

# CLUTHA DISTRICT COUNCIL

TELEPHONE (03) 418-1350

FAX (03) 418-3185


P.O.BOX 25, BALCLUTHA

## PROJECT INFORMATION MEMORANDUM

<b>P.I.M. No.</b> 8051/03	<b>Date Rec'd.</b> 24/07/2003	<b>Date Act'd.</b> 24/07/2003
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APPLICANT/CONTACT	PROJECT
<b>Owners Name &amp; Address</b>  MABEL JOYCE WHITESIDE 25 GORGE ROAD CLINTON 9252  <b>Applicants Name &amp; Address</b>  MABEL JOYCE WHITESIDE 25 GORGE ROAD CLINTON 9252	<b>Description of Project</b>  INSTALL SOLID FUEL HEATER - FIRENZO FORTE I/B  <b>Intended Life</b>    <b>Project Types</b> Solid Fuel Heater   <b>Producer Statement</b>  <b>Approximate Value</b> \$2500
PROPERTY	
<b>Street Location</b> 23-25 GORGE ROAD CLINTON 9252  <b>Valuation Roll No</b> 28841/193/00	

This Project Information Memorandum has been prepared for the purposes of Section 31(2) of the Building Act 1991, and contains all information held by Council relevant to this project. The information provided is based on a search of Council's property records and there may be other information relating to the land that has not been specifically recorded against this property or known to the researcher.

<b>Signed for and on behalf of the CLUTHA DISTRICT COUNCIL</b>	 <b>Name</b> RJ APPLGARTH
<b>Position</b> DISTRICT INSPECTOR	<b>Date</b> 28-Jul-03 <b>Time</b> 12:38

## PROPERTY MEMORANDA

### INSTALLATION OF SOLID FUEL HEATER

The issue of this building consent to install a Solid Fuel Heater is subject to the following conditions:-

1. SOLID FUEL HEATER being installed strictly in accordance with the manufacturers instructions or if these are not provided the Solid Fuel heater being installed strictly in accordance with NZS 7421.1990.
2. EXISTING CHIMNEY STRUCTURE must be inspected for the required 50 mm clearance from combustible materials prior to inbuilt heaters being installed.
3. ADVICE OF COMPLETION OF BUILDING WORK notice (attached) being returned to this office when the work is complete and ready for inspection, prior to the use of the heater.
4. FLUE AND SOME FIREBOX COMPONENTS may have a restricted life and the appliance should be checked by a competent heater serviceman at least annually.
5. SOLID FUEL HEATER is required to be fixed to the hearth.

# CLUTHA DISTRICT COUNCIL

Building

Consent No:

8051

## REQUIRED INSPECTIONS

Note: Two working days notice is required of the intended commencement of Construction. One working days notice is required for all inspections. **(A working day means one Council Working day)**. Inspections relating to this consent are those highlighted in the following list.

### APPROVED

		Insp	Reinsp	Officer
	<b>Land Stability</b>	Consider slope, drainage, vegetation, evidence of land stability problems.		
	<b>Siting</b>	Ensure boundaries are adequately defined (string lines, house pegged).		
	<b>Foundations</b>	Excavation level and clean, reinforcement in place, tied, with correct clearances and prior to placement of concrete.		
	<b>Masonry</b>	Inc. bond beams, reinforcement in place, starters tied, bottom of core & ports clean, plumbing & drainage pipes in place.		
	<b>Floor Slab</b>	Damp proofing and/or reinforcement in place correct clearances, plumbing & drainage pipes in place and protected, damp proofing continuous to the exterior face of the building.		
	<b>Prelining</b>	At the stage where exterior cladding in place, but prior to the erection or fixing of internal linings, includes plumbing in walls under test, framing, bracing, moisture content, insulation, fixings for subfloor.		
	<b>Insulation</b>	Skillion roofs, solid construction (where insulation cannot be seen at the preline stage).		
	<b>Gib Nail</b>	Sheet bracing and insulation, double skin firewalls.		
	<b>Brick Veneer</b>	When the veneer reaches sill height (brick ties, weep holes, clean cavities, steel lintels which support brickwork)		
	<b>Sanitary Drainage</b>	Manholes, benching, test on lines, bedding, SS connection, septic tank & irrigation installations prior to backfilling.		
		As Built Drainage Plan required? <input type="checkbox"/> Yes <input type="checkbox"/> No		
	<b>Stormwater Drainage</b>	All drains, manholes, connection to SW system, prior to covering up.		
	<b>Demolition Work</b>	Cap sewer lateral. Disconnect water supply.		
✓	<b>Solid Fuel Heaters</b>	Separation distances from combustible materials, hearth size, attachment to hearth, above roof chimney design. Tempering valve if wetback.		
✓	<b>Completion</b>	'Final Inspection' check sheet to be completed.		

