



# Building Consent fees

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## 2023/2024 & 2024/2025 financial years

- **2023/2024: 1 July 2023 to 30 June 2024**
- **2024/2025: 1 July 2024 to 30 June 2025**

It is possible that Council may migrate its online building consenting function to a new platform which may have implications for building consenting and related fees. Council reserves the right to adjust this fee schedule to take account of any changes in costs incurred by Council from the adoption of a new building consenting platform.

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## Application Fees

Our application fees cover our initial administration and processing time and the specified number of inspections. Our application fees include GST.

They do not include:

- additional administration, processing and inspection fees
- disbursement costs
- consultants' fees (at cost)
- the Building Research Association of New Zealand (BRANZ) levy (\$1 per \$1,000 for works valued at \$20,000 and over). Note that this fee is subject to change.
- the Ministry of Business, Innovation and Employment (MBIE) levy is:
  - before 1 July 2024: (\$1.75 per \$1,000 for works valued at \$20,444 and over)
  - from 1 July 2024: (\$1.75 per \$1,000 for works valued at \$65,000 and over)

Council's Digital lodgement fee covers the use and licensing of our Objective systems, however some application types are excluded from this fee. The Digital lodgement fee will not be charged on the following application types:

- Free standing and Inbuilt wood burners
- Minor works building consents
- Schedule 1 exemption – minor works, including exemption for blown insulation
- Extensions of time
- Code Compliance Certificates (CCC)

We will let you know the details of these additional fees once the application process is complete.

## Application Fee Refunds

You can withdraw your building consent application before it has been granted by Council. If you withdraw or cancel your application, any refund will reflect the time our team have already spent processing it.

## Building Consent fee terms and late payment

### Initial Fees and Additional Fees

Initial fees can be paid anytime from the invoice being received and must be paid before approved applications are issued by Council. The processing of your application will continue when you receive the invoice. Further charges will be invoiced for disbursements and if additional time is spent processing the application.

### Terms of Payment

Payment of additional consenting, administration, disbursements and consultants' fees shall be paid before application is issued. Additional inspection fees shall be paid before Code Compliance Certificate is issued.

Late payment will incur:

- an additional administrative fee – lesser of 10% of the overdue amount or
  - before 1 July 2024: \$150.00
  - from 1 July 2024: \$357.50
- all costs and expenses (including debt collection or legal fees) associated with recovery of the overdue amount.

### General Information

Your approved Building Consent will be sent electronically unless you state otherwise. A [fee will apply](#) for hardcopy lodgements, and/or if a [hardcopy of the issued document](#) is requested.

Keep your costs down – [book a pre-application meeting](#) – so you can talk to Council before submitting your application – we will make sure the right people are around the table to help you.

Save time and [apply online](#) – making sure you supply all the correct information, and all forms are completed correctly (including signatures).

Our Fee Calculator is designed to help you plan your project by estimating your initial Building Consent fees. [Try the online 2024-2025 Building consent fees estimator](#).

Development and financial contributions are payable in relation to the subdivision and development of land. The amounts payable are described in [Council's Policy on Development and Financial Contributions](#).

## Building Consent applications

Building consent fees listed below are initial fees only – additional charges may apply.

Application type	2023-2024 Processing & Inspections included	2023-2024 Fees	2024-2025 Processing & Inspections included	2024-2025 Fees
Pre-application meetings		Residential: \$195.00 per hour  Commercial: \$220.00 per hour	Pre-application rates for commercial and residential projects have a minimum initial charge of 2 hours  Fire Engineering Brief (FEB) requests and meetings have a minimum initial charge of 4 hours	Residential: \$230.00 per hour  Commercial: \$250.00 per hour
Digital lodgement fee		\$50.00	Not charged for Free standing and inbuilt wood burners, Minor works building consents, Schedule 1 exemptions, Extension of time requests and Code Compliance Certificates applications	Residential: \$100.00 (below \$500,000 value of work)  \$175.00 (incl and above \$500,000 value of work)  Commercial: \$250.00 (below \$500,000 value of work)  \$500.00 (incl and above \$500,000 value of work)
Free standing and Inbuilt fire Fast Track – five days	up to 1 hour processing, 0.5 hours admin and 1 hour inspection time	Residential: \$465.00 Commercial: \$515.00	up to 1.5 hours processing, 0.5 hours admin and 1 hour inspection time	Residential: \$657.50 Commercial: \$707.50

