



Plateau® PTO28 City Table Outdoor Decorative Gas Appliance

Owners & Installation Manual

MODELS: PTO28CIT - NG1
PTO28CIT - LP1



WARNING: FOR OUTDOOR USE ONLY

www.regency-fire.com

⚠ WARNING:
If the information in these instructions are not followed exactly, a fire or explosion may result causing property damage, personal injury or loss of life.

⚠ WARNING:
Improper installation, adjustment, alteration, service or maintenance can cause injury or property damage. Read the installation, operating and maintenance instructions thoroughly before installing or servicing this equipment.

Installation and service must be performed by a qualified installer, service agency or the gas supplier

⚠ WARNING - FOR YOUR SAFETY

What to do if you smell gas:

- Shut off gas to the appliance.
- Do not try to light any appliance.
- Extinguish any open flame.
- If odor continues, keep away from the appliance and immediately call your gas supplier or fire department.
- Do not touch any electrical switch: do not use any phone in your building.
- Immediately call your gas supplier from a neighbour's phone.
- Follow the gas supplier's instructions.
- If you cannot reach your gas supplier, call the fire department.

⚠ WARNING:

Do not store or use gasoline or other flammable vapours and liquids in the vicinity of this or any other appliance. A LP-cylinder not connected for use shall not be stored in the vicinity of this or any other appliance.

Tested by:




Installer: Please complete the details on the back cover and leave this manual with the homeowner.

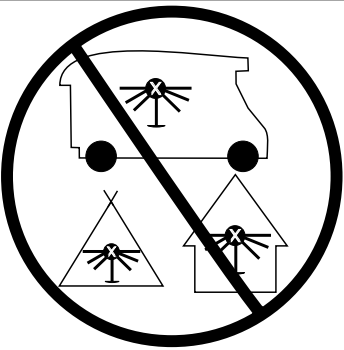
Homeowner: Please keep these instructions for future reference.

To the New Owner:

Congratulations!

You are the owner of a state-of-the-art Outdoor Decorative Gas Appliance by REGENCY®. The City Table Outdoor Decorative Gas Appliance has been designed to provide you with all the warmth and charm of a fire at the flick of a switch. The City Table Outdoor Decorative Gas Appliance has been approved by Warnock Hersey/Intertek for both safety and efficiency. As it also bears our own mark, it promises to provide you with economy, comfort and security for many trouble free years to follow. Please take a moment now to acquaint yourself with these instructions and the many features of your Regency® decorative gas appliance.

 **DANGER**



CARBON MONOXIDE HAZARD
This appliance can produce carbon monoxide which has no odor.

Using it in an enclosed space can kill you.

Never use this appliance in an enclosed space such as a camper, tent, car or home.


 **WARNING!**




HOT GLASS WILL CAUSE BURNS

DO NOT TOUCH GLASS UNTIL COOLED

NEVER ALLOW CHILDREN TO TOUCH GLASS

 We recommend that our products be installed and serviced by professionals who are certified in the U.S. by the National Fireplace Institute® (NFI) or in Canada by Wood Energy Technical Training (WETT).



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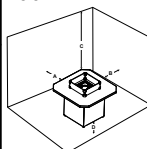
4 | safety decal

This is a copy of the label that accompanies each PTO28 City Table Outdoor decorative gas appliance. We have printed a copy of the contents here for your review.

NOTE: Regency® units are constantly being improved. Check the label on the unit and if there is a difference, the label on the unit is the correct one.

