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Date Received	
Receipt Number	
Receipt Total	
Property File	
Application Number	

Application for Activity Approval

Made under Part F4 – Section 68 of the Local Government Act 1993
INSTALL A DOMESTIC SOLID FUEL HEATING APPLIANCE (Other than a Portable Appliance)

Please complete this application form and accompanying checklist (if relevant)

Applicant Details			
Full Name			
Street No. and Name			
Suburb or Town			
State		Postcode	
Contact Number			
Email			
Applicant Declaration			
I, the undersigned hereby make application for Council's approval to undertake the activity described in this application and the relevant attached checklist.			
Signature		Date	

Owner Details			
Full Name			
Street No. and Name			
Suburb or Town			
State		Postcode	
Contact Number			
Email			
Owner Declaration			
Please Note: where more than one name is on the title, all owners must sign the application. If signed on behalf of a Body Corporate or Company, the Common Seal must be stamped on this section.			
As the owner(s) of the above property, I/we consent to this application:			
Signature		Date	

Property Details			
Street No. and Name			
Suburb or Town			
State			
Lot		Section	
Deposited/Strata			

Solid Fuel Heating Appliance Application Checklist			
Appliance Details			
Manufacturer		Model	
Installer's Information			
Name		Licence No.	
Address			
Town			
State		Postcode	
Contact Number			
The flowing details MUST be completed as part of your application (please consult your retailer or installer)			
		Yes	No
1	Was the heater recently purchased from a retailer?		
2	Does the heater have a compliance plate stating it conforms with the control required by the Australian / New Zealand Standard 4013-2014 for pollution emissions?		
3	Is the heater a model for which a certificate of exemption to the controls required by the Australian / New Zealand Standard 4013-2014 if in force?		
4	Does the installation of the heating appliance comply with the requirements of Part 3.7.3 of the Code (Housing Provisions, Class 1 & 10 Buildings) and Part G2 of the Building Code of Australia for other classes of buildings?		
5	Does the proposed installation meet the required of the Australian / New Zealand Standard 2918 – 2018 in regard to solid fuel burning appliance?		
6	Will the flue height be at least 4.6m above the top of the appliance floor protector?		
7	Is the proposed chimney / flue to be fitted with a concentric shroud, venturi cowl or parallel rain excluder that will allow the smoke to travel upwards?		
8	To minimise the effect of smoke on your neighbours is the proposed chimney / flue compliant with Figure 4.8 AS/NZS 2918- 2018? See below		
9	To minimise emitted smoke on your neighbours is the outlet / top of the chimney / flue at least 1 m higher than any point (ie roofline) of any other building within a 15 metre radius of the chimney / flue?		
10	Does the topography of the site or likely weather patterns or high buildings beyond a 15 metre radius indicate a potential to cause a smoke nuisance?		
11	Are there any significant trees or other environmental or structural factors in the immediate vicinity that may cause a smoke down draught?		

If the answer to question 9 is No, or questions 10 or 11 is Yes, then consideration should be given to not installing the heater or relocating the heater to another position that will enable the proposed installation to satisfy these requirements.