**NOTE: DEPENDING ON THE FORM OF CONSTRUCTION SOME OF THESE INSPECTIONS COULD BE INCORPORATED INTO ONE INSPECTION**



# Scanning Quality Advice Note

Advice Note from: Power Business Services Scanning Team

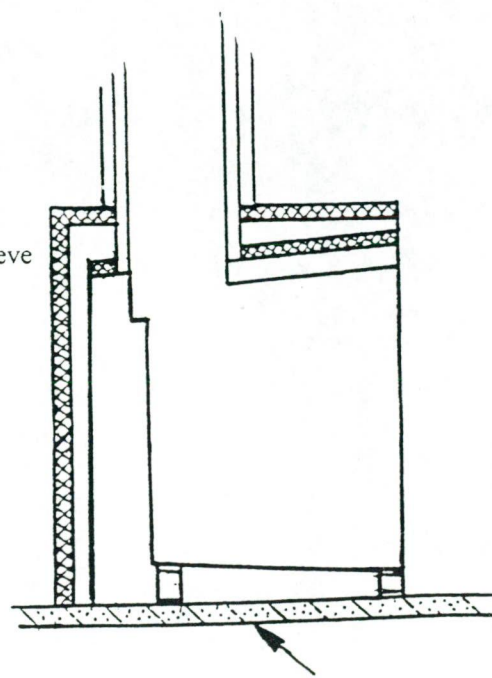
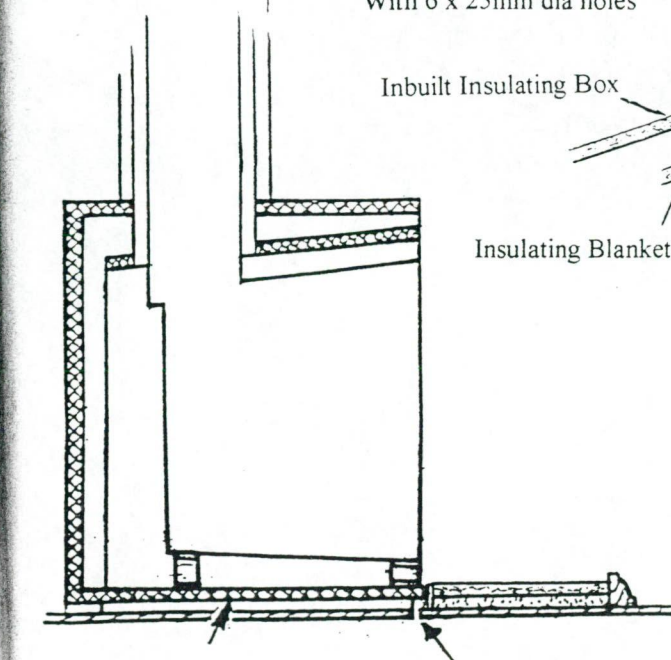
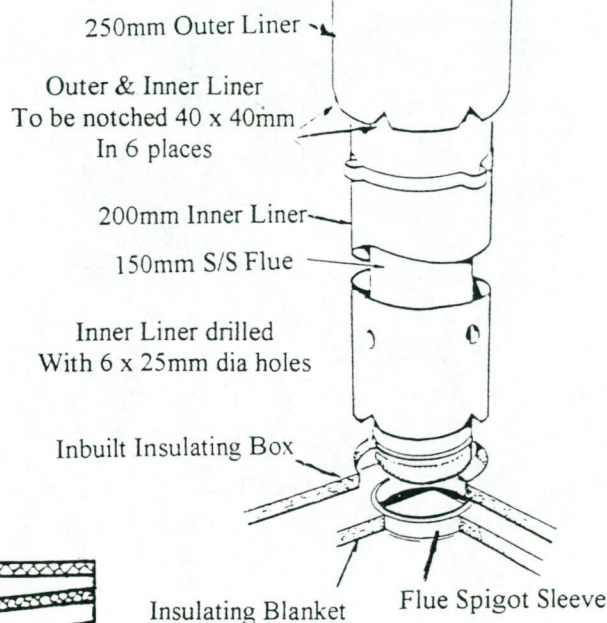
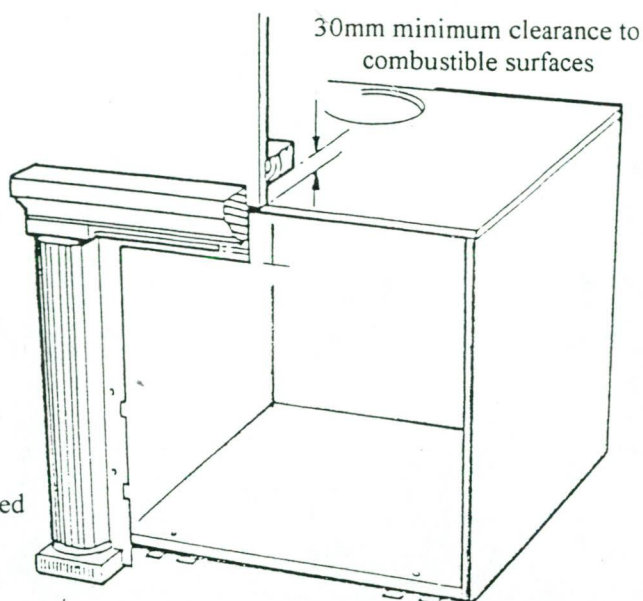
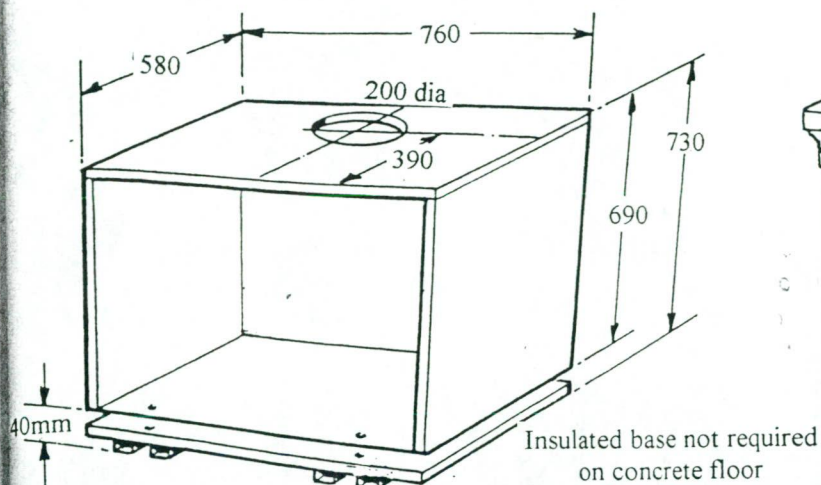
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RE  
TI

# ZERO CLEARANCE BOX FOR INSERTS



Drill ventilation  
Holes in wooden floor  
Beneath heater front  
6 x 19mm dia



Top view

concrete block  
fire brick

outside house wall.

new  
fire box

existing  
hearth.

430+

900

This distance  
315  
from roof  
framing

roof line.

concrete block  
brick lined

<230>

new fire box

<800>

1.6



**INSTALLATION AND OPERATOR'S HANDBOOK  
FOR THE FIRENZO INSERT FIRES  
MANUFACTURED BY  
HEWITSONS LTD**

CLUTHA DISTRICT COUNCIL Consent/PM No. ....  
Plans and specifications approved in accordance  
with the Building Act 1991 and the Building  
Regulations 1992.

Date ...../...../..... Signed .....  
Building Control Officer

**68 AUSTIN STREET CLUTHA DISTRICT COUNCIL  
ONEKAWA  
NAPIER**

Heating units and flues must be installed in  
strict accordance with the manufacturer's  
instructions.

