



STATEMENT OF PROPOSAL

PROPOSED FEES AND CHARGES 2010/11 PURSUANT TO THE RESOURCE MANAGEMENT ACT 1991 AND WAIPA DISTRICT COUNCIL BYLAWS

Notice is hereby given, pursuant to section 83 of the Local Government Act 2002, of Waipa District Council's intention to review the Fees and Charges relating to Council's functions pursuant to:

- The Resource Management Act 1991
- Waipa District Fire Control Bylaw 2007
- Waipa District Public Places Bylaw 2007
- Waipa District Wastewater Drainage Bylaw 2005
- Waipa District Trade Waste Bylaw 2005

The purpose of reviewing the Fees and Charges is to ensure that each charge will recover the actual and reasonable costs associated with:

1. Processing and making decisions in relation to resource consents, plan changes and designations, and fulfilling certain other regulatory obligations under the Resource Management Act 1991.
2. The issuing or monitoring of permits, inspections and other approvals associated with Council's Bylaws.

The proposed Fees and Charges, inclusive of GST, which will take effect from 1 June 2010 are:

RESOURCE MANAGEMENT FEES & CHARGES

These Fees and Charges become Operative on 1 June 2010 and will apply for all Work carried out and Decisions Issued on or after 1 June 2010 irrespective of when the Application was lodged with the Council.

FIXED CHARGES

1. The Charges set out in the Schedule are charges which are fixed pursuant to Section 36 of the Resource Management Act 1991 (RMA).

All such Charges are stated inclusive of GST.

2. All Fixed Charges are payable in full in advance. Pursuant to Section 36(7) of the RMA, the Council will not perform the action or commence processing the application to which the Charge relates until it has been so paid.

Note: Documentation or certificates will not be issued until cheques in payment of charges have been cleared.

ADDITIONAL CHARGES

Where a Fixed Charge is in any particular case inadequate to enable the Council to recover its actual and reasonable costs in respect of the matter concerned the Council will require the applicant to pay an Additional Charge.

The following may also be included as Additional Charges –

- (i) if it is necessary for the services of a Planning Consultant, Engineering, Iwi or other consultant to be engaged by the Council (including their attendance at any hearing or meeting) then the consultant's fees will be charged in full to the applicant as an Additional Charge;
- (ii) if any legal fees are incurred by the Council in relation to legal advice obtained for any particular application, including any fees incurred if Council's solicitor is required to be present at any hearing, these fees will be charged in full to the applicant as an Additional Charge;
- (iii) if any Commissioner hearing fees and associated costs are incurred in considering and determining any particular application these fees will be charged in full to the applicant as an Additional Charge.

PURPOSE

The purpose of each Fixed Charge and any Additional Charge is to recover the actual and reasonable costs incurred by the Council in receiving and processing applications and in issuing decisions and monitoring performance of conditions.

CHARGE-OUT RATES FOR COUNCIL OFFICERS AND MILEAGE

- Charge-out rates for Council officers are set out in the Schedule and:
- are Fixed Charges
- if reference is made in the Schedule to actual staff time it will be charged in accordance with the hourly charge-out rates
- the charge-out rates for Council officers and for mileage will apply to all matters listed in the Schedule so that -
- if the Fixed Charge which has been paid in advance is greater by more than \$20.00 than the actual and reasonable costs incurred by the Council relating to that application a refund will be given when those costs are finally assessed; and

- if the actual and reasonable costs incurred by the Council relating to that application are inadequate to enable the Council to recover its actual and reasonable costs then Additional Charges calculated for staff time at the same rate will be payable (as well as any other items of Additional Charge which may have been incurred).

ADDITIONAL FIXED FEES

At any time after the receipt of an application and before a decision has been made the Council may fix a fee pursuant to Section 36(1) of the RMA which is in excess of the Fixed Charge set out in the Schedule.

In that event:

- (i) the Council may require that no further action will be taken in connection with the application until that fixed fee is paid in accordance with Section 36(7) of the RMA; and
- (ii) may also, pursuant to Section 36(3) of the RMA make Additional Charges.

REMISSION OF FEES

The Manager Planning and Regulatory or Senior Planner has a discretion delegated by Council to reduce any Charges following the criteria of Section 36(4)(b) of the RMA.

