

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE PLANNING COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 12 APRIL 2011 AT 10.30 AM

PRESENT:

John Bishop (Chairman)
Claire Barlow (Mayor)
Annette Money
Peter Maxwell
Graeme Page
Evan Williams
Graham Smith

IN ATTENDANCE:

Glen Innes (Chief Executive Officer)
Nathan Hole (Manager – Planning and Regulations)
Rosemary Moran (Committee Clerk)

V VISITORS:

The Chairman welcomed South Canterbury Rural Fire Officer Rob Hands to the meeting.

Mr Hands gave a brief overview of the function of the South Canterbury Rural Fire Committee and the Council's role. He noted that ownership and responsibility for the plant and equipment used in the District remained with the Council.

He explained that the rural fire tankers used solely to control rural fires outside the urban areas of Fairlie, Tekapo and Twizel were stored in the local urban volunteer fire brigade facilities.

Mr Hands referred to the Rural Fire Committee's replacement strategy and guidelines. He noted in particular his anxiety about the Tekapo situation in that it was remote from supporting resources and the current tanker held only 1,800 litres. The capacity of a new tanker would be 6,000 litres. He said the Defence Department played no part in rural fire control apart from a Memorandum of Understanding that it would help if it could.

He explained the specifications for the replacement tanker and his on-going negotiations with the National Rural Fire Authority for such appliances to be eligible for subsidy funding because although they were stored within urban areas (which was at odds with the subsidy funding policy), the predetermined response did not provide for them to attend fires within urban areas. He said if the Council approved funding for the replacement Tekapo appliance, he would be applying to the Authority for subsidy funding.

In response to a query from Cr Page, Mr Hands explained that the replacement schedule in Council's Long Term Plan complied with the SCRFC's replacement strategy and guidelines. It was noted that after 2017, no major capital expenditure was anticipated for plant and equipment.

The Chairman thanked Mr Hands who left the meeting at 11.35 am.

The meeting was adjourned at 11.35 am and reconvened at 5.40 pm.

I APOLOGIES:

There were no apologies.

II DECLARATIONS OF INTEREST:

There were no declarations of interest.

III MINUTES:

The Minutes of the meeting of the Planning Committee held on 1 March 2011 were confirmed and adopted as the correct record of the meeting.

Graeme Page/Graeme Smith

IV REPORTS:

1. **SOUTH CANTERBURY RURAL FIRE COMMITTEE STATEMENT OF INTENT:**

This report from the Manager – Planning and Regulations was accompanied by the draft 2011/2012 Statement of Intent for the South Canterbury Rural Fire Committee.

Resolved:

1. That the report be received.
2. That the Draft South Canterbury Rural Fire Committee Statement of Intent for 2011/2012 be adopted.

Claire Barlow/Peter Maxwell

2. **DOG CONTROL FEES AND LEVEL OF SERVICE:**

This report from the Manager – Planning and Regulations recommended dog control fees for 2011/12 and discussed property visits using existing staff.

Resolved that the report be received.

Peter Maxwell /Claire Barlow

Resolved:

1. That the following dog fees for 2011/2012 be adopted:
 - Working dogs \$13.50
 - Domestic dogs \$61.50
 - Selected owners \$36.50
2. That the increased level of service of undertaking some property visits using existing staff capacity be accepted.

Graeme Page/Graham Smith

3. ENVIRONMENT COURT APPEAL – ALLAN TIBBY SUBDIVISION CONSENT, PUKAKI DOWNS:

This report was accompanied by a copy of the appeal and sought approval to mediate the appeal on behalf of the Council.

Resolved:

1. That the report be received.
2. That authority be delegated to the Manager – Planning and Regulations to mediate on behalf of the Council, the appeal of a subdivision consent by Allan Tibby, Pukaki Downs.

Peter Maxwell/Annette Money

4. MACKENZIE PROPERTIES RIGHT-OF-WAY LEASE:

This report from the Manager – Planning and Regulations was accompanied by the lease document for a limited term lease for access across Council owned REC-P land.

