

## Included Instructions

- [Overview of Development Costs](#)
- [Scenarios showing when Development Costs by Elements vs. Total Development Cost are shown](#)
- [Resume verification](#)
- [Not charging building assessment fees during verification](#)
- [Mixture of charging and not charging building assessment fees at verification](#)
- [Charge building assessment fees at verification](#)
- [Charge building assessment fees for classes 2-9](#)
- [Update the Total Development Cost](#)

## Overview of Development Costs

During the verification of the planning/building consent, the **Development Costs** section will show either the 'Development Cost by Elements' or the 'Total Development Costs'.

To identify which scenarios will show the 'Development Cost by Elements' during consent verification and assessment, and development approval refer to [Scenarios: when Development Costs by Elements vs. Total Development Cost are shown](#).

## Development Costs by Element

During the verification of a consent, the **Development Costs by Element** allows assessors to provide an 'Estimated Development Cost' (when not provided by an applicant) to calculate the building assessment fees based on the building classification for a planning element.

When additional element(s) are added during planning verification the element(s) it is automatically added with a \$0 estimated development cost and a 'Not Applicable' building classification.

### Development Costs

**i** For the calculation of building consent, a breakdown of the development costs (excluding fit-out costs) and a building classification is required. [Information on Building Classifications](#)

Noting, for developments that consist of multiple planning elements (e.g. 3 x new housing) then enter the total development cost of all 3 houses (e.g. \$125,000 x 3 = \$375,000).

Planning Element	Estimated Development Cost (excluding fit-out costs)	Building Classification
New housing	\$ 0	Not Applicable

#### Total Development Cost (excluding fit-out costs)

\$ 500,000

The total of the estimated development costs must equal the Total Development Cost.

Field	Description
<b>Planning Element</b>	Chosen by both applicant during application submission and planning assessor during verification of the planning consent.  <b>NB:</b> The planning element(s) cannot be edited (delete or add) during Building Verification or Assessment.
<b>Estimated Development cost</b>	Entered by the applicant or the \$0 default is used when the applicant is unsure of cost.
<b>Building Classification</b>	Defaults to 'Not Applicable'.
<b>Total Development Cost</b>	Defaults with the cost entered by the applicant during application submission.

## Building Classification and the link to the Building Assessment Fees

The Building Classification defaults to 'Not Applicable' for each element(s) and available from the field drop-down are:

- Building Assessment – Class 1
- Building Assessment – Class 10
- Building Assessment – Classes 2 – 9

For more information on building classes read [Understanding the National Construction Code \(NCC\) – Building Classifications](#).

Within the **Fee Request** page the 'Building Classification' allocated for each of the planning elements will:

- automatically select the Building Assessment – Class fee
- automatically create a single or multiple Building Assessment – Class fee
- calculate the Building Assessment – Class 'statutory' fee based on the estimated development cost.

## Not charging building assessment fees at verification

The below example shows how to complete the 'Development Costs by Element' in order to charge building assessment fees at late date / stage by leaving the estimated development cost (\$0) and 'Not Applicable' default as the building classification.

Complete the '[Not charging building assessment fees during verification](#)' instructions.

Planning Element	Estimated Development Cost (excluding fit-out costs)	Building Classification
New housing	\$ 0	Not Applicable
<b>Total Development Cost (excluding fit-out costs)</b>		
\$ 500,000		
<small>The total of the estimated development costs must equal the Total Development Cost.</small>		

This example shows how an 'Estimated Development Cost' has been provided by either the applicant or the assessing officer with no change to the 'Not Applicable' building classification.

Planning Element	Estimated Development Cost (excluding fit-out costs)	Building Classification
New housing	\$ 188,000	Not Applicable
Dwelling alteration or addition	\$ 5,000	Not Applicable
Shed	\$ 7,000	Not Applicable
<b>Total Development Cost (excluding fit-out costs)</b>		
		\$ 200,000

The total of the estimated development costs must equal the Total Development Cost.

