

Revelstoke Woodstove Exchange Program Details

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GOAL: The City's goal is to improve air quality by lowering smoke emissions. This program combines education and economic incentives to assist residents to operate their wood burning appliances efficiently and to exchange older smoky wood stoves for low emission appliances including new CSA/EPA (United States Environment Protection Agency) - certified clean burning wood stoves. New technology appliances are proven to burn 1/3 less wood, to reduce emissions by up to 70% and to significantly reduce risks of chimney fires. This program also supports local bylaws restricting the use of non-emission certified appliances. The purpose of this program is to encourage the removal of existing non-certified wood-burning appliances, which generate high levels of pollution. In order to qualify for the Air Quality Rebate Program, a new EPA (United States Environmental Protection Agency) certified appliance must be purchased.

REBATES: The City of Revelstoke has **limited funds available to offer \$500 rebates on a first come, first served basis** to approved program participants. So act quickly while the funding is still available.

WHAT QUALIFIES: An exchange must take place. Any wood burning appliance currently providing heat to a residential or commercial building qualifies if it is not certified for efficiency and emission standards. Typically, stoves or inserts manufactured before 1994 are not efficiency certified. Most wood burning furnaces and outdoor wood burning boilers do not meet standards. A metal plate on the back of your unit will indicate the month and year of testing for EPA or CSA 415B standards.

Full Details: <http://www.bcairquality.ca/topics/wood-stove-exchange-program/index.html>

HERE'S A LIST OF WHAT QUALIFIES TO REPLACE THE NON-EPA WOOD BURNING APPLIANCES ABOVE:

- An EPA certified wood stove, a pellet stove, a high efficiency gas stove/fireplace, or an electric space heater.
- An EPA certified wood insert, a pellet insert, a high efficiency gas insert, or an electric insert.
- An EPA certified factory-built fireplace—may only be accepted if it is replacing a NON EPA certified WOOD STOVE OR NON EPA certified WOOD INSERT (not an existing factory built fireplace).

HERE'S A LIST OF ORIGINAL APPLIANCES that can be CHANGED-OUT under this program:

- A free-standing non-EPA certified "stove." A "homemade" or "barrel" stove.
- A so-called "airtight" non-EPA certified fireplace insert, or tube type heat exchanger with a face plate and door (like the "Free Heat Machine" or Welenco) that is currently installed in an open hearth fireplace.
- A non-EPA certified "wood furnace" (ducted, forced air, home heating appliance) - may only be replaced by an EPA certified wood furnace or pellet furnace.
- A wood-burning cook stove.

HERE'S A LIST OF WHAT DOES NOT QUALIFY as a replacement appliance.

PROGRAM FUNDING WILL NOT BE PROVIDED TO INSTALL THESE APPLIANCES:

- A new insert to an existing open-hearth fireplace that does NOT currently have an insert installed in it. *An exchange of an existing wood appliance must take place.*
- Electric stoves or fireplaces (replacement electric inserts are allowed).
- Factory-built ("zero-clearance") fireplaces.
- Wood cook stoves: Cook stoves are EPA exempt. Therefore, they are not covered by this program. They may be replaced by an EPA-certified stove or other "non-cooking" product within the qualification list above.
- Outdoor appliances: a replacement unit must be installed in an area with four walls, ceiling and a door.
- Tin heaters/tent stoves, i.e., something NOT used in a residential application.



The City of Revelstoke
Box 170—216 Mackenzie Ave
Revelstoke BC V0E 2S0
Phone 250-837-3637
Fax: 250-805-2009



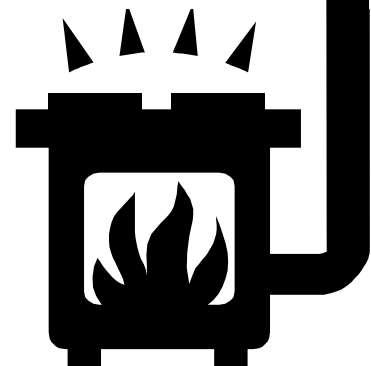
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✓ The Revelstoke Wood Stove Exchange CHECKLIST