BLD-FEES-001 – BC fees for 2023-2024 and 2024-2025

<b>Application type</b>	<b>2023-2024 Processing &amp; Inspections included</b>	<b>2023-2024 Fees</b>	<b>2024-2025 Processing &amp; Inspections included</b>	<b>2024-2025 Fees</b>
Minor works (minor drainage)	up to 1.5 hours processing, 0.5 hours admin and 2 hours inspection time	Residential: \$757.50 Commercial: \$845.00	up to 2 hours processing, 0.5 hours admin and 2 hours inspection time	Residential: \$1,002.50 Commercial: \$1,082.50
< \$5,000	up to 3 hours processing, 0.5 hours admin and 2 hours inspection time	Residential: \$1,050.00 Commercial: \$1,175.00	up to 3 hours processing, 0.5 hours admin and 2 hours inspection time	Residential: \$1,232.50 Commercial: \$1,332.50
To \$10,000	up to 5 hours processing, 0.5 hours admin and 2 hours inspection time	Residential: \$1,440.00 Commercial: \$1,615.00	up to 5 hours processing, 1 hour admin and 2 hours inspection time	Residential: \$1,775.00 Commercial: \$1,915.00
To \$19,999	up to 5.5 hours processing, 1.5 hours admin and 3 hours inspection time	Residential: \$1,882.50 Commercial: \$2,095.00	up to 5.5 hours processing, 1.5 hours admin and 3 hours inspection time	Residential: \$2,202.50 Commercial: \$2,372.50
To \$50,000	up to 7 hours processing, 1.5 hours admin and 4 hours inspection time	Residential: \$2,370.00 Commercial: \$2,645.00	up to 7 hours processing, 1.5 hours admin and 4 hours inspection time	Residential: \$2,777.50 Commercial: \$2,997.50
To \$100,000	up to 8 hours processing, 1.5 hours admin and 5 hours inspection time	Residential: \$2,760.00 Commercial: \$3,085.00	up to 8 hours processing, 1.5 hours admin and 5 hours inspection time	Residential: \$3,237.50 Commercial: \$3,437.50
To \$200,000	up to 10 hours processing, 1.5 hours admin and 6 hours inspection time	Residential: \$3,345.00 Commercial: \$3,745.00	up to 10 hours processing, 1.5 hours admin and 6 hours inspection time	Residential: \$3,927.50 Commercial: \$4,247.50
To \$300,000	up to 11 hours processing, 1.5 hours admin and 7 hours inspection time	Residential: \$3,735.00 Commercial: \$4,185.00	up to 11 hours processing, 1.5 hours admin and 7 hours inspection time	Residential: \$4,387.50 Commercial: \$4,747.50

