted the Statement of Proposal to update the present fees and charges schedules and adjustments to the Resource Management Engineers' hourly charge-out rate.
- 2 The proposed updates to the fees and charges schedule are primarily to reflect changes arising the Resource Law Amendment Act 2017 (RLAA 2017), which allows Council to recover its reasonable costs of performing the new actions. Changes primarily related to new categories of consent created under the RLAA 2017, including deemed permitted boundary activities, deemed permitted marginal and temporary activities, and the use of independent commissioners for objections.

- 3 In addition, the hourly charge out rate of the Resource Management Engineers has been increased to reflect the to ensure that ratepayers are not burdened with increased costs due to recognised national and local shortages in engineers driving up the cost of engineering related services.
- 4 Council notified the proposed amendments for public submission over the period of 11 October 2017 to 8 November 2017.

### **Comment**

- 5 No submissions were received. Following the completion of the special consultative procedure as prescribed under Section 36(3) of the RMA, the Council is now able to adopt the fee change schedule as set out in Attachment A.

### **Options**

- 6 This report identifies and assesses the following reasonably practicable options for assessing the matter as required by section 77 of the Local Government Act 2002 following closure of the special consultative procedure and with no submissions received.

#### **7 Option 1 – Do not adopt the revised fee schedule**

##### *Advantages:*

- 8 Does not increase costs to the industry
- 9 Retains the fees structure that many are familiar with

##### *Disadvantages:*

- 10 Council could not recover its reasonable costs for dealing with boundary activity notices, deemed permitted temporary and marginal consents and for independent commissioners hearing objections.
- 11 Will not cover the reasonable costs of providing engineering comment.
- 12 Would not assist in meeting the revenue targets or achieve the funding policy for the Planning and Development activities as contained in the draft 2017/18 annual plan.

#### **13 Option 2 – Adopt the updated fee schedule in Attachment A**

##### *Advantages:*

- 14 Would recover the reasonable costs of providing the services required by the RLAA 2017.
- 15 Will cover the reasonable costs of providing engineering comment.
- 16 Will assist Council in meeting its budgets.

### *Disadvantages:*

- 17 New costs to the applicants in some areas (although these are typically less than a normal resource consent process).
- 18 This report recommends **Option 2** for addressing the matter because it will allow the Council to recover the costs of providing regulatory functions.

### ***Significance and Engagement***

- 19 This matter is of high significance, as determined by reference to the Council's Significance and Engagement Policy because it affects every user of the regulatory services performed by Planning & Development.

### ***Risk***

- 20 This matter relates to the strategic risk SR1 'Current and future development needs of the community (including environmental protection)', as documented in the Council's risk register. The risk is classed as moderate.
- 21 This matter relates to this risk because the regulatory process around environmental management is central to the current and future development needs of the community.
- 22 Amending the fee schedule works towards mitigating the risk identified above by treating the risk.

### **Financial Implications**

- 23 The proposed amendments will ensure Council recovers its reasonable costs for performing the services listed.

### **Council Policies, Strategies and Bylaws**

- 24 The following Council policies, strategies and bylaws were considered:

- Annual Plan 2016/17

- 25 The recommended option is consistent with the principles set out in the named policy as the changes are generally considered to be fine tuning / amendments to the existing fee schedule.

### **Local Government Act 2002 Purpose Provisions**

- 26 The recommended option:

- Will help meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses by refining and improving the existing fee schedule.
- Can be implemented through current funding under the 10-Year Plan and Annual Plan;
- Is consistent with the Council's plans and policies; and

- Would not alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or transfer the ownership or control of a strategic asset to or from the Council.

### **Consultation: Community Views and Preferences**

27 The proposed changes were subject to a special consultative procedure process.

### **Attachments**

A Resource Consent and Engineering Fees and Other Charges – 14 December 2017



## **Resource Consent and Engineering Fees and Other Charges – 14 December 2017**

### **Attachment A**

Charges for processing resource consents, private plan changes and undertaking related activities have been set by the Queenstown Lakes District Council in accordance with section 36(1) of the Resource Management Act 1991 (RMA) and section 150 of the Local Government Act. Council has fixed a formula for charges as provided by section 36(1). The charges are comprised of an administrative fee of \$225.00, plus an amount calculated as the reasonable time spent processing the application by the staff involved at the hourly rates scheduled below. The initial fees and charges are set out below. All Land Use applications include a \$215 monitoring fee.

