

Building Bye-Laws (Jersey)

Application for work in connection with a Solid Fuel Fire, Stove or Heating Boiler

Please read the general guidance notes on the back of this form before answering all the questions. One copy must be completed using block letters. Failure to fully complete this form could result in delays.

Note:
An application is not necessary for works in respect of the provision or alteration of a gas, oil fired or solid fuel appliance if the work is to be carried out by a CORGI / GAS SAFE, OFTEC or HETAS registered technician who is registered to carry out such work. However, a certificate of completion must be submitted to the department within 30 days of completion of the work by the technician's registration body.

1. Address of property:

Postcode:

**2. Applicant name and address:
(The person for whom the work is to be carried out)**

Postcode:

Applicant contact details:

Tel:	
Email:	

3. Agent name and address:

Postcode:

Agent contact details:

Tel:	
Email:	

4. Proposed commencement date for the work: (If known)

	/		/	
--	---	--	---	--

**5. State manufacturer and type of appliance to be installed or altered and fuel to be used:
(For mechanically vented wood pellet burning stoves see Section 9)**

6. Details of any chimney to be used (If an existing chimney is to be used details must still be provided, see note (c)):

(a) Construction materials	
(b) Foundation details	
(c) Size of flue	
(d) Height of flue outlet above roof	
(e) Distance from flue to nearest opening into building	

7. Details in respect of appliance being installed:

(a) Size and construction of hearth	
(b) Rated output of appliance	KW
(c) Air supply for combustion purposes	Method Area in mm²

8. State how the appliance and/or chimney will be separated from any combustible material:

9. For mechanically vented wood pellet stoves with a flue / vent that does not accord with the recommendations given in the TGD3, the following information must be provided with the application:

- (a) A test report in accordance with BS EN 14785:2006 – residential space heating appliances fired by wood Pellets – requirements and test methods, confirming the appliance conforms to that standard.
- (b) A report confirming the proposed flue has been independently tested by a Laboratory which holds United Kingdom Accreditation Service (UKAS), or equivalent, accreditation for undertaking such tests, and certified by that Laboratory as being adequate for the proposed appliance and that the completed installation will meet all relevant requirements of the Building Bye-laws (Jersey) as amended
- (c) Name of person who will be installing the appliance:
- (d) Name of approved scheme under which the Installer is registered:
- (e) Installers approved scheme registration number:

10. To be completed for all applications:

Building bye-law fee	£
Map fee	£
Total	£

Cheque number Debit card (Separate form coded: CCNPT to be completed)

CHECKLIST – Please check that you have provided the following information:

- 1. 1 original application form fully completed.
- 2. 1 copy of the current 1:2500 scale map of the Island showing the site outlined in red.
- 3. Fee section completed.
- 4. Cheque enclosed and cheque number box completed.

GUIDANCE NOTES

- (a) This form is only to be used for the purpose of obtaining building bye-law permission for work involving the provision, extension or material alteration of a fixed heat-producing appliance designed to burn solid fuel, oil or gas, which is intended to be carried out independently of any other building works.
- (b) Guidance on meeting the building bye-law requirements can be found in the supporting technical guidance documents which can be downloaded from the States of Jersey website, www.gov.je, or purchased from the department.
- (c) Existing chimney construction should be checked before connecting a new appliance. Older chimneys may require a lining to be installed. Details should be agreed with the building control surveyor before commencement of work.
Note:
New chimneys normally require planning permission in addition to building bye-law permission. Where the work involves the construction of a new chimney this should not commence until planning permission has been obtained.
A separate application form is available from the department for this purpose.
- (d) Appliances that are not room sealed require an air supply for combustion. Refer to the technical guidance information.
- (e) Where a new or replacement appliance is installed within a dwelling a carbon monoxide alarm should be provided in the room where the appliance is located.
Refer to technical guidance document Part 3 (2011 Edition) sections 1.61 to 1.64.
- (f) The work detailed on this form may be commenced as soon as the application has been accepted by the department; however the department must be notified not more than 48 hours after completion of the work.
- (g) Every application must include 1 copy of a location map, which is an authorised direct copy of the current 1:2500 scale map of the island and the appropriate fee for the works. The fees payable for applications are set out in the department’s fee schedule which can be downloaded from the States of Jersey website, www.gov.je, or collected from the department. Cheques should be made payable to the ‘Treasurer of the States’.

DECLARATION

Important information:

Before signing this form please read the following consent information carefully. It explains how your information will be used and provides a brief description of your rights under Jersey's Data Protection Law. For further information on how the Department of the Environment handles personal data please visit www.gov.je/howweuseyourinfo

Consent of all parties named in this application

I declare that this application is made with my authority. I am aware that it's an offence to submit false or misleading information with an application.

I am aware and agree to the information supplied on this form, together with any other accompanying information, being used for the purpose(s) of assessing this application for a building permit as required under the Building Bye-laws (Jersey) 2007.

I am aware and agree that the information supplied on this form, together with any other accompanying information:

- may be disclosed to other States departments and relevant authorities so that you can consult with them about the suitability of this application
- may be made accessible to members of the public so that they may comment on this application
- may be published in the local media and on the States of Jersey website as the information forms part of the register of building applications which is required by law to be made available

I further understand that as a public authority, you are subject to the provisions of the Freedom of Information (Jersey) Law 2011. Under this Law you may be required to disclose information you hold, including the contents of this form and any other information I provide to you, unless the information is protected from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2018

Your right to withdraw consent:

You have the right to withdraw your consent to the further processing of your information. However, this may cause delays or prevent us delivering a service to you or cause you to be in breach of other legal requirements.

If you would like to exercise this right please contact us on 445508

Applicant Name:	Signature:	Date:
_____	_____	_____

Applicant Name:	Signature:	Date:
_____	_____	_____

Owner Name:	Signature:	Date:
_____	_____	_____

Owner Name:	Signature:	Date:
_____	_____	_____

Agent Name:	Signature:	Date:
_____	_____	_____