<b>Application type</b>	<b>2023-2024 Processing &amp; Inspections included</b>	<b>2023-2024 Fees</b>	<b>2024-2025 Processing &amp; Inspections included</b>	<b>2024-2025 Fees</b>
To \$500,000	up to 12 hours processing, 2.5 hours admin and 8 hours inspection time	Residential: \$4,275.00 Commercial: \$4,775.00	up to 12 hours processing, 2.5 hours admin and 8 hours inspection time	Residential: \$5,012.50 Commercial: \$5,412.50
To \$1,000,000	up to 16 hours processing, 2.5 hours admin and 8 hours inspection time	Residential: \$5,055.00 Commercial: \$5,665.00	up to 16 hours processing, 2.5 hours admin and 8 hours inspection time	Residential: \$5,932.50 Commercial: \$6,412.50
To \$2,000,000	up to 20 hours processing, 2.5 hours admin and 9 hours inspection time	Residential: \$6,030.00 Commercial: \$6,775.00	up to 20 hours processing, 2.5 hours admin and 9 hours inspection time	Residential: \$7,082.50 Commercial: \$7,662.50
Over \$2,000,000	up to 22 hours processing, 3 hours admin and 10 hours inspection time	Residential: \$6,690.00 Commercial: \$7,415.00	up to 22 hours processing, 3 hours admin and 10 hours inspection time	Residential: \$7,855.00 Commercial: \$8,495.00
Schedule 1 exemption - minor works including exemption for blown insulation	up to 1 hour processing and 1 hour admin	Residential: \$345.00 Additional time: \$195.00 per hour  Commercial: \$370.00 Additional time: \$220.00 per hour	up to 1 hour processing and 1 hour admin	Residential: \$395.00 Additional time: \$230.00 per hour  Commercial: \$415.00 Additional time: \$250.00 per hour
Schedule 1 exemption - all others	up to 4 hours processing and 1 hour admin	Residential: \$930.00 Additional time: \$195.00 per hour  Commercial: \$1,030.00 Additional time: \$220.00 per hour	up to 4 hours processing and 1 hour admin	Residential: \$1,085.00 Additional time: \$230.00 per hour  Commercial: \$1,165.00 Additional time: \$250.00 per hour

<b>Application type</b>	<b>2023-2024 Processing &amp; Inspections included</b>	<b>2023-2024 Fees</b>	<b>2024-2025 Processing &amp; Inspections included</b>	<b>2024-2025 Fees</b>
Certificate for Public Use	up to 2 hours processing, 1 hour admin and 1 hour inspection time	Residential: \$735.00 Additional time: \$195.00 per hour  Commercial: \$810.00 Additional time: \$220.00 per hour	up to 2 hours processing, 1 hour admin and 1 hour inspection time	Residential: \$855.00 Additional time: \$230.00 per hour  Commercial: \$915.00 Additional time: \$250.00 per hour
Fast Track - processed within 10 working days (conditions apply - applications will be accepted on a case-by-case basis only)		Two times application fee  Additional time: Residential: \$390.00 per hour Commercial: \$440.00 per hour		Two times application fee  Additional time: Residential: \$460.00 per hour Commercial: \$500.00 per hour
Extension of time		Residential: \$292.50 Commercial: \$330.00		Residential: \$460.00 Commercial: \$500.00
Notice to fix		Residential: \$195.00 Additional time: \$195.00 per hour  Commercial: \$220.00 Additional time: \$220.00 per hour		Residential: \$230.00 Additional time: \$230.00 per hour  Commercial: \$250.00 Additional time: \$250.00 per hour
Owner supplied information		\$195.00 per hour		\$230.00 per hour
Project Information Memorandum (PIM)	up to 2 hours processing and 1 hour admin	Residential: \$540.00 Additional time: \$195.00 per hour  Commercial: \$590.00 Additional time: \$220.00 per hour	up to 2 hours processing and 1 hour admin	Residential: \$625.00 Additional time: \$230.00 per hour  Commercial: \$665.00 Additional time: \$250.00 per hour

## Service Connection applications

Service Connection	2023-2024 Fees	2024-2025 Fees
Sewer/Wastewater	\$130.00	\$140.00
Stormwater	\$130.00	\$140.00
Water	\$130.00	\$140.00