The unit and hearth shall be restrained in  
accordance with the Building Code B1, and  
NZS 7421 1990

Please read this booklet, for the safe installation and operation of  
your Athena/Forte Inserts.

The Appliance and Flue System must be installed in accordance  
with AS/NZS2918. Consult with the building authority having  
jurisdiction to determine the need for a permit prior to commencing  
the installation. Failure to follow these instructions may also void  
your fire insurance and warranty.

These appliances must NOT be installed in the Christchurch Clean Air Zone  
with a wet back fitted.

## **INDEX**

Item:

- 1 Floor Protector requirements
- 2 Built-in Fire Canopy
- 3 Pre-Installation
- 4 Assembly instructions
- 5 Fascia Assembly & Installation
- 6 Operating Instructions
- 7 Maintenance
- 8 Door Glass
- 9 Safety
- 10 Warranty



# INSERT FLUE SYSTEM

TESTED TO AS/NZS2918:2001

## COMPRISING:-

- 3 Stainless steel flue pipes 1200 x150mm di.
- 1 Stainless steel flue pipe 600 x150mm dia.
- 1 Galvanised chimney liner
- Stainless steel rainhat (anti-downdraught cowl)
- Stainless steel flashing cone
- Stainless steel spreader
- Galvanised chimney plate

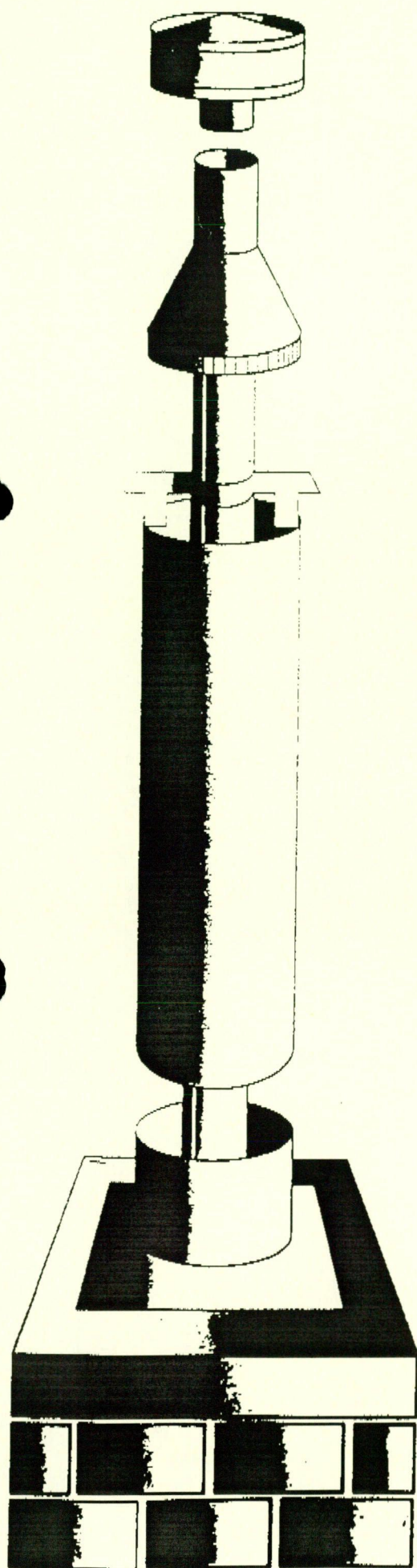
150mm dia.

Do NOT connect the heater to a flue system serving another fire.

The flue is to be 150mm dia stainless steel. This fits inside the flue spigot on the heater. This joint should be a good fit and sealed with a flue sealant.

The minimum vertical flue height should be 4.6 metres above the floor protector. The top of the flue should terminate a minimum of 1 metre above the roof and clear of any obstruction by 3 metres horizontally.

Flue systems which have been tested to AS/NZ29181:2001 Standards must be used.



## 1. FLOOR PROTECTOR REQUIREMENTS

If the heater is to be placed on or within 500mm of a heat sensitive floor, an insulated floor protector will be required.

The insulated floor protector needs to extend under the heater and in front of the door. See dimensions for floor protector. Similarly a 200mm extension is required on each side of the door opening unless the insulated floor protector forms an abutment with a wall or heatshield at a lesser distance.

The heater and floor protector must be fixed to the floor for seismic restraint. Anchor points are provided in the feet of the unit.

## INSULATED FLOOR PROTECTOR CONSTRUCTION

An Insulated Floor Protector shall consist of a minimum thickness of 40mm of an approved insulation material ie micorboard and tiles or similar on the top surface. All joints on the upper surface should be sealed to prevent spilt ash from contacting any heat sensitive material.

## FLOOR PROTECTOR DIMENSIONS

The standard front clearance from the fireplace breast (brickwork,etc) can be reduced by increasing floor protector height.

### HEARTH DEPTH

HEIGHT	BAY	FLUSH
Level	520	530
20	490	495
40	430	445
60	400(Min)	400
80	-	370
100	-	340
120	-	300