## Mixture of charging and not charging building assessment fee at verification

To charge building assessment fees during verification of the planning/building consent an 'Estimated Development Cost' must be added for each of the planning elements. For the planning element(s) being charged 'now' – allocate a building classification; and for the planning elements being charged 'later' leave the 'Not Applicable' default as the building classification.

Planning Element	Estimated Development Cost (excluding fit-out costs)	Building Classification
New housing	\$ 188,000	Building Assessment - Class 1
Dwelling alteration or addition	\$ 5,000	Not Applicable
Shed	\$ 7,000	Not Applicable
<b>Total Development Cost (excluding fit-out costs)</b>		
		\$ 200,000

The total of the estimated development costs must equal the Total Development Cost.

Complete the [Mixture of charging and not charging building assessment fees at verification](#) instructions.

## Charging building assessment fee at verification

To charge building assessment fees during verification of the planning/building consent, you must add an 'Estimated Development Cost' and allocate a 'building classification' for each of the planning elements.

Planning Element	Estimated Development Cost (excluding fit-out costs)	Building Classification
New housing	\$ 188,000	Building Assessment - Class 1
Dwelling alteration or addition	\$ 5,000	Building Assessment - Class 1
Shed	\$ 7,000	Building Assessment - Class 10
<b>Total Development Cost (excluding fit-out costs)</b>		
		\$ 200,000

The total of the estimated development costs must equal the Total Development Cost.

Complete the [Charge building assessment fees at verification](#) instructions.

## Total Development Cost and the sum of the Estimated Development Costs are different

Element(s) with an 'Estimated Development Cost' that are removed during planning verification (provided by the applicant or the assessing officer) will trigger a message advising that the Total Development Cost is greater or less than the sum of the Estimated Development Costs.

The same message is shown when the assessor enters a different 'Estimated Development Costs' amount to the totals previously calculated.

To correct the differences, update the:

- **Total Development Cost** to match the sum of the Estimated Development Costs, or
- **Estimated Development Costs** to match the Total Development Cost.

### Development Costs

**i** For the calculation of building consent, a breakdown of the development costs (excluding fit-out costs) and a building classification is required.  
[Information on Building Classifications](#)

Noting, for developments that consist of multiple planning elements (e.g. 3 x new housing) then enter the total development cost of all 3 houses (e.g. \$125,000 x 3 = \$375,000).

Planning Element	Estimated Development Cost (excluding fit-out costs)	Building Classification
New housing	\$ 190,000	Building Assessment - Class 1 <span style="float: right;">▼</span>
Dwelling alteration or addition	\$ 5,000	Not Applicable <span style="float: right;">▼</span>
Shed	\$ 7,000	Not Applicable <span style="float: right;">▼</span>

**Total Development Cost (excluding fit-out costs)**

\$ 200,000

The total of the estimated development costs must equal the Total Development Cost.

**i** **Development Cost:** The entered development cost is **less** than the total estimated development cost. Adjust the 'What do you want to do' development cost or update the proposed total development cost within the Development Details page.

GO BACK

SAVE DRAFT

NEXT

How to...

# Charge building assessment fees during the verification of planning / building consent



## Total Development Cost

5

During the verification of a consent, the **Total Development Cost** allows assessors to update the Total Development Cost provided by the applicant in order to calculate the planning and building consent fees.

To identify which scenarios will show the 'Total Development Cost' during consent verification and assessment, and development approval refer to [Scenarios showing when Development Costs by Elements vs. Total Development Cost are shown](#).

> **Nature and Cost of Development**

- Fee Request
- Summary

### Development Costs

**Total Development Cost (excluding fit-out costs)\***

\$ 6,000

GO BACK      SAVE DRAFT      NEXT

How to...

