

**Fee types**

There are two fee types:

1. Fixed fee. This fee covers projects where the costs are easily identified before application, or where an average rate is appropriate. The amount is fixed. No additional costs will be charged by NPDC in regard to the fee quoted.
2. Base fee. The base fee is based on the anticipated costs for the project and is non-refundable.

Application for amendment generates an individual fee which covers all non-technical aspects of the amendment process including electronic lodgement, administration time, completeness check, document acceptance and client liaison (time spent on the application by a technical officer will be also charged as detailed in the 'Costs for additional staff time' section of the fees and charges).

Application for code compliance certificate generates an individual fee which covers electronic lodgement, administration time, completeness check, document acceptance, technical check of application, client liaison and certificate issue.

In some cases actual costs of a project may exceed the estimated minimum fee, due to external or specialist inputs, additional information submitted, application complexity, inspection complexity or additional inspections undertaken.

At the end of a project, if the actual costs have significantly exceeded the minimum fee, an invoice for the additional costs will be sent and are required to be paid prior to issue of a code compliance certificate.

**Environment Protection Agency (EPA) Fast Track consents**

EPA Fast Track legislation enables councils to recover costs for their input. All NPDC officer time spent on applications will be charged on the hourly rates stipulated in the Schedule of Fees and Charges based on roles.

**Cancellations**

When an application is withdrawn before the consent is issued and fees are outstanding, an invoice for the work completed to date will be sent to the fee payer.

If an application is withdrawn after the consent is issued, a refund will be sent to the payer for monies not used by the activities to date.

**Payment of fees\***

You will be invoiced on submission for all fees and levies applicable to your consent based on the estimated value of your building work. Once full payment has been received, we will accept your application for processing.

Extra inspections or re-inspections will be invoiced at the end of the project, including any additional processing or amendment fees outstanding. All charges are required to be paid prior to the issue of the code compliance certificate.

A reduced application fee may be set by the Manager Building (Building Lead) where unusual circumstances or the characteristics of the application would make it inappropriate to charge the normal fixed fee or base fee.

Where an application belongs within a higher fee category, additional fees will be required to be paid before the continuation of processing. This will apply when the work is undervalued. The estimated value of the finished work will be used.

Where an application falls within more than one fee category, the higher category will apply.

Non-payment of fees or the invoiced additional processing costs will result in processing or inspections being suspended unless alternative payment arrangements have been formally agreed.

A typical calculation of the fee you are to pay can be done using this formula:

Value of work under \$20,000:

- Base fee for category + accreditation levy.

Value of work over \$20,000:

- Base fee for category + BRANZ levy + accreditation levy.

Value of work \$65,000 and over:

- Base fee for category + MBIE building levy + BRANZ levy + accreditation levy.

\* Fees adjusted following new building levy guidance, effective 1 July 2024.

**Table 1 – Building consent process (building consent and project information memorandum inclusive)****Note: unless otherwise specified, for uses that fall into more than one category, the higher cost category applies.**

Scale code and category	Total base fee
<b>Application fees</b> Lodged as hard copy \$273.00 Lodged online No charge	
<b>Dwellings – new and additions</b> RES1 < \$25,000 \$1,462.00 RES2 \$25,000 < \$80,000 \$1,923.00 RES3 \$80,000 < \$130,000 \$3,141.00 RES4 \$130,000 < \$250,000 \$4,197.00 RES5 \$250,000 < \$500,000 \$ 5,331.00 RES6 \$500,000 < \$1,000,000 \$6,000.00 RES7 \$1,000,000+ \$7,016.00 Includes attached garages and any external buildings used for habitation. It also includes any component that is part of the building at the time of construction, e.g. decks, pergolas. Note: an addition is building work that results in an increase of the size of the footprint and/or the building envelope.	
<b>Community, Commercial and Industrial – new and additions</b> COM1 < \$15,000 \$969.00 COM2 \$15,000 < \$25,000 \$1,407.00 COM3 \$25,000 < \$80,000 \$3,155.00 COM4 \$80,000 < \$130,000 \$4,127.00 COM5 \$130,000 < \$250,000 \$6,949.00 COM6 \$250,000+ \$8,386.00 Includes all community, commercial and industrial buildings, plus ancillary/external works \$100,000 or greater. Note: an addition is building work that results in an increase of the size of the footprint and/or the building envelope.	
<b>Outbuildings – new and additions</b> OUT1 Minor buildings, other works <\$15,000 \$791.00 OUT2 \$15,000 < \$25,000 \$1,146.00 OUT3 \$25,000+ \$1,631.00 Includes non-habitable buildings in all areas, e.g. conservatories, sheds, detached garages, carports, glass/shade houses, barns, etc. Minor buildings: 1. Sheds up to 15m <sup>2</sup> in area, conservatory on existing slab; 2. Carports, other conservatories.	
<b>Buildings – internal alterations (includes plumbing and drainage)</b> ALT1 < \$7,000 \$1,017.00 ALT2 \$7,000 < \$20,000 \$1,633.00 ALT3 \$20,000+ \$1,913.00	
<b>Buildings – relocation</b> MOVE \$1,512.00 Relocation refers to the placement of a building onto a new site. Relocation includes placement on new foundations, reinstatement of the original structure and connection to an existing sewer or on-site wastewater treatment system. It does not include any alterations or additions to the original structure. For any such alterations or additions, the relevant additional fee will apply.	
<b>Buildings – demolition or removal</b> DEMR Residential or rural \$718.00 DEMO Other \$973.00 Note: detached dwelling, no more than three stories high, removed off-site or being demolished does not require a building consent. The appropriate application forms for disconnecting reticulation services need to be completed and submitted.	



