

Building Consent Application Checklist - Solid Fuel Heaters and Log Fires (including wetback system)



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Note: Residential Use Only

For Commercial, refer Commercial & Industrial Checklist

BUILDING ACT 2004

Applicants must tick boxes.

Applications may not be accepted or will be returned unprocessed if the application is not fully drawn and specified and accompanied by supporting documentation.

PROVIDE THE FOLLOWING WITH EVERY APPLICATION

Building Consent Fees

Building Consent fees are set in accordance with the standard Marlborough District Council fees. Building Consent fees will be invoiced at the time the Building Consent is issued.

1. The fees and charges for this building consent will be invoiced by Council. Invoices are due for payment on the 20th of the month following the invoice date. Council will charge interest on overdue invoices at 15% per annum from the date of issue to the date of payment. In the event of non-payment, legal and other costs of recovery will also be charged and recovery can be sought from the Applicant and/or the Agent.
2. Please make the invoice out to:

Owner Agent

(If neither is ticked, the invoice will be made out to the Owner).

Note: Additional administration charges may be incurred for any changes to the fee payer once the building consent is issued.

Application Form

- Fully complete all applicable sections (include the names and registration numbers for all LBPs involved with the project).
- Provide the correct legal description.
- Provide one copy of the current Record of Title less than 3 months old or a copy of a rates demand.
- State the project location (street address or location details as near as possible if no address).
- Sign and date the form.

Freestanding or Inbuilt Log Fires

Floor Plan (identifying proposed fire position, interior walls, interior doors and exit ways, and position of complying smoke alarms)

Note: A copy of your floor plan can be obtained from your property records held on the Marlborough District Council website - www.marlborough.govt.nz

- Location of the solid fuel appliance in the dwelling. Show any window or door that may affect the installation of the fire. If the flue extends through or past a second story, plans of the upper stories are also required.
- Location and type of smoke detectors (required where none are currently installed or where the existing detectors need to be replaced or moved).
- If wetback system included provide details for piping, cylinder, valving and venting.

Manufacturer's Specifications

- For correct installation and use of the solid fuel appliance.
- The specifications must relate to the specific make and model of fire being installed. Alternatively state the NZ Standard being applied.
- In towns and on small lots (less than 2 hectares) the appliance must comply with the Air Quality Regulations.

Flue Details

Where these are not included in the manufacturer's specifications:

- Complete the minimum height table overleaf.
- Include all venting requirements.

Weatherproofing Details

- Flashing details for the flue penetrations.

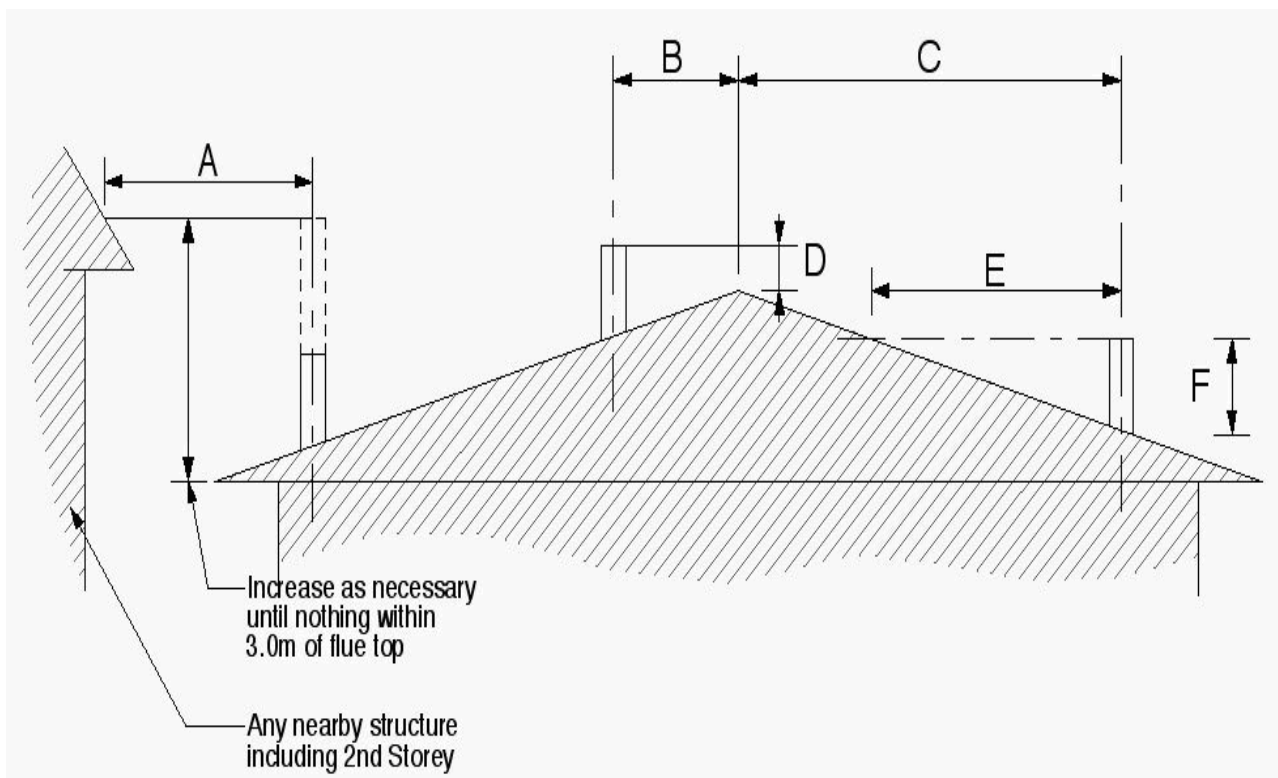
Second hand appliances must have a Safety Report from a Council approved person

