

# Guidelines to Resource Consent Application Fees

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## INTRODUCTION

The Council controls the effects of land and coastal development by assessing resource consent applications. Development is also monitored for compliance. This work comes at a cost. Most applications attract a fee to recover these costs. Some exceptions are:

- Tree applications
- Non profit and charitable organisations (with prior agreement from the Council)
- Buildings listed in the district plan as having heritage importance.

## HOW FEES ARE CHARGED

When you lodge your application you pay a deposit which varies depending on the type of application (refer to the list of charges on our website [www.rodney.govt.nz](http://www.rodney.govt.nz)).

As the application progresses you will be charged for Council officers or consultants time, disbursements and for a hearing if necessary. When the cost exceeds the deposit paid, monthly invoices will be issued. Prompt payment will ensure your application will continue to be processed. Additional deposits will be required if your application needs to be notified.

On completion, the consent will be issued on payment of the final invoice. Alternatively if the final cost is less than the deposit the balance will be refunded to you (excluding amounts less than \$20).

## PRE-APPLICATION ADVICE

The first 15 minutes of planning advice is provided free of charge. Charges apply if you require more time. A pre-application meeting request form is available on our website.

## PAYMENT RESPONSIBILITY

It is important that the person responsible for payment is identified in the box provided on the application form. This will appear on all invoices.

## INVOICES

The invoice will set out how the fees have been accrued in terms of Council officers' or consultants' time and disbursements. If you are unhappy with the amount of your invoice you can seek a review of the charge. This has to be in writing, setting out why you think the fees are too high. This will be dealt with by either a senior Council officer or a review committee (which you will be given the opportunity to attend).

## SPECIALIST ADVICE

Sometimes the Council will ask a specialist such as a traffic engineer or landscape architect to audit your assessment for environmental effects. You will be advised of this prior to engagement.

## HOW TO KEEP COSTS DOWN

Fees can be minimised by:

- Obtaining good advice prior to lodgement from either Council staff or other professionals
- Making sure all information and plans are provided at lodgement
- Think of "building within the rules"
- Discuss your application with your neighbours and get written approvals prior to lodgement.

## MONITORING FEES

The deposit you pay includes two inspections to ensure the development occurs according to the consent conditions. If further follow up is required additional costs will be charged. Again these are payable monthly and for subdivisions the final invoice is required to be paid prior to collecting the code of compliance certificate.

## FEE ESTIMATES

Costs vary significantly depending on the complexity of the application and whether it has to be notified or not. Because of this we can provide estimates but not quotes for assessing a particular application. Financial contributions do not form part of the cost estimate. This can be done separately.