

PROPOSED FEES AND CHARGES FOR 2023-24

The following is a consolidated list of Hutt City Council's fees and charges. All fees and charges include Goods and Services Tax (GST).

ANIMAL SERVICES

	2022–23	2023–24
Registration fees		
Entire dog – paid by 31 July	\$160.00	\$168.00
Neutered dog – paid by 31 July	\$122.50	\$129.00
Entire dog – paid after 31 July	\$212.50	\$223.00
Neutered dog – paid after 31 July	\$175.00	\$184.00
Responsible dog owner (RDO) status	\$80.00	\$84.00
Classified 'dangerous' – paid by 31 July	\$175.00	\$184.00
Classified 'dangerous' – paid after 31 July	\$250.00	\$263.00
Disability assist dogs	\$0.00	\$0.00
Impounding and sustenance fees for registered dogs		
First impounding during year of registration	\$103.00	\$108.00
Second impounding during year of registration	\$165.00	\$173.00
Sustenance fee per dog per day	\$25.00	\$26.00
After-hours callout fee	\$41.50	\$44.00
Seizure fee	\$83.00	\$87.00
Impounding and sustenance fees for unregistered dogs		
First impounding during year of registration	\$123.50	\$130.00
Second impounding during year of registration	\$206.00	\$216.00
Sustenance fee per dog per day	\$25.00	\$26.00
After-hours callout fee	\$41.50	\$44.00
Seizure fee	\$123.50	\$130.00
Additional services		
Microchipping fee	\$41.50	\$44.00
Replacement registration tags	\$12.50	\$13.00
Boarding fee per day	\$35.00	\$40.00
Euthanasia at owner's request – up to 20kg	\$176.00	\$185.00

Euthanasia at owner's request – 21–40kg	\$219.00	\$230.00
Euthanasia at owner's request – 41 kg and above	\$262.00	\$275.00
Dog disposal/surrender fee (plus sustenance fee below if required)	\$51.50	\$54.00
Licence fee for keeping more than two dogs	\$67.00	\$70.00
After-hours collection fee	\$41.50	\$44.00
Requested dog pick-up/delivery	\$67.00	\$70.00
Responsible dog owner (RDO) property inspection	\$67.00	\$70.00
Infringement fees set in the Dog Control Act 1996 apply		

ARCHIVES

There is no charge for inspecting physical items on-site at Council offices.

Please note: Researchers can use their own camera to take images when inspecting physical items on-site at Council offices.

	2022–23	2023–24
Search fees		
For information on a topic where we search the archives on your behalf		
First hour of research	Free of charge	
Fee per additional half hour of staff time or part thereof	\$38.00	\$40.00
Reproduction fees		
Please note: reproductions are provided as high-quality scanned images via email. Reproductions are subject to the physical condition, type of item, and any copyright restrictions		
Scanning A3 and A4 – up to 20 pages	Free of charge	
Scanning A3 and A4 – over 20 pages		
Fee per half hour of staff time or part thereof	\$38.00	\$40.00
Reproduction of items larger than A3 are charged case by case, based on size, original format, and physical condition. Charges will be notified and agreed before any reproduction is carried out		

BOAT SHEDS

	2022–23	2023–24
Boat shed	Independent valuation on a	Independent valuation on a

	square metre basis	square metre basis
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CEMETERIES

	2022–23	2023–24
Plot purchase and maintenance in perpetuity		
Child (1 to 12 years)	\$725.00	\$798
Infant (under 1 year)	\$160.00	\$176.00
Ashes	\$650.00	\$715.00
Ashes garden, Taitā and Wainuiomata	\$1,050.00	\$1,155.00
Memorial tree plots, Block 18	\$1,055.00	\$1,160.00
Ponga trail, Block 19	\$845.00	\$930.00
Interment fees		
Adult	\$880.00	\$968.00
Child (1 to 12 years)	\$570.00	\$627.00
Infant (under 1 year)	\$160.00	\$176.00
Ashes	\$120.00	\$132.00
RSA section		
Burial plot purchase	Free of charge	Free of charge
Burial interment fee	\$880.00	\$968.00
Ashes plot purchase	Free of charge	Free of charge
Ashes interment fee	\$120.00	\$132.00
Ashes interment (memorial wall)	\$120.00	\$132.00
Disinterment		
Burial (body) ¹	Price on enquiry (Cost fluctuates, not able to provide a fixed price)	Price on enquiry (Cost fluctuates, not able to provide a fixed price)
Ashes ¹	Price on enquiry	Price on enquiry
Re-interments		
To be charged as for interment fees	Price on enquiry	Price on enquiry

	2022–23	2023–24
Special fees and charges		
Outside district fees ²	\$1,180.00	\$1,298.00
Outside district fee – children under 12 ²	\$1,035.00	\$1,138.00
Outside district fee – RSA ²	\$1,180.00	\$1,298.00
Outside district fee – ashes ²	\$845.00	\$930.00
Casket larger than standard	\$260.00	\$286.00
Extra depth (90cm)	\$210.00	\$231.00
Weekend interment – casket	\$450.00	\$495.00
Weekend interment – ashes	\$220.00	\$242.00
Plaque/memorial fees	\$88.00	\$97.00
Plot cancellation fee	\$57.00	\$63.00
Transfer of exclusive right	\$57.00	\$63.00
Breaking of concrete	Actual cost	Actual cost
Search fee: per entry (up to 30 minutes)	\$26.00	\$29.00

¹ These figures are indicative only and the actual cost may differ depending on the nature of the disinterment.

² Applies to all plot purchases where the deceased has lived outside the city for the last five or more years.

Reimbursement for unused plots is calculated at the rates originally paid for the plots.

ENCROACHMENT ON HUTT CITY COUNCIL LAND

	2022–23	2023–24
Application fee (new applications)	\$309.00	\$324.00
Application fee (alterations to existing use)	\$309.00	\$324.00
Change to current licence holder	\$103.00	\$108.00
Gardens ³	\$118.00	\$124.00
Garage (per car park) ³	\$132.00	\$139.00
Drainage reserve ¹	\$59.00	\$62.00
Pavement ¹	\$59.00	\$62.00
Commercial	Assessed by Council at a market rate	Assessed by Council at a market rate

³ Council is currently reviewing its Encroachment Policy, including the annual licence fees. The fees noted above for gardens, garage (per car park), drainage reserve, and pavement are the current fees. Council reserves the right to alter the licence scope and fee in line with any future Encroachment Policy adopted by Council.

ENGINEERING RECORDS AND LAND INFORMATION SERVICES

PRINT SIZE	2022–23		2023–24	
	80 GSM BOND	95 GSM COATED	80 GSM BOND	95 GSM COATED
A0	\$5.25	\$9.00	\$6.00	\$9.00
A1	\$3.00	\$4.75	\$3.00	\$5.00
A2	\$1.50	\$2.50	\$2.00	\$3.00
A3	\$1.25	\$1.30	\$1.30	\$1.40
A4	\$0.60	\$0.60	\$1.00	\$1.00
Geospatial team – hourly rate	\$75.00		\$79.00	

ENVIRONMENTAL CONSENTS

Resource consents

All fees include GST and are payable under section 36 of the Resource Management Act (RMA) 1991.

Additional charges may apply (see below). Application fees are a deposit to cover the cost of processing your application only. Consultants' fees and costs of disbursements will be additionally charged and invoiced when consent is completed.

After you start building, there may be charges to cover Council's monitoring costs, such as site visits, research, photos, communications, and administration.

If your application is rejected, withdrawn, or cancelled, a refund may be given based on the amount of time already spent on it.