Resolved:

1. That the report be received.
2. That the Committee agrees to the use of the land for a two way access rather than single lane entry only as previously resolved on 14 December 2010.

Graham Smith/Annette Money

Resolved that the lease, with an amendment that the annual charge be reduced to \$450.00 plus GST, be forwarded to Mackenzie Properties Ltd for signing.

Graeme Page/Evan Williams

5. PLANNING AND REGULATORY 2011/12 FEES AND CHARGES:

This report from the Manager – Planning and Regulations sought to amend the Planning and Regulatory fees and charges for 2011 /2012.

Resolved:

1. That the report be received.
2. That the Planning and Regulatory fees attached to this record, be adopted for 2011/12.

Graeme Smith/Annette Money

RURAL FIRE APPLIANCE FOR LAKE TEKAPO:

The Manager – Finance and Administration referred to the presentation by South Canterbury Rural Fire Officer Rob Hands and in particular the replacement of the Lake Tekapo Rural Fire Tanker. He said the \$85,000 provision for the item remained in the draft budgets for 2011/2012.

Resolved that the budget of \$85,000 for the Lake Tekapo Rural Fire Tanker be confirmed.

Peter Maxwell/Claire Barlow

**THERE BEING NO FURTHER BUSINESS THE
CHAIRMAN DECLARED THE MEETING CLOSED AT 6.10 PM**

CHAIRMAN: _____

DATE: _____

| | |
|-------------------------------|-----------------|
| Surrender of resource consent | \$250 (deposit) |
|-------------------------------|-----------------|

RESOURCE MANAGEMENT FEES AND CHARGES

The following fees and charges shall apply to all Resource Management applications for the period 1 July 2011 to 30 June 2012. It is Council policy to recover all fair and reasonable costs associated with processing of applications for resource consents, administration supervision and monitoring of resource consents in accordance with Section 36 of the Resource Management Act 1991.

| Project | 2011/12 Incl GST \$ |
|--|--|
| Land information memorandum (LIM) per rating unit. | \$195 for 10 day and \$280 for 2 day turnaround |
| Certificate of Title Search | \$25 |
| Subdivision | |
| Subdivision consent – less than 5 additional lots | \$615 (deposit) |
| Subdivision consent – more than 5 additional lots | \$1,230 (deposit) |
| S223 (individual application) | \$260 (deposit) |
| S223 & S224 combined application or individual S224 | \$410 (deposit) |
| S226 | \$360 (deposit) |
| Lapsing period extension | \$310 (deposit) |
| Land Use | |
| Alteration to heritage building | No charge |
| Controlled activity | \$410 (deposit) |
| Restricted Discretionary activity | \$410 (deposit) |
| Discretionary activity | \$615 (deposit) |
| Non complying activity | \$820 (deposit) |
| Fees Applying to all Planning Applications | |
| Administration (this is included in the deposit fee for each activity) | \$155 |
| Public notification (where required) | \$2,045 (deposit) |
| Limited notification (where required) | \$1,025 (deposit) |
| Plan Changes | |
| District Plan change | \$5,115 (deposit) |
| Other Applications | |
| Designation | \$3,070 (deposit) |
| Outline plan approval | \$515 (deposit) |
| Outline plan waiver | \$205 (deposit) |
| Certificate of compliance | \$360 (deposit) |
| Certificate of existing use | \$360 (deposit) |
| Change or cancellation of conditions | \$515 (deposit) |
| Section 348 LGA 1974 – ROW's | \$410 (deposit) |

