



## Development Services

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[www.summerland.ca](http://www.summerland.ca) [devserv@summerland.ca](mailto:devserv@summerland.ca)

Application Fee \$150.00

Title Search \$25.00 plus tax

## PERMIT APPLICATION FOR A SOLID FUEL BURNING APPLIANCE

**PROPERTY:** Address of Property: \_\_\_\_\_

Legal Description: \_\_\_\_\_

☐ **OWNER:** Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Phone: (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_  
Email: \_\_\_\_\_

☐ **APPLICANT** Name: \_\_\_\_\_  
**OR AGENT:** Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Phone: (Business) \_\_\_\_\_ (Cell) \_\_\_\_\_

Proposed Location of Appliance: \_\_\_\_\_ (e.g. Living Room, basement etc.)

## APPLIANCE

Manufacturer: \_\_\_\_\_ Model (incl Number): \_\_\_\_\_

Appliance Type: \_\_\_\_\_ Age of Appliance: \_\_\_\_\_

Certified Agency: ☐ ULC ☐ CSA ☐ Warnock-Hersey ☐ Uncertified

ULC/CSA/WH #: \_\_\_\_\_

If this is to be installed for a Mobile Home – Is this appliance approved for a Mobile Home? ☐ YES ☐ NO

Certified Appliance Required Clearances Taken from Certification Label:

Side \_\_\_\_\_ Inches Front Side \_\_\_\_\_ Inches Top Side \_\_\_\_\_ Inches Back Side \_\_\_\_\_ Inches

Floor Protection: Sides \_\_\_\_\_ Inches Front \_\_\_\_\_ Inches Back \_\_\_\_\_ Inches

*Indicate uncertified or actual clearances on attached diagrams.*

## CHIMNEY

Chimney: ☐ Existing ☐ New

Type of Chimney \_\_\_\_\_ (e.g. brick, single wall, double wall etc.)

If Existing – What is the general condition of the Chimney: \_\_\_\_\_ Age of Chimney \_\_\_\_\_

Certified for Wood Burning Appliances ☐ Yes ☐ No 600 °C +2000°F (2" S.S. Insulated)

Clearances from Chimney to Combustibles: \_\_\_\_\_ Inches (minimum inside 2", outside ½ ")

## INSTALLATION

***A CO Detector is required and must be installed and fully operational.***

***Unit/Chimney to be inspected and approved by a WETT certified inspector.***

Heating contractor that installed Unit and Chimney: \_\_\_\_\_

Address/Phone: \_\_\_\_\_ Business License: \_\_\_\_\_

Is protective shielding used around the appliance? ☐ Yes ☐ No (If yes, refer to diagrams, see over)

Does stove pipe pass through a concealed space? ☐ Yes ☐ No (18" clearance all around)

If yes, explain  
\_\_\_\_\_

Does the unit share a chimney flue with any other heating unit? ☐ Yes ☐ No (Must be the lowest insert)

### **Applications will not be accepted without the following:**

- ☐ \$150.00 SFBA Application fee – non-refundable *including signatures of registered owners.*
- ☐ Title Search (Can be done by DOS for \$25.00 plus Tax Title Search Fee – non-refundable)
- ☐ Copy of the Manufacturer's Installation Specifications
- ☐ Floor Plan/Drawings (2 copies) showing location of solid fuel burning appliance and proposed clearances.

## REQUIRED INSPECTIONS FOR A SOLID FUEL APPLIANCE PERMIT

It is the responsibility of the Owner/Agent to order the following inspections and provide necessary documents to the District of Summerland. The installation manual must be onsite for each inspection.

- 1) **FRAMING INSPECTION** – If framing is required for the appliance installation, please contact the District of Summerland Development Services to book a framing inspection.
- 2) **INSPECTION REPORT** by a WETT Certified Inspector – A Copy of the inspection report is to be submitted to District of Summerland Development Services Department prior to calling for a framing or final inspection.
- 3) **FINAL INSPECTION** – Contact the SLRD Building Department to book a final inspection with the Building Inspector to ensure that the building code and the Manufacturer’s requirements have been met.
  - Wood Energy Technology Transfer (WETT) Certification will be required for final inspection. For a list of WETT INSPECTORS in your area, please check the WETT website:  
<https://www.wettinc.ca/search.html>