# Charge building assessment fees during the verification of planning / building consent



## Scenarios: when Development Costs by Elements vs. Total Development Cost are shown

PLANNING / LAND DIVISION RELEVANT AUTHORITY	LAND DIVISION RELEVANT AUTHORITY	TRANSITIONAL APPLICATION	BUILDING RELEVANT AUTHORITY	DEVELOPMENT APPROVAL COUNCIL
Council <b>DEVELOPMENT COSTS BY ELEMENT</b>	NOT APPLICABLE	NOT APPLICABLE	Council <b>DEVELOPMENT COSTS BY ELEMENT</b>	<b>DEVELOPMENT COSTS BY ELEMENT</b>
NOT APPLICABLE	NOT APPLICABLE	PLANNING GRANTED	Council <b>DEVELOPMENT COSTS BY ELEMENT</b>	<b>DEVELOPMENT COSTS BY ELEMENT</b>
Accredited Professional <b>TOTAL DEV. COST</b>	NOT APPLICABLE	NOT APPLICABLE	Council <b>DEVELOPMENT COSTS BY ELEMENT</b>	<b>DEVELOPMENT COSTS BY ELEMENT</b>
NOT YET SUBMITTED (initiated)	NOT APPLICABLE	NOT APPLICABLE	Council <b>DEVELOPMENT COSTS BY ELEMENT</b>	<b>DEVELOPMENT COSTS BY ELEMENT</b>
NOT APPLICABLE	NOT APPLICABLE	PLANNING GRANTED	Accredited Professional <b>TOTAL DEV. COST</b>	<b>TOTAL DEV. COST</b>
Council <b>TOTAL DEV. COST</b>	Council <b>TOTAL DEV. COST</b>	NOT APPLICABLE	Accredited Professional <b>TOTAL DEV. COST</b>	<b>TOTAL DEV. COST</b>
NOT YET SUBMITTED (initiated)	NOT APPLICABLE	NOT APPLICABLE	Accredited Professional <b>TOTAL DEV. COST</b>	<b>TOTAL DEV. COST</b>
Accredited Professional <b>TOTAL DEV. COST</b>	Council <b>DEVELOPMENT COSTS BY ELEMENT</b>	NOT APPLICABLE	NOT APPLICABLE	<b>TOTAL DEV. COST</b>
Accredited Professional <b>TOTAL DEV. COST</b>	NOT APPLICABLE	NOT APPLICABLE	Accredited Professional <b>TOTAL DEV. COST</b>	<b>TOTAL DEV. COST</b>
Council <b>TOTAL DEV. COST</b>	NOT APPLICABLE	NOT APPLICABLE	NOT YET SUBMITTED (initiated)	When the relevant authority for building is Council then show
Accredited Professional <b>TOTAL DEV. COST</b>	NOT APPLICABLE	NOT APPLICABLE	NOT YET SUBMITTED (initiated)	<b>DEVELOPMENT COSTS</b> otherwise show <b>TOTAL DEV. COST</b>

## Resume verification

1. Click on **Resume Verification**.

The **Estimated Development Cost** field will be blank and defaults to 'Not Applicable' as the **Building Classification**. Click **Next** to continue.

### Development Costs

**i** For the calculation of building consent, a breakdown of the development costs (excluding fit-out costs) and a building classification is required. [Information on Building Classifications](#)

Noting, for developments that consist of multiple planning elements (e.g. 3 x new housing) then enter the total development cost of all 3 houses (e.g. \$125,000 x 3 = \$375,000).

Planning Element	Estimated Development Cost (excluding fit-out costs)	Building Classification
New housing	<input type="text"/>	Not Applicable

**Total Development Cost (excluding fit-out costs)**

The total of the estimated development costs must equal the Total Development Cost.

SAVE DRAFT **NEXT**

The **Estimate Development Cost** field is outlined and the prompt: 'A value is required' will display.