| | 2011/12 Incl GST \$ | | | | | | | | | | |
|-------------------------------------|---|---------------------|--------------------------|------------------------|--------------------------|------------------|--------------------------|---------------------|------------|---------------------|-------------|
| Other | | | | | | | | | | | |
| Cost recovery | The application fees scheduled here are only deposit fees. If costs are incurred over and above the deposit fee the Council will recover all actual and reasonable charges. This includes mileage charged at a rate of \$0.72/km and staff time charged out at the scheduled rates below. | | | | | | | | | | |
| Monitoring | Council policy is to recover all fair and reasonable costs associated with compliance checks on consent conditions in accordance with Section 36 of the RMA. | | | | | | | | | | |
| Issuing an Abatement Notice | \$310 | | | | | | | | | | |
| Noise Monitoring & Noise Complaints | Council policy is to recover all fair and reasonable costs associated with compliance checks on consent conditions in accordance with Section 36 of the RMA. Responding to noise complaints is charged at \$95 per call out (based on 1 hour minimum charge, if response time exceeds 1 hour added costs will be incurred. | | | | | | | | | | |
| Staff Charge out rates | <table> <tr> <td>Planning staff</td> <td>\$86.90/hr</td> </tr> <tr> <td>Senior Planning staff</td> <td>\$97.10/hr</td> </tr> <tr> <td>Planning Manager</td> <td>\$132.90/hr</td> </tr> <tr> <td>Engineering Officer</td> <td>\$86.90/hr</td> </tr> <tr> <td>Engineering Manager</td> <td>\$132.90/hr</td> </tr> </table> | Planning staff | \$86.90/hr | Senior Planning staff | \$97.10/hr | Planning Manager | \$132.90/hr | Engineering Officer | \$86.90/hr | Engineering Manager | \$132.90/hr |
| Planning staff | \$86.90/hr | | | | | | | | | | |
| Senior Planning staff | \$97.10/hr | | | | | | | | | | |
| Planning Manager | \$132.90/hr | | | | | | | | | | |
| Engineering Officer | \$86.90/hr | | | | | | | | | | |
| Engineering Manager | \$132.90/hr | | | | | | | | | | |
| Council Hearings panel | Chair \$86.90 per hearing hour and member \$69.50 per hearing hour (set by Remuneration Authority) | | | | | | | | | | |
| Independent Commissioners | \$1230/day (not more than) | | | | | | | | | | |
| Consultants | <table> <tr> <td>Planning Consultant</td> <td>\$155/hr (not more than)</td> </tr> <tr> <td>Engineering Consultant</td> <td>\$205/hr (not more than)</td> </tr> <tr> <td>Legal Advice</td> <td>\$355/hr (not more than)</td> </tr> </table> | Planning Consultant | \$155/hr (not more than) | Engineering Consultant | \$205/hr (not more than) | Legal Advice | \$355/hr (not more than) | | | | |
| Planning Consultant | \$155/hr (not more than) | | | | | | | | | | |
| Engineering Consultant | \$205/hr (not more than) | | | | | | | | | | |
| Legal Advice | \$355/hr (not more than) | | | | | | | | | | |

ENVIRONMENTAL HEALTH FEES AND CHARGES

The following fees and charges shall apply to all Environmental Health applications for the Period 1 July 2011 to 30 June 2012. It is Council policy to recover all fair and reasonable costs associated with processing of applications, administration, supervision and monitoring of Environmental Health services in accordance with Section 7 of the Health (Registration of Premises) Regulations 1966.

| | 2011/12 Incl GST \$ |
|----------------------------------|------------------------------------|
| ITEM | COST |
| Food Premises | \$205.00 |
| Camping Ground Registration | \$155.00 |
| Hairdressers | \$95.00 |
| Mobile Shop (food premise) | \$205.00 |
| Mobile Shop (set by legislation) | \$115.00 |
| Offensive Trade | \$155.00 |
| Transfer Fee | \$75.00 |
| Re-Inspection Fee | At cost plus mileage |

DOG CONTROL FEES FOR 2010/11

Registration fee is GST inclusive

| | | |
|-----------------------|---------|----------|
| Neutered Domestic Dog | \$36.50 | Each dog |
| Domestic Dog | \$61.50 | Each dog |
| Working Dog | \$13.50 | Each dog |
| Menacing | \$80.00 | Each dog |