## Other Fees

Fee type	2023-2024 Fees	2024-2025 Fees
Restricted Building Work (for works \$20,000 and over)	\$97.50	\$115.00
BCA Accreditation Levy (for works \$20,000 and over)	Residential: \$55.00 Commercial: \$75.00	Residential: \$65.00 Commercial: \$80.00
Code Compliance Certificate (Application Fee for all building work included in an issued building consent)	Residential: \$195.00 Commercial: \$220.00	Residential: \$510 (includes 1.5 hours of processing, 1 hour of admin) Additional time: \$230.00 per hour  Commercial: \$1,040.00 (includes 3.5 hours of processing, 1 hour of admin) Additional time: \$250.00 per hour
All additional processing and admin (per hour) – except where a different rate is listed	Admin only: \$150.00 Residential: \$195.00 Commercial: \$220.00	Admin only: \$165.00 Residential: \$230.00 Commercial: \$250.00
Building inspections – minimum charge of 1 hour per inspection	Residential: \$195.00 Commercial: \$220.00	Residential: \$230.00 Additional time: \$230.00 per hour  Commercial: \$250.00 Additional time: \$250.00 per hour
Amendment to building consent including B2 durability modification	Residential: \$540.00 (includes 2 hours processing and 1 hour admin) Additional time: \$195.00 per hour  Commercial: \$590.00 (includes 2 hours processing and 1 hour admin) Additional time: \$220.00 per hour	Residential: \$625.00 (includes 2 hours processing and 1 hour admin) Additional time: \$230.00 per hour  Commercial: \$665.00 (includes 2 hours processing and 1 hour admin) Additional time: \$250.00 per hour
Section 72 – building on land subject to natural hazards	Residential: actual cost Commercial: actual cost  (Processing time covered in initial fee)	Residential: actual cost Commercial: actual cost  (Processing time covered in initial fee)



Fee type	2023-2024 Fees	2024-2025 Fees
Section 75 - building on two or more allotments	Residential: actual cost Commercial: actual cost  (Processing time covered in initial fee)	Residential: actual cost Commercial: actual cost  (Processing time covered in initial fee)
Structural checking fee	Actual cost	Actual cost

### Certificate of Acceptance (COA)

Value of works	2023-2024 Fees	2024-2025 Fees
Works under \$100,000	\$1,200.00 and normal building consent fee and levies required e.g. for MBIE  Additional time: Residential: \$195.00 per hour Commercial: \$220.00 per hour  Additional processing time will be charged at the end of the process	\$1,300.00 + normal building consent fee and any levies required e.g. for MBIE  Additional time: Residential: \$230.00 per hour Commercial: \$250.00 per hour  Additional processing time will be charged at the end of the process
Works \$100,000 and over	\$3,500.00 + normal building consent fee + levies for MBIE  Additional time: Residential: \$195.00 per hour Commercial: \$220.00 per hour  Additional processing time will be charged at the end of the process	\$3,800.00 + normal building consent fee and any levies required e.g. for MBIE  Additional time: Residential: \$230.00 per hour Commercial: \$250.00 per hour  Additional processing time will be charged at the end of the process

## Compliance Schedule (CS) and Building Warrant of Fitness (BWOFF)

Fee type	2023-2024 Processing included	2023-2024 Fees	2024-2025 Processing included	2024-2025 Fees
BWOFF Registration: 1-2 specified systems	0.5 hours	\$97.50	0.5 hours	\$115.00
BWOFF Registration: 3-8 specified systems	1 hour	\$195.00	1 hour	\$250.00
BWOFF Registration: 9 or more specified systems	1.5 hours	\$292.50	2 hours	\$500.00
BWOFF/CS audit		\$195.00 per hour		\$250.00 per hour
New CS or Amendment to CS	1 hour	\$220.00 Additional time: \$220.00 per hour		\$250.00 per hour
Notice to fix	1 hour	\$195.00		Residential: \$230.00 per hour Commercial: \$250.00 per hour
Residential cable car Registration	0.5 hours	\$97.50		\$115.00 per hour
Additional time – except where a different rate is listed		\$195.00 per hour		\$250.00 per hour

### Building Warrant of Fitness fee terms

Registration fees must be paid between the Building Warrant of Fitness renewal date and the 20th of the following month.

#### Late Payments

If payment is not received by the 20th of the month following the renewal date of your Building Warrant of Fitness, the following will apply:

- an additional administrative fee – lesser of 10% of the overdue amount or
  - before 1 July 2024: \$150.00
  - from 1 July 2024: \$357.50
- all costs and expenses (including debt collection or legal fees) associated with recovery of the overdue amount.

### Building Warrant of Fitness Inspection fee terms

#### Terms of payment

Payment to be made before the 20th of the following month.

#### Late payment

If payment is not received by the 20th of the month following, the following will apply:

- an additional administrative fee – lesser of 10% of the overdue amount or
  - before 1 July 2024: \$150.00
  - from 1 July 2024: \$357.50
- all costs and expenses (including debt collection or legal fees) associated with recovery of the overdue amount.