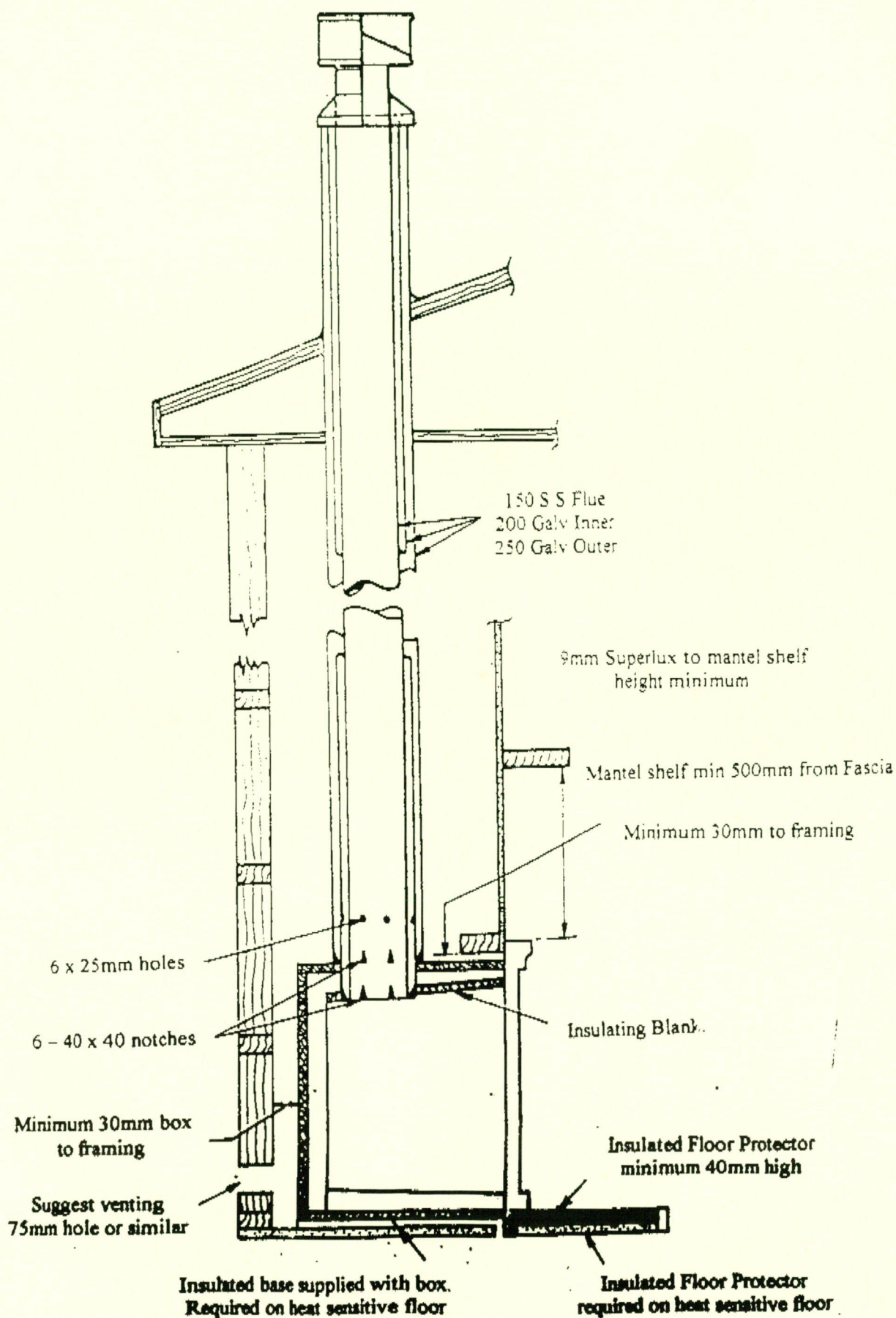
## 2. BUILT IN FIRE CANOPY

For Built In Fire Canopy installations see details on following pages.