## Example of SFBA Permit Conditions

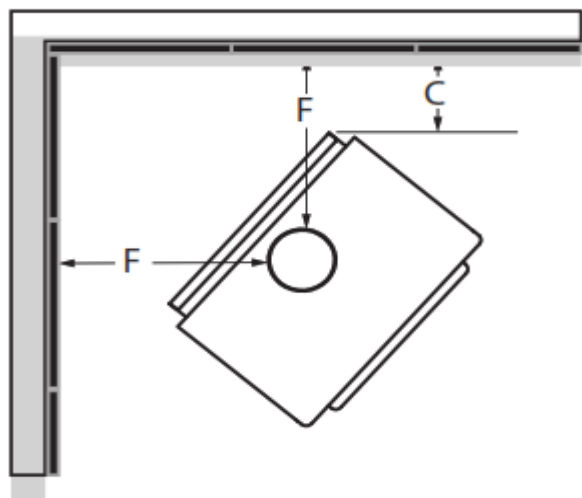
*THIS PLAN CHECK IS PRODUCED AS A RESULT OF PROVIDED DOCUMENTATION AND MAY BE ALTERED ON SITE AS REQUIRED BY DISTRICT INSPECTORS TO ENSURE COMPLIANCE WITH APPLICABLE CODES AND REGULATIONS OF THE DISTRICT OF SUMMERLAND.*

The following items will be considered as forming part of the SFBA permit:

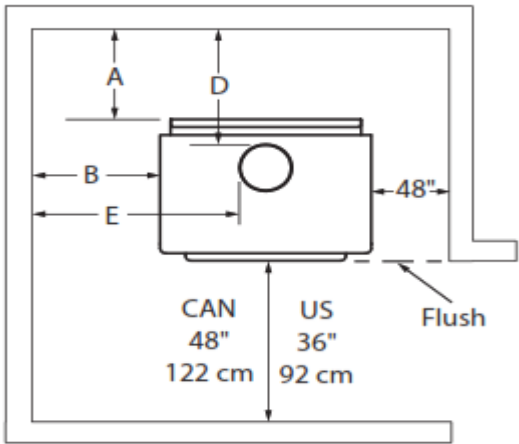
- ☐ **Permit** must be posted in a visible location from the road and Approved Plans must be on the site for the duration of the project.
- ☐ **Review** all covenants attached to the site.
- ☐ **After Installation** the installer shall:
  - ensure that all equipment is in a safe working order and that all safety devices are functioning properly.
  - instruct the user or owner in the safe and correct operation of all appliances or equipment installed.
  - provide the manufacturer’s instructions to the user or owner.
  - Post the name and address of the installer on the appliance in a readily visible location.
- ☐ **Persons** performing installation should be experienced and/or trained in the specific work. Persons holding a valid WETT certificate are considered qualified to perform this work.
- ☐ **Approval** from a WETT certified agent is required prior to operation of the appliance.
- ☐ **CO detectors are required to be installed per BC Building Code 9.32.4.2. All CO Detectors are to be interconnected.**
- ☐ **It is the responsibility of the owner to ensure combustible materials are not stored within the manufacturer’s clearance.**

Example Diagrams

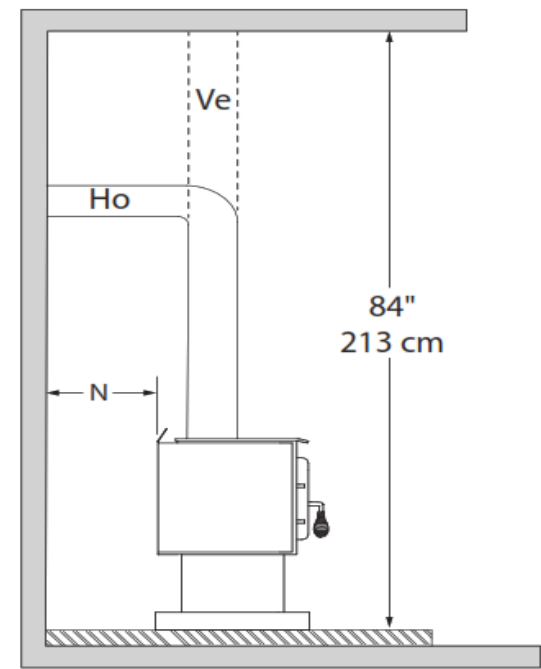
Certified Appliance Required Clearances Taken from Certification Label



