DUNEDIN CITY COUNCIL | kaunihera a-rohe o Ōtepoti

Solid fuel heating appliance check sheet (Residential projects only)

Please attach this check sheet with your application

Submit the application:

- **Online** via online services - you need to register to use online services. *Note: The online form is the application form.*
- **In person** at the DCC Customer Services Agency. *This option could impact the cost associated with processing the application.*

Guidance information:

- If the installation involves **restricted building work,** please use the *Minor Residential Internal Alterations* check sheet.
- For guidance, fees, application forms and check sheets, refer to the www.dunedin.govt.nz/building-services-forms
- Approved wood burners and pellet fires can be found on the Ministry of the Environment's website

Address of installation:	
Heating appliance make and model:	

Select type:

☐ **Free Standing** ☐ **Inbuilt** ☐ **Insert** ☐ **Second Hand** (see below)

☐ **Wood** ☐ **Multi Fuel** ☐ **Open Fire** ☐ **Pellet**

Please provide the following with your application (If applicable information is missing the application will be rejected):

☐ Manufacturer's specification and installation information for the **heating appliance.** Where information shows multiple models, please highlight the applicable information.

☐ Manufacturer's specification and installation information for the **flue system**. Where manufacturers show multiple examples, please indicate the proposed, ensuring they are specific to building construction.

☐ Complete floor plans with all rooms labelled, showing the location, make and model of the heating appliance, drawn to scale of not less than 1:100. If the flue penetrates 1 or more floors, provide a complete floor plan for all affected levels. Note - floor plans for other levels may be requested if required to establish escape path lengths. Drawings and specifications should be on plain white paper using black ink. Do not use previously approved stamped plans).

☐ **Flue offset** (if required) provide a dimensioned drawing of the offset and detail where the offset is located (e.g., in the roof space or room).

☐ If reduced clearances are required, provide detailed drawing and dimensioned workings with calculations.

☐ Roof flashing specification/construction details provided to comply with New Zealand Building Code (NZBC) E2 e.g., Dektite, Tray flashing etc.

☐ Nominate the number of **floors** the flue penetrates: 0 ☐ 1 ☐ 2 ☐ Other:

☐ If the **flue penetrates 1 or more floors**, please provide a construction detail of the penetration.

☐ Details of any existing chimney, fireplace, or hearth that will be used in the new installation, including condition and cleaning. Chimney ventilation information provided (where applicable).

☐ **Second Hand Heating Appliance** – A letter from an *approved person* is required confirming the appliance is acceptable to install. An *approved person* must be on the Southern Building Control Producer Statement Register or approved by the heating appliance manufacturer The heating appliance must have a new flue system.

Heating appliance fitted with Wetback: Connected to open vented hot water cylinder to comply with NZBC G12/AS1 ☐ Yes ☐ No

Tempering valve being fitted ☐ Yes ☐ No ☐ Existing

☐ Drawing provided of wetback revolve pipe setup.

☐ Using the self-certification plumbers and drainlayers scheme (intend to use an endorsed plumber/drainlayer). Clearly describe the self-certifying work:

Drapes/Curtains:

☐ Confirm consideration has been given to the proximity of window drapes/curtains/coverings. These are to be restrained, where necessary, to maintain the minimum clearances for heat sensitive materials.

Smoke Alarms (NZBC F7 Warning Systems) - NZS4514:2021 - Interconnected smoke alarms for houses

When applying for building consent to install a solid fuel heater into an existing household unit section 112 of the Building Act 2004, requires that the building is, also, assessed for *'means of escape from fire'*, please refer to: New Zealand Legislation

Demonstrate compliance by installing an interconnected Type 1 system per NZS4514:2021, and mark locations on the floor plan.

☐ Interconnected smoke alarms as per above, are shown on floor plan and comply with NZBC F7 (F7/AS1) throughout the building.

Alternative plans or specifications *(if nominated on the building consent application form)*

Clearly list the possible product substitutions for pre-approval:

Clean air requirements: Does the heating appliances comply with any applicable Regional Authority/MFE emission standards?

☐ Yes ☐ No ☐ N/A Authorisation number (if applicable):