**FIRENZO BULTIN FI****INSTALLATION INSTRUCTI**

COMPLIES WITH  
AS/NZS 2918-2001



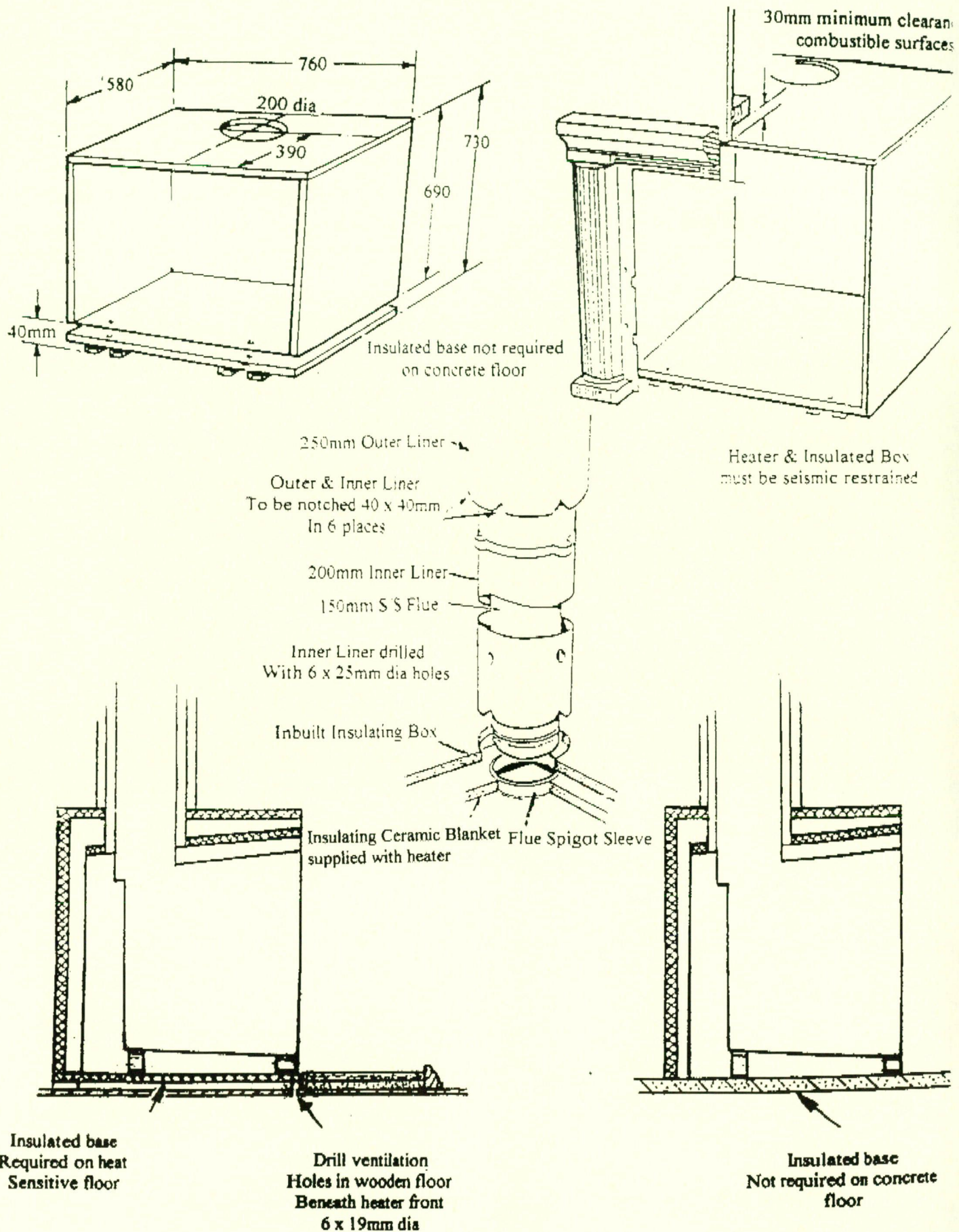


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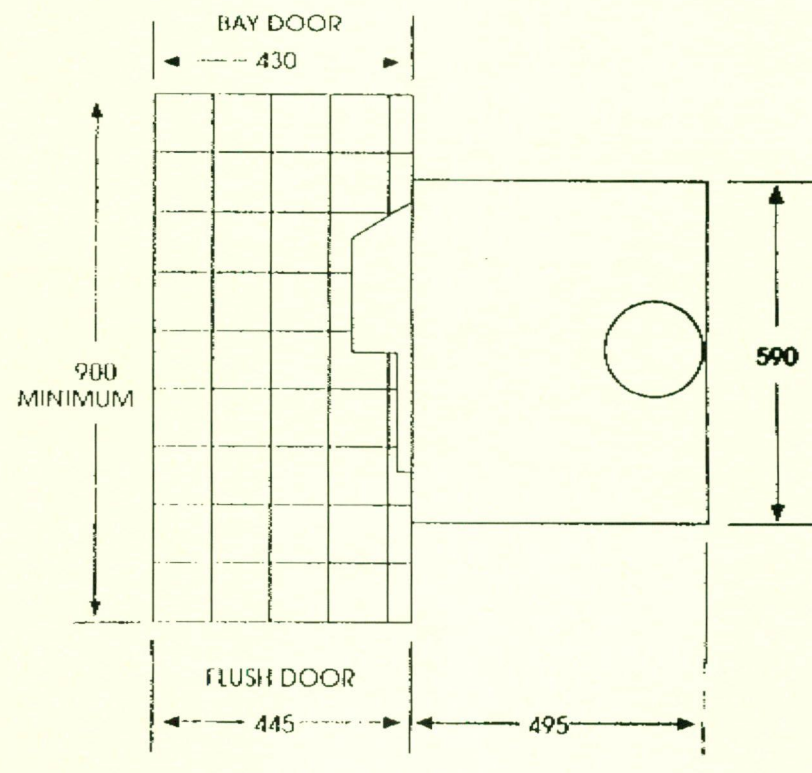
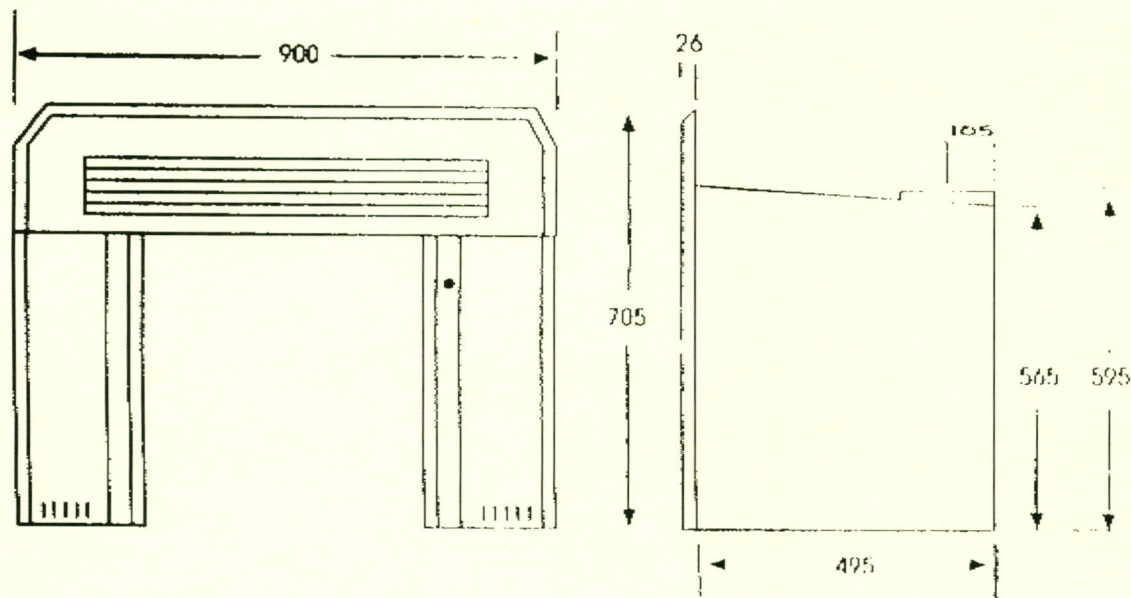
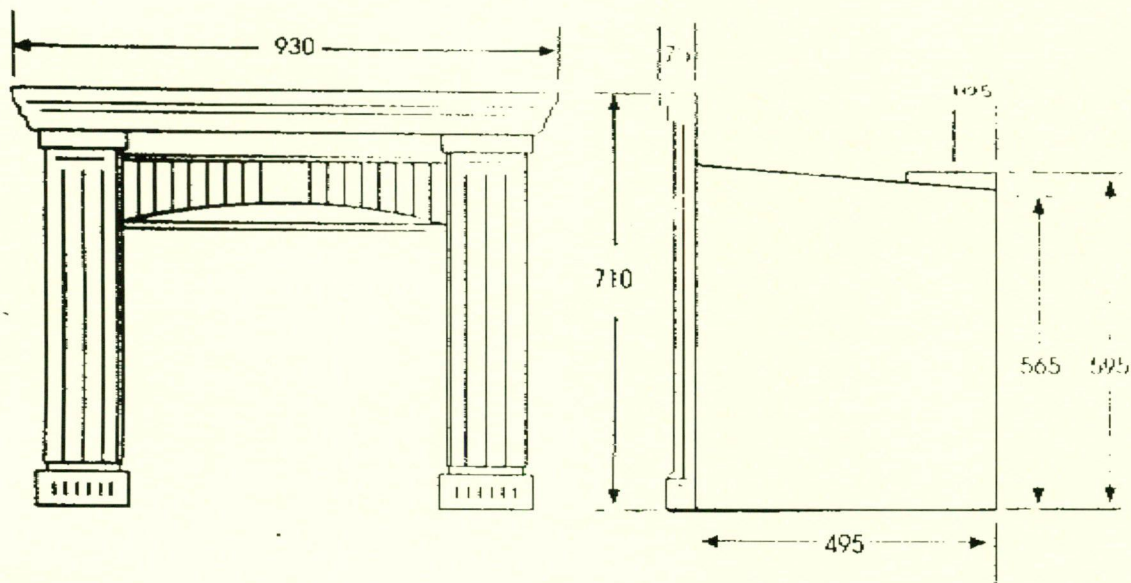
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**BUILT-IN FIRE CANOPY**



Minimum Height above  
facia to unprotected  
mantle shelf 500mm.