### Development Costs

**i** For the calculation of building consent, a breakdown of the development costs (excluding fit-out costs) and a building classification is required. [Information on Building Classifications](#)

Noting, for developments that consist of multiple planning elements (e.g. 3 x new housing) then enter the total development cost of all 3 houses (e.g. \$125,000 x 3 = \$375,000).

Planning Element	Estimated Development Cost (excluding fit-out costs)	Building Classification
New housing	<input type="text"/>	Not Applicable

**Total Development Cost (excluding fit-out costs)**

The total of the estimated development costs must equal the Total Development Cost.

SAVE DRAFT **NEXT**



2. Complete one of the following instructions to continue with the verification.

- [Not charging building assessment fees during verification](#)
- [Mixture of charging and not charging building assessment fees at verification](#)
- [Charge building assessment fees at verification](#)
- [Charge building assessment fees for classes 2-9](#)

### Development Costs

**i** For the calculation of building consent, a breakdown of the development costs (excluding fit-out costs) and a building classification is required. [Information on Building Classifications](#)

Noting, for developments that consist of multiple planning elements (e.g. 3 x new housing) then enter the total development cost of all 3 houses (e.g. \$125,000 x 3 = \$375,000).

Planning Element	Estimated Development Cost (excluding fit-out costs)	Building Classification
New housing	<input type="text"/>	Not Applicable <span>▼</span>

**Total Development Cost (excluding fit-out costs)**

The total of the estimated development costs must equal the Total Development Cost.

SAVE DRAFT

NEXT

## Not charging building assessment fees during verification

9

It is up to the assessing relevant authority to determine if building assessment fees are to be charged at:

- verification of the planning consent, or
- verification of the building consent, or
- Development Approval.

When the assessing officer decides to charge the building assessment fees during the assessment of the planning/building consent then the 'Determine Additional Fees' option can be used.

### Complete the Development Cost

1. Leave the **Estimated Development Cost** as the default (\$0) or value provided by the applicant.
2. Leave the **Building Classification** default of 'Not Applicable' for each of the planning element(s).
3. As required, update the **Total Development Cost**.

When the applicant has provided an 'estimated development cost' a warning message will show advising the Total Development Cost is less/greater than the sum of the Estimated Development Costs. To resolve the difference, update the Estimated Development Cost(s) to equal the Total Development Cost.

4. Click **NEXT** to continue.

### Development Costs

**i** For the calculation of building consent, a breakdown of the development costs (excluding fit-out costs) and a building classification is required.  
[Information on Building Classifications](#)

Noting, for developments that consist of multiple planning elements (e.g. 3 x new housing) then enter the total development cost of all 3 houses (e.g. \$125,000 x 3 = \$375,000).

Planning Element	Estimated Development Cost (excluding fit-out costs)	Building Classification
New housing	\$ 0	Not Applicable ▼
Dwelling alteration or addition	\$ 0	Not Applicable ▼
Shed	\$ 0	Not Applicable ▼

**Total Development Cost (excluding fit-out costs)**

\$ 200,000

The total of the estimated development costs must equal the Total Development Cost.

GO BACK

SAVE DRAFT

NEXT

The **Fee Request** page shows with the following:

- **Development Cost** shows the 'updated' Total Development Cost (as applicable).
- Electronic lodgement fee defaults when first consent being assessed.

5. Click **NEXT** to continue.

- ✓ [Relevant Authority](#)
- ✓ [Verify Documentation](#)
- ✓ [Confirm Consent](#)
- ✓ [Nature and Cost of Development](#)
- ▶ [Fee Request](#)
- [Summary](#)

## Fee Request

**⚠** The Electronic Lodgement fee only needs to be charged once per application, and must be charged on the first consent to be issued through the Portal. Please review the payment history before charging fees to ensure the Electronic Lodgement fee isn't charged twice. Also check the Payment History to ensure the Compliance fees are not charged twice.