Scale code and category	Total base fee
<b>Ancillary and external works</b> ANC1 < \$15,000 ANC2 \$15,000 < \$100,000 Ancillary and external works can be joined to, or separate from, a building, are constructed subsequent to or separate from the building and are non-habitable. Note: where an ancillary or external work is constructed as part of the construction of a building, it is incorporated into that consent and costs are assessed accordingly. Ancillary and external works include minor works such as signs, fences and pergolas; other works such as decks, retaining walls and in-ground swimming pools. Note: for ancillary/external works \$100,000 or greater, refer to the 'Community, Commercial and Industrial – new and additions' fee category.	\$810.00 \$1,150.00
<b>Log fires</b> FIR1 Inbuilt or with plumbing FIR2 Freestanding without plumbing	\$572.00 \$429.00
<b>Solar water heating installation</b> SH2 Solar water heater only	\$429.00
<b>Buildings - minor plumbing and drainage</b> Minor plumbing and drainage only (value less than \$4,000)	\$639.00
<b>Certificate of acceptance</b>	2.0 x base fee for the relevant building consent
<b>Application for minor variation</b>	\$119.00
<b>Application for amendment</b>	\$298.00
<b>Application for code compliance</b>	\$358.00

Table 2 - Additional fees and charges

Activity	Charge
<b>Levies</b>	
<b>Building research (BRANZ) levy:</b> <ul style="list-style-type: none"> <li>Estimated value of work under \$20,000</li> <li>Values \$20,000 and over</li> </ul>	Nil \$1.00 per \$1,000 building work
<b>MBIE building levy:</b> <ul style="list-style-type: none"> <li>Estimated value of work under \$65,000</li> <li>Values \$65,000 and over</li> </ul>	Nil \$1.75 per \$1,000 building work
<b>Accreditation levy</b> (applies to all building consents)	\$2.00 per \$1,000 building work
<b>Costs for additional staff time</b> Hourly rates for the Processing Team have been rationalised into a single administrative and single technical hourly rate. <ul style="list-style-type: none"> <li>Development Engineer</li> <li>Administration</li> <li>Technical</li> <li>Building inspection</li> </ul>	\$260.00 per hour \$182.00 per hour \$214.00 per hour \$240.00 per inspection
Costs for engineering review or other professional services not available in-house	Actual cost plus 10%
<b>Other</b> Extension of time for a building consent Natural Hazards (s71 Building Act 2004)	\$137.00 fixed fee \$442.00 fixed fee

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Activity	Charge
Building over boundary (s75 Building Act 2004)	\$442.00 fixed fee
Application for waiver	\$322.00 fixed fee
Certificate for public use	\$358.00 fixed fee
Cancellation of building consent. NPDC will determine processing and administration costs and provide a refund for unused monies or invoice for additional costs.	
Sale of alcohol building certificate	\$358.00 fixed fee
<b>Review after refusal of code compliance certificate</b>	
2–5 years since grant date	\$358.00 fixed fee
5–10 years since grant date	\$427.00 fixed fee
10+ years since grant date	\$825.00 fixed fee
<b>Separate Project Information Memorandum (PIM) application</b> (not applied for with building consent)	
Dwellings and relocations	\$390.00 base fee
Community/commercial/industrial	\$668.00 base fee
Outbuildings, milking sheds, alterations, demolition, ancillary and external works	\$285.00 base fee
<b>Compliance schedule and building warrant of fitness</b>	
New compliance schedule (includes preliminary compliance schedule and building statement of fitness)	\$403.00 plus \$93.00 per fixed fee
New building warrant of fitness	\$84.00
Changes to compliance schedule	\$214.00 per hour
Building warrant of fitness audit (high, medium and low risk)	\$214.00 per hour
<b>Inspections</b>	
Late cancellation of inspection (less than 24 hours)	\$71.00
Change of use (assessment and record of)	\$189.00 base fee
<b>Application for exemptions</b>	
One-offs	\$322.00
Unrecorded/unpermitted works registration	\$429.00
<b>Swimming pool compliance</b>	
Re-inspection	\$240.00
Registration and audit inspection	\$263.00 every three years
<b>Compliance action</b>	
Compliance action includes but not limited to inspections	At cost
<b>Amusement devices</b>	
Application to operate an amusement device	\$11.50
<b>Development contributions</b> (refer to the <a href="#">Development and Financial Contributions Policy</a> and <a href="#">Development Contributions</a> page on NPDC's website)  A development contribution is a levy collected under the Local Government Act, 2002 (LGA 2002) to ensure any development that creates additional demand on council infrastructure contributes to the additional costs created.  Who is required to make development contributions: <ul style="list-style-type: none"> <li>Those undertaking certain activities may be required to make a development contribution if the effects of a development (including cumulative effects) require the Council to incur capital expenditure to provide new or additional assets, or to increase the capacity of existing assets.</li> <li>Those undertaking certain activities may also be required to make development contributions for capital expenditure the Council has already incurred in anticipation of future development.</li> </ul>	

GST is included unless otherwise stated