Dimensions based on 40mm hearth height



### 3. PRE - INSTALLATION

Before installing your Firenzo Insert it is important to check the condition of your masonry chimney. Ensure any cracks are sealed, loose masonry repaired and the chimney swept. Check the dimensions of your fireplace opening. Firebricks may need to be removed and the floor of the opening should be level using mortar if necessary.

If the fireplace surround is to remain ensure any gaps between chimney face and surround are sealed with heat resistant material.

Where the insert is to be installed in a heat sensitive wall a non-metallic heat resistant material shall extend not less than 50mm beyond each side of the heater or its fascia and 150mm beyond the top of the heater or its fascia.

#### MANTEL

If the mantel shelf is of a combustible material there should be a minimum distance above the top of the fascia of 500mm. This may be reduced if a deflector or heat shield is fitted under the mantel.

### 4. ASSEMBLY INSTRUCTIONS

- 1 Carefully remove all packaging.
- 2 Remove firebricks as necessary to fit the firebox into the opening. The firebox front when installed must be parallel with the fireplace surround. This may be achieved by using a concrete mix to level the fireplace hearth.
- 3 Slide the firebox into the opening so that the outer casing return folds are flush with the fire surround.
- 4 DUE TO NEW ZEALAND BEING AN EARTHQUAKE PRONE COUNTRY, IT IS IMPORTANT TO ANCHOR THE INSERT DOWN IN CASE OF EARTH MOVEMENT.
- 5 Now that the firebox and flue are in position, pack between outer casing and surround with high temperature fibreglass insulation as required. Assemble and fit fascia as follows.

### 5. FASCIA ASSEMBLY & INSTALLATION

#### ATHENA WITH FLUSH DOOR

- 1 Remove screws fixed to lugs on firebox side.
- 2 Place pre-assembled cast fascia and slips against firebox and replace screws.
- 3 Fit ash hearth lugs over 6mm machine screws below door and tighten.
- 4 Fit lower grill over screws and tighten.
- 5 Fit upper cast grill on side locaters.
- 6 Fit control knob and door handle.



**ATHENA WITH BAY DOOR**

- 1 Remove screws fixed to lugs on firebox side.
- 2 Place pre assembled cast fascia against firebox and replace screw.
- 3 Remove 4 self tapping screws from below door opening and fit ash hearth.
- 4 Fit lower grill over screws and tighten.
- 5 Set machine screw on top of bay section at approximately 20mm.
- 6 Place cast canopy lugs over the two 6mm screws in body and tighten.
- 7 The screw on the bay section may now require adjusting to support canopy.
- 8 Fit upper cast grill on side locaters.
- 9 Fit control knob

**FORTE WITH FLUSH DOOR**

- 1 Remove screws fixed to lugs on firebox side.
- 2 Place complete pre assembled fascia against firebox and replace screws.
- 3 Fit ash hearth lugs over 6mm machine screws below door and tighten.
- 4 Fit lower grill over screws and tighten if necessary.
- 5 Remove tape securing the detachable louvre section.
- 6 Fit control knob and door handle.

**FORTE WITH BAY DOOR**

- 1 Remove screws fixed to lugs on firebox side.
- 2 Place pre assembled fascia against firebox, position left hand slip behind hinges and secure the screw. Place right hand slip against fascia and secure.
- 3 Set the machine screw on the top of the bay section at approximately 32mm.
- 4 Place cast canopy lugs over the two 6mm screws in body and tighten.
- 5 The screw on the bay section may now require adjusting to support canopy.
- 6 Remove tape securing louvre.
- 7 Fit control knob.

## **6. OPERATING INSTRUCTIONS**

**PLEASE READ FULLY BEFORE PROCEEDING ANY FURTHER.  
KEEP THIS BOOK IN A SAFE PLACE.**

**FIRST BURN**

On the INITIAL LIGHTING only, the high temperature paint used on your heater will give off smoke and odour for several hours. As this is a temporary condition, open doors, windows, etc to give adequate ventilation.

1. Prepare fire by placing crumpled paper in middle of firebox. Do not use a grate, or elevate fire. Build fire directly on floor of firebox.
2. Pull air control knob fully out for high.



3. Arrange dry kindling in "tepee" style with larger pieces standing up on each side. Ignite paper leaving door ajar until kindling is alight.
4. When vigorous flaming of the kindling subsides and embers begin to appear, reload with larger wood.
5. Open door carefully and place small pieces, then larger logs on top.
6. Close door tight and leave Air Control on 'HI' for some 20 minutes. The value in establishing this technique is that you are providing an excellent base for burning your wood effectively and without smoke - pollution free.
7. When a good fire is established move air control to middle position. DO NOT IMMEDIATELY SHUT THE HEATER TO 'LO'. Remember to close the air control gradually to your desired level of heat output. It is better to take 3-4 adjustments to get to the low setting (extended burn).

### **RELOADING**

**NOTE:** It is necessary to move the Air Control to 'hi' before opening the door.

Never open the door when a vigorous fire is in progress. Wait until the flames have subsided and the wood has broken up into glowing embers. Reload with dry logs.

Leave the air control on the 'Hi' position for 10 to 15 minutes or until the flames begin to subside. This shows that the initial highly volatile wood gases have been driven off and the heater will be able to maintain an even burning rate.

Normally a light load of fuel will stabilize quickly but a full load will take longer. Once the burning rate has stabilized move the Air Control to a medium position.

### **EXTENDED BURN**

For a good extended burn of your heater it is important to first have a good ember bed in the firebox and that any new fuel has been fired sufficiently to drive off the highly volatile wood gases prior to the firing rate being slowed.