**Consent Sought:** Building Consent

**Development Cost:** \$200,000

### All fees raised on this application

No previous fees have been raised for this application

LODGE

PLANNING CONSENT

BUILDING CONSENT

COMPLIANCE

Building Assessment - Class 1

Building Assessment - Class 10

Building Assessment - Classes 2-9

Building Assessment - Demolition

Certificate of occupancy

Change of Classification

Home Builder Development Approval Fee

Issue Essential Safety Provisions

Referral to Commission (Concurrence)

Referral to Commission (Opinion)

Description	Statutory Amount	Actual	GST Included	Reason for variation
Electronic Lodgement Fee				
Building Assessment - Class 1 <span style="font-size: small;">i</span>				<i>Reason for variation</i>
<b>Total Payable Fees</b>				

GO BACK

SAVE DRAFT

NEXT

Refer to the application [Fees and Charges](#) for the current financial year statutory amounts

## Resolving the Fee Discrepancy message

When a **Building Assessment – Class** checkbox is selected without a 'building classification' allocated to a planning element(s) a Building Assessment – Class fee is shown with a 'Fee Discrepancy' error message and NEXT is disabled.

Description	Statutory Amount	Actual	GST Included	Reason for variation
Electronic Lodgement Fee				
Building Assessment - Class 1 <input checked="" type="checkbox"/>				Reason for variation
<b>Total Payable Fees</b>				

Refer to the application [Fees and Charges](#) for the current financial year statutory amounts

**Fee Discrepancy:** Update the Development Costs within the Nature and Cost of Development page to invoice the selected Building Assessment – Class fee(s) or remove the selection to continue; invoicing the building assessment – class fees at a later stage.

GO BACK
SAVE DRAFT
NEXT

1. Deselect the Building Assessment – Class checkbox and NEXT will be enabled.
2. Click **NEXT** and continue to the next page or **GO BACK** to allocate a 'building classification' to charge building fees during planning/building verification.

- Relevant Authority
- Verify Documentation
- Confirm Consent
- Nature and Cost of Development
- > Fee Request**
- Summary

### Fee Request

**⚠** The Electronic Lodgement fee only needs to be charged once per application, and must be charged on the first consent to be issued through the Portal. Please review the payment history before charging fees to ensure the Electronic Lodgement fee isn't charged twice. Also check the Payment History to ensure the Compliance fees are not charged twice.

**Consent Sought:** Building Consent  
**Development Cost:** \$200,000

**All fees raised on this application**

No previous fees have been raised for this application

LODGE
PLANNING CONSENT
BUILDING CONSENT
COMPLIANCE

Building Assessment - Class 1  
 Building Assessment - Class 10  
 Building Assessment - Classes 2-9  
 Building Assessment - Demolition  
 Certificate of occupancy  
 Change of Classification

Home Builder Development Approval Fee  
 Issue Essential Safety Provisions  
 Referral to Commission (Concurrence)  
 Referral to Commission (Opinion)

Description	Statutory Amount	Actual	GST Included	Reason for variation
Electronic Lodgement Fee	\$180.00	\$180.00	\$0.00	
<b>Total Payable Fees</b>				

GO BACK

Refer to the application [Fees and Charges](#) for the current financial year statutory amounts

SAVE DRAFT
NEXT

## Mixture of charging and not charging building assessment fees at verification

1. The **Nature and Cost of Development** page is shown.

**Development Costs**

**i** For the calculation of building consent, a breakdown of the development costs (excluding fit-out costs) and a building classification is required.  
[Information on Building Classifications](#)

Noting, for developments that consist of multiple planning elements (e.g. 3 x new housing) then enter the total development cost of all 3 houses (e.g. \$125,000 x 3 = \$375,000).

Planning Element	Estimated Development Cost (excluding fit-out costs)	Building Classification
New housing	\$ 0	Not Applicable ▼
Dwelling alteration or addition	\$ 0	Not Applicable ▼
Shed	\$ 0	Not Applicable ▼

**Total Development Cost (excluding fit-out costs)**

\$ 200,000

The total of the estimated development costs must equal the Total Development Cost.

