



CITY OF NEENAH
Department of Community Development
(Inspection Department)
211 Walnut Street Phone: (920) 886-6130
website: www.ci.neenah.wi.us

WOOD BURNING STOVES AND FIREPLACES

The resurgence of the wood burner as a supplementary source of heat has led to an alarming number of fires traceable to careless installations or misuse. The purpose of this sheet is to provide some basic information on the selection, installation, use and maintenance of solid fuel heating equipment.

PERMITS

A heating permit is required for the installation of any wood/gas/pellet stove or fireplace. The permit fee is \$25.00. Solid fuel burning appliances must be installed according to manufacturers specifications, or the Wisconsin Uniform Dwelling Code.

Should you have any questions about installation and use of a wood stove or fireplace, contact the Heating Inspector at 751-4664 or stop at City Hall, Room 313, between 7:30 A.M. and 9:30 A.M. or 3:00 P.M. and 3:45 P.M.

SOME OF THE PRINCIPAL DO'S AND DON'TS

DO	Make sure there is enough clearance between the stove and combustible walls, ceilings, and floors.
DO	Place the stove on a fireproof base.
DO	Have a competent mason inspect your chimney.
DO	Burn only dry, well-seasoned wood.
DO	Consider opening the window a crack for ventilation, especially if your house is tightly insulated.
DO	Dispose of ashes in a closed metal container outside of the house.
DON'T	Extend a stovepipe through a wall or ceiling unless using an approved thimble.
DON'T	Connect a wood stove to a fireplace chimney, unless fireplace has been sealed off.
DON'T	Start a stove with flammable fuel.
DON'T	Burn trash in a stove – doing so can start a chimney fire.
DON'T	Let wood fire burn unattended or overnight.

IN CASE OF FIRE FIRST CALL THE FIRE DEPARTMENT - 911
WHILE YOU'RE WAITING FOR FIREMEN TO ARRIVE, YOU CAN HELP CONTROL THE FIRE BY CLOSING THE STOVE'S DRAFT LOUVERS AND THE SOLID DAMPER AND/OR THROWING A LIBERAL AMOUNT OF COARSE SALT INTO THE FIRE CHAMBER.