NON-COMPLYING, DISCRETIONARY, RESTRICTED DISCRETIONARY, CONTROLLED	2022–23	2023–24
Pre-application meetings	First hour free - additional staff time charged at hourly rates below. Consultants actual time charged	Staff time charged at hourly rates below. Consultants charged at actual cost
Resource consents planner, manager of planning (per hour)	\$180–\$200 per hour	\$220.00
Business support (includes administration and planning technician time)		\$150.00
Notified application – hearing required (includes up to 50 hours processing) If application is required to be notified in a daily newspaper, an additional fee of \$1,000.00 is required	\$10,000.00	11,000.00

NON-COMPLYING, DISCRETIONARY, RESTRICTED DISCRETIONARY, CONTROLLED	2022–23	2023–24
Notified application – no hearing required (includes up to 35 hours of processing time, one hour of business support, and one hour of monitoring)	\$6,480.00	\$7,920.00
Limited notification (includes up to 35 hours of processing time, one hour of business support time, and one hour of monitoring)	\$6,480.00	\$7,920.00
Non-notified resource consent (includes up to seven hours of processing time, one hour of business support, and one hour of monitoring)	\$1,440.00	\$2,350.00
Non-notified resource consent – residential additions and alterations (includes up to five hours of processing time, one hour of business support time, and one hour of monitoring)	\$1,080.00	\$1,470.00
All additional processing or monitoring time by planner, engineer, or monitoring officer (per hour)	\$200.00	\$220.00
All additional business support time (per hour)	\$180.00	\$150.00
Hearing Commissioner time to be recovered from applicants for time spent in hearings and deliberating (per hour)	<p>Council Commissioners:</p> <p>Chair \$116.00</p> <p>Members \$93.00</p> <p>Independent Commissioners:</p> <p>Chair – actual cost</p> <p>Member of hearing panel – actual cost</p>	<p>Council Commissioners:</p> <p>Chair \$116.00</p> <p>Members \$93.00</p> <p>Independent Commissioners:</p> <p>Chair – actual cost</p> <p>Member of hearing panel – actual cost</p>
Fast track – non-notified consents only, issued within 10 days (conditions apply, applications will be accepted on a case-by- case basis)	Two times normal fee (payment of twice normal initial fee at receipt of application: \$360.00 per hour of additional processing time will be charged)	Two times normal fee (payment of twice normal initial fee at receipt of application: \$440.00 per hour of additional processing time will be charged)
Fast track – non-notified consents only, issued within five days (conditions apply, applications will be accepted on a case-by-	Three times normal fee (payment of three times normal initial fee	Three times normal fee (payment of three times normal initial fee

NON-COMPLYING, DISCRETIONARY, RESTRICTED DISCRETIONARY, CONTROLLED	2022–23	2023–24
case basis)	at receipt of application: \$540.00 per hour of additional processing time will be charged)	at receipt of application: \$660.00 per hour of additional processing time will be charged)
Boundary deemed permitted activities (includes up to three hours of processing and administration)	\$540.00	\$810.00
Marginal or temporary activity exemptions (includes up to three hours of processing and administration)	\$540.00	\$810.00

SUBDIVISIONS (INCLUDING UNIT TITLE, CROSS LEASE)	2022–23	2023–24
Pre-application meetings	First hour free – additional staff time charged at hourly rates below. Consultants actual time charged	Staff time charged at hourly rates below. Consultants charged at actual cost
Planner, engineer, or monitoring officer	\$180– \$200 per hour	\$220 per hour
Business support (includes administration and planning technician time)		\$150 per hour
Notified application – hearing required (includes up to 50 hours of processing at the senior rate) If application is required to be notified in a daily newspaper, an additional fee of \$1,000.00 is required	\$10,000.00	11,000.00
Notified application – no hearing required (includes up to 37 hours of processing and administration, and one hour of monitoring)	\$6,840.00	\$7,920.00
Limited notification (includes up to 35 hours of processing and administration, and one hour of monitoring)	\$6,480.00	\$7,920.00
Subdivision consent including land use consent (includes up to 16 hours of processing and administration, and one hour of monitoring)	\$3,111.00	\$4,110.00
Subdivision consent including certificate under section 223 of the RMA (includes up to 14 hours of processing and administration,	\$2,700.00	\$6,310.00

SUBDIVISIONS (INCLUDING UNIT TITLE, CROSS LEASE)	2022–23	2023–24
and one hour of monitoring)		
All additional processing or monitoring time by planner, engineer, or monitoring officer (per hour)	\$200.00	\$220.00
All additional business support time	\$180.00	\$150.00
Certificate under section 223 and/or 224 of the RMA (Includes up to three hours of processing, and one hour of business support)	\$600.00	\$810.00
Certificate under section 226 of the RMA (includes up to six hours of processing, and one hour of business support)	\$1,080.00	\$1,470.00
Section 241 and 243 RMA application (includes up to six hours of processing, and one hour of business support)	\$1,080.00	\$1,470.00
Rights of way (includes six hours of processing, and one hour of business support)	\$1,080.00	\$1,470.00
Rights of way sealing fee (Includes up to two hours of processing, and one hour of business support)	\$400.00	\$440.00
Hearing Commissioner time to be recovered from applicants for time spent in hearings and deliberating (per hour)	Council Commissioners: Chair \$116 Members \$93 Independent Commissioners: Chair – actual cost Member of hearing panel – actual cost	Council Commissioners: Chair \$116 Members \$93 Independent Commissioners: Chair – actual cost Member of hearing panel – actual cost

OTHER FEES	2022–23	2023–24
Sec 139A existing use certificate application (includes up to six hours of processing)	\$1,080.00	\$1,470.00
Certificate of compliance (includes up to six hours of processing)	\$1,080.00	\$1,470.00

OTHER FEES	2022–23	2023–24
Outline plan or waiver (includes up to six hours of processing and one monitoring inspection)	\$1,260.00	\$1,690.00
Section 10 waiver, section 37 waiver, section 125 extension, section 126 cancellation, sections 127 and 128 review (non-notified) RMA (includes up to six hours of processing)	\$1,080.00	\$1,470.00
Certificate of use under the Sale and Supply of Alcohol Act 2012 (includes up to two hours of business support time)	\$360.00	\$300.00
Sealing fee (for urgent applications for registrable instruments)	\$200.00	\$220.00
Certificate under Overseas Investment Act 1973 (includes up to three hours of processing time)	\$540.00	\$660.00
Cost of disbursements, i.e. venue hire, photocopying, catering, postage, public notification	Actual cost	Actual cost
Independent consultants, advisors, specialists (invoiced monthly)	Actual cost	Actual cost
Discharge or withdrawal of registrable instruments – legal costs plus officers' time (per hour)	\$180.00	\$220.00
Processing request for removal of building line (includes up to one hour of processing time)	\$180.00 (additional time will be charged at \$180.00 per hour, disbursements will be charged at actual cost)	\$220.00 (additional time will be charged at \$220.00 per hour, disbursements will be charged at actual cost)
Approval, variation, or revocation of easements – legal costs plus officers' time (per hour)	\$180.00	\$220.00
Bond preparation and/or release (includes two hours of processing time by senior/team leader)	\$400.00 (additional time will be charged at \$200.00 per hour, disbursements will be charged at actual cost)	\$440.00 (Additional time will be charged at \$220.00 per hour, disbursements will be charged at actual cost)

ENVIRONMENTAL SUSTAINABILITY INITIATIVES	2022–23	2023–24
Eco design advisor home visit (two hours)	Free of charge	Free of charge
Domestic solar hot water heating panels	Free of charge for up to five hours of initial processing and one monitoring	Free of charge for up to five hours of initial processing and one
Solar water heating systems		
Hot water systems, i.e. wetbacks associated with		

ENVIRONMENTAL SUSTAINABILITY INITIATIVES	2022–23	2023–24
wood pellet stoves or low-emission wood burners	inspection, after which standard charges for the category of consent will apply	monitoring inspection, after which standard charges for the category of consent will apply
Hot water heat pump systems		
Home Star certified assessment	\$1,500.00 for up to 8 hours processing then \$180.00 per hour	\$1,500.00 for up to 8 hours processing then \$180.00 per hour
All additional monitoring inspections	\$180.00 per hour	\$180.00 per hour

Resource consent terms and late payment

Initial and additional fees

Fees must be paid before applications are processed and work undertaken by Council. Further charges will be invoiced if additional time is spent processing requests and/or disbursements.

Terms of payment

Payment of additional fees is due by the 20th of the month following invoice processing.

Late payment will incur:

- an additional administrative fee (lesser of 10% of the overdue amount or \$300.00)
- all costs and expenses (including debt collection or legal fees) associated with recovery of the overdue amount.

BUILDING CONSENTS

All fees include GST. If your application is withdrawn or cancelled, a refund may be given based on the amount of time already spent on it. Additional charges may apply.

Please note that the fees listed below are initial fees only. They include administration time, processing time, and a specified number of inspections. They do not include any additional administration, processing or inspections, disbursements, consultant fees, Building Research Association of NZ (BRANZ), and Ministry of Business, Innovation and Employment (MBIE) levies.

The BRANZ levy is \$1.00 per \$1,000.00 for works \$20,000.00 and over, and MBIE levy is \$1.75 per \$1,000.00 for works \$20,444.00 and over. You will be notified of these additional fees after the process has been completed.