GO BACK
SAVE DRAFT
NEXT

2. Update the **Estimated Development Cost(s)** for each planning element.
3. Click on **Building Classification** field and select applicable Building Assessment – Class fee, e.g. Building Assessment – Class 1.
4. Leave ‘Not Applicable’ as the building classification for the remaining planning elements.
5. Click **NEXT** to continue.

Planning Element	Estimated Development Cost (excluding fit-out costs)	Building Classification
New housing	\$ 188,000	Building Assessment - Class 1 ▼
Dwelling alteration or addition	\$ 7,000	Not Applicable ▼
Shed	\$ 5,000	Not Applicable ▼

**Total Development Cost (excluding fit-out costs)**

\$ 200,000

The total of the estimated development costs must equal the Total Development Cost.

GO BACK
SAVE DRAFT
NEXT

The **Fee Request** page shows with the following:

- **Development Cost** shows the 'updated' Total Development Cost (as applicable).
- **Building Consent – Class 1** checkbox automatically selected.
- Building Consent – Class 1 fee record is created with a calculated statutory amount using the Estimated Development Cost, e.g. \$188,000.

6. Click **NEXT** to continue.

- ✓ Relevant Authority
- ✓ Verify Documentation
- ✓ Confirm Consent
- ✓ Nature and Cost of Development
- > Fee Request
- Summary

## Fee Request

▲ The Electronic Lodgement fee only needs to be charged once per application, and must be charged on the first consent to be issued through the Portal. Please review the payment history before charging fees to ensure the Electronic Lodgement fee isn't charged twice. Also check the Payment History to ensure the Compliance fees are not charged twice.

**Consent Sought:** Building Consent  
**Development Cost:** \$200,000

### All fees raised on this application

No previous fees have been raised for this application

LODGE MENT
PLANNING CONSENT
BUILDING CONSENT
COMPLIANCE

- Building Assessment - Class 1
- Building Assessment - Class 10
- Building Assessment - Classes 2-9
- Building Assessment - Demolition
- Certificate of occupancy
- Change of Classification

- Home Builder Development Approval Fee
- Issue Essential Safety Provisions
- Referral to Commission (Concurrence)
- Referral to Commission (Opinion)

Description	Statutory Amount	Actual	GST Included	Reason for variation
Electronic Lodgement Fee				
Building Assessment - Class 1 <span style="font-size: small;">i</span>				Reason for variation
<b>Total Payable Fees</b>				

Refer to the application [Fees and Charges](#) for the current financial year statutory amounts

GO BACK
SAVE DRAFT
NEXT

## Charge building assessment fees at verification

1. The **Nature and Cost of Development** page is shown.

**Development Costs**

**i** For the calculation of building consent, a breakdown of the development costs (excluding fit-out costs) and a building classification is required.  
[Information on Building Classifications](#)

Noting, for developments that consist of multiple planning elements (e.g. 3 x new housing) then enter the total development cost of all 3 houses (e.g. \$125,000 x 3 = \$375,000).

Planning Element	Estimated Development Cost (excluding fit-out costs)	Building Classification
New housing	\$ 0	Not Applicable ▼
Dwelling alteration or addition	\$ 0	Not Applicable ▼
Shed	\$ 0	Not Applicable ▼

**Total Development Cost (excluding fit-out costs)**

\$ 200,000

The total of the estimated development costs must equal the Total Development Cost.

GO BACK
SAVE DRAFT
NEXT

2. Update the **Estimated Development Cost(s)** for each planning element.
3. Click on the **Building Classification** field and select the applicable Building Assessment – Class fee; e.g. Building Assessment – Class 1.
4. Repeat until all planning element have a Building Classification allocated.
5. Click **NEXT** to continue.