- Step 1:** Ensure the existing woodstove is currently in use and does not meet EPA emission standards.
- Step 2:** Fill out a **Building Permit AND provide a copy of the manufacturers Certification (EPA & CSA) and installation specifications** for the new EPA certified wood burning appliance (including chimney or venting information), or your new propane or electric appliance. The City will determine your eligibility.
- Step 3:** A building permit **MUST BE ISSUED PRIOR** to work being done. Once issued, call for your First Inspection to view the existing appliance 250-837-3637.
- Step 4:** Once the old appliance has been inspected by the Building Official, you may remove it. **The new EPA Certified appliance may now be installed.** You must ensure that your installer is trained and certified in compliance with the Wood Energy Technical Training (WETT) program (Home owner may install the appliance). Upon completion, your installer is required to complete **REBATE APPLICATION FORM—PART D**. If you are replacing your primary furnace you must also complete **FORM 3 CERTIFICATION OF HEATING SYSTEMS**.
- Step 5:** Upon completion of the above steps, call 250-837-3637 for a Final Inspection from the City. They will inspect and record information regarding your new EPA certified appliance. A LADDER FOR ACCESS MUST BE SET-UP for access to the roof, ROOF MUST BE DRY & CLEAR OF SNOW AND ICE. Have the Building Official sign the **REBATE APPLICATION FORM**
- Step 6:** Take your old appliance to the **City of Revelstoke Public Works Yard**** and have them sign the **REBATE APPLICATION FORM**. Customer is responsible for removing door, cleaning out any ash and firebricks.
**** Call 250-837-2001 for drop off between 7:30am-12pm or 1pm-3pm Mon-Fri**
- Step 7:** It is the customer's responsibility to bring the **REBATE APPLICATION FORM** to the Development Services Office to obtain the \$500 mail-in-rebate.



The City of Revelstoke
 Box 170—216 Mackenzie Ave
 Revelstoke BC V0E 2S0
 Phone 250-837-3637
 Fax: 250-805-2009



Rebate Application Form

PLEASE KEEP THIS FORM for signatures and to RECEIVE REBATE

CIVIC ADDRESS of INSTALL: _____
 Applicant Name: _____ Phone # _____
 Mailing Address (REQUIRED for REBATE): _____ BOX #: _____
 City: _____ Prov/Postal _____
 E-MAIL: _____

INSTALLER: _____ PHONE: _____
 ADDRESS: _____ WETT CERT NO _____ EXP: _____
WOODSTOVE:**
 I/We _____ hereby certify that the subject EPA Certified solid fuel or pellet appliance was installed and meets CAN/CSA-B415.1 Standards in accordance with the Waste Management Act, CAN/CSA-B365-M Standards and all other applicable requirements in accordance with the BC Building Code.

 Signature of Installer _____ Date _____
****PLEASE ATTACH COPY OF WETT CERTIFICATION**
PROPANE/ ELECTRIC ONLY: if applicable
 I/We _____ hereby certify that the subject certified propane or electric appliance was installed and meets all requirements in accordance with the Gas or Electrical Safety Acts and all other applicable requirements in accordance to the BC Building Code. (A copy of my Trade Certificate is attached).

 Signature of Installer _____ Date _____

OFFICE USE:

 Building Inspector _____ Date _____

INSTALLER SECTION:

PUBLIC WORKS:
 I/We _____ of _____ hereby certify that the old non-certified wood-burning appliance was decommissioned and has been properly disposed of in compliance with the Air Quality Rebate Program.

 Signature of City Of Revelstoke Employee _____ Date: _____



Inspection Form (OFFICE USE ONLY)

APPLICANT: _____ DATE: _____

PHONE: _____ BUILDING PERMIT NO.: _____

PROJECT SITE ADDRESS: _____

EXISTING APPLIANCE INFO: _____

(make, model, serial number, etc.)

DOES THE APPLICANT QUALIFY FOR THE CITY OF REVELSTOKE WOOD STOVE EXCHANGE PROGRAM?

YES

NO

IS THE EXISTING CHIMNEY/VENT USED FOR NEW APPLIANCE? YES NO

IF YES, A LINER IS REQUIRED: YES NO

IF YES, IS THE EXISTING CHIMNEY OKAY? YES NO

TYPE/CONSTRUCTION: _____

NEW APPLIANCE INFO: _____

(make, model, serial number, ect.)

MANUFACTURER'S SPECIFICATIONS PROVIDED? YES NO

PROPANE APPLIANCE? YES NO

ELECTRIC APPLIANCE? YES NO

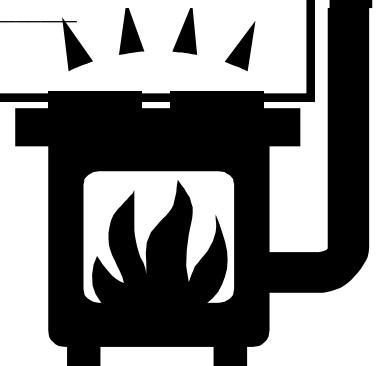
LOCATION OF NEW APPLIANCE: : _____

NEW CHIMNEY/VENT: _____

(type, make, model)

SIGNATURE OF BUILDING OFFICIAL

DATE



Form 3 Certification of Heating Systems

Building Official
City of Revelstoke
Engineering and Development Services Department
Box 170, 215 Mackenzie Avenue
Revelstoke, BC V0E 2S0

Dear Sir:

RE: _____ Permit No: _____

The Design and Installation of the Heating and Ventilation system at the above noted address is in Compliance with Sections 9.32 and 9.33 of the BC Building Code.

