



Building Unit Fees and Charges commencing 01 July 2020

All applications are subject to the following fees:

- **Deposit** as listed below – **to be paid upon application PLUS System Fee**
- **At time of building consent issue** - cost based on hourly charge out rate, less deposit, plus estimated inspections fees, all levies and contributions as applicable, payable prior to issue of consent.
- Any additional time will be charged at hourly charge out rates at CCC stage.

Development and financial contributions: Building consents may also incur development and/or financial contributions - see [website information](http://www.nelson.govt.nz/building-and-property/property-land-use/development-and-financial-contributions/) - <http://www.nelson.govt.nz/building-and-property/property-land-use/development-and-financial-contributions/>

Table 1 - System Fee – charged per Table 2 applications and Minor Works (on page 2), in addition to deposit and required at application stage. Based on the estimated value of works below:..	Plus Fixed Charge
Estimated value of Work: - Up to \$10,000	\$75.00
- \$10,001 to \$800,000	\$125.00
- Over \$800,000	\$250.00

Table 2 below, applies to all applications: Commercial, Residential, New or Alteration & Additions. Costs exceeding the deposit are invoiced at hourly charge out rate prior to issue.

Estimated value of Work:	Deposit paid upon application
- up to \$5,000	\$665.00
- \$5,001 to \$10,000	\$910.00
- \$10,001 to \$20,000	\$1,520.00
- \$20,001 to \$50,000	\$2,275.00
- \$50,001 to \$100,000	\$2,500.00
- \$100,001 to \$200,000	\$2,772.00
- \$200,001 to \$450,000	\$3,352.00
- \$450,001 to \$800,000	\$4,137.00
- \$800,001 to \$1,200,000	\$4,260.00
- \$1,200,001 to \$4,000,000	\$5,575.00
- \$4,000,001 or more	\$9,000.00

Levies - fixed and required under Building Act 2004 - fee based on Estimated value of work. Note: an Amendment that adds value to the original consent, may cause it to incur (additional) Levies.

BRANZ Levy - Building Research Association New Zealand Levy - where estimated value is \$20,000 and over	\$1.00 per \$1,000
MBIE Levy – Ministry of Business, Innovation and Employment Levy where estimated value is \$20,444 and over	\$1.75 per \$1,000
Insurance Levy - where estimated value is \$20,000 and over and capped at \$10,000,000	\$1.50 per \$1,000
QA Levy - Quality Assurance/Building Consent Authority Levy - where estimated value is \$20,000 and over and capped at \$10,000,000	\$2.50 per \$1,000

Minor Works – Deposit and System Fee (see table 1 on page 1) chargeable upon application. Costs exceeding the deposit are charged at the hourly charge out rates. * See notes on page 4 at the end of the schedule for further details	Deposit
Swimming pool barrier audit (no system fee applies)	\$150.00
Swimming pool fencing application	\$325.00
Solid fuel burner/Space heater	\$350.00
Inbuilt burner/heater requiring extra cavity inspection	\$160/hour
Demolition work	\$500.00
Marquee – Private/Residential > 100m2	\$300.00
Marquee any size in place for more than one month, commercial/private	\$500.00
Express Service For Commercial Marquees	\$1,175.00
Bathroom Alterations – Non-refundable deposit plus hourly charge out rate	\$910.00
Proprietary Garage – Non-refundable deposit plus hourly charge out rate	\$1,520.00
Any Relocated dwelling	\$2,175.00

Hourly charge out rates for staff, meetings and external contractors	Per Hour
Building Control Administrators & Building (Technical) Officers (hourly rate)	\$160.00
Any meeting with Building Unit Staff or Duty Building Officer - chargeable after first 30 minutes.	\$160.00
External contractors or specialists engaged by Council	At cost

Works for which a Building Consent is Not Required	
Notification of Exempt Work - Schedule 1 (except clause 2) – no assessment by Territorial Authority, application placed on Property File, one-off fixed fee.	\$315.00
Application for Discretionary Exemption – Schedule 1 clause 2 only – Requires Territorial Authority assessment and decision. Costs exceeding the deposit are charged at the hourly charge out rates listed above.	\$315.00 +
Unauthorised building works report (<i>works prior to 1991</i>)	\$315.00

Certificate of Acceptance (COA)	Deposit +
Applicants will be charged an \$800.00 application fee PLUS: all applicable consent fees (including processing & inspection fees) and levies that would have been required and payable had building consent been applied for BEFORE carrying out the work. Any specialist input, where applicable, will be charged out at cost. The hourly charge out rate will be charged for all staff time. All building work completed without a Building Consent or Exemption application, will require a COA. If a COA is not applied for, a Notice to Fix will be issued.	\$800 plus all fees that would have been payable for processing & inspecting BC

Notice to Fix (NTF) and Other Enforcement	Deposit
Costs exceeding the deposit are charged at the hourly charge out rate	
Notice to fix (each) issue	\$370.00
Other notices (each) issued under Building Act 2004	\$160.00
Section 124 notices for Dangerous or Insanitary Buildings (except where issued as a result of a natural disaster)	\$370.00
Building Officer time and monitoring of notices issued	Hourly charge out rate