TOTAL BC VALUE OF WORK	2022–23	2023–24
Pre-application meetings	Residential \$180.00 per hour	Residential \$195.00 per hour
	Commercial \$205.00 per	Commercial \$220.00 per

TOTAL BC VALUE OF WORK	2022–23	2023–24
	hour	hour
Digital lodgement fee	New charge for 2023–24	\$50.00
Free-standing and inbuilt fire or consent for pool fence (includes 1.5 hours processing and administration, and one inspection visit) Fast track – five days	Residential \$450.00 Commercial \$512.50	Residential \$465.00 Commercial \$515.00
Minor works (minor drainage) (includes two hours processing and administration, and one inspection visit)	Residential \$540.00 Commercial \$615.00	Residential \$757.50 Commercial \$845.00
Standard garages (includes up to 2.25 hours processing and administration, and two inspection visits) Fast track – five days	\$765.00	Removed. Now classified under general building consents
< \$5,000 (includes up to 2.75 hours processing and administration, and two inspection visits)	Residential \$855.00 Commercial \$973.75	Residential \$1,050.00 Commercial \$1,175.00
To \$10,000 (includes up to five hours processing and administration, and two inspection visits)	Residential \$1,260.00 Commercial \$1,435.00	Residential \$1,440.00 Commercial \$1,615.00
To \$19,999 (includes up to 5.5 hours processing and administration, and three inspection visits)	Residential \$1,530.00 Commercial \$1,742.50	Residential \$1,882.50 Commercial \$2095.00
To \$50,000 (includes up to seven hours processing and administration, and four inspection visits)	Residential \$1,980.00 Commercial \$2,255.00	Residential \$2,370.00 Commercial \$2,645.00
To \$100,000 (includes up to eight hours processing and administration, and five inspection visits)	Residential \$2,340.00 Commercial \$2,665.00	Residential \$2,760.00 Commercial \$3,085.00
To \$200,000 (includes up to 10 hours processing and administration, and six inspection visits)	Residential \$2,880.00 Commercial \$3,280.00	Residential \$3,345.00 Commercial \$3,745.00
To \$300,000 (includes up to 11 hours processing and administration, and seven inspection visits)	Residential \$3,240.00 Commercial \$3,690.00	Residential \$3,735.00 Commercial \$4,185.00
To \$500,000	Residential \$3,600.00	Residential \$4,275.00

TOTAL BC VALUE OF WORK	2022–23	2023–24
(includes up to 12 hours processing and administration, and eight inspection visits)	Commercial \$4,100.00	Commercial \$4,775.00
To \$1,000,000 (includes up to 14 hours processing and administration, and eight inspection visits)	Residential \$3,960.00 Commercial \$4,510.00	Residential \$4,275.00 Commercial \$4,785.00
Over \$1,000,000 (includes up to 16 hours processing and administration, and 10 inspection visits)	Residential \$4,680.00 Commercial \$5,330.00	Residential \$5,055.00 Commercial \$5,665.00
To \$2,000,000 (includes up to 20 hours processing, 2.5 hours administration and nine hours' inspection time)	New category in 2023–24	Residential \$6,030.00 Commercial \$6,775.00
Over \$2,000,000 (includes up to 22 hours processing, three hours administration and 10 hours' inspection time included in deposit fee – reviewable on application)	New category in 2023–24	Residential \$6,690.00 Commercial \$7,415.00
Fast track – processed within 10 working days (conditions apply, applications will be accepted on a case-by-case basis)	Two times application fee (additional time will be charged at: Residential \$360.00 per hour Commercial \$410.00 per hour)	Two times application fee (additional time will be charged at: Residential \$390.00 per hour Commercial \$440.00 per hour)
Fast track – processed within five working days (conditions apply, applications will be accepted on a case-by-case basis)	Three times application fee (additional time will be charged at: Residential \$540.00 per hour Commercial \$1,025.00 per hour)	Charge removed
Building consent for pool fence (Includes up to one hour processing and administration, and one inspection visit)	\$360	Removed. Covered under standard building consent applications.
Extension of time	Residential \$270.00 Commercial \$307.50	Residential \$292.50 Commercial \$330.00
Owner supplied information	Residential \$180.00	\$195 per hour

TOTAL BC VALUE OF WORK	2022–23	2023–24
	Commercial \$205.00	
Schedule one exemption – minor works including exemption for blown insulation (includes two hours of processing time)	Residential \$360.00 (additional time will be charged at \$180.00 per hour) Commercial \$410.00 (additional time will be charged at \$205.00 per hour)	Residential \$3,450.00 (additional time will be charged at \$195.00 per hour) Commercial \$370.00 (additional time will be charged at \$220.00 per hour)
Schedule one exemption – all others (includes four hours of processing time)	Residential \$720.00 (additional time will be charged at \$180.00 per hour) Commercial \$820.00 (additional time will be charged at \$205.00 per hour)	Residential \$930.00 (additional time will be charged at \$195.00 per hour) Commercial \$1,030.00 (additional time will be charged at \$220.00 per hour)
Notice to fix	Residential \$180.00 (additional time will be charged at \$180.00 per hour) Commercial \$205.00 (additional time will be charged at \$205.00 per hour)	Residential \$195.00 (additional time will be charged at \$195.00 per hour) Commercial \$220.00 (additional time will be charged at \$220.00 per hour)

OTHER FEES	2022–23	2023–24
Restricted building work (for works \$20,000.00 and over)	\$90.00	\$97.50
BCA accreditation levy (for works \$20,000.00 and over)	Residential \$50.00 Commercial \$70.00	Residential \$55.00 Commercial \$75.00
Code compliance certificate processing fee (for works \$20,000.00 and over)	Residential \$180.00 Commercial \$205.00	Residential \$195.00 Commercial \$220.00
All additional processing and administration (per hour)	Residential \$180.00 Commercial \$205.00	\$150.00
All additional inspection visits (per visit)	Residential \$180.00 Commercial \$205.00	Residential \$195.00 Commercial \$220.00
Amendment to building consent	\$205.00	Residential \$195.00

OTHER FEES	2022–23	2023–24
including B2 durability modification	(additional time will be charged at \$205.00 per hour)	Commercial \$220.00
PIM (includes three hours processing)	Residential \$540.00 (additional time will be charged at \$180.00 per hour) Commercial \$615.00 (additional time will be charged at \$205.00 per hour)	Residential \$540 (including two hours of processing and one hour of admin) + additional time at \$195.00 per hour Commercial \$590 (including two hours of processing and one hour of admin) + additional time at \$220.00 per hour
Approved building consent Your approved consent will be sent electronically unless you state otherwise. A fee will apply if a hard copy is requested	No charge	No charge
Minor works consent (hard copy)	Residential \$90.00 Commercial \$102.50	Residential \$75.00 Commercial \$75.00
Residential consent (hard copy)	\$180.00	\$150.00
Commercial consent (hard copy)	\$205 for first hour (additional time will be charged at \$205.00 per hour)	\$150.00 for first hour (additional time will be charged at \$150.00 per hour)
Section 72 – building on land subject to natural hazards	Residential \$180.00 + actual cost Commercial \$205.00 + actual cost	Residential – actual cost Commercial – actual cost (Processing time covered in initial fee)
Section 75 – building on two or more allotments	Residential \$180.00 + actual cost Commercial \$205.00 + actual cost	Residential - actual cost Commercial - actual cost (Processing time covered in initial fee)
Structural checking fee	Actual cost	Actual cost
Hard copy lodgement fee – excludes free-standing and inbuilt fires, minor works, and exemptions	Residential \$90.00 Commercial \$102.50	Residential \$97.50 Commercial \$110.00
List of building consents – monthly (received or granted)	Available free on our website	Available free on our website