Example of registration fees

| | One Dog | Two Dogs | Three Dogs | Four Dogs | Five Dogs | Six Dogs | Seven Dogs |
|---------------------|----------------|-----------------|-------------------|------------------|------------------|-----------------|-------------------|
| Domestic Dog | \$61.50 | \$123.00 | | | | | |
| Working Dog | \$13.50 | \$27.00 | \$40.50 | \$54.00 | \$67.50 | \$81.00 | \$94.50 |

Domestic dogs will be classified as those dogs which **do not** meet the definition of a working dog contained within the Dog Control Act 1996.

A **Penalty Fee for not registering a dog** will be imposed after 1 August 2011 of 50% of the appropriate fee.

For clarity, those owners that the Council's Selected Owner Policy applies, the fees are:

| | |
|-----------------------|---------|
| Neutered domestic dog | \$36.50 |
| Domestic dog | \$36.50 |
| Working dog | \$13.50 |
| Menacing dog | \$80.00 |

Replacement dog tags **FREE**

IMPOUNDING FEES

| | |
|--------------------------------|----------|
| First impound | \$80.00 |
| Additional impound of same dog | \$130.00 |
| Daily pound fee | \$15.00 |

Note: the first and additional impoundment fees relate to the period 1 July 2011 to 30 June 2012.

Call Out Fees

A call out fee of \$55 will apply and be charged to the owner of a dog that has been identified wandering or causing a minor nuisance. This fee may be imposed over and above any infringement fine that Council may issue.

All known owners will be forwarded an account for registration of their dog(s) during June 2011. All dogs of three months or more must be registered by the due date of **31 July 2011**.

Payment of registration fees can be made in instalments up to 31 July 2011. Registration fees can be made at the Fairlie and Twizel Council offices.

Stock Control

| | |
|--|----------|
| Call out for wandering stock | \$55.00 |
| Call out for wandering stock – second offence (within any 12 month period) | \$105.00 |
| Call out for wandering stock – third offence (within any 12 month period) | \$205.00 |

BUILDING CONSENT FEES

The following fees and charges shall apply to all Building Consent applications for the Period 1 July 2011 to 30 June 2012. It is Council policy to recover all fair and reasonable costs associated with processing of applications, administration, supervision and monitoring of building consents in accordance with Section 219 of the Building Act 2004.

Fees are GST inclusive.

| BUILDING CONSENTS | 2011/2012 Incl GST \$ |
|---|---|
| LODGEMENT AND ADMINISTRATION (includes building consent application, record maintenance) | \$260.00 |
| TECHNICAL PROCESSING (under the building code and MDC alternative solutions technical manuals and planning check under the District Plan) | Building Officer \$95/hr Senior Building Officer \$120/hr Building Manager \$130/hr |
| INSPECTIONS (New dwelling will receive a minimum of 9 inspections, however further inspections may be required due to the complexity of the work involved) | \$155/inspection for minor projects. Major projects at scheduled staff rates and mileage at \$0.72/km. |
| AMENDED PLANS | At scheduled staff rates |
| AMENDED BUILDING CONSENT | At scheduled staff rates |
| SOLID FUEL FIRE (includes PIM) | \$220.00 (total fee including admin, PIM and CCC) |
| NZ FIRE SERVICE SECTION 46 NOTICE | At scheduled staff rates |
| DEMOLITION | \$105.00 |
| CODE OF COMPLIANCE | \$80.00 |
| WAIVERS AND MODIFICATIONS | At scheduled staff rates |
| OTHER CHARGES | |
| PIM- MINOR WORK (includes glasshouses, pergolas, garden sheds. small additions and garages) | \$80.00 |
| PIM- MAJOR WORK (Dwellings, alternations/additions, commercial work, industrial work) | \$310.00 |
| EXTRA INSPECTION (non-compliance with building requirements, including inspection for Notice to Rectify) | \$155.00 plus travel expenses |
| NOTICE TO FIX-base charge | At scheduled staff rates |