In accordance with section 36(3) of the RMA, the applicant is also required to pay an additional charge to cover the actual and reasonable cost of items such as printing, advertising, postage, additional reports and commissioners that may be required in the processing of their application.

At the time of lodging an application the applicant is required to pay the applicable initial fee set out below. They will then be invoiced monthly for other amounts payable under the fixed formula and for any additional charges payable under section 36(3).

Applications will not be received and processing will not continue while charges remain unpaid or overdue.

The following schedule of initial fees and charges is effective from 1<sup>st</sup> July 2017.

- All charges and initial fees are inclusive of GST and are payable on application.
- The initial fees are minimum charges based on the expected reasonable costs relative to the work. Further costs will be invoiced on a time basis and are payable before further work is completed.
- The use of hearings commissioner and external consultants where required will be charged on a full recovery basis according to their hourly rate. Disbursements will be charged on a full recovery basis.

<b>HOURLY RATES</b>	<b>\$</b>
Senior Planner	165.00
Planner	145.00
Monitoring / Compliance	145.00
Development Contributions Officer	145.00
Engineering	185.00
Environmental Health	125.00
Administration Support	90.00

<b>INFRASTRUCTURE AND PARKS</b>	<b>\$</b>
Senior Infrastructure Engineer	165.00
Infrastructure Engineer/ Logistics	145.00
Infrastructure Other	145.00
Parks & Reserves Senior Planner / Planning Manager	165.00
Parks & Reserves Planner / Officer	145.00



<b>MONITORING (Initial Fees)</b>		<b>\$</b>
Compliance inspections		hourly rate

<b>ADMINISTRATIVE CHARGE (Fixed fee)</b>		<b>\$</b>
Administrative charge per consent		225.00
Administrative charge per pre-application request		90.00

<b>PRE-APPLICATION MEETINGS (Initial Fees)</b>		<b>\$</b>
Pre-Application Meeting including preparation - first hour free, after which at the applicable hourly rate.		hourly rate

<b>LAND USE CONSENTS (Initial fees unless otherwise stated)</b>		
Boundary activity notice (fixed fee)		320.00
Marginal and temporary non-compliance notice		390.00
Breach of site standard other than earthworks (all zones except Town Centre, Business and Industrial)		1045.00
Breach of site standard other than earthworks, Town Centre, Business and Industrial zones		1240.00
Breach of zone standard (all zones except Town Centre, Business and Industrial)		1,515.00
Breach of zone standard Town Centre, Business and Industrial zones		2165.00
Comprehensive residential development Low Density Residential zone		5,865.00
Controlled Activity		1,195.00
Design control minor (e.g. building in Town Centre, Business or Industrial zones or dwelling in any special zone)		1,195.00
Design control other (e.g. dwelling in Rural Residential zone or dwelling on a platform in Rural Lifestyle zone)		1,495.00
Earthworks minor (e.g. single dwelling or similar)		1,240.00
Earthworks other		3,340.00
Establish residential building platform in Rural General		4,065.00
Extensions or alterations to existing Rural General dwelling		1,515.00
Heritage Orders		2,165.00
Minor alterations to heritage building		730.00
New Rural General dwelling not on building platform		4065.00
Non-residential activity in residential or special zones		3,415.00
Signs		855.00
Visitor accommodation 1-2 units Low Density Residential zone		1,240.00
Visitor accommodation multi-units Low Density Residential zone		6,615.00
Visitor accommodation 1-2 units High Density Residential zone		855.00



Visitor accommodation or residential multi-units High Density Residential zone	5340.00
Other applications	1,240.00