OTHER FEES	2022–23	2023–24
Service connection application fees		
Wastewater	\$120	\$130.00
Stormwater	\$120	\$130.00
Water	\$120	\$130.00
Certificate for public use	\$410.00 (additional time will be charged at \$205.00 per hour)	Residential \$735.00 (additional time will be charged at \$195.00 per hour) Commercial \$810.00 (additional time will be charged at \$220.00 per hour)
Certificate of acceptance		
Works under \$100,000.00	\$900.00 + normal building consent fee + levies for MBIE (additional processing time will be charged at the end of the process – \$180 per hour residential / \$205.00 per hour commercial)	\$1,200.00 + normal building consent fee + levies for MBIE + admin
Works \$100,000.00 and over	\$2,600.00 + normal building consent fee + levies for MBIE (additional processing time will be charged at the end of the process – \$180 per hour residential / \$205.00 per hour commercial)	\$3,500.00 + normal building consent fee + levies for MBIE + admin
Compliance schedule (CS)/Building warrant of fitness (BWOFF)		
BWOFF registration (1–2 specified systems)	\$90.00 (first half hour) \$180.00 per hour thereafter	\$97.50 (first half hour) \$195.00 per hour thereafter
BWOFF registration (3–8 specified systems)	\$180.00 (first hour) then \$180.00 per hour thereafter	\$195.00 (first hour) then \$195.00 per hour thereafter
BWOFF registration (9 or more specified systems)	\$270.00 (first 1.5 hour) then \$180.00 per hour thereafter	\$292.50 (first 1.5 hour) then \$195.00 per hour thereafter
BWOFF/CS audit	\$180.00 per hour	\$195.00 per hour
New CS or amendment to CS	\$200.00	\$220.00

OTHER FEES	2022–23	2023–24
	(for first hour) additional time will be charged at \$200.00 per hour	(for first hour) additional time will be charged at \$220.00 per hour
Notice to fix	\$180.00 (for first hour) additional time will be charged at \$180.00 per hour	\$195.00 (for first hour) additional time will be charged at \$195.00 per hour
Residential cable car	\$90.00 (first half hour) \$180.00 per hour thereafter	\$97.50 (first half hour) \$195.00 per hour thereafter
Earthquake prone buildings		
Extension of time	\$180.00 (for first hour) additional time will be charged at \$180.00 per hour	\$195.00 (for first hour) additional time will be charged at \$195.00 per hour
Exemption	\$180.00 (for first hour) additional time will be charged at \$180.00 per hour	\$195.00 (for first hour) \$195.00 per hour thereafter
Earthquake prone building on MBIE register	\$180 per building	\$195.00 per building
Residential pools		
Pool audit inspection	\$180.00	\$195.00
Pool re-inspection (1 to 3 items)	\$90.00	\$97.50
Pool re-inspection (4 to 6 items)	\$135.00	\$146.00
Pool re-inspection (7 or more items)	\$180.00	\$195.00
Pools – receipt of IQPI report	\$90.00 (first half hour) \$180.00 per hour thereafter	\$97.50 (first half hour) \$195.00 per hour thereafter
Notice to fix	\$180.00 (for first hour) additional time will be charged at \$180.00 per hour	\$195.00 (for first hour) additional time will be charged at \$195.00 per hour
Applications for waivers under section 67A of the Building Act 2004	\$360.00 (additional time will be charged at \$180.00 per hour	Removed (covered by processing fee)

Building consent 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 \$150.00)
- all costs and expenses (including debt collection or legal fees) associated with recovery of the overdue amount.

Pools late payment

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 \$150.00)
- all costs and expenses (including debt collection or legal fees) associated with recovery of the overdue amount.

Building warrant of fitness terms and late payment

Registration fees must be paid between the building warrant of fitness renewal date and the 20th of the following month.

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 \$150.00)
- all costs and expenses (including debt collection or legal fees) associated with recovery of the overdue amount.

Building warrants of fitness inspections terms and late payment

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 \$150).
- all costs and expenses (including debt collection or legal fees) associated with recovery of the overdue amount.

Building information

	2022–23	2023–24
Approved building permit and building consent information	Available free on our website	Available free on our website
Request for building information sent by email	First 30 minutes free (additional time charged at \$90.00 per half hour)	First 30 minutes free (additional time charged at \$97.50 per half hour)
Request for building information hard copy	\$1.50 per A4 \$2.50 per A3	\$1.65 per A4 \$2.75 per A3
Plumbing and drainage plan	Available free on our website	Available free on our website
Aerial photography	Available free on our website	Available free on our website
A4 colour aerial photo	\$1.50	\$1.65
A3 colour aerial photo	\$1.50	\$1.65
Certificate of title	\$25.00	\$27.50
Interests/document, e.g. transfer, easement, covenant, lease	\$22.00	\$24.00

Land information memorandum (LIM)

All fees include GST. If your application is withdrawn a refund may be given based on the amount of time already spent processing the LIM. Costs of disbursements, where applicable, will also be additionally charged and invoiced when LIM is completed.

	2022–23	2023–24
Residential property LIM	\$380.00	\$400.00
Commercial property LIM (deposit – includes 5.5 hours processing time)	\$650.00	\$700.00
Additional processing hours (per hour)	\$185.00	\$195.00
Fast track – processed within five working days (conditions apply, applications will be accepted on a case-by-case basis)	\$525.00	\$550.00

Completed LIM

Your LIM will be sent electronically unless you state otherwise. A fee will apply if a hard copy is requested.

LIM/Property information terms and late payment*Initial fees and additional fees*

Fees must be paid before applications are processed and work is undertaken by Council. Further charges will be invoiced for disbursements and if additional time is spent processing the application.

Terms of payment

Payment of additional processing, administration, and disbursements shall be made before the application is issued.

Late payment will incur:

- an additional administrative fee (10% of the overdue amount)
- all costs and expenses (including debt collection or legal fees) associated with recovery of the overdue amount.

Development and financial contributions

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. The following reflect certain fees and deposits required under that policy.

	2022–23	2023–24
Reconsideration fee	\$400	\$400
Objection deposit	\$3,000	\$3,000
Note: Objectors are liable for all costs incurred in the objection process, including staff arranging and administering the process, commissioners' time, and other costs incurred by Council associated with any hearings, such as room hire and associated expenses, as provided by section 150A of the LGA.		

ENVIRONMENTAL HEALTH

FOOD ACT 2014	2022–23	2023–24
REGISTRATION		
Application for registration of food control plan (FCP) based on a template or model issued by MPI	\$360.00 (includes two hours of processing of application) \$180.00 per hour for every extra hour of registration activities	\$375.00 (includes two hours of processing of application) \$185.00 per hour for every extra hour of registration activities

FOOD ACT 2014 REGISTRATION	2022–23	2023–24
Application for registration of a business subject to a plan or model for National Programmes	\$360.00 (includes two hours of processing of application) \$180.00 per hour for every extra hour of registration activities	\$375.00 (includes two hours of processing of application) \$185.00 per hour for every extra hour of registration activities
Application for renewal of registration	\$180.00 (includes one hour of processing of application) \$180.00 per hour for every extra hour of registration activities	\$185.00 (includes one hour of processing of application) \$185.00 per hour for every extra hour of registration activities
Application for amendment to registration	\$180.00 (includes one hour of processing of application) \$180.00 per hour for every extra hour of registration activities	\$185.00 (includes one hour of processing of application) \$185.00 per hour for every extra hour of registration activities
Significant amendment to food control plan	\$180.00 (includes one hour of processing of application) \$180.00 per hour for every extra hour of registration activities	\$185.00 (includes one hour of processing of application) \$185.00 per hour for every extra hour of registration activities

FOOD ACT 2014 VERIFICATION	2022–23	2023–24
Verification of a food control plan (FCP) based on a template or model issued by MPI	\$180.00 per hour for all verification activities, including travel time.	\$185.00 per hour for all verification activities, including travel time.
Verification of a plan or model for National Programme Three (NP3)	\$180.00 per hour for all verification activities, including travel time.	\$185.00 per hour for all verification activities, including travel time.
Verification of a plan or model for National Programme Two	\$180.00 per hour for all verification activities,	\$185.00 per hour for all verification activities,

or One (NP2 or NP1)	including travel time.	including travel time.
Cancellation of a verification within three days without acceptable reason	\$180.00	\$185.00
Unable to verify a FCP or NP at the scheduled time, or cannot carry out the verification due to the absence of key personnel, or the food control plan or records are not available.	\$180.00 in addition to any time spent, at \$180.00 per hour	\$185.00 in addition to any time spent, at \$185.00 per hour

FOOD ACT 2014 COMPLIANCE	2022–23		2023–24	
	FEE	TIMING OF PAYMENT	FEE	TIMING OF PAYMENT
Issue of improvement notice or notice of direction	\$180.00 per hour of activity	Payable on invoice	\$185.00 per hour of activity	Payable on invoice
Application for review of issue of improvement notice or notice of direction	\$180.00 per hour of activity	\$180.00 payable on application – remainder payable on invoice	\$185.00 per hour of activity	\$185.00 payable on application – remainder payable on invoice
All other services and compliance/monitoring activities for which a fee may be set under the Food Act. This includes follow-up visits to close out corrective actions, review of (successful) appeals/submissions to verification outcomes, surrender, suspension, and revocation of registration.	\$180.00 per hour of activity	Payable on invoice	\$185.00 per hour of activity	Payable on invoice