Specifically:

- The design, construction and installation conforms to good engineering practice;
- All control equipment, component parts and systems are installed to provide easy access for inspection, maintenance and cleaning;
- All systems and respective thermostats are operational and functioning in good working order;
- The system is capable of maintaining and indoor air temperature as described in Subsection 9.33.3

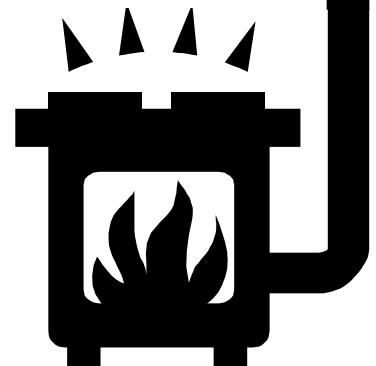
Certified this _____ day of _____, 2017.

<u>Heating Contractor</u>
Company _____
Principal _____
Address _____
Signature _____
Telephone _____

<u>General Contractor (Owner)</u>
Company _____
Principal _____
Address _____
Signature _____
Telephone _____



The City of Revelstoke
Box 170—216 Mackenzie Ave Revelstoke BC V0E 2S0
Phone 250-837-3637 Fax: 250-805-2009





**City of Revelstoke
Development Services**

216 Mackenzie Ave, Revelstoke, BC
250-837-3637 | development@revelstoke.ca

**BUILDING PERMIT
APPLICATION FORM**

Application Information

Civic Address: _____

Legal Description: _____

Zoning: _____ OCP Designation: _____

OWNER

Name: _____

Address: _____

City: _____ Postal Code: _____ Phone: _____

Email address: _____

BUILDING PROPOSAL

Building Type:	# of Units:	Permit type (select all that apply):			
Residential	<input type="checkbox"/>	New	Mobile Home	External Alteration	Site Servicing
Commercial	<input type="checkbox"/>	Plumbing	Renewal	Retaining Wall	Other:
Industrial		Accessory Building	Change of Use	Demolition	
Institutional		Secondary Suite	Internal Alteration	Foundation	

Description of work(s) proposed:

Total Number of Fixtures (plumbing only): _____ Construction Value: _____

Any retaining walls exceeding 1.5 m: Yes No Designated Heritage Property: Yes No

CONTRACTOR

Name: _____

Address: _____

City: _____ Postal Code: _____ Phone: _____

Email address: _____

SIGNATURE

Applicants Name

Applicants Signature

Office Use Only

Property Affected by: Heritage Conservation Flood Plain ESA Hazard Lands ALR

Submission Date: _____ Accepted By: _____ Roll Number: _____ Permit No: _____



**City of Revelstoke
Development Services**

216 Mackenzie Ave, Revelstoke, BC
250-837-3637 | development@revelstoke.ca

OWNERS UNDERTAKING

Property Information

Civic Address: _____

Legal Address: _____

Registered Owner Name: _____ Phone: _____

Registered Owner Name: _____ Phone: _____

Owners Acknowledgment & Signature(s)

The undersigned **acknowledges** the following:

1. Issuance of a permit pursuant to this application will not relieve me from my primary responsibility for complying with the federal, provincial and City regulations governing the work authorized by the permit, including the BC Building Code and the City's building bylaw, not from the responsibility for obtaining information about such regulations, whether the work is undertaken by me or by those whom I may retain or employ to provide design or construction services.
2. Construction must be carried out in accordance with the permit and all applicable laws, and in accordance with good construction practices.
3. It is my responsibility to establish the legal boundaries of the building lot and, unless the building official deems it unnecessary, to provide to the City a building survey certificate prepared by a BC Land Surveyor after the building foundations have been constructed.
4. 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 the title to the land, responsibility for the identification and interpretation of which rests wholly on me.
5. I am responsible for requesting inspections by the City's 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 and vapor barrier; and final inspection.
6. I will be liable to the City for the cost of repairing any damage to public works or highways that results from the construction authorized by this permit.
7. If the project involves any plumbing work, other than the repair or replacement of a valve, faucet, fixture or sprinkler, the clearance of a stoppage, or repair of a leak, requiring in each case no change in piping, a separate plumbing permit is required.
8. 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 City of Revelstoke constitutes a representation, warranty, or assurance that the work authorized by the permit complies with the BC Building Code, the City's 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 City of Revelstoke, 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, corporation or our respective heirs, successors, administrators or assignees may have or incur, in consequence 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 City's building bylaw in respect of the work authorized by the permit, and agree that the City owes me no duty of care in respect of these matters.

As owner or owner's agent, I have verified that the information contained within this document and associated applications and plans is correct, and describes a use, a building or a work which complies with all relevant bylaws and statutes. I understand that personal information contained in this form will not be released to the public except as required by law; however, all associated applications and plans will be made publicly available during the development or building application process. I acknowledge that responsibility for by-law compliance rests with the owner and the owner's employees, agents and contractors. I will indemnify and save harmless the City of Revelstoke, its officials, employees and agents against all claims, liabilities and expenses of every kind, in respect to anything done or not done pursuant to this application or ensuing permit, including negligence and/or the failure to observe all by-laws, acts or regulations.

Registered Owner Signature: _____

Date: _____

Registered Owner Signature: _____

Date: _____