



# Application for Solid/Liquid Fuel Heating Appliance


SECTION 33 OR SECTION 45, BUILDING ACT 2004



## Apply Online: Preferred Option

 ashburtondc.govt.nz  
 building@adc.govt.nz

## Drop off or Post to:

 2 Baring Square East  
Ashburton 7700

**Version:** 14

**Date:** June 2024

**Code:** BAM 002 H

**Form:** 2

## The Building

### Site address:

*(Street / Road / Township)*

### Legal description of the land where the building is located:

Lot:

DP:

Valuation number:

### Building name:

*(if applicable)*

### Number of levels:

*(include ground level & any below ground)*

Level/unit number:

Area: *(floor total in m<sup>2</sup>)*

### Current lawfully established use:

*(e.g. Dwelling)*

### Year building first constructed:

*(Only applicable to existing buildings, approximate date is acceptable, e.g. 1920's)*

### Location of project:

*(site access description to provide directions for inspections etc.)*

## The Owner

### Name of owner:

### Contact Person:

*(If different from owner)*

### Mailing address:

### Street address / registered office:

Contact details:

Landline:

Mobile:

Daytime no:

After hours no:

Fax:

Website:

### Email address:

The following evidence of ownership is attached to this application: *(Note: Current within 6 months of being issued)*

Copy of Certificate of Title *(Including deposited plan)*

**OR**

Council to provide *(additional cost)*

Signed copy of Sale and Purchase Agreement

Copy of Lease Agreement & Owner's Written Permission

Other document showing full name of legal owner(s) of building *(e.g. current Rates Invoice)*



## Building Consent

<b>Clause</b> <i>(tick the relevant building code clauses that apply to this consent)</i>	<b>Means of Compliance</b> <i>(Refer to the relevant compliance documents or detail of alternative solution in the specifications. If not applicable, put n/a)</i>	<b>Waiver/Modification Required</b> <i>(state nature of waiver or modification of building code required; if not applicable put n/a)</i>
B1 Structure		
B2 Durability		
C2 Prevention of Fire Occurring		
E2 External Moisture		
F7 Smoke Alarms		
G12 Water Supplies		
Other		

## The Documents Required

### 1. Floor Plan

Please provide two copies of the floor plan of the building showing the proposed siting of the heater. This is best attached as a separate document, or plotted out on the space below.

Floor plan of the proposed Installation (included on application form)

Floor plan of the proposed Installation (see attached supporting information)

Note: Floor plan should show

Location of heater

Location of all walls, windows and doors, with all rooms named for all floors

Location of existing/proposed smoke detectors that comply with the relevant standards must be marked with O (see attached sheet).

These will be inspected and tested prior to issue of a Code of Compliance Certificate

### 2. Solid Fuel Heating Appliance

For **second-hand** Solid/Liquid Fuel Burners, please provide written evidence to show that the appliance meets Building Code requirements. (An acceptable method is a satisfactory report from the manufacturer or manufacturer's agent). **A new inner flue is required in all cases.**

For **wetback/hot water boosters**, show the location of:

The existing water cylinder

Roof flashings for the flue



### 3. Liquid Fuel Storage

Please show:

Type of fuel (e.g. diesel, home blend and kerosene), size and location of the fuel storage tank related to the building type and site boundaries

Wall cladding material, wall openings (windows and doors) and any drainage openings within one metre of the storage tank vicinity (including neighbouring properties)

Certification that the storage tank complies with AS 1692

### 4. Solid Fuel Heater Information *(Digital Copies Preferred)*

Manufacturer's specifications and install instructions

Flue installation instructions and flashing details

Floor plan showing location of installation and smoke alarms in relation to bedrooms

## The Payment

Cash

Direct Credit

Eftpos

Credit Card

*Note: For direct credit, please make payment to account number **03-1592-0521970-00** include name of applicant and the Building Consent Number (if known). If you don't know the Building Consent number, please enter letters BC in the reference field. This will enable us to match your payment and prevent delays in processing your request.*

## Declaration

If acting "for and on behalf", I hereby declare that I am authorised to act as Agent of the Owner.