OTHER LICENCES	2022–23	2023–24
Travelling shops – no food	\$180	\$185
Hairdressers	\$250	\$255
Camping grounds	\$320	\$325
Hawkers (not including inside parks)	\$180	\$185
Permanent amusement devices	\$180	\$185
Mortuaries	\$250	\$255
Offensive trades	\$250	\$255
Appearance Industries		
Appearance industry application registration fee	\$270.00 (which includes up to 1.5 hour of inspection, administration, and travel time)	\$275.00 (which includes up to 1.5 hour of inspection, administration, and travel time)
Registration fee for a combined hairdresser/appearance industry application	\$360.00 (which includes up to two hours of inspection, administration, and travel time)	\$370.00 (which includes up to two hours of inspection, administration, and travel time)
Additional time for registration/inspection and investigation of justified complaints under the Appearance Industries Bylaw	\$180.00 per hour	\$185.00 per hour

ADDITIONAL CHARGES	2022–23	2023–24
FCP template and record blanks (photocopy and bound)	\$35	\$35
Replacement diary (photocopy and bound)	\$35	\$35
NP guidance and record blanks (photocopy and bound)	\$35	\$35
Thermometer	\$35	\$35
Change of ownership (non-food premises)	\$180	\$185
General administration fee	\$180.00 per hour	\$185.00 per hour
Hard copy application fee where no online/electronic option is available	\$85	\$85

NOISE CONTROL	2022–23	2023–24
Seizure fee (stereo equipment)	\$180.00 and \$1.00 per day after the first month of storage	\$180.00 and \$1.00 per day after the first month of storage
	\$300.00 for any subsequent seizures from a property or equipment within a six-month period and \$1.00 per day after the first month of storage	\$300.00 for any subsequent seizures from a property or equipment within a six-month period and \$1.00 per day after the first month of storage
Security alarms – daytime attendances	Time cost charge	Time cost charge
Security alarms – after hours attendances	Time cost charge	Time cost charge
Consultancy and survey fee	\$180.00 per hour	\$185.00 per hour

ALCOHOL LICENSING – (SET BY BYLAW 2019)	From 01/01/2023	From 01/01/2024
Special licences – application fees		
Class 1	\$1,092.50	\$1,092.50
Class 2	\$393.30	\$393.30
Class 3	\$120.15	\$120.15
Risk category – application fees		
Very low	\$699.20	\$699.20
Low	\$1,158.05	\$1,158.05
Medium	\$1,551.35	\$1,551.35
High	\$1,944.65	\$1,944.65
Very high	\$2,294.25	\$2,294.25
Risk category – annual fees		
Very low	\$305.90	\$305.90
Low	\$742.90	\$742.90
Medium	\$1,201.75	\$1,201.75
High	\$1,966.50	\$1,966.50

Very high	\$2,731.25	\$2,731.25
Temporary authority	\$563.75	\$563.75
Managers' certificates/renewals (No change to fees set by regulation)	\$316.25	\$316.25

ADDITIONAL CHARGES	2022–23	2023–24
Public notice advertisement	\$145.00	\$150.00

GAMBLING VENUE AND BOARD VENUE

	2022–23	2023–24
Class 4 gambling venue and board venue applications	\$360.00 (includes two hours of processing time) \$180.00 per hour for every extra hour of processing the application	\$370.00 (includes two hours of processing time) \$185.00 per hour for every extra hour of processing the application

Environmental health terms and late payment

Initial fees and additional fees

Initial fees must be paid before applications are processed/work undertaken by Council. Further charges will be invoiced for disbursements and if additional time is spent processing the application.

Terms of payment

Payment of additional fees for work shall be paid by due date.

Late payment will incur:

- an additional administrative fee (lesser of 10% of the overdue amount or \$300.00)
- all costs and expenses (including debt collection or legal fees) associated with recovery of the overdue amount.

ENVIRONMENTAL POLICY

	2022–23	2023–24

	2022–23	2023–24
Requests for change to District Plan (deposit)	\$10,000	\$11,000
All actual costs related to the proposed plan change, including Council officers' time, will be borne by the applicant as follows:		
<ul style="list-style-type: none"> All work undertaken by Council officers in connection with the request for the change shall be charged against the deposit at: 	Admin officer or intermediate/graduate planner – \$180/hr Senior/principal/team leader – \$200/hr	Business support – \$150/hr Planner – \$220/hr
<ul style="list-style-type: none"> All work undertaken by independent consultants, advisors, and/or specialists in connection with the request for the change shall be charged at the actual costs plus disbursements against the deposit 		
<ul style="list-style-type: none"> Hearing Commissioner time shall be recovered for time spent in hearings and deliberating (per hour) 	Council Commissioners: Chair \$100.00 Members \$80.00 Independent Commissioners: Chair – actual cost Member of hearing panel – actual cost	Council Commissioners: Chair \$116.00 Members \$93.00 Independent Commissioners: Chair – actual cost Member of hearing panel – actual cost
<ul style="list-style-type: none"> If the proposed change is notified publicly, advertising charges will be actual costs payable by the applicant. 		
<ul style="list-style-type: none"> All information requested by Council shall be supplied at the applicant's cost. 		
Notice of requirement and alterations to notices of requirement (deposit)	\$10,000.00	\$11,000.00
All actual costs related to the requirement, including Council officers' time, will be borne by the requiring authority as follows:		
<ul style="list-style-type: none"> All work undertaken by Council officers in connection with the requirement 	Admin officer or intermediate/graduate	Business support –

	2022–23	2023–24
shall be charged against the deposit at:	planner – \$180/hr Senior/principal/team leader – \$200/hr	\$150/hr Planner – \$220/hr
• All work undertaken by independent consultants, advisors, and/or specialists in connection with the requirement shall be charged at the actual costs plus disbursements against the deposit		
•Hearing Commissioner time shall be recovered for time spent in hearings and deliberating (per hour)	Council Commissioners: Chair \$100.00 Members \$80.00 Independent Commissioners: Chair – actual cost Member of hearing panel – actual cost	Council Commissioners: Chair \$116.00 Members \$93.00 Independent Commissioners: Chair – actual cost Member of hearing panel – actual cost
• If the requirement is notified publicly, advertising charges will be actual costs payable by the requiring authority.		
• All information requested by Council shall be supplied at the requiring authority's cost.		
Operative District Plan		
Electronic copy	The official, legal version of the District Plan is available online for viewing or printing free of charge	The official, legal version of the District Plan is available online for viewing or printing free of charge
Complete, hard copy printout in folders, provided by Council	We encourage you to use the ePlan. Costs will be dependent on officer time at the following rates: Admin officer or intermediate/graduate planner – \$180/hr Senior/principal/team leader – \$200/hr	We encourage you to use the ePlan. Costs will be dependent on officer time at the following rates: Business support – \$150.00 per hour Planner – \$220.00 per hour

	2022–23	2023–24

LANDFILLS (ALL CHARGES INCLUDE GOVERNMENT WASTE AND EMISSIONS LEVIES)

	2022–23	2023–24
General waste (any mixed rubbish loads)		
All vehicles – cost per tonne	\$189.75	\$233.00
All light vehicles (cars, vans, utilities, including those with trailers) – minimum charge	\$25.00	\$25.00
All other vehicles – minimum charge	\$95.00	\$116.5
Special waste (prior approval required)		
All vehicles – cost per tonne	\$270.25	\$318.00
All vehicles – minimum charge	\$135.00	\$159.00
Asbestos	Price on application	Price on application
Green waste (clean loads only, only applies to vehicles that can access the transfer station)		
All vehicles – cost per tonne	\$126.50	\$126.50
All vehicles – minimum charge	\$15	\$15
Hazardous waste		
Household hazardous waste (household quantities only, normal charges otherwise apply)	Free	Free
Tyres		
Cost per tonne (cost applies to any disposal involving more than four tyres)	\$530.00	\$616.00
Minimum charge	\$265.00	\$308.00
Polystyrene (prior approval required)		
Cost per tonne	\$530.00	\$616.00
Minimum charge	\$265.00	\$308.00

LIBRARIES

	2022–23	2023–24
Interloans (non-urgent) per request	\$15.00	\$15.00
Interloans (urgent)	At cost	At cost
Lost/damaged items	Cost of the item at time of purchase by Hutt City	Cost of the item at time of

	2022–23	2023–24
	Libraries	purchase by Hutt City Libraries
Rental collections	Vary according to format	Hot picks – \$4 for two weeks
Subscription access for anyone living outside the SMART libraries area who does not own a rate-paying property within the SMART libraries area	\$30 for three months \$60 for six months \$120 for one year	\$30 for three months \$60 for six months \$120 for one year
Photocopying and printing	B&W A4 .20 B&W A3 .40 Colour A4 \$1 Colour A3 \$2	B&W A4 .20 B&W A3 .40 Colour A4 \$1 Colour A3 \$2

LITTERING INFRINGEMENT FEES

	2022–23	2023–24
Minor littering	Infringement fee \$100.00	Infringement fee \$100.00

Minor littering is defined as depositing in or on a public place or in or on private land without the consent of the occupier or owner. Examples are cigarette butts, wrappers/paper, chewing gum, small food waste; takeaway food/drink containers, fish & chip papers, plastic drink bottle(s), aluminium can(s), domestic/commercial waste in or by public litter bins, a single small bag of refuse or a volume no greater than 0.2 cubic metres.