Planning Element	Estimated Development Cost (excluding fit-out costs)	Building Classification
New housing	\$ 188,000	Building Assessment - Class 1 ▼
Dwelling alteration or addition	\$ 7,000	Building Assessment - Class 1 ▼
Shed	\$ 5,000	Building Assessment - Class 10 ▼

**Total Development Cost (excluding fit-out costs)**

\$ 200,000

The total of the estimated development costs must equal the Total Development Cost.

GO BACK
SAVE DRAFT
NEXT

The **Fee Request** page shows with the following:

- **Development Cost** shows the 'updated' Total Development Cost (as applicable).
- **Building Consent – Class 1 and 10** checkbox is automatically selected.
- Building Consent – Class 1 fee record is created for the 'New Housing' and 'Dwelling alteration or addition' with a calculated statutory amount using the Estimated Development Cost.
- Building Consent – Class 10 fee record is created for the 'Shed' with a calculated statutory amount using the Estimated Development Cost.

7. Click **NEXT** to continue.

- ✓ Relevant Authority
- ✓ Verify Documentation
- ✓ Confirm Consent
- ✓ Nature and Cost of Development
- > **Fee Request**
- Summary

## Fee Request

▲ The Electronic Lodgement fee only needs to be charged once per application, and must be charged on the first consent to be issued through the Portal. Please review the payment history before charging fees to ensure the Electronic Lodgement fee isn't charged twice. Also check the Payment History to ensure the Compliance fees are not charged twice.

**Consent Sought:** Building Consent

**Development Cost:** \$200,000

### All fees raised on this application

No previous fees have been raised for this application

LODGEMENT
PLANNING CONSENT
BUILDING CONSENT
COMPLIANCE

Building Assessment - Class 1

Building Assessment - Class 10

Building Assessment - Classes 2-9

Building Assessment - Demolition

Certificate of occupancy

Change of Classification

Home Builder Development Approval Fee

Issue Essential Safety Provisions

Referral to Commission (Concurrence)

Referral to Commission (Opinion)

Description	Statutory Amount	Actual	GST Included	Reason for variation
Electronic Lodgement Fee				
Building Assessment - Class 1 <span style="font-size: small;">i</span>				Reason for variation
Building Assessment - Class 1 <span style="font-size: small;">i</span>				Reason for variation
Building Assessment - Class 10 <span style="font-size: small;">i</span>				Reason for variation
<b>Total Payable Fees</b>				

GO BACK
SAVE DRAFT
NEXT

Refer to the application [Fees and Charges](#) for the current financial year statutory amounts

## Charge building assessment fees for classes 2-9

1. The **Nature and Cost of Development** page is shown.

> **Nature and Cost of Development**

- Referrals
- Public Notifications
- Fee Request
- Summary

### Development Costs

**i** For the calculation of building consent, a breakdown of the development costs (excluding fit-out costs) and a building classification is required.  
[Information on Building Classifications](#)

Noting, for developments that consist of multiple planning elements (e.g. 3 x new housing) then enter the total development cost of all 3 houses (e.g. \$125,000 x 3 = \$375,000).

Planning Element	Estimated Development Cost (excluding fit-out costs)	Building Classification
Motor repair station	\$ 0	Not Applicable ▼
Automotive collision repair	\$ 0	Not Applicable ▼
Internal building work	\$ 0	Not Applicable ▼
Shed	\$ 0	Not Applicable ▼

**Total Development Cost (excluding fit-out costs)**

\$ 810,000

The total of the estimated development costs must equal the Total Development Cost.

GO BACK

SAVE DRAFT

NEXT

2. Update the **Estimated Development Cost(s)** for each planning element.
3. Click on the **Building Classification** field and select the applicable Building Assessment – Class fee; e.g. Building Assessment – Classes 2-9.
4. Repeat until all planning elements have a Building Classification allocated.
5. Click **NEXT** to continue.