It is better to load your last fuel for an extended burn earlier and to reduce the burning rate gradually to get to the setting.

### **RE-LOADING AFTER AN EXTENDED BURN TIME**

At the end of an extended burn, re-establish the fire by adding a few small split logs, adjust the Air Control to 'Hi' and allow the firebox temperature to build up before adding the balance of the fuel.

The addition of large quantities of cold fuel to a low fire will reduce the firebox temperature dramatically and this may result in 'losing' the fire.

Proceed with fire as before.



Do **NOT** operate the heater with the door constantly open, this overrides the Air Control and greatly lowers optimum heat output and efficiency.

## **FUEL**

Dry, seasoned wood should be used at all times and, as a general rule, the harder the wood the better it will be as fuel.

The heat output level on the heater is controlled not only by the Air Control but also by the type and quantity of fuel in the firebox.

A fully loaded firebox set to 'High' will produce far more heat than an almost empty heater set at the same position. Remember, you only get out of any heater what you put into it. The better the fuel, the better the heater.

Do **NOT** burn plastic, household refuse or driftwood.

## **FLAMMABLE LIQUIDS**

**CAUTION:** Never use gasoline-type fuel, kerosene, charcoal lighter fuel or similar liquids to start or 'freshen-up' a fire in this heater.

# **7. MAINTENANCE**

## **CLEANING THE ASHES FROM THE FIRE**

### **Disposal of Ashes**

Ashes should be placed in a metal container with a tight fitting lid. The closed container of ashes should be placed on a non-combustible floor or on the ground, well away from all combustible materials, pending final disposal. If the ashes are disposed of by burial in soil or otherwise locally dispersed, they should be retained in the closed container until all cinders have thoroughly cooled.

A LAYER OF ASH AT LEAST 25MM DEEP SHOULD ALWAYS BE LEFT IN THE BOTTOM OF THE HEATER TO PROTECT THE BOTTOM OF THE FIREBOX, AND IT WILL ALSO ACT AS 'INSULATION' FOR THE FIRE.

**WARNING:** DO **NOT** REMOVE EXCESS ASH FROM THE FIREBOX BY VACUUM UNLESS THE FIRE HAS BEEN OUT FOR 5 OR MORE DAYS - EMBERS WILL SMOULDER FOR SEVERAL DAYS AND WILL IGNITE VACUUM CLEANER BAGS.

**FLUE**

Creosote is caused by burning wet fuel, leaving particles and condensation to build up on the inside of any closed solid fuel heater. Creosote and soot left to build up can cause decreased heat performance and flue fires. Your heating retailer or local reputable chimney sweep will be able to assist with flue cleaning.

**SECONDARY CHAMBER**

The baffles (horizontal bricks in the ceiling of firebox) are critical to the heaters performance. They should be checked annually during flue cleaning and replaced if signs of deterioration are evident.

**DOOR HANDLE AND HINGES**

Light lubrication is recommended once a year before the first autumn burn. Use a little GRAPHITE grease, available from any garage or engineering outlet.

**PAINTWORK (ATHENA CASTINGS)**

If any scratches or surface marks have appeared on the paintwork, use 'Stovebright' Satin Black paint to retouch, taking note of the manufacturers instructions for spraying. Never spray a hot fire.

**GOLD OR CHROME PLATED RAILS**

The 24 carat gold, or chrome plated rails must not come in contact with abrasive materials. Use a clean damp cloth when the heater is cool, if cleaning is required.

**8. DOOR GLASS**

The inserts are equipped with a self cleaning glass air wash system. A discolouration can form after a long 'low' burn, but 30 minutes of 'high' burn should clear it from the glass.

Oven clean cleaner can be used for removal of heavy build-up.

Do NOT clean glass while hot.

If a replacement of glass is required, only high heat and impact resistant ceramic glass is able to be used. Insulating material for the glass should be replaced at this time also. NEVER place glass directly against the door. Without the insulation seal tape in place, the glass is likely to shatter. Your Firenzo agent will be able to supply any spare parts.



the warranties conferred by Hewitsons Limited, who neither assumes nor authorises anyone else to assume their liability in connection with the sale of the stove or any other parts or accessories therefore.

i) Any claim under this warranty should be submitted first to the dealer from whom the stove was purchased. In such cases where the dealer cannot be located, the fully completed warranty claim form should be mailed to Hewitsons Limited at the address shown herein.

j) Notwithstanding the warranty and undertakings above, Hewitsons Limited shall not be liable in any way whatsoever for consequential loss of any kind.

## 9. SAFETY

All surfaces on the inserts will get hot and cause burning if touched by bare hands. Hewitsons recommends using a fireguard.

The heat from inserts will effectively dry laundry and other wet articles, however such materials should be kept well clear of the heater to prevent accidental fires.

The flue should be cleaned regularly to avoid flue fires. In such event, close the air control. Do NOT open door. Remove combustible items from near the heater and flue.

## 10. WARRANTY

Firenzo woodfires are fully guaranteed against defects in materials and workmanship for a period of TEN YEARS from date of purchase for the firebox, fire surrounds, door panel, trims, air supply components and ONE YEAR for kiln bricks, door glass and seals.

Subject to the following conditions:

a) Provided the terms of payment are promptly complied with Hewitsons Limited undertakes with the original purchaser to remedy with reasonable despatch any defects for poor performance of the heater due to faulty workmanship or materials and or circumstances which would render the heater parts or accessories unfit for normal use, provided that the heater has been installed, inspected, operated and maintained with the manufacturers instructions and the terms of this warranty.

b) Hewitsons Ltd will provide free labour and replacement of any parts covered by this warranty or the entire heater at its option after receiving a fully completed Hewitsons warranty claim form (available from stockists nationwide).