	2022–23	2023–24
Medium littering	Infringement fee \$200.00	Infringement fee \$200.00

Medium littering is defined as depositing in or on a public place or in or on private land without the consent of the occupier or owner. Examples are multiple small bags or a single large bag or a large box of refuse, small furniture items, small amounts of discard due to an insecure load from truck or trailer, and a volume no greater than 0.5 cubic metres.

Note: Medium littering is defined as up to two large rubbish bags. A minor amount of discard is defined as items such as paper, a single small item, grass clippings, and dust that have come off a truck or trailer.

	2022–23	2023–24
Major littering	Infringement fee \$400.00	Infringement fee \$400.00

Major littering is defined as depositing in or on a public place or in or on private land without the consent of the occupier or owner. Examples are any large volume of household waste, green waste, commercial waste, car parts, large furniture items, three or more large rubbish bags, hazardous rubbish such as nappies, needles, and sanitary pads, and any other litter as defined in the Litter Act 1979 not defined as minor or medium littering above or a volume that exceeds 0.5 cubic metres.

Note: Major dumping is defined as three or more refuse bags or multiple large items, items that pose a serious health risk and piles of rubbish that exceed 0.5m cubed in volume. The Litter Act 1979 defines the depositing of glass or glass bottles (or broken glass or bottles) as a dangerous form of litter and thus it is considered by Council as a major littering offence. The decision whether to issue an infringement notice for major littering or to refer the matter to the District Court will be determined on a case-by-case basis, based on the severity and malicious intent of the alleged offence.

OFFICIAL INFORMATION

	2022–23	2023–24
<p>There is no charge for standard requests made under the Local Government Official Information and Meetings Act 1987</p> <p>No charges will apply where the information cannot be readily found, or for time spent deciding whether information will be released</p> <p>If the request is made by an identifiable natural person seeking access to any personal information about that person, such requests are subject to the Privacy Act 1993 and charges do not apply</p>		
<p>The following charges shall apply for non-standard requests made under the Local Government Official Information and Meetings Act 1987</p> <p>A charge may be modified or waived at the discretion of a director where payment might cause the applicant financial hardship. Charges may also be modified or waived where this would facilitate good relations with the public, or assist the section, group, or organisation in its work</p> <p>Charges will be notified and agreed with the requestor before any copying, scanning, collation, or redaction is carried out</p> <p>Charges shall be paid in advance of receipt of information</p>		
Reproduction fees		
Photocopying A3–A4 – up to 20 pages	Free of charge	Free of charge
Photocopying A3–A4 – over 20 pages	\$0.20c per page	\$0.20c per page
Scanning or copying of items larger than A3 are charged case by case based on size, original format, and physical condition. Charges will be notified and agreed before any reproduction is carried out and will include a charge per half hour of staff time or part thereof and any direct costs incurred by Council in reproducing the image	\$38.00 per half hour of staff time	\$40.00 per half hour of staff time
Substantial collation and redaction		
For requests which require substantial collation, scanning and/or redaction before release (non-standard) the following charges will apply:		

	2022–23	2023–24
First hour of staff time	Free of charge	Free of charge
Charge per additional half hour of staff time or part thereof	\$38.00	\$40.00
Any external contractor time as required	Actual cost	Actual cost

PARKING

Council operates pay and display metered parking in the CBD of Lower Hutt. It is also possible to pay for parking using the parking payment app, PayMyPark. Cars that have paid using PayMyPark do not display a ticket from the meter (the warden checks whether there is a current payment against the vehicle's registration); however, the parking charges and rules remain the same.

The metered area is generally from Market Grove at the southern end of the CBD to Downer Street at the northern end, bounded by Cornwall Street and the Riverbank car park.

Meter charges are structured into three tariff tiers, HC2 to HC4.

A small number of P15, P30, and P60 spaces are provided free of charge, throughout the metered area for additional public convenience.

Mobility car parks are provided throughout the CBD, at the prevailing metered tariff.

Saturday parking is free from fees within the CBD. Time restrictions (P120) apply on Saturday to the Green HC2 parking zone.

Sunday parking – no fee or time restrictions apply on Sunday.

Hours of meter operation

Pay and display parking meters operate for the following hours: 9am to 5pm Monday to Friday.

Tariff structure

	2022–23	2023–24
Shoppers (Green HC2) Zone	\$1.50 per hour Two-hour maximum parking duration Monday to Friday 9am to 5pm Saturday P120 (no charge) Sunday and public holidays unrestricted	\$2.00 per hour Two-hour maximum parking duration Monday to Friday 9am to 5pm Saturday P120 (no charge) Sunday and public holidays unrestricted
Commuter (Yellow HC3) Zone	\$1.00 per hour \$6.00 maximum daily charge No daily maximum parking duration Monday to Friday 9am to 5pm Saturday, Sunday, and public holidays unrestricted	\$2.00 per hour \$7.00 maximum daily charge No daily maximum parking duration Monday to Friday 9am to 5pm Saturday, Sunday, and public holidays unrestricted
Commuter	Monday to Friday 9am to 5pm	Monday to Friday 9am to 5pm

	2022–23	2023–24
(Orange HC4) Zone	\$0.70 cents per hour \$4.00 maximum daily charge Saturday, Sunday, and public holidays unrestricted No daily maximum parking duration	\$2.00 per hour \$7.00 maximum daily charge Saturday, Sunday, and public holidays unrestricted No daily maximum parking duration
Riverbank car park (Light Blue) Zone	Monday to Friday 9am to 5pm \$0.70 cents per hour \$4.00 maximum daily charge Saturday 7am to 2pm \$2.00 per hour \$4.00 maximum daily charge Sunday and public holidays unrestricted A monthly pass is available at \$62.00 per month (reduced to \$46.00 for December and January) No daily maximum parking duration	Monday to Friday 9am to 5pm \$2.00 per hour \$7.00 maximum daily charge Saturday 7am to 2pm \$2.00 per hour \$7.00 maximum daily charge Sunday and public holidays unrestricted A monthly pass is available at \$100.00 per month (reduced to \$75.00 for December and January) No daily maximum parking duration

Other charges

Council supports the use of SmartPark in-car meters for on-street areas where parking fees apply.

Council allows customers to pay through the PayMyPark smart phone app. If a customer pays for parking without an account (on a casual basis), a \$0.50 per transaction fee applies. If a customer creates and tops up a PayMyPark account, transaction fees apply only for the top-up transaction.

Reserved spaces – \$15.00 per day for short-term applications are available from parking enforcement.

Construction and temporary traffic management exemptions are site specific. Charges are assessed on a case-by-case basis.

Parking zones

Council has adopted the following zone structure. Small changes may be required from time to time as the CBD continues to develop.

