The Building Consent Process

Application - Online applications or all building consents are to be applied for via the MyDatascape portal on Council's website. Prior to application, a verified Public Account will be required.

Scan the QR code inside the brochure

You will need to upload the following for your application:

- Specification for the fire, flue, hearth and wetback *(if installing a wetback).*
- E2 Roof penetrations and flashing details.
- Floor plan showing location of fire and smoke detectors *(all rooms must be named and show positions of all windows and doors).*
- If you are using an agent to submit the application you will need to give them agents authority .
- A Record of Title or Rates Demand dated no older than 3 months from date of submission of consent.

You will be invoiced the applications fees.

Installation - Once consent has been issued the MyDatascape portal will send you a notification that your approved documents will be available and you can install your fire.

Inspection and Applying for CCC - Arrange inspection by calling Council and quote your Building Consent number. You cannot light your fire until your installation has passed its final inspection. A Code Compliance Certificate (CCC) will be issued to complete the consent process.

Outdoor Fireplaces, Pizza Ovens and Barbecues

A permanent outdoor fireplace or oven, such as a woodfired pizza oven or barbecue, can be constructed without a building consent if it:

- Is not attached to a building.
- Is at least 1 metre away from any building or boundary.
- Is not more than 2.5 metres high.
- Does not have a cooking surface bigger than 1 square metre (for an outside oven).
- Smoke from your outside fireplace or oven must not create a nuisance to any other person or property.

Depending on the District Plan and zoning, the location of the fireplace may need to be greater than 1.5 metres from the boundary.

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The information in this brochure is a guide only, and is not a statutory document.
October 2026

A guide to:

Fireplaces & Solid Fuel Heating Appliances



Solid Fuel Heaters

Burn wood, coal, wood pellets and other similar materials

All solid fuel fire installations require a Building Consent. There are no exemptions, and no “like for like” on fire installations.

Installers
Most installations are completed by a plumber or builder. However there is no requirement to use a trades person for installing a fire. You must however use a qualified plumber to install a wetback.

Wetbacks
Wetbacks must be connected to an open vented storage vessel. Copper piping shall be used between wetback and cylinder. Tempering valve must also be installed.

Smoke Alarms
Please refer to separate information sheet which details the positions where smoke alarms are to be installed for compliance.

Second Hand Fires and Flues
Council does not accept second hand fires and flues for installation in the Ruapehu district unless you can get the fire recertified by the manufacturer. We do not know the cost or timeframe for this process.

Further Information
Wood burners on properties less than 2HA in area must meet the ‘clean-air’ and ‘thermal efficiency’ requirements of the new standard. The Ministry of the Environment website has a list of all wood burners that currently meet the standard.
Website: www.mfe.govt.nz Keyword: wood burner

Kilowatt Rating
Want to maximise your heating potential? Look for the highest KW output on a model of fire that will meet your installation clearances.

Use and Maintenance
Solid fuel appliances must be regularly cleaned and checked for soundness. The best time for such a check is in the autumn, well before heating is required. A solid fuel appliance works best with the fuel the fire is designed for. Alternative types of fuel may in some cases be harmful to the appliance.

Legal Status
The information contained in this brochure is a guide only and consequently has no legal status. It is recommended that you discuss any matter you are not sure of with a Council Building Control Officer.

Proper care must be taken with the design and installation of all parts of solid fuel appliances and their hearths and flues.

Building consent is required to install a new or replacement solid fuel heater and manufacturer’s recommendations for these appliances must be carefully followed. Any variation must be identified and approved.

The condition and location of adjacent timberwork to the existing chimney needs to be checked when installing a built-in solid fuel appliance into an existing fireplace.

Combustible materials adjacent to these appliances must be protected properly by maintaining clearance or by the use of adequate screen. On no account should clearances to hot surfaces be reduced, protective screens removed, or flue shield air spaces blocked.

Inbuilt Installations - The existing chimney must be structurally sound and swept before installation and all cracks/gaps surrounding the area where the heater is to be located are to be filled with an approved sealant e.g., fire clay, mortar prior to installation. An additional inspection of chimney prior to installation is required.

Building Consent Guide and Fees and Charges Infomation
Please visit our website for more information or scan the QR code:
www.ruapehudc.govt.nz/our-services/building-services-and-information