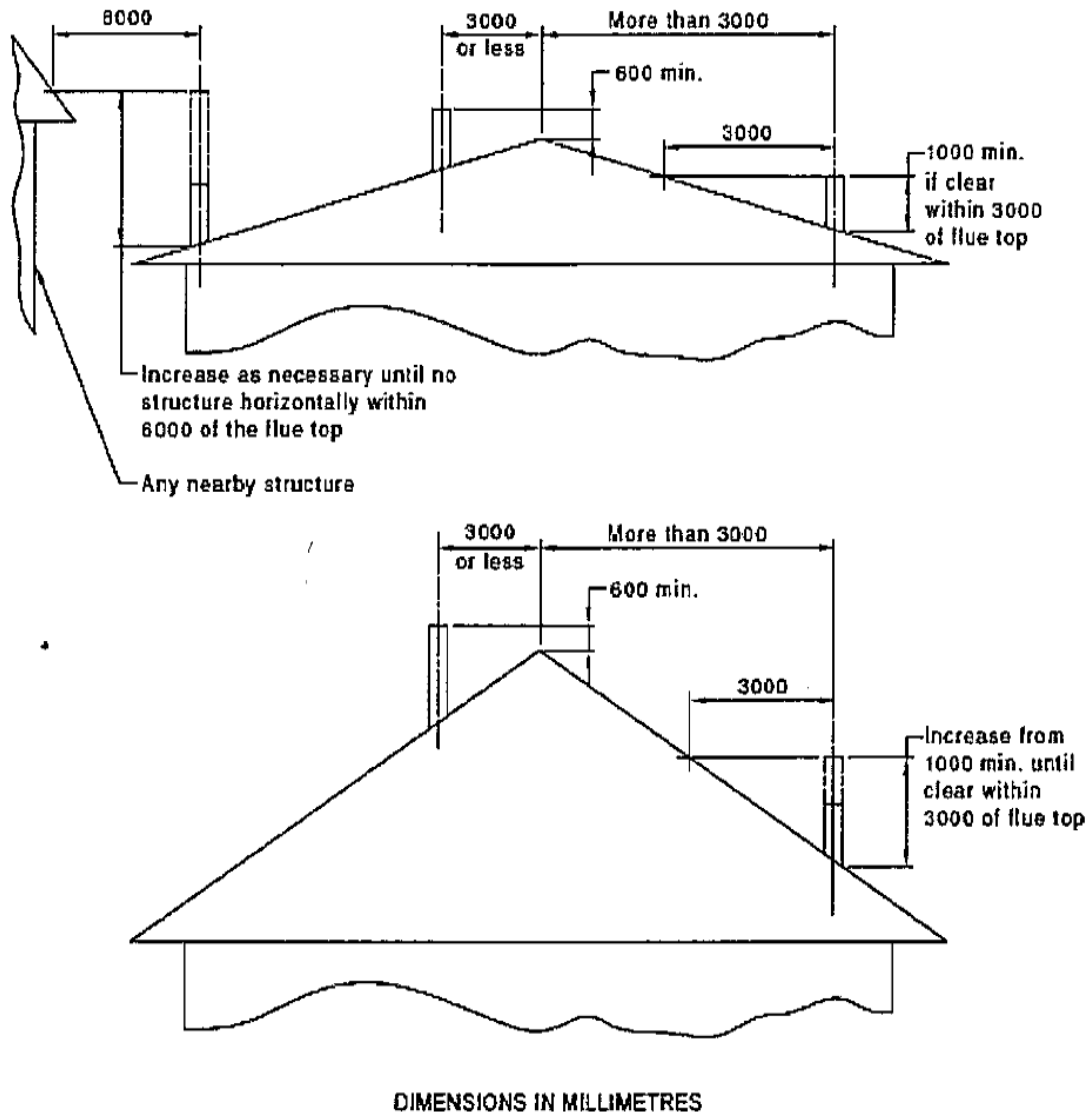


FIGURE 4.8 MINIMUM HEIGHT OF FLUE SYSTEM EXIT

Additional Information

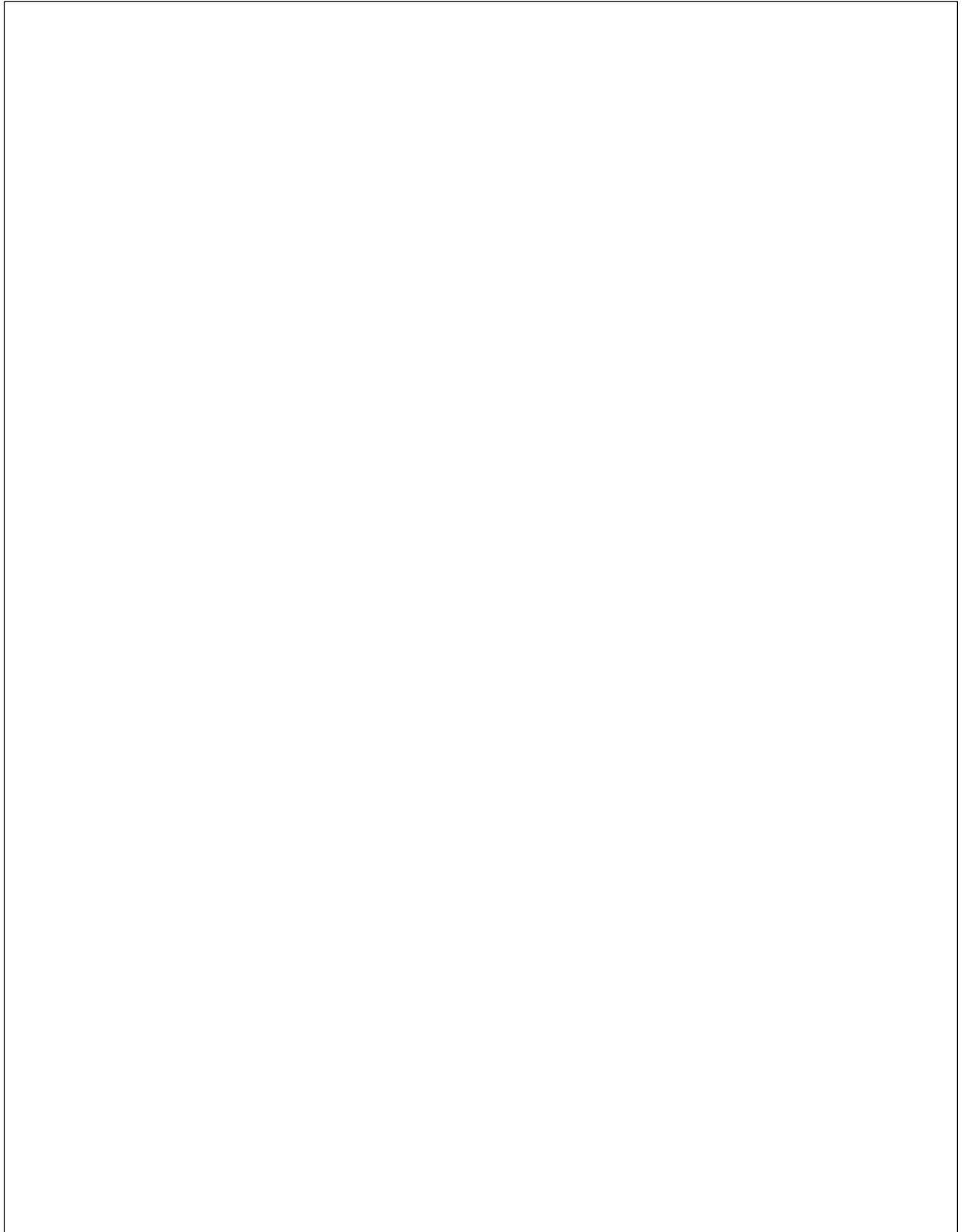
An application for a Domestic Oil or Solid Fuel Heating Appliance shall be accompanied by the following information:

- Manufacturers details of the proposed heating appliance showing installation methods and compliance with AS/NZS 2918:2018 – (Domestic solid fuel burning appliances – Installation).
- A floor plan and elevation of the building showing the position of the heating appliance and penetration of the chimney / flue.
- A site plan, to scale, showing the location of the chimney / flue and any buildings, facilities and any environmentally sensitive areas on adjacent land to the site.
- Details of the topography on adjacent land to the site related to the chimney / flue of the heating appliance and an assessment of the site in light of those details.
- Details of any other factors relevant to the capacity of the facility.

NB: Failure to provide the information required by this application may result in Council being unable to properly assess your proposal and delay the approval process.

Plan Details

Please detail the location of flue on roof and the distance of the top of the flue to neighbouring home(s) *(if on a significant slope please also provide a cross-sectional plan of flue in relation to neighbouring residences)*.

Site Plan

Topography Cross-section



Privacy Policy

The information you provide in this application will enable your application to be assessed by the consent authority and any relevant state agency. If the information is not provided, your application may not be accepted. Your application will be advertised to the public for comment if the development is designated development, advertised development or is required to be advertised by a development control plan. The application will also be kept in a register by the council that can be viewed by the public at any time. Please contact the council if the information you have provided in your application is incorrect or changes.

Any personal information you have supplied to or is collected by the Council will only be collected, stored and processed by the Council for lawful purposes directly related to the functions and activities of the Council. The information supplied will assist Council in assessing your application. Failure to supply the information may result in delays and/or rejection.

The information you supply comprises part of a public register, which may be viewed by anyone on request.

Fees to be paid with lodgement of Application

Approval Number	Fee	Receipt	Date
	*460 = \$232.58		
	*450 = \$63.00		