| | |
|---|--|
| (further costs may be incurred depending time taken to process the Notice to Fix) | |
| STATISTICAL RETURNS | \$125/year |
| FENCING OF SWIMMING POOL EXEMPTION | At scheduled staff rates. |
| CERTIFICATE UNDER SALE OF LIQUOR ACT (includes inspection) | \$80.00 |
| CHANGE OF USE/EXTENSION OF LIFE | At scheduled staff rates |
| WAIVERS AND MODIFICATIONS | At scheduled staff rates. |
| SECTION 73 CERTIFICATE (building on land subject to natural hazard) | \$155.00 deposit plus scheduled staff rates. |
| SECTION 77 CERTIFICATE (build on 2 or more allotments) | \$155.00 deposit plus scheduled staff rates. |
| MARQUEES | \$105.00 |
| WARRANT OF FITNESS (at time of application for building consent) | \$205.00 |
| WARRANT OF FITNESS (Audit of annual warrant of fitness) | \$55.00 admin plus inspection based on scheduled staff rates |
| CERTIFICATE OF ACCEPTANCE: | \$255 deposit plus scheduled staff rates. |
| COMPLIANCE SCHEDULES | |
| Annual Schedule | \$55.00 |
| New Compliance Schedule | \$180.00 |

BUILDING CONSENT FEES CONT...**Other Fees and Levies**

A building research levy of \$1.02 for each \$1,000 (or part thereof) and a Ministry of Housing & Building levy of \$2.01 per \$1,000 (or part thereof) of the total value of all buildings of \$20,000 or more must be added to the consent fees scheduled on the previous page.

A building research levy of \$1.02 and a Ministry of Housing and Building levy of \$2.01 for each \$1000 or part thereof of the total value of all buildings of \$20,000 or more must be added to the above consent fee.

A Building Consent Accreditation fee of \$1.02 per \$1,000 (or part thereof) of work over the amount of \$20,000 must be added to the consent fees scheduled on the previous page.

General

Due to the nature and complexity of some applications (eg multi-complex units and multi storey commercial developments) a dedicated job cost centre for the project will be developed and all actual and reasonable charges will be levied to the applicant. This includes mileage charged at a rate of 72 cents/km and staff time charged out in the schedule of fees.

Council may not accept any application for Certificate of Acceptance for any major work as defined in this schedule.

Cancelled Work- Refunds may be approved on fees for the above work and subject to Council retaining actual and reasonable costs.

Important Note

All building consents received by the Council will be receipted. An assessment for processing the application, including the number of inspections required to be carried out to ensure compliance with the Act and Building Code will be made at that stage. A schedule of charges will be made and an invoice generated. The building consent will not be issued until the schedule of charges have been paid to the Council.

SALE OF LIQUOR AND GAMING MACHINE LICENSING CHARGES

| | 2011/12 Incl GST \$ |
|---|------------------------------------|
| ON/OFF LICENCE AND CLUB LICENCE | |
| Renewal of licence | \$793.20 |
| Variation of licence | \$793.20 |
| Cancellation of licence | \$793.20 |
| Renewal and variation to licence | \$793.20 |
| Temporary on authority | \$134.90 |
| Temporary off authority | \$134.90 |
| Wine licence | \$102.20 |
| ENDORSED BYO (S.28) | |
| New licence | \$134.90 |
| Renewal of licence | \$134.90 |
| Variation or cancellation of licence | \$134.90 |
| MANAGERS CERTIFICATE | |
| New certificate | \$134.90 |
| Renewal of certificate | \$134.90 |
| OTHER | |
| Special licence | \$64.40 |
| APPLICATION FEE, certificate required under the sale of Liquor act with respect to Resource Management Act and Building Act | \$81.80 |
| NEW GAMING VENUE LICENCE | \$204.40 |