



Te Kaunihera o  
**MANUKAU**  
City Council

## **Manukau City Council**

### **Schedule of Fees and Charges Relating to Private Plan Change Requests**

<b>Fee Stage</b>	<b>Description</b>	<b>Fee</b>
Stage 1	Deposit fee	\$5,000.00 to recover costs incurred in the consideration of the plan change request

Where Council accepts the plan change request, costs will be recovered at the following subsequent stages of the plan change process.

<b>Fee Stage</b>	<b>Description</b>	<b>Fee</b>
Stage 2	Notification fee payable at the time of public notification (to cover advertisements, production of notification packages, postage and processing officer's time)	**provision for costs from first stage to be carried over \$10,000 for significant <sup>1</sup> plan changes \$1500 for minor <sup>2</sup> plan changes
Stage 3	Notification of the summary of submissions	Additional time charged out at an hourly rate plus disbursements <sup>3</sup>
Stage 4	Completion of the Councils officers' report prior to the hearing of submissions	Additional time charged out at an hourly rate plus disbursements <sup>3</sup>
Stage 5	At the close of the appeal period following the release of Council's decision.	Additional time charged out at an hourly rate plus disbursements <sup>3</sup>

### **Notes**

- \*\* Provision for costs to be carried over into Stage 2. Where Council incurs expenses beyond the deposit of \$5000 in the initial stage (considering and reporting the plan change request), these may be recovered from the fixed fee at the second stage prior to public notification.
1. Significant plan changes include those where any of the following apply:
    - the proposed plan change affects a large area of land and/or a Structure Plan is affected;
    - there is a large number of affected parties;
    - the plan change request has already or is expected to receive significant community / media attention;
    - the plan change request proposes changes to objectives, policies and rules which apply city wide
  2. Minor plan changes include those where a correction or zoning error is required, the rezoning of a small parcel of land is proposed, or where there are site specific changes to objectives, policies or rules.
  3. Costs to be recovered at each of the above stages would include fees for professional and administrative personnel including legal fees, fees charged by external consultants (e.g. landscape and cultural impact assessments), hearing fees and the actual costs of ongoing public notification including advertisements, production of notification packages, and postage for the various stages of the plan change process.