## Earthquake Prone Buildings

Fee type	2023-2024 Processing time included	2023-2024 Fees	2024-2025 Fees
Issuing Earthquake Prone Building Notice	1 hour	\$195.00	\$250.00 per hour
Extension of time	1 hour	\$195.00	\$250.00 per hour
Exemption	1 hour	\$195.00	\$250.00 per hour
Additional time		\$195.00 per hour	\$250.00 per hour
Earthquake prone building on MBIE register		\$195.00 per building	\$250.00 per building

## Residential Pools

Fee type	2023-2024 Fees	2024-2025 Fees
Pool audit inspection	\$195.00	\$230.00 per hour
Pool re-inspection	Pool re-inspection (1 to 3 items) \$97.50 Pool re-inspection (4 to 6 items) \$146.00 Pool re-inspection (7 or more items) \$195.00	\$115.00 per 0.5 hour
Pools receipt of IQPI report	\$97.50 (first 0.5 hour) Additional time: \$195.00 per hour	\$115.00 (first 0.5 hour) Additional time: \$230.00 per hour
Applications for waivers under section 67A of the Building Act	\$360.00 Additional time: \$180.00 per hour	\$400.00 Additional time: \$230.00 per hour
Notice to fix	\$195.00 (first hour) Additional time: \$195.00 per hour	\$230.00 per hour

## Pools late payment terms

If payment is not received by the 20th of the month following the date of the invoice, the following will apply:

- an additional administrative fee - lesser of 10% of the overdue amount or
  - before 1 July 2024: \$150.00
  - from 1 July 2024: \$357.50
- all costs and expenses (including debt collection or legal fees) associated with recovery of the overdue amount.

## Hardcopy lodgements and documents issued for consent

Fee type	2023-2024 Fees	2024-2025 Fees
Hardcopy lodgement fee: excludes Freestanding and Inbuilt fires, and Exemptions	Residential: \$97.50 Commercial: \$110.00	Residential: \$460.00 Commercial: \$500.00
Minor Works Consent (hardcopy)	Residential: \$75.00 Commercial: \$75.00	Residential: \$345.00 Commercial: \$375.00
Residential Consent (hardcopy)- processing	\$150.00	\$230.00 per hour
Commercial Consent (hardcopy) - processing	\$150.00 (first hour) Additional time: \$150.00 per hour	\$250.00 per hour

## Other Building information

Service	2023-2024 Fees	2024-2025 Fees
Request for building information sent by mail	First 30 minutes free Additional time: \$97.50 per half hour	First 30 minutes free Additional time: \$115.00 per half hour
Request for building information in hard copy	\$1.65 per A4 \$2.75 per A3	\$2.15 per A4 \$3.50 per A3
Approved building permit and building consent information	Available free on our website: <a href="#">Search Property and Building   Hutt City Council</a>	
Plumbing and drainage plans	Available free on our website <a href="#">Search Property and Building   Hutt City Council</a>	
List of building consents issued – by month	Available free on our website: <a href="#">Consents issued   Hutt City Council</a>	

## Environmental Sustainability Initiatives

Initiative	2023-2024 Processing & Inspections included	2023-2024 Fees	2024-2025 Fees
Eco Design Advisor home assessment & advice	2 hours	Free	Free
Advice on building to Homestar or Passive House requirements	2 hours	\$1,500.00 Additional time: \$180.00 per hour	Free Additional time: \$180.00 per hour
Consents for: <ul style="list-style-type: none"> <li>Domestic solar hot water heating panels</li> <li>Solar water heating systems</li> <li>Hot water heat pump systems</li> <li>Hot water systems, i.e. wetbacks associated with wood pellet stoves or low-emission wood burners</li> </ul>	First 5 hours processing 1 monitoring inspection	Free Additional time and inspections: standard charges for the category of consent will apply	Free Additional time and inspections: standard charges for the category of consent will apply
All additional monitoring inspections		\$180.00 per hour	\$180.00 per hour