Hewitsons Limited must be satisfied that the heater in question was properly installed and that the heater is defective and they have been given the opportunity to rectify the defect.

c) The purchaser will be responsible for paying any service call fees or transport charges on and damages and loss incurred in connection with the transportation of the heater parts or accessories to and from Hewitsons or its accredited agents.

d) This warranty does not apply and Hewitsons Limited shall have no obligation in respect to any heater part or accessory which has:

1. Been subject to misuse, neglect, or accident in transit, storage or use.
2. Not been inspected for proper installation.
3. Not been operated or maintained in accordance with the manufacturers printed instructions.
4. Been damaged through water, including any surface rust which may occur in transit or storage and excluding such damage caused by wetback leakage if so proven to be faulty materials or workmanship on behalf of Hewitsons Limited.

e) This warranty is expressly in lieu of all other warranties, expressed or implied including the warranties of merchantability and fitness for a particular purpose other than



Project to install Forte Bay  
in built fireplace replacing a heat  
inbuilt

The new fireplace is of similar  
dimensions to the previous fire

The fireplace was originally an  
open fire which is constructed from  
a concrete block outer wall which is  
half inside the house and half outside  
this is lined with firebrick and does  
not pass through any roof cavity


outside measurement  $1.6 \times 800$

Question: does it have to have the  
two liners as the top needs to be  
made wider.

The nearest combustible material will  
be 315 at the roof line through the  
block + brick enclosure.

regards

Rex Whiteside

The heater must be installed as per manufacturers  
Installation instructions  Building Control officer

Please read this booklet, for the safe installation and operation of your Athena/Forte Inserts.

All inserts must be installed in accordance with these instructions. Consult with the building authority having jurisdiction to determine the need for a permit prior to commencing the installation. Failure to follow these instructions may also void your fire insurance and warranty.

**Please complete and return your warranty registration card as enclosed.**

## INDEX

- 1 Introduction, Hearth requirements
- 2 Diagrams
- 3 Hearth, Zero clearance installation
- 4 Assembly instructions, flue installation
- 5 Paint curing, wetback, Fascia
- 6 Air controls, solid fuel
- 7 Maintenance
- 8 Door, Glass, Accessories, Rails
- 9 Safety & spare parts
- 10 Warranty

### 1. HEARTH REQUIREMENTS

The Athena/Forte conforms with NZ Safety Standards 7421:1990-302, Appendix J,

Installation Requirements for Insulated Hearths.

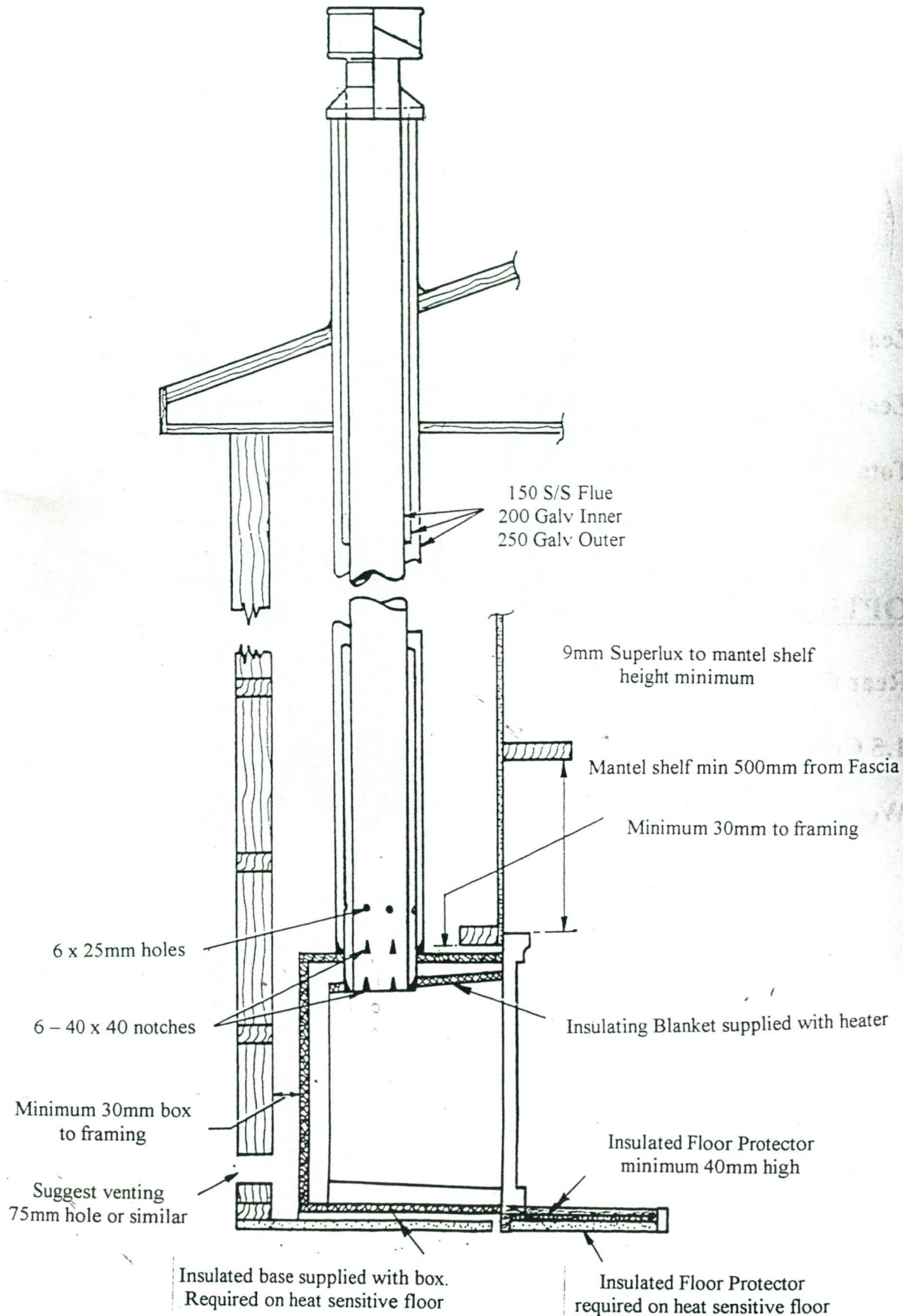
An insulated hearth must have core material being durable and unaffected by heat from the appliance, ie ceramic tiles or bricks with ash tight joints on fireproof board. Minimum Hearth sizing is as per diagram 1. page 2.

Provision must be made for seismic restraint of the hearth and the appliance.



# FIRENZO INBUILT FIRE INSTALLATION INSTRUCTI

COMPLIES WITH  
AS/NZS 2918-2001



40mm

In  
Rec  
Se