- Show the age of the appliance.
- If older than three years, an inspection report by a suitably qualified person will need to be provided. A list of suitable people can be found on the Marlborough District Council website.

Smoke Alarms

- Only alarms complying with the following standards are acceptable. UL217, ULC-S531, AS3786, BS5446 Part 1. Look on the alarm or the packet for an indication that the alarm complies.
- One alarm is required on the escape routes with at least one on every level (passageways, halls, lobbies, stair wells).
- One alarm is required in every sleeping space or within 3.0 metres of every sleeping space. If the alarm is outside of the bedroom door then it needs to be loud enough to wake a sleeping person in the bedroom with the door closed. We recommend one in every bedroom.
- Alarms must have a hush facility (able to be silenced for a period of at least 1 minute).
- All alarms must have a test facility.
- Existing alarms will not be accepted as complying unless they meet one of the standards listed above. You can keep them in the house but complying ones meeting all new requirements will also be needed.
- Alarms do not need to be interconnected.
- Battery powered alarms are acceptable if they meet all of the other requirements.

Minimum Heights for Flue Systems



Minimum Heights Dimensions (refer to manufacturer's installation instruction)

Dimension	mm	Proposed Dimension	Applicant to complete
A (minimum)	3000	A	
B (maximum)	3000	B	
C (minimum)	3000	C	
D (minimum)	600	D	
E (greater than)	3000	E	
F (minimum)	1000	F	

Note: Where B is less than 3 metres, measurement D is required. Where C is greater than 3 metres measurement F is required.

Minimum Flue Length

Minimum length from top of floor protector	4600mm
Proposed length from top of floor protector	mm applicant to complete

Existing Structure

Will installation of solid fuel fire (insert or free standing) require structural alteration?

- Yes
- No

If "Yes" provide full details of structural alterations on separate page. All details must be drawn at minimum scale of 1:100.

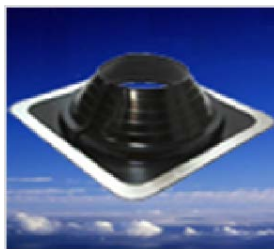
Insert Fires Only (refer to manufacturer's installation instruction) Note: Construction of open fire will require full Building Consent.

Important Note for Installer:

- Inbuilt fires will require two inspections:
 - I. Existing fire box/chimney prior to installation of fire unit.
 - II. Final, completion of works.
- For flue systems installed within a timber framed chimney, ensure adequate top ventilation is supplied.

Roof Flashing Detail

- Boot Flashing**
- Other**



Specify and provide detail: