



# Clutha District Council

## Building Consent Application Checklist Heating Appliances

### Application details required before a building consent can be processed by Council staff

Not Applicable	Not Acceptable	Acceptable	
			Two (2) full copies of all building plans, specifications and site plans are required.
			Building Code clauses and means of compliance identified.
			Floor plan should be a single line drawing showing exactly where in the dwelling the heating appliance is to be installed. Show the location of doors and windows in that room as well.
			Clearly mark on the floor plan, the location of current or intended smoke alarms. Remember they must either be in each sleeping area or within 3m of each bedroom door.
			Provide the manufacturer's installation instructions.
			Does the fire comply with both the Otago Regional Council Air Plan and Ministry for the Environment National Environmental Standards for woodburners?

NB: If the plans or specifications are not complete or drafted to a satisfactory standard, there may be delays in issuing the Building Consent.

#### For Office Use

Owner's Name: ..... VNZ No: .....

Application Lodgement Accepted  (commence application processing)

Application Lodgement Declined  (returned with verbal reasons for declining)

(returned with letter giving reasons for declining)

Receiving Officer: .....

Date: .....