



Solid Fuel Heater Application

(Section 33 or 45 of the Building Act 2004)

Form 2 – Application for Project Information Memorandum and/or Building Consent

Building consent No.		Date of issue:	
Applicant details			
Owner/agents name			
Postal address			Postcode
Email address			
Applicant's role in project			
Contact telephone			
Project location			
Street address		Valuation number	
Legal description			
<i>Please provide the Record of Title that is in the owner's name not older than 3 months.</i>			
The Project/Description of building work			
Make	Model		
Total value of building work (estimated) \$	Intended Life of Building: years (if less than 50 years)		
Wetback	Freestanding	New	Inbuilt
Existing Flue	Second-hand	Relocating	Replacing
The Make and Model listed above complies with National Environmental Standards (for more information on the National Clean Air Standards visit National Clean Air Standards)			
The appliance is to be installed on a Lot larger than two hectares in size (please provide information)			
Tradesperson Details			
Installers name			
Address		Telephone	
Plumbers/gas fitters name		Reg No	
Address		Telephone	

Document Ref:	Document Name:	Version	QAM Author	Release Date	Page
BCA_QA_MT	Solid Fuel Heater Application	3.2	MQA	January 2026	1 of 3

TO AVOID DELAYS IN PROCESSING OF YOUR APPLICATION PLEASE ENSURE YOU HAVE ATTACHED/PROVIDED THE FOLLOWING INFORMATION & USE THE SOLID FUEL CHECKLIST

	Record of title that is in the owner's name not older than 3 months
	Second-hand fireplaces – third party report of condition and suitability (preferably by a member of the Home Heating Association)
	Fire manufacturers installation instructions and specification (1 copy) to include flue height and flashing details
	Floor plan (one copy) showing the layout and use of each room, smoke detector locations, windows and doors and scale/dimensions
	Details of ceiling and roof slope
	Plumbing schematic for wetback installation and location of hot water cylinder
	Application fee (as listed in current Fees and Charges) and receipt for payment of fee for this application

Please check **ALL** details on this form are filled out and installer please **ENSURE YOU HAVE SIGNED** the declaration at the bottom of Page 3

The building work will comply with the building code as follows (if you are unsure which clauses are applicable, talk to the Building Consent Authority, designer or your architect)

Clause (tick the relevant clause numbers of Building Code)		Means of Compliance (refer to the relevant compliance document(s) or detail of alternative solution in the plans and specification; if not applicable, put N/A)		Waiver/modification required (state nature of waiver or modification of building code required; if not applicable, leave blank)	
	B1 Structure (Chimneys, flues and hearths)		B1/AS1		Other
	B2 Durability (Maintenance)		B2/AS1		Other
	C1 Outbreak of Fire (C/AS1-C1.9-9.1.2 seismic restraints)		C1/AS1		Other
	E2 External Moisture (including roof penetration flashing details)		E2/AS1		Other
	G12 Water supplies (installation of wetback and tempered hot water)		G12/AS1		Other
	F7 Warning systems (Smoke alarm location)		F7/AS1		Other
	Other Building code clauses and AS/NZS 2918:2001		AS1		Other
			AS1		A/NZS 2918:2001

Note:

- That the installation of solid fuel heater must be in accordance with the manufacturer's instructions and AS/NZS 2918:2001 and are to have seismic restraints to comply with B1.3.3 of the Building Regulations. Gas heaters (permanently fixed in place) do not need a Building consent, but they must be installed by a registered gasfitter who will certify their own work.
- Producer statement or energy works certificate may be required before CCC can be issued.

This Building work will be installed to Building Code Requirements.

Document Ref:	Document Name:	Version	QAM Author	Release Date	Page
BCA_QA_MT	Solid Fuel Heater Application	3.2	MQA	January 2026	2 of 3

Application

I request that you issue a

Project Information Memorandum

Building Consent

for the building work described in this application (tick one or both, as applicable)

Signature

Date

Please return the completed form to:

Kaipara District Council

Mangawhai Office

The Hub

6/6 Molesworth Drive

Mangawhai 0505

email: buildingsupport@kaipara.govt.nz

Document Ref:	Document Name:	Version	QAM Author	Release Date	Page
BCA_QA_MT	Sold Fuel Heater Application	3.2	MQA	January 2026	3 of 3