Signed:

Date:

Name:

I am the

Owner:

Agent:

**Privacy Information:** *The information you have provided on this form is required so that your building consent application can be processed under the Building Act 2004. The Council collates statistics relating to issued building consents and has a statutory obligation to regularly forward these to Statistics NZ. The Council stores the information on a public register which must be supplied (as previously determined by the Ombudsman) to whosoever requests the information. Under the Privacy Act 2020 you have the right to see and correct personal information the Council holds about you.*



OFFICE USE ONLY

Amount paid: \$

Date:

Officer:

Deposit paid on application

Total to be paid when consent issued

Date payment processed:

Receipt:

Officer:

Details/Notes:

Further info required? Yes **OR** No

Details/Notes:

Date of acceptance:

Officer:

## Important Information:

All the relevant information on this form is required to be provided under the Building Act 2004 and/or Resource Management Act 1991 for the Ashburton District Council to assess your application. Under these Acts this information has to be made available to members of the public if requested. The Council collates statistics relating to issued building consents and has a statutory obligation to regularly forward these to Statistics NZ. The information contained in this application may be made available to other units of the Council. Under the Privacy Act 2020, you have the right to access the personal information held about you by the Council which can be readily retrieved. You can also request that the Council correct any personal information it holds about you.

### Terms of Trade

I/We understand that:

Building Consents shall be paid for when the consent is collected or if the consent is not collected within three months after the date of consent being granted, the work done to date portion i.e. admin and processing costs of the account will be due and payable. The balance of the invoice will be payable when the consent is collected.

All other accounts shall be paid by the 20th day of the month following the month in which the invoice is issued.

I/We agree to pay according to these terms for any goods or services you supply to us. Failure to meet these Terms of Trade may result in any credit arrangement being withdrawn with any balance becoming payable within seven days. Should failure to meet the terms of trade result in debt recovery and/or legal proceedings, any costs whatsoever incurred in the collection of the debt including debt collector's fees and commissions and legal costs, charges and expenses on a solicitor and own client basis will be added to the account and will be payable by me/us.

### Building Consent (BC)

A Building Consent will be processed within a maximum allowable time of 20 working days provided all the information required has been supplied. Processing time is stopped whenever further information is required and starts again when the correct information is received.

Once the Building Consent has been granted, you will receive notification, which will include an invoice for the fees payable. Once the fees are paid in full, your Building Consent will be issued. Work must not start until the Building Consent is issued, and any Resource Consent requirements have been resolved. A Building Consent lapses and is of no effect if the building work to which it relates does not commence within 12 months after the date of issue of the Building Consent or any further period that the Building Consent Authority may allow.

### Inspections

During the process of construction, inspections will be necessary to confirm all work complies with your approved Building Consent documentation. Please phone the Council Building Unit on 03 307 7700 at least 48 hours in advance of requiring an inspection to ensure that this can be arranged. The inspections required will be set out in the Building Consent documentation issued by the Council. Failure to have a prescribed inspection carried out may put the issue of the Code Compliance Certificate at risk. All inspections including re-inspections are subjected to a separate charge, even if carried out on the same day.



## Important Information:

### Code Compliance Certificate

A Building Consent is not completed until it has been issued with a Code Compliance Certificate. The owner is required to complete a separate application for a Code Compliance Certificate as soon as practicable after the building work is completed. In any event no later than two (2) years after the granting of the Building Consent, Council is required to decide whether or not a Code Compliance Certificate can be issued. If your project will not be completed within two years you will need to apply for a time extension\*.

*\*Fees apply*

### Agency

The owner may authorise an agent to submit an application on their behalf.