COPY OF SAFETY DECAL

Duplicate S/N 430

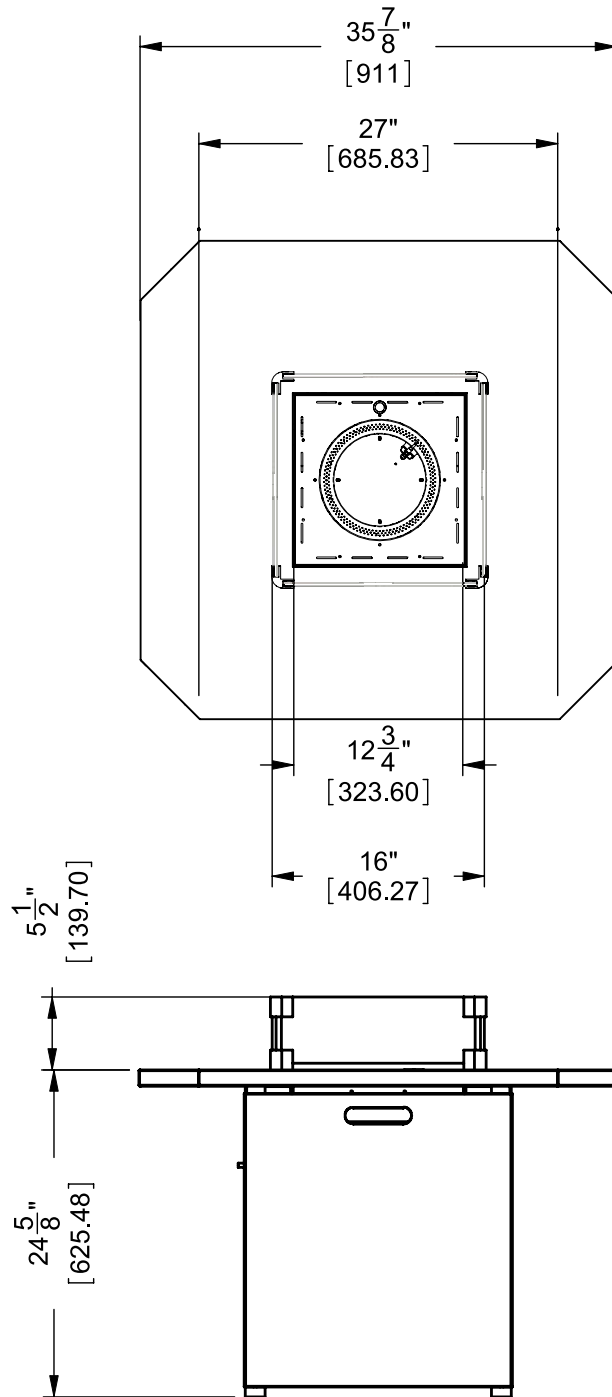
 Intertek 4091172	Listed: OUTDOOR DECORATIVE GAS APPLIANCE / EXTÉRIEUR DÉCORATIFS APPAREIL À GAZ Certified for/Certifiée pour: CANADA and U.S.A. Conforms to: ANSI Z21.97-2012 Certified to: CSA 2.41-2012 and CGA 2.17-M91(2009)	 430	Serial No./ No de serie 430	Minimum Clearances to Combustibles / Degagement Minimum De Matériaux Combustibles
DO NOT REMOVE THIS LABEL / NE PAS ENLEVER CETTE ÉTIQUETTE				
EQUIPE A L'USINE POUR GAZ PROPANE CONCU POUR ETRE POELE: Modèle PTO28CIT-LP1 Pression d'alimentation maximum Pression à la tubulure d'échappement élevée Pression à la tubulure d'échappement basse Grandeur de l'injecteur Débit Calorifique maximum selon Débit Calorifique minimum selon l'altitude				
The installation must conform with local codes or, in the absence of local codes, with CAN/CSA-B149.1, Natural Gas and Propane Installation Code or ANSI Z223.1/NFPA 54. The appliance, when installed, must be electrically grounded in accordance with local codes or, in the absence of local codes, with the Canadian Electrical Code, CSA C22.1 or with the National Electrical Code, ANSI/NFPA 70. This appliance is only for use with the type of gas indicated on the rating plate. See owner's manual for details. L'installation doit être conforme aux codes locaux ou, en l'absence de codes locaux, avec CAN/CSA-B149.1, gaz naturel et du propane ou du Code d'installation au ANSI Z223.1/NFPA 54. L'appareil, une fois installé, doit être connecté électriquement à la terre conformément aux codes locaux ou, en l'absence de codes locaux, avec le Code canadien de l'électricité, CSA C22.1 ou avec le National Electrical Code, ANSI/NFPA 70. Cet appareil est à utiliser uniquement avec le type de gaz indiqué sur la plaque signalétique. Voir le manuel du propriétaire pour les détails.				
FOR OUTDOOR USE ONLY / POUR USAGE EXTÉRIEUR SEULEMENT			NOT FOR USE WITH SOLID FUELS. / NE PAS UTILISER AVEC DES COMBUSTIBLES SOLIDE.	
IF STORED INDOORS, DETACH AND LEAVE CYLINDER OUTDOORS / SI VOUS LE GARDER À L'INTÉRIEUR, DETACHER LE CYLINDRE ET LAISSER À L'EXTÉRIEUR			Delta, BC, Canada V4G 1H4 6988 Venture St. PTO28CIT-NG1 PTO28CIT-LP1 919-3271	

For the State of Massachusetts, installation and repair must be done by a plumber or gas fitter licensed in the Commonwealth of Massachusetts.

For the State of Massachusetts, flexible connectors shall not exceed 36 inches in length.

For the State of Massachusetts, the appliances individual manual shut-off must be a t-handle type valve.

UNIT DIMENSIONS - CITY TABLE



NOTE: Optional glass surround shown

IMPORTANT MESSAGE SAVE THESE INSTRUCTIONS

The City Table Outdoor Decorative Gas Appliance must be installed in accordance with these instructions. Carefully read all the instructions in this manual first. Consult the "authority having jurisdiction" to determine the need for a permit prior to starting the installation. It is the responsibility of the installer to ensure this decorative gas appliance is installed in compliance with manufacturers instructions and all applicable codes.

BEFORE YOU START

Safe installation and operation of this appliance requires common sense, however, we are required by the Canadian Safety Standards and ANSI Standards to make you aware of the following:

INSTALLATION AND REPAIR SHOULD BE DONE BY AN AUTHORIZED SERVICE PERSON. THE APPLIANCE SHOULD BE INSPECTED BEFORE USE AND AT LEAST ANNUALLY BY A PROFESSIONAL SERVICE PERSON. IT IS IMPERATIVE THAT CONTROL COMPARTMENTS, BURNERS AND CIRCULATING AIR PASSAGEWAYS OF THE APPLIANCE BE KEPT CLEAN.