Planning Element	Estimated Development Cost (excluding fit-out costs)	Building Classification
Motor repair station	\$ 750,000	Building Assessment - Classes 2 - 9 ▼
Automotive collision repair	\$ 0	Not Applicable ▼
Internal building work	\$ 50,000	Building Assessment - Classes 2 - 9 ▼
Shed	\$ 10,000	Building Assessment - Class 10 ▼

**Total Development Cost (excluding fit-out costs)**

\$ 810,000

The total of the estimated development costs must equal the Total Development Cost.

GO BACK

SAVE DRAFT

NEXT

The **Fee Request** page shows with the following:

- **Development Cost** shows the 'updated' total development cost (as applicable).
- **Building Consent – Class 10 and Classes 2-9** checkboxes are automatically selected.
- Building Consent – Classes 2-9 fee record is created for the combined planning elements (e.g. Motor repair station and Internal Building work) with the calculated statutory amount using the **total** of the Estimated Development Cost with the building classification ' Building Assessment – Classes 2-9'; e.g. \$800,000.
- Building Consent – Class 10 fee record is created for the 'Shed' with a calculated statutory amount using the Estimated Development Cost.

8. Click **NEXT** to continue.

- ✓ [Relevant Authority](#)
- ✓ [Verify Documentation](#)
- ✓ [Elements](#)
- ✓ [Category of Development](#)
- ✓ [Confirm Consent](#)
- ✓ [Nature and Cost of Development](#)
- ✓ [Referrals](#)
- ✓ [Public Notifications](#)
- **Fee Request**
- Summary

## Fee Request

▲ The Electronic Lodgement fee only needs to be charged once per application, and must be charged on the first consent to be issued through the Portal. Please review the payment history before charging fees to ensure the Electronic Lodgement fee isn't charged twice. Also check the Payment History to ensure the Compliance fees are not charged twice.

**Consent Sought:** Planning Consent  
**Development Cost:** \$810,000

### All fees raised on this application

**No previous fees have been raised for this application**

LODGE
PLANNING CONSENT
BUILDING CONSENT
COMPLIANCE

Building Assessment - Class 1

Home Builder Development Approval Fee

Building Assessment - Class 10

Issue Essential Safety Provisions

Building Assessment - Classes 2-9

Referral to Commission (Concurrence)

Building Assessment - Demolition

Referral to Commission (Opinion)

Certificate of occupancy

Change of Classification

Description	Statutory Amount	Actual	GST Included	Reason for variation
Electronic Lodgement Fee				
Building Assessment - Class 10 ⓘ				Reason for variation
Building Assessment - Classes 2-9 ⓘ				Reason for variation
<b>Total Payable Fees</b>				

Refer to the application [Fees and Charges](#) for the current financial year statutory amounts

GO BACK
SAVE DRAFT
NEXT

## Update the Total Development Cost

1. The **Nature and Cost of Development** page is shown.

> **Nature and Cost of Development**  
Fee Request  
Summary

### Development Costs

Total Development Cost (excluding fit-out costs)\*  
\$ 6,000

GO BACK SAVE DRAFT NEXT

2. Update the **Total Development Cost** (as required).
3. Click **NEXT** to continue.

The **Fee Request** page shows with the following:

- **Development Cost** shows the 'updated' Total Development Cost (as applicable).
4. Click **NEXT** to continue.

### Fee Request

⚠ The Electronic Lodgement fee only needs to be charged once per application, review the payment history before charging fees to ensure the Electronic Lodger Compliance fees are not charged twice.

Consent Sought: Planning Consent  
Development Cost: \$6,000

#### All fees raised on this application

No previous fees have been raised for this application

LODGEMENT PLANNING CONSENT BUILDING CONSENT COMPLIANCE

Home Builder Development Approval Fee

Description
Electronic Lodgement Fee
<b>Total Payable Fees</b>

GO BACK