Description of Service	Fixed Charge 2010/11
APPLICATIONS FOR LANDUSE CONSENT	
Non-Notified Applications	
a) All applications except those listed below as b) – g) inclusive <i>All applications under clause a) include a minimum monitoring charge of \$150.00 relating to the monitoring and associated administration of the consent. This will not be charged if a consent is refused.</i>	\$1,000.00 (\$850 + \$150)
b) Special Landscape Character Area c) Central Cambridge Character Area d) Heritage Buildings and Sites e) Protected Trees <i>There is no charge for applications under clauses b) to e) inclusive; provided in all cases that clauses b) – e) are the only matters of non-compliance with a rule.</i>	
f) Side yard encroachments	\$150.00
g) Flood hazard area <i>Provided that f) only applies where written approval from affected parties are submitted with the application, and there is no other matter of non-compliance. g) only applies where there is no other matter of non-compliance.</i>	\$150.00
Limited Notified Applications	

All Land use consent applications <i>All Limited Notified applications include a minimum monitoring charge of \$150.00 relating to the monitoring and associated administration of the consent. This will not be charged if a consent is refused.</i>	\$3,450.00 (\$3,300 + \$150)
Notified Applications All Land use consent applications <i>All Notified applications include a minimum monitoring charge of \$150.00 relating to the monitoring and associated administration of the consent. This will not be charged if a consent is refused.</i>	\$5,000.00 (\$4,850 + \$150)
Monitoring Land use Consents – RMA, Section 36 To monitor progress with giving effect to any land use consent, and compliance with consent conditions. All land use consent application deposits include a minimum monitoring charge of \$150.00. Additional charge for each inspection required after the first inspection	\$100.00 per inspection
APPLICATIONS FOR SUBDIVISION CONSENT <i>Including subdivision by way of cross-lease, company lease, or unit title.</i> Any joint Subdivision & Landuse Consent Application Refer to the deposit required for the type of subdivision applied for below, then add \$500.00	Usual subdivision deposit + \$500.00
Non-Notified Applications a) Subdivision applications involving less than 10 lots (including roads and reserves) b) Subdivision applications which involve 10 or more lots (including roads and reserves)	\$1,850.00 \$3,500.00 + \$50.00 per additional lot after the first 10 lots
Limited Notified Applications All subdivision applications Notified Applications All subdivision applications	\$3,700.00 + \$50.00 per additional lot after the first 10 lots \$4,950.00 + \$50.00 per additional lot after the first 10 lots
Actions Related to all Types of Subdivision Consent <i>Signing fees are included except where stated</i> a) Section 223 Certificates (RMA) – Survey Plan Approval i) For subdivisions up to 2 lots ii) For subdivisions 3 lots and over b) Section 224 Certificates (RMA) – Completion of subdivision conditions i) For subdivisions up to 2 lots	\$150.00 \$550.00 \$300.00

ii) For subdivisions 3 lots and over	Actual staff time + legal costs
c) Section 226 (RMA) – Restriction upon issue of CT	\$400.00 + Actual legal costs
d) Section 243 (RMA) – Easement approval and revocation of easement approval	\$400.00 + Actual legal costs
e) Cancellation of Amalgamation condition (Section 241 RMA)	\$400.00 + Actual legal costs
f) The reviewing and signing of any covenant, legal document, variation, easement, esplanade documentation	\$250.00 + Actual legal costs
g) Cross lease – amendments to flat plan	\$400.00
h) Fees incurred by Council to search for Certificates of Titles, easement documents, covenants, encumbrances or any other document registered on Certificates of Title	Actual LINZ search costs
i) For inspection of any works required to comply with conditions, including checking engineering plans and amendments	Actual staff time + mileage
Consent Notices	
j) Reviewing and signing any Consent Notice	\$200.00 + Actual legal costs
k) Change or cancellation of any Consent Notice, including preparation of document	\$300.00 + Actual legal costs
APPLICATION FOR A CHANGE TO THE DISTRICT PLAN	
A charge shall be made to recover the actual costs to Council associated with processing, considering and determining a private plan change application in accordance with the First Schedule of the RMA	\$50,000
APPLICATION FOR REQUIREMENTS FOR DESIGNATIONS AND HERITAGE ORDERS	
Non-Notified Applications	
a) Waiver for requirement of outline plan (Section 176A(2) RMA)	\$150.00
b) Outline Plan Application (Section 176 RMA)	\$600.00
c) Requirement for alteration to a designation (Section 181 RMA)	\$1,500.00
d) Requirement for removal of a designation (Section 182 RMA)	\$750.00
e) Transfer of rights and responsibilities for designations (Section 180 RMA)	\$500.00
f) Application to determine that a designation should not lapse (Section 184 & 184A)	\$2,000.00
g) Requirement for Heritage Order (Section 189 & 189A RMA)	\$1,500.00
h) Requirement for removal of Heritage Order (Section 196 RMA)	\$1,000.00
i) Request pursuant to Section 177 RMA related to a Requiring Authority responsible for the earlier designation or heritage order	\$300.00
j) Application pursuant to Section 178 RMA to do anything which would prevent or hinder the public work	\$300.00
Notified Applications	
a) Requirements for Designations (Section 168 & 168A RMA)	\$6,000.00
b) All other notified designation or heritage order applications	\$3,000.00
MISCELLANEOUS CHARGES RELATED TO ALL TYPES OF RESOURCE CONSENTS AND OTHER RESOURCE MANAGEMENT ACTIVITIES	