ANY GUARD OR OTHER PROTECTIVE DEVICE REMOVED FOR SERVICING THE APPLIANCE MUST BE REPLACED PRIOR TO OPERATING THE APPLIANCE

WARNING: FAILURE TO INSTALL THIS APPLIANCE CORRECTLY WILL VOID YOUR WARRANTY AND MAY CAUSE A SERIOUS FIRE.

CHILDREN AND ADULTS SHOULD BE ALERTED TO THE HAZARDS OF HIGH SURFACE TEMPERATURES, ESPECIALLY THE DECORATIVE GAS APPLIANCE GLASS AND FACEPLATE, AND SHOULD STAY AWAY TO AVOID BURNS OR CLOTHING IGNITION.

THIS APPLIANCE SHALL BE USED ONLY OUTDOORS IN A WELL-VENTILATED SPACE AND SHALL NOT BE USED IN A BUILDING, GARAGE OR ANY OTHER ENCLOSED AREA.

DO NOT USE THIS APPLIANCE IF ANY PART HAS BEEN UNDER WATER. IMMEDIATELY CALL A QUALIFIED SERVICE TECHNICIAN TO INSPECT THE APPLIANCE AND TO REPLACE ANY PART OF THE CONTROL SYSTEM AND ANY GAS CONTROL WHICH HAS BEEN SUBMERGED UNDER WATER.

CLOTHING OR OTHER FLAMMABLE MATERIAL SHOULD NOT BE PLACED ON OR NEAR THE APPLIANCE.

SOLID FUELS SHALL NOT BE BURNED IN THIS APPLIANCE.

YOUNG CHILDREN SHOULD BE CAREFULLY SUPERVISED WHEN THEY ARE IN THE SAME AREA AS THE APPLIANCE. TODDLERS, YOUNG CHILDREN AND OTHERS MAY BE SUSCEPTIBLE TO ACCIDENTAL CONTACT BURNS. A PHYSICAL BARRIER IS RECOMMENDED IF THERE ARE AT RISK INDIVIDUALS IN THE HOUSE. TO RESTRICT ACCESS TO A DECORATIVE GAS APPLIANCE OR STOVE, INSTALL AN ADJUSTABLE SAFETY GATE TO KEEP TODDLERS, YOUNG CHILDREN AND OTHER AT RISK INDIVIDUALS OUT OF THE ROOM AND AWAY FROM HOT SURFACES.

GENERAL SAFETY INFORMATION

- The installation must conform with local codes or, in the absence of local codes, with *CAN/CSA-B149.1*, Natural Gas and Propane Installation Code or *CAN/CSA-B149.2*, Propane installation code the Natural Gas Fuel Code, *ANSI Z223.1/NFPA 54*.
- See general construction and assembly instructions. The appliance should be enclosed.
- The LP-gas supply cylinder to be used must be: (a) Constructed and marked in accordance with the U.S. Department of Transportation (D.O.T.) Specifications for LP-Gas Cylinders, or the Standard for Cylinders, Spheres and Tubes for Transportation of Dangerous Goods and Commission, *CAN/CSA-B339* as applicable; (b) Provided with a listed overfilling prevention device; and (c) Provided with a cylinder connection device compatible with the connection for the appliance.
- Inspect the burner before each use of the appliance for blockage and any signs of deterioration.

5. DO NOT SIT OR STAND ON DECORATIVE GAS APPLIANCE

- To prevent injury, do not allow anyone who is unfamiliar with the operation to use the decorative gas appliance.
- Wear gloves and safety glasses for protection while doing required maintenance.
- Maximum gas inlet pressure = 1/2 psig.
- Under no circumstances should this appliance be modified. Parts that have to be removed for servicing should be replaced prior to operating this appliance.
- Installation and any repairs to this appliance should be done by a qualified service person. A professional service person should be called to inspect this appliance annually. Make it a practice to have all of your gas appliances checked annually.
- Under no circumstances should any solid fuels (wood, paper, cardboard, coal, etc.) be burned in this appliance.
- The appliance and its individual shutoff valve must be disconnected from the gas supply piping system during any pressure testing of that system at test pressures in excess of 1/2 psi (3.5kPa).
The appliance must be isolated from the gas supply piping system by closing its individual manual shutoff valve during any pressure testing of the gas supply piping system at test pressures equal to or less than 1/2 psi (3.5 kPa).
- The appliance area must be kept clear and free of combustible materials, (gases and other flammable vapours and liquids).
It is highly recommended to protect the interior from moisture (rain, snow). Cover the enclosure opening when not in use. This decorative gas appliance is only for use with the type of gas indicated on the rating plate. This decorative gas appliance is not convertible for use with other gases, unless a certified kit is used.
- Cover **must** be removed when burner is in operation.
- When not using appliance for extended periods of time - turn off gas supply.
- The 4 levelling legs or optional casters on this appliance must not be removed. These are for safety and must remain on the appliance.

Emissions from burning wood or gas could contain chemicals known to the State of California to cause cancer, birth defects or other reproductive harm.