Clearances - Corner



Clearances - Top



Clearances - Side

|   | APPLIANCE CLEARANCES WITH SINGLE WALL PIPE CONNECTOR |                  |
|---|--|------------------|
|   | Canada   | USA              |
| A | 14 1/2" (368 mm)                                     | 14 1/2" (368 mm) |
| B | 12" (305 mm)   | 12" (305 mm)     |
| C | 10" (254 mm)   | 10" (254 mm)     |

|   | APPLIANCE CLEARANCES WITH DOUBLE WALL PIPE CONNECTOR |              |
|---|--|--------------|
|   | Canada   | USA          |
| A | 6" (152 mm)  | 6" (152 mm)  |
| B | 12" (305 mm)   | 12" (305 mm) |
| C | 8" (203 mm)  | 8" (203 mm)  |

If the above clearances are met, then the distances measured from the flue outlet will be:

|   | DISTANCES <sup>1</sup> FROM PIPE CONNECTOR WITH SINGLE WALL PIPE CONNECTOR |                  |
|---|--|------------------|
|   | Canada   | USA              |
| D | 18" (457 mm)   | 18" (457 mm)     |
| E | 20 3/4" (527 mm)   | 20 3/4" (527 mm) |
| F | 19 3/4" (502 mm)   | 19 3/4" (502 mm) |

|   | DISTANCES <sup>1</sup> FROM PIPE CONNECTOR WITH DOUBLE WALL PIPE CONNECTOR |                  |
|---|--|------------------|
|   | Canada   | USA              |
| D | 9 1/2" (241 mm)  | 9 1/2" (241 mm)  |
| E | 20 3/4" (527 mm)   | 20 3/4" (527 mm) |
| F | 17 3/4" (451 mm)   | 17 3/4" (451 mm) |

# OWNER'S ACKNOWLEDGMENTS, RELEASE, AND INDEMNIFICATION

The undersigned **acknowledges** the following:

Issuance of a permit pursuant to this application will not relieve me from my primary responsibility for complying with the federal, provincial and municipal regulations governing the work authorized by the permit, including the BC Building Code and the Municipality's bylaw, nor from the responsibility for obtaining information about such regulations, whether the work is undertaken by me or those whom I may retain or employ to provide design or construction services.

Construction must be carried out in accordance with the permit and all applicable laws, and in accordance with good construction practices.

It is my responsibility to establish the legal boundaries of the building lot and, unless the Building Official deems it unnecessary, to provide the Municipality a building survey certificate prepared by a BC Land Surveyor after the building foundations have been constructed.

Issuance of a permit does not entitle me to construct anything on the building lot in contravention of any covenant, easement, right of way, statutory building scheme, or other restriction or charge registered against title to the land, responsibility for the identification and interpretation of which rests wholly with me.

I am responsible for requesting inspections by the Municipalities Building Official at the following stages of construction, unless field reviews are being provided by a registered professional: footings and foundation framework; perimeter drainage and damp proofing before backfilling; water, sewage, and storm drainage connections before backfilling; framing; plumbing; insulation & vapour barrier; and final inspection.

I will be liable to the Municipality for the cost of repairing any damage to public works or highways that results from the construction authorized by the permit.

If the project involves any plumbing work, other than the repair or replacement of a valve, faucet, sprinkler, the clearance of a stoppage, or repair of a leak, requiring in each case no change in piping, a separate permit is required.

Neither the issuance of a permit pursuant to this application, nor the review or acceptance of plans, specifications, or drawings or the conduct of inspections by the District of Summerland constitutes a representation, warranty, or assurance that the work authorized by the permit complies with the BC Building Code, the Municipalities Building Bylaw, or any other applicable enactment, code or standard, or meets any standard of materials or construction.

In consideration of the granting of a permit pursuant to this application, **I release and indemnify** the District of Summerland, its Councilors, officers and employees from and against any liability, demands, claims, causes of action, suits, judgments, losses, damages, costs and expenses of whatever kind which I or any other person, partnership or corporation or our respective heirs, successors, administrators or assignees may have or incur, in consequences of or incidental to the granting of the permit or any representation, advice, certification, inspection, approval, enforcement or failure to enforce the BC Building Code of the District's Building Bylaw in respect of the work authorized by the permit, and agree that the Municipality owes me no duty of care in respect of these matters.

X

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Must be Signed by Registered Owner

X

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Must be Signed by Registered Owner