Registration of Documents with Land Information New Zealand Costs exceeding the deposit are charged at the hourly charge out rate	Deposit
Section 73 Building Act 2004	\$450.00
Section 75 Building Act 2004	\$450.00
Removal of section 73 or 75 (or equivalent under the Building Act 1991)	\$450.00
Other Services Provided by the Building Unit Costs exceeding the deposit are charged at the hourly charge out rate	Deposit
Project Information Memorandum (PIM) – charged at \$160 per hour for all staff. The deposit is only required if the PIM application is not part of a building consent application	\$300.00
Property information review	\$160.00
Compliance schedule - New	\$200.00
Compliance schedule - Amendment	\$160.00
Building Warrant of Fitness (BWoF) each renewal	\$175.00
BWoF Audit of commercial premises	\$175.00
BWoF back flow preventer only - plus any additional time to review 12A forms at hourly charge out rate	\$50.00
Application fee for alternative solutions assessment	\$495.00
Building code waivers and modifications	\$250.00
Application for addition to register of Independent Qualified Persons (IQP)	\$150.00
Determinations; Lapsed consents; Extension of time under section 52; and Section 93 decisions	Hourly charge out rate
Code Compliance Certificate	Hourly charge out rate
Certificate for public use fee (public buildings)	\$400.00
Certificate for public use extension of time will be invoiced for \$600 plus staff time at hourly charge out rate	\$600.00 +hourly rates
Application for Exemption, for an Earthquake Prone Building	\$610.00
Application for Extension of time for Heritage Earthquake Prone Building	\$610.00
Assessment of information related to a Building's EQP status	\$610.00
Electronic file management charge	\$50.00
Minor Variations	Hourly charge out rate
Amendment to modify building code clause B2 – Durability	\$185.00
Certificate of compliance (District Licensing Agency) Building code compliance assessment for fire safety and sanitary facilities in a building, prior to an alcohol license application	\$150.00
Commercial report of Monthly Building Consents Issued - Annual Fee	\$750.00 per annum
Commercial report of Monthly & Mid-monthly Building Consents Issued - Annual Fee	\$2,500.00 per annum
Debt recovery - Applicant shall be liable for all costs incurred by Council as a result of debt recovery. In making an application to Council you agree to abide by the Council Debtor Terms and Conditions: http://www.nelson.govt.nz/assets/Our-council/Downloads/working-with-council/customer-accounts/Debtor-Terms-Conditions.pdf	Hourly charge out rate

Notes relating to minor works *
Swimming pool barrier audit under the Building Act 2004 (section 162D must be undertaken every 3 years). Deposit plus any additional compliance staff time to be invoiced at hourly charge out rates, where non-compliance is noted.
Swimming pool fencing application - allows for 2 hours processing and/or administration and 1 inspection. Additional time will be invoiced at hourly charge out rates.
Space heaters – all fuel types (solid fuel burners, solar, wetback). Non-refundable deposit plus additional processing and inspections will be invoiced at hourly charge out rates.
Marquees – Private (Residential) – Greater than 100m² in place for less than one month.
Marquees any size (not camping tents), in place for more than one month. Commercial or private (Residential) - with at least 6 weeks' notice of planned event, to allow for Requests for Further Information (RFI)
Express Service For Commercial Marquees - If submitted 10 working days or less from planned construction date, Nelson City Council will endeavour to complete, but cannot guarantee: 1. Issue of consent before construction is required to start; or 2. The sign off of inspections before required use. NOTE – Excludes cost of CCC and/or Certificate for Public Use (CPU) which will be required to allow public use until CCC is issued.

Frequently Asked Questions regarding Building Consent Fees and Charges

What is the reason for increasing the fees and charges?

Nelson City Council's building consents fees and charges have not significantly increased in the last five years. This means that Council has been behind many other Building Consent Authorities (BCAs) in their charges, and that the fees being charged were not covering the true cost of our building consent works. We have reviewed the fees and charges of six other BCAs and found the middle ground that more accurately represents the true cost to Council for the work we undertake.

Were the public consulted about these changes?

The proposed Fees and Charges went out for Public Consultation earlier this year and there were no submissions made. This then went before Council, who approved the proposed changes now listed in the 'Building Unit Fees and Charges commencing 01 July 2020'.

Why are Administration staff charged at the same rate as Technical Staff?

We have aligned our 'hourly charge out rate' with our neighbour Tasman District Council, charging all staff at the same rate, rather than using the sliding scale used in previous years. This more accurately reflects the true cost of this work to Council and aligns with our 'User Pays' policy.

What does 'User Pays' mean?

People who use the building consent system are required to pay the cost of staff time involved in processing consents and inspecting works so that these costs don't get passed on to general ratepayers. The new fees and charges cover the true cost of the consenting process which is of benefit only to the building owner.

Have the Service Level Agreements changed as a result of the increase in fees?

No, the Building Act 2004 governs the length of time we have to issue building consents, code compliance certificates, certificates for public use, etc. and these remain at 20 working days.

What is the system fee?

This is the fee Council pays for its online consenting system, which is on-charged to our customers. This is in line with other Councils' charges (such as Tasman District Council) and aligns with our 'User Pays' policy.

Why do you no longer have 'Fixed Fee Consents'?

The name 'Fixed Fee' gave the impression that this is the total amount that would be charged for those specific values of work. However, if the total cost to Council was more than the 'Fixed Fee', customers would be subsequently charged for the additional processing and inspections time, which was regularly a source of frustration for them.

Council now charges a Deposit and System Fee, payable upon application. We then charge for work undertaken before building consent issue and then again for additional time taken during the inspection and Code Compliance Certificate (CCC) process. Please note – some time may not be recorded before the building consent invoice is created, so that time will be charged at CCC stage instead, in other words – the CCC is the final 'mop up' of fees to be charged.