INSTALLATION CHECKLIST

1. Appliance is factory equipped for Propane. When using Natural Gas, see NG conversion section in this manual. For LP - use a maximum 20 pound tank or LP hard pipe conversion, with a direct hard pipe from an external LP supply.
2. Locate appliance:
 - a) Refer to "Locating Your Outdoor decorative gas appliance" section
 - b) Clearances to Combustibles (Refer to "Clearances" section)
3. Gas Connection - for ease of installation and gas connection, remove left side panel (one 90° right from gas control knob). Test for leaks.
4. Install standard and optional features. Refer to the following sections:
 - a. Tabletop Installation
 - b. Glass Crystals
 - c. Volcanic Stone Installation (optional)
 - d. Log Installation (optional)
 - e. Glass Surround Installation (optional)
 - f. Weather Cover Installation
5. Final check.

This includes:

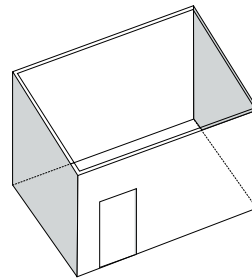
1. Clocking the appliance to ensure the correct firing rate (rate noted on label), after burning appliance for 15 minutes.
2. If required, adjusting the primary air to ensure that the flame does not carbon. First allow the unit to burn for 15-20 min. to stabilize.

CAUTION: Any alteration to the product that causes sooting or carboning that results in damage is not the responsibility of the manufacturer.

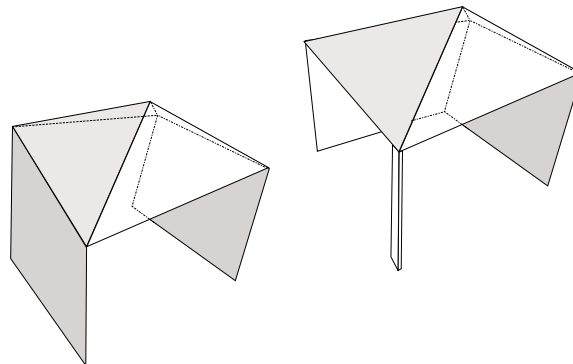
LOCATING YOUR OUTDOOR DECORATIVE GAS APPLIANCE

1. When selecting a location for your outdoor decorative gas appliance, ensure that the clearances are met.
2. This appliance must be installed in an open-air situation with natural ventilation, without stagnant areas, where gas leakage and products of combustion are rapidly dispersed by wind and natural convection.
3. Certain materials or items, when placed under or near the appliance, will be subjected to radiant heat and could become damaged.
4. Typically an outdoor space is not enclosed but, any enclosure in which the appliance is used shall comply with one of the following:

An enclosure with walls on all sides, but at least one permanent opening at ground level and no overhead cover.



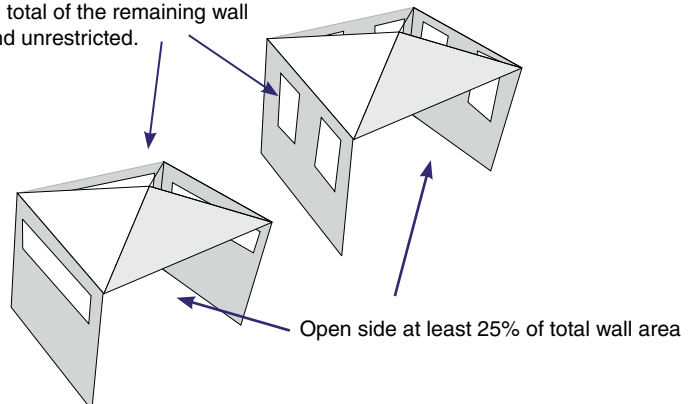
Within a partial enclosure that includes an overhead cover and no more that two walls.



Within a partial enclosure that includes an overhead cover and more than two walls, the following shall apply:

- At least 25% of the total wall area is completely open, and
- At least 30% of the remaining wall area is open and unrestricted

30% or more in total of the remaining wall area is open and unrestricted.



***SEE IMPORTANT INSTALLATION NOTES NEXT PAGE**

IMPORTANT INFORMATION FOR OUTDOOR FIREPLACE INSTALLATIONS

- Never insulate around the body of the unit
- Excessive heat retention in the firebox will lead to component failure and fireplace malfunction
- Excessive heat retention will also increase the risk of fire inside the chase
- Heat retention can cause “Oil-canning” and damage the fireplace due to overheating
- Do not build up a wall of any type in front or to the sides of the appliance, higher than the firebox opening. This will create a pressure zone at the firebox and will prevent the unit from venting
- This is an outdoor appliance with a built-in drain. This drain should be installed and connected in all applications as per the instructions in this manual
- Inadequate drainage will cause rust and reduce the life of your appliance, this is not protected by warranty

COMMON MISCONCEPTIONS REGARDING OUTDOOR FIREPLACES

- There is a common misconception that being outdoors, an Outdoor Fireplace will function, regardless of circumstances,
- Outdoor fireplaces require the same amount of ventilation as indoor units, often more
- Outdoor units require adequate ventilation to the atmosphere, which in turn provides ongoing circulatory combustion air
- This type of Appliance Vents.
- All Outdoor Fireplace Products have the same need for Air/Oxygen, and an ability to Vent
- Even though the appliance is outdoors, this doesn’t mean it is getting adequate air
- Requirements are not specific to Regency units
- Read and follow critical location guidelines in this manual