Green Shopper HC2 Zone

High Street – Laings Road to Waterloo Road portion

Queens Drive – Laings Road to Waterloo Road portion

Laings Road – High Street to Queens Drive portion

Bunny Street

Margaret Street

Waterloo Road – Queens Drive to High Street portion

Stevens Grove parallel parks

Knights Road – Bunny Street to Laings Road portion
Queens Drive – Laings Road to Fraser Street portion
Fraser Street
High Street – Fraser Street to Laings Road portion
Ward Street
Market Grove north side
Knights Road south side – Bloomfield Terrace to Myrtle Street
Myrtle Street east side angle parking – Knights Road to Laings Road portion
Andrews Avenue
Dudley Street
Daly Street – Margaret Street to Andrews Avenue
Rutherford Street, south end
High Street – Waterloo Road to Downer Street
Cornwall Street – Pretoria Street to Kings Crescent
Cornwall Street west side – Waterloo Road to Kings Crescent
Pretoria Street, west end within CBD
Raroa Road – east of Cornwall Street
Kings Crescent – Cornwall Street to Queens Drive
Osborne Place
Queens Drive – Kings Crescent to Waterloo Road
Waterloo Road – Bloomfield Terrace to Queens Drive
Bloomfield Terrace – Kings Crescent to Knights Road
Dowse Car Park
Laings Road – Queens Drive to Myrtle Street

Yellow Commuter HC3 Zone

Event Centre Car Park (Laings Road)
Myrtle Street west side – Laings Road to Knights Road
Stevens Grove angle parking portion
Rutherford Street, south of Queens Drive
Raroa Road – High Street to Cornwall Street
Cornwall Street east side – Kings Crescent to Waterloo Road

Cornwall Street – Waterloo Road to Knights Road

Knights Road – Cornwall Street to Bloomfield Terrace

Knights Road north side – Myrtle Street to Bloomfield Terrace

Market Grove south side

Orange Commuter HC4 Zone

Myrtle Street – west side only, Laings Road to Huia Street

Light Blue Riverbank Zone

Riverbank car park

Residents' parking schemes

Council has one residents' parking scheme in operation in High Street, Petone.

Infringements for metered parking

	2022–23	2023–24
Failure to display a valid pay and display ticket	\$40.00	\$40.00
Overstaying, where the excess time is:		
Less than 30 minutes	\$12.00	\$12.00
More than 30 minutes	\$15.00	\$15.00
More than one hour	\$21.00	\$21.00
More than two hours	\$30.00	\$30.00
More than four hours	\$42.00	\$42.00
More than six hours	\$57.00	\$57.00
Parking on a mobility car park without displaying a valid mobility pass card	\$150.00	\$150.00

EV CHARGING STATIONS

	2022–23	2023–24
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	If combined pricing (\$/kwh and \$/min)			If pricing based on time only (\$/min)		If combined pricing (\$/kwh and \$/min)			If pricing based on time only (\$/min)	
Type	Maximum cost per kwh	Maximum cost per minute when recharging	Maximum cost per minute when <u>not</u> recharging	Maximum cost per minute when recharging	Maximum cost per minute when <u>not</u> recharging	Maximum cost per kwh	Maximum cost per minute when recharging	Maximum cost per minute when <u>not</u> recharging	Maximum cost per minute when recharging	Maximum cost per minute when <u>not</u> recharging
DC charging	\$0.31	\$0.31	\$0.31	\$0.62	\$0.62	\$0.31	\$0.31	\$0.31	\$0.62	\$0.62

KERBSIDE RUBBISH AND RECYCLING

	2022–23	2023–24
Additional / replacement / new wheelie bin for rubbish Payable for changes between 1 July 2022 and 31 March 2023	\$103.00	\$110.00
Additional / replacement / new recycling service (wheelie bin and glass crate) Payable for changes between 1 July 2022 and 31 March 2023	\$103.00	\$110.00
Additional / replacement new glass crate only Payable for changes between 1 July 2022 and 31 March 2023	\$41.00	\$45.00
Additional / replacement / new wheelie bins for rubbish and recycling and glass crate Payable for changes between 1 July 2022 and 31 March 2023	\$155.00	\$165.00
Upsize rubbish wheelie bin Payable for changes between 1 July 2022 and 31 March 2023	\$103.00	\$110.00

LOADING

Subdivision inspection and approval charges

	2022–23	2023–24
Boundary adjustment (one hour of processing time)	\$205.00	\$220.00
All business support/administration (per hour)	\$180.00	\$150.00
All processing or monitoring by engineer (per hour)	\$180.00	\$150.00
All processing or monitoring by senior/principal engineer (per hour)	\$205.00	\$220.00

Motor crossing charges

	2022–23	2022–23	2023–24	2023–24
	Standard fee	Admin/Inspection	Standard fee	Admin/Inspection
Council installed motor crossing charges				
Concrete dished crossing per square metre	\$206.00m ²	\$165.00m ²	\$216.00m ²	\$173.00m ²
Extensions to existing concrete crossings per square metre	\$206.00m ²	\$165.00m ²	\$216.00m ²	\$173.00m ²
Installation of concrete dished crossing in conjunction with road reconstruction work per square metre	\$83.00m ²	\$165.00m ²	\$87.00m ²	\$173.00m ²
Concrete block crossing / pipe crossing / slot type crossing per square metre	\$206.00m ²	\$165.00m ²	\$216.00m ²	\$173.00m ²
Privately installed motor crossing charges				
Deposit for privately installed crossing (\$200.00 refunded upon satisfactory completion of crossing)	\$309.00	\$206.00	\$325.00	\$216.00
Deposit for installation of a heavy duty or extra heavy duty vehicle crossing (\$500.00 refunded upon satisfactory completion of crossing)	\$515.00	\$206.00	\$550.00	\$216.00

Corridor access request fees

	2022–23	2023–24
Corridor access request – minor work (per CAR request)	\$180.00	\$190.00
Corridor access request – major work (per CAR request)	\$222.00	\$230.00
Corridor access request – project work (per CAR request)	\$1,107.00	\$1,160.00
Fee for texturising seal coat of a trench in carriageway	\$7.21/m ²	\$7.60/m ²
Re-inspections fee	\$206.00 per inspection	\$216.00 per inspection

SIGNBOARDS

There are four signboards located in Lower Hutt. Each side of a signboard is hired out by the week.

	2022–23		2023–24	
	Hire per week	Production per booking	Hire per week	Production per booking
Hire of all four signboards				
Side A	\$520.00	\$640.00	\$545.00	\$670.00
Side B	\$440.00	\$640.00	\$460.00	\$670.00
Hire of Cambridge Terrace, Naenae				
Side A	\$100.00	\$160.00	\$105.00	\$168.00
Side B	\$100.00	\$160.00	\$105.00	\$168.00
Hire of Ewen Bridge, Lower Hutt				
Side A	\$140.00	\$160.00	\$147.00	\$168.00
Side B	\$140.00	\$160.00	\$147.00	\$168.00
Hire of Kennedy Good Bridge, Avalon				
Side A	\$140.00	\$160.00	\$147.00	\$168.00
Side B	\$100.00	\$160.00	\$105.00	\$168.00
Hire of Waione Street Bridge, Seaview				
Side A	\$140.00	\$160.00	\$147.00	\$168.00
Side B	\$100.00	\$160.00	\$105.00	\$168.00

SPORTSFIELDS AND PARKS

Season charges

Set to recover the percentage of operating cost identified below plus the full operating cost of ancillary services:

Recovery rates percentage	2022–23					2023–24				
	level 1	level 2	level 3	children	training/winter	level 1	level 2	level 3	children	training/winter
Sports	30%	20%	10%	5%	5%	30%	20%	10%	5%	5%
Cricket/Croquet	25%	15%	10%	5%	N/A	25%	15%	10%	5%	N/A

One-off or single day hire

Charged at 10% of the season charge per game or, where the game lasts three hours or longer, 15% of the season charge per day.

Special charges	2022–23	2023–24
Events and commercial operators	By quotation	By quotation
Picnic bookings (30 or more people)	\$52.00	\$55.00
Filming	\$417 per day	\$443 per day
Marquees for picnics/promotions – small	\$103.00	\$109.00
- up to 50m ²	\$206.00	\$219.00
- up to 100m ²	\$417.00	\$443.00
- larger	\$628.00	\$667.00
Weddings	\$103.00	\$109.00
Hire of rooms, social facilities, training fields, etc	By quotation	By quotation
No. 1 field at Hutt Recreation Ground	By quotation	By quotation

Note: Bookings for the season will take priority over casual bookings. A bond may be payable in certain circumstances.