a) Renewal of Resource Consent (Section 124 RMA)	\$1,000.00
b) Applications for extension of Consent Periods (Section 125 & 126 RMA)	\$600.00
c) Change or cancellation of Consent Conditions (Section 127 RMA)	\$1,000.00
d) Review of Consent Conditions (Section 128 – 132 RMA)	
Non-Notified	\$600.00
Notified (including Limited Notification)	\$3,000.00
e) Existing Use Right Determination (Section 139 RMA)	\$1,000.00
f) Certificate of Compliance (Section 139 RMA)	\$1,000.00
g) Easement Approvals	\$350.00 + Actual legal costs
h) Administration costs to process any RMA application	Actual staff time
i) The applicant will reimburse Council for any fees paid by the Council to any Commissioners, consultants, advisers, solicitors and any other creditors related to any matter connected with a resource consent or certificate application	Actual costs including administration costs
j) Where no other charge is prescribed for administration costs incurred in affixing the Council 's seal and/or signature to any document required in connection with the implementation of the conditions imposed in a resource consent or in connection with the subsequent variation or release of any document entered into pursuant to a condition imposed, plus legal costs	\$150.00
k) Public Notice	Actual costs
l) Affixing signs on site (requirement for notified consents)	\$30.00 + mileage
m) Application to surrender resource consent (Section 138 RMA)	\$300.00
n) Application to vary or extend time in respect of any bond, or covenant under RMA sections 109 & 09. Includes preparation of documents.	\$400.00 + Actual legal costs
Hearing Costs	
o) For the hearing of any application made under the Resource Management Act, a charge will be made of the costs of planning staff, technical advisers, secretaries and administration.	Actual costs
p) Hearing by Commissioners	Actual costs
q) Hearing by Councillors <i>Note: Hearings by the Regulatory Committee incur a fee for each Councillor, including time spent on site visits</i>	\$250.00 minimum + \$200.00 for each half hour, or part thereof after the first hour
r) In instances where an applicant fails to give at least 5 working days written notice of a request for cancellation, withdrawal or postponement of a scheduled hearing, the Council reserves the right to charge the applicant the actual costs incurred in preparing for the scheduled hearing	Actual costs including actual staff time
s) Venue Hire	Actual Cost
t) Pre-hearing meetings (including administration and staff time)	Actual costs including actual staff time
Bonds	
<i>Signing fees are included</i>	
u) Preparation, release and signing of any bond (Section 108 & 109 RMA)	

i) For bonds related to buildings and structures	\$200.00 + Actual legal costs
ii) For bonds related to roading and servicing works	\$350.00 + Actual legal costs
v) Decisions on resource management applications by staff acting under delegated authority	\$100.00
REQUEST FOR INFORMATION AND SUPPLY OF DOCUMENTS	
a) A charge may be made to recover the actual costs to Council associated with the following matters: Providing advice and considering proposed RMA applications; <i>This may include, but is not limited to: administration costs, research, meetings (including pre-lodgment), written correspondence.</i> Any request to provide information in respect of the District Plan or any resource consent; For the copying of information relating to plans and resource consents and Council's resource management functions under Section 35 of the RMA and the supply of any document	Actual staff time and actual and reasonable cost of copying and administration – per half hour or part thereof
District Plan	
<i>For copies of the District Plan</i>	
a) Text and A4 coloured maps	\$215.00
b) Text only	\$120.00
c) A4 colour maps	\$120.00
d) A3 colour maps	\$135.00
e) A4 colour maps per individual sheet	\$3.35
f) A3 colour maps per individual sheet	\$5.60
g) Provided on CD-ROM (maps + text)	\$30.00
h) For annotation service on District Plan – per annotation	Actual cost
i) For copies of any change or variation to the District Plan	Actual cost
Photocopying	
<i>Including double-sided</i>	
j) Each A4 page	\$0.20
k) Each A3 page	\$0.25
NOISE CONTROL – UNDER THE RESOURCE MANAGEMENT ACT 1991	
Noise seizures – return of equipment	\$200.00
OFFICER'S HOURLY CHARGE OUT RATES	
a) Manager –Planning and Regulatory	\$160.00
b) Senior Planner	\$135.00
c) Senior Policy Planner	\$135.00
d) Project Planner	\$125.00
e) Planner	\$120.00