UNDERSTANDING OUTDOOR APPLIANCE REQUIREMENTS

- Don’t overlook the obvious
- Widen your margin for error
- Combustion always requires the same three elements
- Only the quantities and volumes change



IMPORTANT THINGS TO REMEMBER

- Correct Working Gas pressure is critical
- Wherever possible avoid locating on a flat wall in a tight corner
- Floor space doesn’t count as “open area”
- Install to the manual specs for framing and **do not insulate** unit or enclosure
- Framing enclosure must at least meet minimum dimensional specs as per the installation manual
- Only Regency approved media should be used in the firebox (i.e. stones/glass)
- Be aware of pressure zones due to location (i.e. facing the ocean)
- Open walls and doorways to outside air are beneficial to the performance of an outdoor appliance
- Fixed roof/ceiling open areas count towards the total open area overall requirement
- Screens create 40% or more air restriction
- Screened areas are restrictions and reduce open air space, calculate area based on a **closed** screen
- The biggest problems are created by lack of airflow for the appliance
- Outdoor fireplaces are often built-in systems and incorrect installation can result in high repair costs
- Units must not be modified or altered in any way

ANTICIPATED ISSUES CAUSED BY INCORRECT LOCATION OR INSTALLATION

- Unit shutting down intermittently
- Overheating of components leading to failure
- Lifting flame
- Poor flame package (i.e. all to one side, lazy flame)
- Failure to ignite
- Excess carbon
- Safety issues and concerns created from the byproducts of combustion

OUTDOOR APPLIANCES REQUIRE VENTING

- Outdoor appliances must be installed in: open-air situations with natural ventilation and without stagnant areas
- Any gas leakage and products of combustion need to be rapidly dispersed by wind and natural convection
- Typically outdoor spaces are not enclosed, however, failure to adhere to installation guidelines, may cause the outdoor fireplace to be affected by wind or air pressure inside the enclosure
- **ANY** enclosure in which the appliance is used shall comply with one of the diagrams on the previous page.

OUTDOOR APPLIANCE INSTALLATION SUMMARY

- All walls + overhead cover = 100% total area
- One of four walls or full overhead area must be totally open, plus—one of remaining walls must have a fixed opening
- All outdoor fireplaces/fire tables require total **natural** ventilation of 50% open space

MINIMUM CLEARANCES TO COMBUSTIBLES

The clearances listed below are Minimum distances unless otherwise stated:

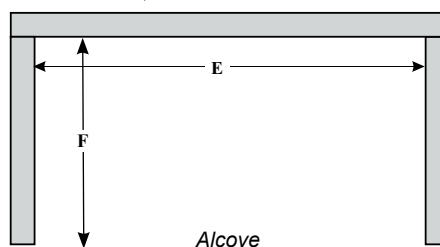
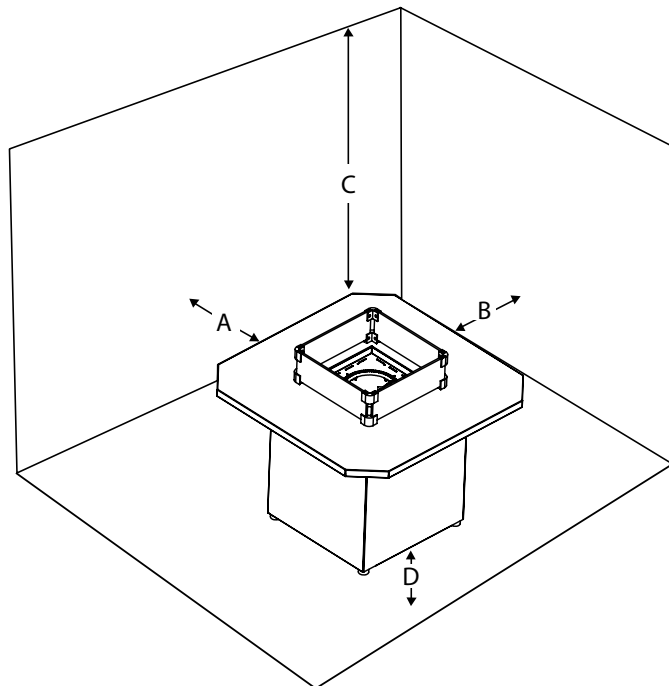
A major cause of fires is failure to maintain required clearances (air space) to combustible materials. It is of the greatest importance that this decorative gas appliance be installed only in accordance with these instructions.

Caution Requirements
 The top, back and sides of the decorative gas appliance are defined by standoffs. The metal ends of the standoff may **NOT** be recessed into combustible construction.

WARNING
 Fire hazard is an extreme risk if these clearances (air space) to combustible materials are not adhered to. It is of greatest importance that this decorative gas appliance be installed only in accordance with these instructions.

