Building Consent Application Checklist for Fireplaces

Note: Failure to provide all necessary details will result in council not accepting your consent

Your application should include the following information:	**Please Tick**	**Office Use**
Application Form All items relevant to your application are to be completed on this form. Include accurate "Values" of the work to be undertaken.	☐	☐
Is your project listed correctly? (e.g. Metro Freestanding Fire) **Please list if your fire is an inbuilt or a freestanding fire**	☐	☐
Correct legal description (can be obtained from your rates notice, certificate of title or from our rates department).	☐	☐
Name, address and phone numbers of the installer.	☐	☐
Floor Plan (2 Copies) A detailed floor plan showing each room and where the smoke alarms are installed. These are to be installed within 3 metres of every sleeping space. The smoke alarms are battery operated with a hush facility.	☐	☐
On the same floor plan please indicate the position of the fire in relation to the windows and doors for that room. Measurements of how far the windows and doors are from the fire are also required.	☐	☐
Specifications (2 Copies) Manufacturer's specifications for the installation of the fire. These are found on the back of brochure given to you on the fire. Highlight which fire you are installing.	☐	☐
Are you installing a Wetback or have an existing Wetback? Please provide details of scope of work. (Your plumber will be able to help you here)	☐	☐
Circle the relevant criteria: Flue flashing details: Eco/Limited: Single storey/Two storey:	☐	☐
Include Flue height details	☐	☐
Please Note: Fireplaces installed on sites less than 2 hectares are required to be eco-friendly units.		
Tick ✓ = Supplied Cross X = Not Supplied N/A = Not Applicable to this Project		

This Building Consent has/has not been accepted for lodgment and plan review because:

_____

_____

_____

Customer Services/Building Inspector:

Name:_____

Signature:_____ Date:_____