SWIMMING POOLS

	2022–23	2023–24
Casual rates		
Adult	\$6.30	\$6.50
Child	\$4.20	\$4.50
Over 65s	\$4.80	\$5.00
Spectator (non-supervising adult)	\$2.70	\$2.80
Family pass (two adults/four children)	\$23.10	\$23.80
Concession rates		
Adult 10 swim	\$54.00	\$55.50
Adult 30 swim	\$132.30	\$135.90
Accessibility 10 swim (for people with a disability)*	\$40.00	\$41.00
Child 10 swim	\$35.00	\$36.00
Child 30 swim	\$85.50	\$87.60
Over 65s 10 swim	\$39.50	\$40.50
Over 65s 30 swim	\$97.50	\$99.90
Pool hire		
Regular hire (25 metres per hour)	\$70.00	\$75.00
Casual hire (25 metres per hour)	\$128.00	\$135.00
Regular hire (50 metres per hour) – Wainuiomata Pool	\$158.00	\$165.00
Casual hire (50 metres per hour) – Wainuiomata Pool	\$265.00	\$275.00
Lane charge (25 metres per hour)	\$25.00	26.00
School groups		
Group hire for lessons (per head)	\$1.70	\$1.80
Meeting rooms		
Casual hire (per hour)	\$26.00	\$28.00

*Carers or support people assisting receive free admission.

VENUE HIRE

Community halls

Rates for hall hire are set out below.

Charge per hour	2022–23			
	Community rate			
	Main hall only or all facilities Mon–Fri	Main hall only or all facilities weekends and holidays	Meeting room Mon–Fri	Meeting room weekends and holidays
Moera, Eastbourne, Belmont, Hardwick-Smith Lounge, Treadwell	\$19.00	\$24.00	N/A	N/A
Wainuiomata	\$19.00	\$24.00	\$14.00	\$16.00

Charge per hour	2022–23			
	Commercial rate			
	Main hall only or all facilities Mon–Fri	Main hall only or all facilities weekends and holidays	Meeting room Mon–Fri	Meeting room weekends and holidays
Moera, Eastbourne, Belmont, Hardwick-Smith Lounge, Treadwell	\$30.00	\$35.00	N/A	N/A
Wainuiomata	\$30.00	\$35.00	\$27.00	\$31.00

Charge per hour	2023–24			
	Community rate			
	Main hall only or all facilities Mon–Fri	Main hall only or all facilities weekends and holidays	Meeting room Mon–Fri	Meeting room weekends and holidays
Moera, Eastbourne, Belmont, Hardwick-Smith Lounge, Treadwell	\$20.00	\$20.00	NA	NA
Wainuiomata	\$20.00	\$20.00	\$15.00	\$17.00

	2023–24			
	Commercial rate			
Charge per hour	Main hall only or all facilities Mon–Fri	Main hall only or all facilities weekends and holidays	Meeting room Mon–Fri	Meeting room weekends and holidays
Moera, Eastbourne, Belmont, Hardwick-Smith Lounge, Treadwell	\$32.00	\$37.00	N/A	N/A
Wainuiomata	\$32.00	\$37.00	\$29.00	\$33.00

Little Theatre

	2022–23			
Hours and sessions	Monday to Friday (Jan–Aug)	Weekends and public holidays (Jan–Aug)	Monday to Friday (Sep–Dec)	Weekends and public holidays (Sep–Dec)
One session (8am–1pm, 1pm–6pm or 6pm–11pm)	\$158.50	\$232.00	\$173.00	\$253.00
Two sessions in one day	\$254.50	\$346.50	\$278.00	\$378.00
Three sessions in one day	\$382.50	\$523.00	\$417.50	\$570.50
Per hour after 11pm	\$86.00	\$121.00	\$94.00	\$132.00

Note: 25% discount for community organisations.				
Technician	\$71 hourly			
Minimum three hours				
Minimum six hours for bookings over three days				

Hours and sessions	2023–24			
	Monday to Friday (Jan–Aug)	Weekends and public holidays (Jan–Aug)	Monday to Friday (Sep–Dec)	Weekends and public holidays (Sep–Dec)
One session (8am–1pm, 1pm–6pm or 6pm–11pm)	\$160	\$235	\$175	\$255
Two sessions in one day	\$260	\$350	\$180	\$380
Three sessions in one day	\$385	\$525	\$420	\$575
Per hour after 11pm	\$90	\$125	\$95	\$135
Note: 25% discount for community organisations.				
Site induction (new charge in 2023–24)	\$225.00 per event			
Post event reset and tech check (New charge in 2023–24)	\$225.00 per event			
Site cleaning (new charge in 2023–24)	\$172.50 per event			
Technician	\$75 hourly			
Minimum three hours				
Minimum six hours for bookings over three days				

Dowse Museum

Room charges (per hour)	2022–23	2023–24
James Coe 1	\$67.00	\$70.00
James Coe 2	\$57.00	\$60.00
Foyer	\$60.00	\$65.00
Meeting room	\$31.00	\$35.00

Room charges (per hour)	2022–23	2023–24
Courtyard	\$36.00	\$35.00
James Coe Centre (JC1+JC2)	\$113.00	\$115.00
James Coe 2 and foyer	\$113.00	\$115.00
JCC and foyer	\$165.00	\$170.00
Staff charges (per hour)		
Duty manager	\$36.00	\$40.00
Bar staff / after hours	\$31.00	\$35.00
Security staff	\$36.00	\$55.00
Discount rates		
Hutt City Council	20%	20%
Frequent user	20%	20%
Community	60%	60%
Post event cleaning cost (new charge in 2023–24)	-	\$50.00

Stadiums and community hubs

Walter Nash Centre	2022–23	2023–24
One court (per hour)	\$77.00	\$77.00
Two courts (per hour)	\$139.00	\$139.00
Three courts (per hour)	\$206.00	\$206.00
Four courts (per hour)	\$258.00	\$258.00
Five courts (per hour)	\$309.00	\$309.00
Meeting rooms		
Small	\$21.00	\$20.00
Medium	\$36.00	\$50.00
Large	\$52.00	\$55.00
Large combined	\$103.00	\$110.00

Note: These are maximum charges for community use. Commercial activities incur separate charges available on enquiry.

Koraunui Stokes Valley Community Hub	2022–23		2023–24	
Meeting rooms	Community	Commercial	Community	Commercial
Small (per hour)	\$10.00	\$10.00	\$10.00	\$15.00

Koraunui Stokes Valley Community Hub	2022–23		2023–24	
Medium A (per hour)	\$21.00	\$21.00	\$15.00	\$20.00
Medium B (per hour)	\$21.00	\$21.00	\$20.00	\$25.00
Large A (per hour)	\$31.00	\$31.00	\$35.00	\$50.00
Large B (per hour)	\$31.00	\$31.00	\$35.00	\$50.00
Large combined (per hour)	\$52.00	\$52.00	\$70.00	\$100.00

Note: These are maximum charges.

These charges include AV for Large combined and Medium B.

STORMWATER

	2022–23	2023–24
Stormwater connection application fee	\$120.00	\$120.00
Stormwater connection fee	Actual cost to approved contractors	Actual cost to approved contractors

WASTEWATER

	2022–23	2023–24
Wastewater connection application fee	\$120.00	\$120.00
Wastewater connection fee	Actual cost to approved contractors	Actual cost to approved contractors

Trade waste class

	2022–23		2023–24	
	Consent fees	Consent + \$165 if conditional consent required	Consent fees	Consent + \$165 if conditional consent required
Class 1: High risk	\$1,710	\$1,875	\$1,750	\$1,915
Class 2: Moderate risk	\$865	\$1,030	\$885	\$1,050
Class 3: Low risk	\$485	\$650	\$495	\$660
Class 4: Minimal risk	\$260	\$425	\$265	\$430
Class 5: Minimal risk low flow	\$130	N/A	N/A	N/A
Application fee	\$100		\$100	
Re-inspection fee	\$120		\$125	
Late payment additional fee	\$105		\$105	
Transfer additional fee	\$50		\$50	

Trade Waste User Charges

	2022–23	2023–24
Flow	\$0.537 per cubic metre	\$0.549 per cubic metre

Total suspended solids	\$1.165 per kilogram	\$1.192 per kilogram
COD (chemical oxygen demand)	\$0.408 per kilogram	\$0.417 per kilogram

WATER

	2022–23	2023–24
Water connection fee	\$120.00	\$130.00
Fee for use of water by builders on unmetered industrial and commercial sites	\$120.00	\$130.00
Charge for ordinary supply Class 2 Water		
Minimum charge		
Normal users per cubic metre		
Per cubic metre	\$2.68	\$3.35
In excess of 100,000 cubic metres	\$1.92	Charge removed in 2023-24.
Water supplied by hydrant		
Per cubic metre	\$2.68	\$3.35
Minimum charge	120.00	\$130.00