PTO28 Clearance Requirements

Clearance:	Dimension	Measured From:
A: Back wall	12" (305mm)	Table Top to back wall
B: Sidewall	12" (305mm)	Table Top to sidewall
C: Ceiling	45" (1143mm)	Table Top to Ceiling
D¹: Floor	0"	When using supplied leveling legs.
D²: Floor	1" (25mm)	Unit Base to Floor
E: Alcove Width	84" (2134mm)	Wall to Wall (Minimum)
F: Alcove Depth	72" (1829mm)	Front to Back Wall (Maximum)
Notes:	0"	No Hearth Required



PTO28 - NG1 SYSTEM DATA	
Max. Supply Pressure	14" WC (3.49 kPa)
Min. Supply Pressure	5" WC (1.25 kPa)
Manifold Pressure -High	3.5" WC (0.87 kPa)
Manifold Pressure- Low	0.5" WC (0.12 kPa)
Orifice Size	#32 DMS
Maximum Input	33,500 Btu/h (9.82 kW)
Minimum Input	13,000 Btu/h (3.80 kW)

PTO28 - LP1 SYSTEM DATA	
Max. Supply Pressure	14" WC (3.49 kPa)
Min. Supply Pressure	12" WC (2.99 kPa)
Manifold Pressure- High	11" WC (2.74 kPa)
Manifold Pressure- Low	1" WC (0.25 kPa)
Orifice Size	#50 DMS
Maximum Input	35,000 Btu/h (10.26 kW)
Minimum Input	11,000 Btu/h (3.23 kW)

HIGH ELEVATION

This unit is approved for altitude 0 to 4500 ft. (CAN/CGA 2.17-M91).

GAS LINE INSTALLATION

Since some municipalities have additional local codes it is always best to consult with your local authorities and the CAN/CGA B149 installation code.

For USA installations follow local codes and/or the current National Fuel Gas Code, ANSI Z223.1.

When using copper or flex connectors use only approved fittings. Always provide a union so that gas lines can be easily disconnected for servicing. Flare nuts for copper lines and flex connectors are usually considered to meet this requirement.

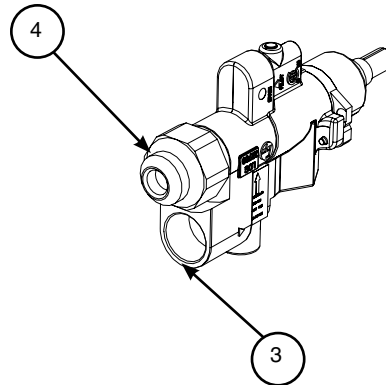
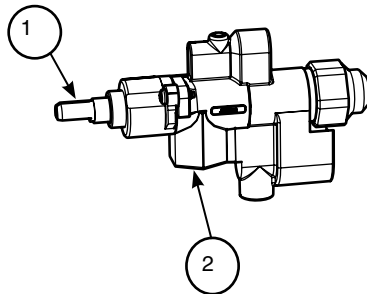
NOTE: A shutoff / dante valve should be supplied in or near the unit (or as per local codes) for ease of servicing this appliance.

IMPORTANT: Always check for gas leaks with a soap and water solution or gas leak detector. Do not use open flame for leak testing.

NOTE: This is a low pressure system. Pressure in excess of 14" will require a pressure regulator to reduce gas flow to appliance.

COPRECI VALVE DESCRIPTION

1. Push nozzle
2. Main gas outlet
3. Main gas inlet
4. Thermocouple connection



AERATION ADJUSTMENT

The burner aeration is factory set but may need adjusting due to either the local gas supply or altitude. Open the air shutter for a blue flame or close for a more yellow flame.

Follow steps 1-4 in LP -NG conversion in this manual.

Minimum Air Shutter Opening:

Fully Closed	NG
Fully Open	LP

Note: Any damage due to carboning resulting from improperly setting the aeration controls is NOT covered under warranty.

GAS PIPE PRESSURE TESTING

The appliance must be isolated from the gas supply piping system by closing its individual manual shut-off valve during any pressure testing of the gas supply piping system at test pressures equal to or less than 1/2 psig. (3.45 kPa). Disconnect piping from supplied regulator at pressures over 1/2 psig.

Note: To properly check the inlet pressure, use the regulator pressure tap (see P.15).

1. Make sure the valve is in the "OFF" position.
2. Loosen the pressure tap, turning counterclockwise with a 1/8" wide flat screwdriver.
3. Attach manometer to pressure tap using a 5/16" ID hose.
4. Light the unit (see Lighting instructions).
5. The pressure check should be carried out with the unit burning and the setting should be within the limits specified on the safety label.
6. When finished reading manometer, turn off the gas valve, disconnect the hose and tighten the screw (clockwise) with a 1/8" flat screwdriver. **Note: Screw should be snug, but do not over tighten.**

LP TANK GAS CONNECTION

1. Remove panel (180° to the right of the ON/OFF knob. Lift panel up slightly by handle and pull outwards. Place panel on a soft clean surface.