f) Engineering Officer	\$145.00
g) Senior Engineering Officer	\$170.00
h) Environmental Health Officer	\$120.00
i) Building Control Officer	\$135.00
j) Parks and Reserves Officer	\$96.00
k) Senior Enforcement Officer	\$130.00
l) Monitoring and Enforcement Officer	\$112.00
m) Planning Technical Officers and Administration Officers	\$86.00
n) Secretaries	\$80.00
MILEAGE	
For each kilometre travelled	\$1.20

Resource Management Land Information Memorandum

Local Government Act 2002

	Urgent	Non Urgent
Fee A – Properties zoned Town Centres, General, Industrial (excluding those properties used solely for residential purposes whereby Fee B will apply), Hydro-Electric Power Stations and Mystery Creek Exhibition Centre.	N/A	\$300.00
Fee B – Properties zoned Residential, Rural, Deferred Residential	\$300.00	\$250.00
Fees incurred by Council to search for Certificates of Titles, easement documents, covenants, encumbrances or any other document registered on Certificates of Title	Actual LINZ costs	Actual LINZ costs

Overseas Investment Certificates Fees & Charges

Fixed Charge - \$150.00

Sale of liquor determinations fees & charges

For determining that the proposed use of the premises meets the requirements of the Resource Management Act 1991

	Charge 2010/11
Existing Premises	\$90.00
New or Altered Premises	\$150.00

Certificate of title search – fees & charges

Fixed Charge - \$20.00

Waipa District Council Fire Control Bylaw 2007

Description	2010/11
Fire Permit – no site visit required	\$20.00
Fire Permit – site visit required	\$120.00

Trading in Public Places – (Waipa District Public Places Bylaw 2007)

Description	Fee 2010/11
Mobile Traders – Selling Food	
Operator already registered with Waipa District Council or already holds a resource consent for the event/activity, or charitable, not for profit or fundraising organisations	No Fee
Operator registered under Food Hygiene Regulations with another territorial authority (if not covered by a market day permit as below):	
Annual (1 July to 30 June)	\$120.00 per operator
Temporary (up to three months)	\$40.00 per operator
Market day permits (includes farmers' markets, one-off or large events, fairs etc.)	\$120.00 per market
Mobile Traders – Selling Non-Food Items	
Annual Fee	\$120.00 per operator
Temporary (up to three months)	\$40.00 per operator

Notes:

1. Definition of **Mobile Trader** = "any person who in a public place (a) solicits for orders; or (b) offers, distributes, or sells any goods or services by foot or from any vehicle or stall or part thereof".
2. Market day/group permits. Where a market day, fair or large event involving a number of mobile traders takes place, the organizer may apply for a permit under the bylaw which will cover all mobile traders participating providing that they adhere to the terms and conditions of any permit issued. The organizer will be required to provide a list of mobile traders participating with the application for the permit, together with details of goods or services being sold or offered by each trader. The provisions of the Food Hygiene Regulations 1974 are still applicable in addition.

Stormwater Connections

Stormwater Connection Approval and Inspection Fee (GST inclusive)

All new stormwater connections require an application, investigation to ensure the existing system capacity, approval of a plan, confirmation of approval or otherwise, site inspection pre-back fill and recording of connection on Waipa District Council records.

Description	2010/11
Domestic Standard Connection (100mm dia)	
Stormwater Application	\$289.70
Stormwater Inspection	\$230.05
Disconnection Fee – house removal or demolition	\$289.70

The application fee is for processing the application and is non-refundable.

The inspection fee would be refundable if the application is unsuccessful.

An inspection fee of \$230.05 also applies to every subsequent inspection until the connection is accepted as complete.

The above fees may apply to each:

Dwelling; or
Separate building; or
paved area in excess of 250m² (or part thereof) catchment area.

Unless an approved retention system is constructed, then and only then will a single domestic connection fee be accepted.

All other connections will be separately quoted.

All connections must be installed by a registered Drain Layer.

Wastewater Connections

Wastewater Connection Approval and Inspection Fee (GST inclusive)

All new wastewater connections require an application, investigation to ensure the existing system capacity, approval of a plan, confirmation of approval or otherwise, site inspection pre-back fill and recording of connection on Waipa District Council records.