<b>SUBDIVISION CONSENTS (Initial fees)</b>	<b>\$</b>
Amalgamation Certificate - fixed fee	102.00
Boundary adjustment	1,025.00
Controlled activity up to two lots	1,300.00
Controlled activity more than two lots	1,950.00
Engineering Review & Acceptances, Inspections and Road Naming	412.50
Other subdivision (e.g. Rural Residential, Rural Lifestyle)	3,200.00
Rural General subdivision	3,850.00
Registered Bond / release of Registered Bond (each)	102.00
Cancellation of amalgamation conditions (s241)	1025.00
Section 223 Certificate	140.00
Section 224(c) Certificate	250.00
Signing and Sealing other plan or certificate	102.00

#### **MULTIPLE ACTIVITIES**

*Where an application includes both land-use and subdivision activities or multiple activities, only the higher or highest relevant charge is payable*

<b>OTHER APPLICATIONS / PROCESSES (Initial Fees)</b>	
Notice of Requirement for a Designation	3,850.00
Alteration of Designation	640.00
Removal of Designation or Heritage Order	195.00
Certificate of Compliance	640.00
Existing Use Certificate	640.00
Extension of lapse period of a resource consent	640.00
Outline Plan Approval Section 176A	640.00
Outline Plan Waivers Section 176A(2)(c)	300.00
Surrender of consent	195.00



Trees e.g. <i>trimming or removal of protected or heritage tree</i>	195.00
Residential Arrowtown Historic Management zone (with supporting Arboriculturist's report)	
Variation to resource consent conditions	640.00
Private plan change	10,000.00
Section 357	

<b>LOCAL GOVERNMENT ACT CHARGES (Initial Fees)</b>		
Section 348 Right of Way certificate		512.00
Development Contribution Assessment and Estimates		hourly rate
Traffic Management Plans		125.00
Licence to Occupy		600.00
Temporary Road Closures		500.00
Corridor Access (Road Opening Permits)	< 20 m	185.00
	20-100 m	375.00
	100-500 m	560.00
	500-2000 m	750.00
	> 2000 m	1,875.00
Engineering Connection to Council Services (one connection)		280.00
Engineering Connection to Council Services (for each additional connection)		120.00
<b>OTHER APPLICATIONS / PROCESSES (Fixed Fees)</b>		
Urban Design Panel (prior to lodging resource consent)		250.00
Urban Design Panel (post lodging resource consent)		500.00

<b>OBJECTIONS UNDER SECTION 357A(1)(f) OR (g) REQUESTED TO BE HEARD BY AN INDEPENDENT COMMISSIONER (initial fees)</b>	
Requested Commissioner consideration of objections under section 357A(1)(f) or (g)	hourly rate

<b>NOTIFIED AND LIMITED NOTIFIED APPLICATIONS (Initial Fees)</b>	
<b>Limited Notification / Service (Section 95B)</b>	
The charges fixed by council under section 36(1) include the following extra charge if limited notification of an application is required. The extra limited notification charge is also payable at the time of lodgement. However, where the need for notification / service is not apparent at the time of lodgement, the extra \$1,300 is payable as soon as it becomes apparent that limited notification is required.	1,300.00
<b>Notified Applications (Section 95A or 95C) (Initial Fees)</b>	
The charges fixed by council under section 36(1) include the following extra charge if full notification of a resource consent or designation is required. The extra notification charge is payable at the time of lodgement or as soon as it becomes apparent that notification is required and is to proceed. Public notification will not occur before payment is made.	4,500.00





#### **INITIAL CHARGES FOR HEARINGS (Initial Fees)**

Where a hearing is required the applicant is liable to pay the costs for Commissioners attending hearings, undertaking site inspections and writing decisions as well as the cost of attendance of professional and secretarial staff.

Half Day 6,000.00

Full Day 11,000.00

Prior to a hearing date being confirmed, an estimate of the hearing time (including site visit) will be made and the applicant will be required to pay the appropriate hearing initial fee. If the cost of the hearing and decision writing exceeds the hearing initial fee, the additional amounts will be invoiced. If actual charges are less than the initial fee, a refund will be issued.

Each additional day 9,700.00