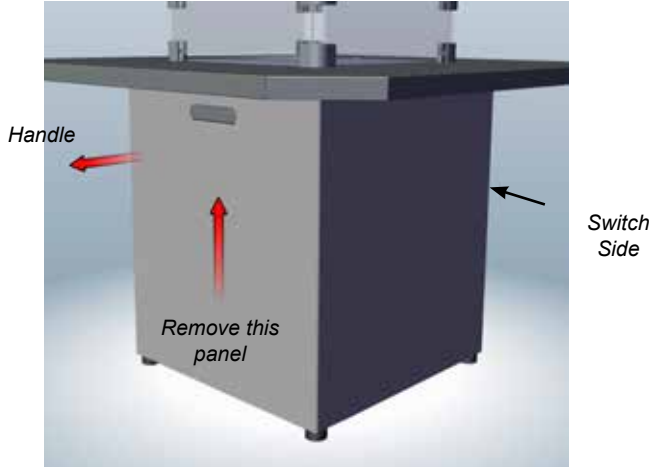


Diagram 1

2. Loosen butterfly bolt to allow LP tank to be seated on the holder - seat tank and tighten butterfly bolt.



Butterfly Bolt

Diagram 2

Tank Holder

3. Connect gas line to LP tank

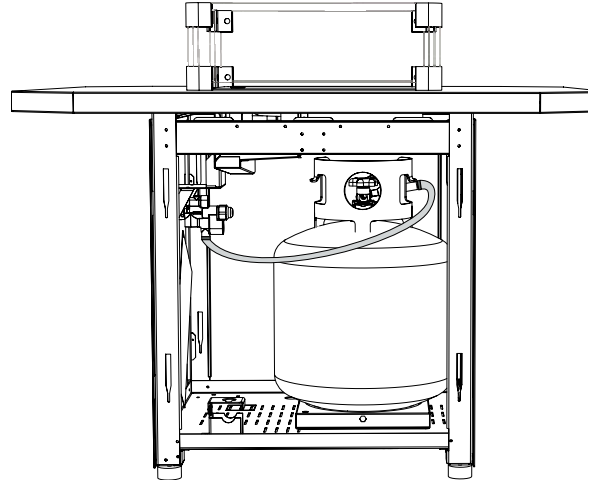


Diagram 3

4. Check all gas connections under normal operating pressure, for leaks, with soapy water.

NOTE: If soap bubbles, this would indicate a gas leak.

5. Reverse step 1.

Average LP Tank Burn Times	
	High
20lb Tank	13 Hrs

NOTE: Inspect hose before each use of appliance.

LP HARD LINE CONVERSION

(FOR USE IN PLACE OF LP TANK)

**THIS CONVERSION MUST BE DONE BY A QUALIFIED GAS FITTER
IF IN DOUBT DO NOT DO THIS CONVERSION !!**

Each Kit contains one LP Hard Line Conversion Kit		
Conversion Kit Contains:		
Qty.	Part #	Description
1	909-265	Max 0.5 psi label
1	286-035	Regulator mounting base
1	286-036	Regulator mounting top
1	911-136	Regulator LP
1	904-978	3/8" flex pipe 18" length
4	904-553	#8 Phillips
1	919-334	Instruction sheet

Turn off unit and allow to cool to room temperature.

1. Remove panel (180° to the right of the ON/OFF knob. Lift panel up slightly by handle and pull outwards. Place panel on a soft clean surface.

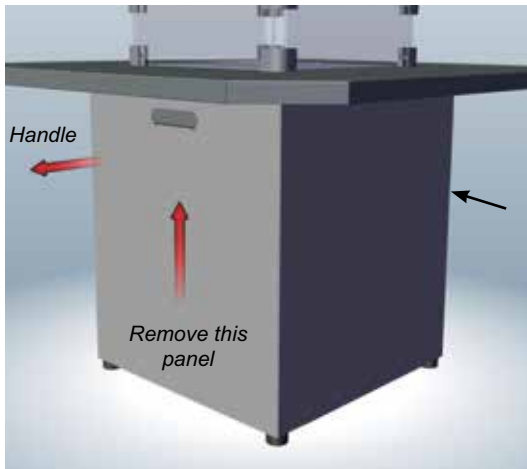


Diagram 1

2. Remove LP tank and LP hose from valve.



Diagram 2

LP hose

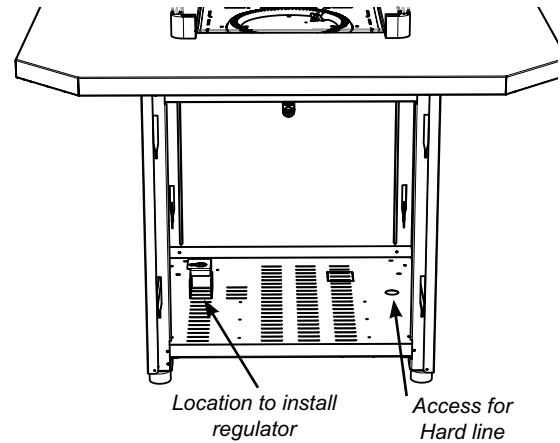


Diagram 3

3. Install regulator bracket onto unit base with 2 screws. Connect flex line to regulator—position regulator onto bracket.

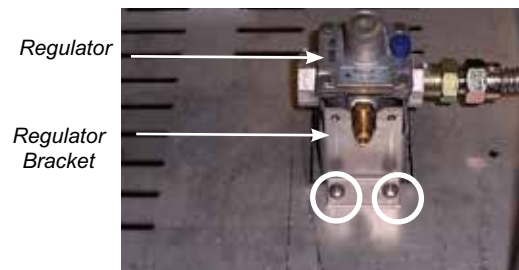


Diagram 4

4. Secure regulator in position with top bracket - secure with 2 screws.
NOTE: Top bracket to sit over top of lower bracket.
Attach supplied "MAX. 0.5 PSI" sticker to top bracket.



