



WBCA 002-H

**Building Consent Application and/or
 Project Information Memorandum
 for a Solid/Liquid Fuel Heating Appliance**

(Only complete items that are applicable to your project)

FOR OFFICE USE ONLY	
Project No:	
Date Received:	

APPLICATION

I request that you issue a: <i>(please tick one)</i>	<input type="checkbox"/>	Project Information Memorandum only (PIM)
	<input type="checkbox"/>	Building Consent only
	<input type="checkbox"/>	Building Consent only for existing PIM No: _____ (attach copy)
	<input type="checkbox"/>	Building Consent AND Project Information Memorandum

THE BUILDING

Street Address (or Rapid No if applicable):	Building Name (if applicable):
Legal Description: Lot: _____ DP: _____	Valuation Roll Number: _____

THE PROJECT

Make:	Model:	New	Second hand
Fuel Type: Coal/Multifuel	Wood	Wood Pellets	Diesel/Diesel Blend
Fire Type	In-built	Free standing	Wetback
Is this replacing an existing wetback?	Yes	No	
Is this replacing an existing operational fire?	Yes	No	
Value of proposed work (inc GST) \$	Clean Air Certificate No:		
Name of Installer:	Registration Number:		
Mailing Address:			
E-mail Address:	Phone Day:		
Name of Craftsman Plumber: (if installing wetback)	Registration Number:		
Mailing Address:			
E-mail Address:	Phone Day:		

THE OWNER

Owner's Name:	Contact Person: <i>(if owner is not an individual)</i>	
Mailing/Billing Address:		
Street Address/Registered Office:		
E-mail Address:	Phone Day:	
Phone A'Hours:	Fax:	Cellphone:

THE AGENT *Note - The Agent will be the first point of contact for communications with the Council/Building Consent Authority regarding this application/building work and will receive all correspondence including all invoices.*

Agent's Name:	Contact Person: <i>(if Agent is not an individual)</i>	
Mailing/Billing Address:		
Street Address/Registered Office:		
E-mail Address:	Phone Day:	
Phone A'Hours:	Fax:	Cellphone:

REQUIRED ATTACHMENTS

Evidence of ownership attached to this application:

Certificate of Title (less than six months old) Sale and Purchase Agreement

Floor Plan of the Installation

– a floor plan of the building showing the proposed siting of the heater and hush smoke detectors is required (as per additional information)

Fees – (refer to your local authority for fees applicable).

BUILDING CODE ASSESSMENT

Building Code Clause		Means of Compliance (Note that a project may include both acceptable and alternative solutions)		
		Acceptable Solution	Alternative Solution (Details verifying compliance are required)	Waiver/Modification Required? (Provide separate details for justification of acceptance if yes)
C	Fire Safety: NZS 2918			
B1	Structure			
B2	Durability			
E2	External moisture			
F7	Warning Systems			
G9	Electricity			
G12	Water supplies			

NOTES BY APPLICANT (Other notes or comments which you as the applicant may wish to add)

SIGNATURE

Signed by or for and on behalf of the Owner: _____ Name: _____

Owner Agent Date: _____

Note: If acting “for and on behalf”, please read the following declaration before signing: “I hereby declare that I am authorised to act as Agent of the Owner”.

ADDITIONAL INFORMATION TO NOTE

- 1. Second hand solid/liquid fuel burners cannot be installed unless:**
 - It meets any required “Clean Air” requirements.
 - Written evidence is provided to show that the appliance meets Building Code requirements. (An acceptable method is a satisfactory report from the manufacturer or suitably qualified person)
 - A new inner flue is required in all cases.
- 2. Draw a floor plan showing:**
 - Location of the heater.
 - Location of all walls and doors, with all rooms named (for all floors).
 - Location of existing/proposed Hush smoke detectors that comply with the relevant standards must be marked with ⊙. These will be inspected and tested prior to the issue of a Code Compliance Certificate.
- 3. Show the location** of the existing water cylinder if a wetback/hot water booster is to be fitted or is existing. Also show the location of existing or proposed temporing valves.
- 4. Liquid Fuel Storage.** Show type of fuel (eg: diesel, home blend, kerosene), size and location of the fuel storage tank related to the building and site boundaries. Wall openings (windows or doors) and wall cladding material within one metre of the storage tank vicinity should be shown (including neighbouring properties).

- Note:** (a) Smoke detectors installed must be **Hush** type.
(b) Minimum height of the flue from hearth to chimney outlet to be **4.6 metres**
(c) If a roof truss is to be cut, an **Engineers Report** must be provided.

Checklist: Application completed in full

- Attach:**
- Written evidence for second-hand appliance (*if applicable*)
 - Floor plan of entire building with hush smoke detector locations shown
 - Copy of manufacturers installation specifications
 - Certificate of Title

Office use only:

Received by: _____

Date: _____