

WOOD/PELLET STOVES

Building Permit Procedure:

Applicant is given permit application to be filled out and submitted to the Building Department with the fee. (\$35.00) Required documentation:

1. Completed building permit application, debris form and required fee.
2. Appliance information:
 - a. New appliances-The stove manufacturer's specification sheet with listing information as required by *Section M1303.2* including:
 1. Manufacturer's name and trademark;
 2. Model or identification number of the appliance;
 3. Type(s) of fuel(s) approved;
 4. Testing laboratory's name or trademark and location;
 5. Date tested;
 6. Clearances to combustibles;
 - a. Above top
 - b. From front
 - c. From back
 - d. From sides
 7. Floor protection;
 8. National test standard(s);
 9. Label serial number.
 - b. Used appliances meeting listing requirements
 - c. Used appliances which predate the listing requirements as detailed above. Information is to be submitted describing the appliance including any details in the above list.

NOTE: Non-listed appliance installations are to be inspected by a member of the Fire Department and an inspector from this office.
3. Manufacturer's information or, for used appliances, a sketch showing appliance dimensions is to be submitted.
4. Floor plan and elevations showing proposed location of appliance with proposed clearances and floor protection and stack connection.
5. Confirm that appliance is proposed to be connected properly (sufficient stack size and mechanical fasteners, etc.). *NOTE: In general, connection of solid fuel appliance to a flue serving liquid fueled appliance is not allowed. Refer to Section M1401.63 and Chapter 6-8.2 of NFPA 211.*
6. Fee of \$35.00 is paid prior to inspection and accompanied by the application when submitted to the Building Department.