The Agent will be the first point of contact for all communications with the Council/Building Consent Authority regarding this application under Sections 33 and 45 and if authorised, the application for a Code Compliance Certificate under Section 92 of the Building Act 2004. They will receive all correspondence and must be authorised by the Owner. All amendments require new authorisation.

### Advisory Notes for Solid Fuel Heaters

- Environment Canterbury rules relating to solid fuel heaters require that only ultra-low emission wood burners or pellet fires currently listed on the Environment Canterbury website be installed on any property smaller than 2 hectares.
- Any enquiries re solid fuel heaters and their emissions should be referred to: Environment Canterbury - Free Phone 0800 32 4636 - [www.ecan.govt.nz](http://www.ecan.govt.nz)
- Wet backs connected to Hot Water Cylinders and Heat Tempering Valves MUST BE Installed by Craftsman Plumber. Council cannot assist with installation instructions.

**Disclaimer** - *Advisory notes are issued on a no-liability basis. They are to assist customers to meet compliance.* **Advisory Notes for Solid Fuel Heaters**

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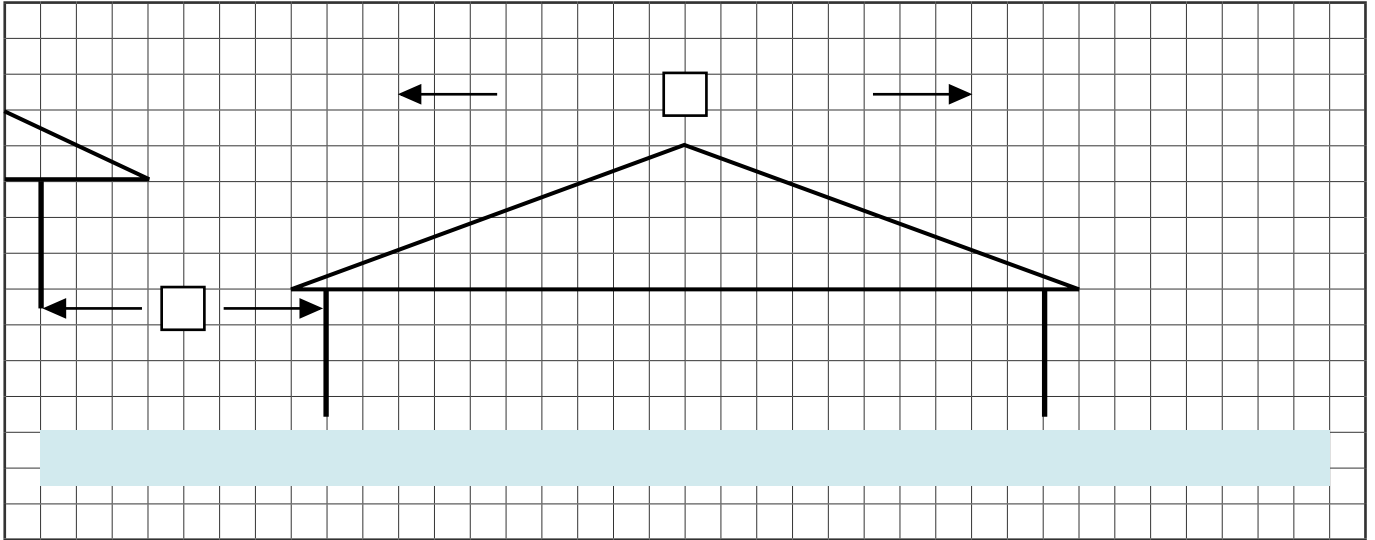
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# Floorplan

**Notes:**

1. Locate position of flue; in relation to ridge line.
2. Identify distance from flue to ridge, this is measurement "A".
3. Identify distance from neighbouring structure to your own property "B".



Example diagram

A large empty grid for drawing a floorplan.

## Applicant Notes (Other notes or comments which the applicant may wish to add)

A large empty area for applicant notes.