Description	2010/11
Domestic Standard Gravity Connection (100mm dia)	
Wastewater Application	\$289.70
Wastewater Inspection	\$230.05
Disconnection Fee – house removal or demolition	\$289.70

The application fee is for processing the application and is non-refundable.

The inspection fee would be refundable if the connection is not approved.

An inspection fee of \$230.05 also applies to every subsequent inspection until the connection is accepted as complete.

All other connections are individually quoted.

All Connections must be installed by a registered Drain Layer.

Water Connections and Bulk Water Sales

Water connection approval and installation (GST inclusive).

Statutory public health requirements prevent other than authorised Council employees from carrying out any work on water reticulation services.

	2010/11
Urban	
Ordinary existing unused connection – approval to connect new building to existing connection	\$463.50
Ordinary supply (un-metered) – install new connection single 20mm dia residential connection (only one connection permitted per property)	\$1,575.00
Extraordinary supply – install new 20mm dia connection and backflow preventor	\$2,380.00
Extraordinary supply – install meter and backflow on existing 20mm dia connection	\$1,076.00
Rural	
Existing unused connection – approval to connect new building to existing connection	\$463.50
Extraordinary supply – install new 20mm dia connection including meter and backflow preventor	\$2,775.00
Restrictor Adjustment	\$173.00
Meter and/or restrictor testing fee (if tests show compliance then requestee shall be liable for fee. If out of adjustment no fee shall apply)	\$312.70
Disconnection Fees	
Disconnection from rural water supply scheme	\$760.00
Disconnection from water supply upon removal or demolition of a building	\$540.00

Purchase of Water by Permit

Description	2010/11
Permit Fee	\$ 18.00 / month
Water per cubic metre (1000 litres)	\$2.20 / c u meter

Note: A permit must be obtained before removing water from a Council source.

A separate permit is to be obtained for each calendar month that water is to be removed.

Rural water supply, where service is available at gate, may be restricted in area or flow. All other connection sizes and/or configurations will require quotation from Waipa District Council.

Trade Waste

To be read in conjunction with the Trade Waste Bylaw 2005.

Fees are GST inclusive.

Administration Charges	2010/11
Compliance Monitoring	Dependent on monitoring required
Application Fee	\$81.00
Inspection Fee	\$81.00
Re-inspection Fee	\$231.75
Temporary Discharge Fee	\$81.00
Annual Trade Waste Consent Charges – Controlled	\$150.75
Annual Trade Waste Consent Charges – Conditional	\$382.50

1C.1.1 Charging Formula

The formula for calculation of the load based trade waste charge is as set out below.
 $(V \times V_c) + (SS \times SS_c) + (BOD \times BOD_c) + (TKN \times TKN_c) + (TP \times TP_c)$

Parameter	2010/11
V_c	\$0.93/M ³
SS_c	\$0.70/kgSS
BOD_c	\$0.81/BOD
TKN_c	\$0.78/kgTKN
TP_c	\$4.12/kgTP
Connection or Disconnection Fee	\$357.00

TABLE OF PARAMETERS WITH DESCRIPTIONS

V	The volume discharged
V_c	The unit volume charge \$/ M ³
SS	The mass of suspended solids discharged
SS_c	The unit SS charge \$/kg
BOD	The mass of BOD discharged
BOD_c	The unit BOD Charge \$/kg
TKN	The mass of Total Kjeldahl Nitrogen (TKN) discharged
TKN_c	The unit TKN charge \$/kg
TP	The mass of Total Phosphorus (TP) discharged
TP_c	The unit TP charge \$/kg

SUBMISSIONS

The proposed Fees and Charges are notified for public comment, and submissions, in writing, are invited from interested parties.

Submissions must be received at the Council Offices in Cambridge or Te Awamutu by 5.00pm, Monday 19 April 2010.

Submissions will be considered by Council's Policy Committee at a meeting in Te Awamutu commencing on 11 May 2010, commencing at 9.00am. Submitters wishing to be heard in support of their submission must clearly state this in their submission.

Full copies of the proposed fees and charges and submission forms will be available from:

Te Awamutu	Council Offices, Bank Street, Te Awamutu (07) 872 0030
Cambridge	Council Library, Roche Street, Te Awamutu Council Offices, Wilson Street, Cambridge (07) 823 3800 Council Library, Wilson Street, Cambridge

Submissions can be made:

Post: Waipa District Council, Freepost 167662, Te Awamutu 3840
E-mail: submissions@waipadc.govt.nz
Fax: (07) 872 0033

or deliver to Council Offices in Cambridge or Te Awamutu.

Garry Dyet
CHIEF EXECUTIVE