Diagram 5

5. Remove connector from end of flex line.



Diagram 6

Remove connector

6. Connect flex line to valve fitting.



Diagram 7

Connect flex line to valve

7. Bring gas to appliance. The connector removed in previous steps can be used on the inlet side of the regulator.

8. Check all gas connections (at valve, regulator, and LP outlet) under normal operating pressure, for leaks, with soapy water.

NOTE: If soap bubbles, this would indicate a gas leak.

9. Check inlet and outlet pressures.

10. Reinstall panels.

CONVERSION FROM LP TO NG

**THIS CONVERSION MUST BE DONE BY A QUALIFIED GAS FITTER
IF IN DOUBT DO NOT DO THIS CONVERSION !!**

**Each Kit contains one NG Conversion Kit
Conversion Kit Contains:**

Qty.	Part #	Description
1	904-688	Burner Orifice #32
1	938-529	Yellow "NG" label
1	909-265	MAX 0.5 PSI label
1	286-035	Regulator mounting base
1	286-036	Regulator mounting top
1	911-135	Regulator NG
1	904-978	3/8" Flex pipe black 18" length
4	904-959	#8 Phillips
1	919-328	Instruction Sheet

- Remove panel (90° to the right of the Gas knob). Lift panel up slightly by handle and pull outwards. Place panel on a soft clean surface.

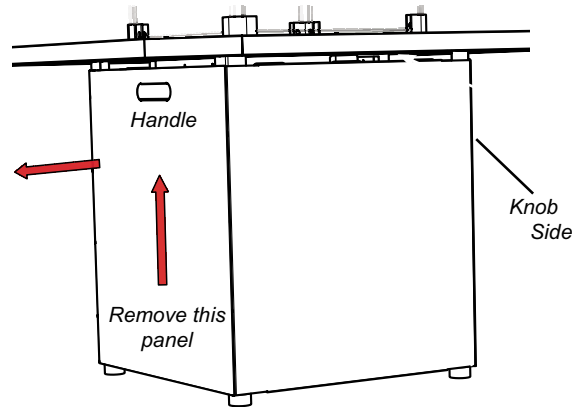


Diagram 3

Turn the unit off and allow to cool to room temperature.
Remove leaf cover, and any media (glass, etc.) already installed.
Remove Table Top - see instructions in this manual.

- Remove inner tray by removing 4 screws in locations shown below in Diagram 1.

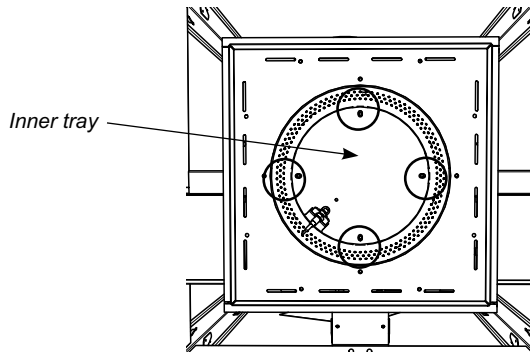


Diagram 1

- Adjust aeration setting to fully closed for NG.

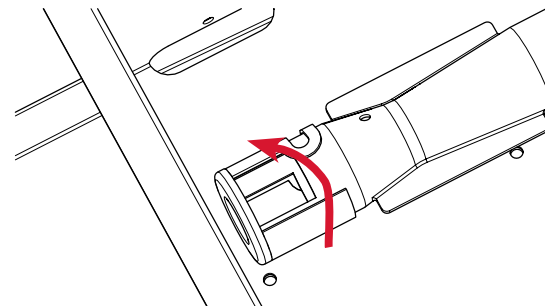


Diagram 4

- Remove outer tray by removing 8 screws in locations shown below in Diagram 2.

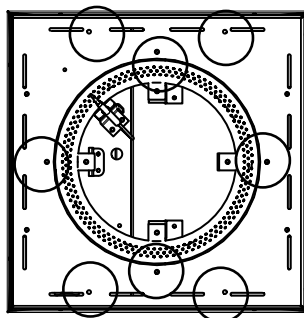


Diagram 2

- Remove LP orifice #50—replace with NG orifice #32.

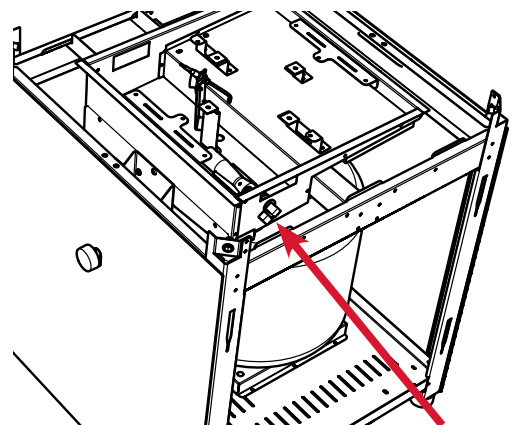


Diagram 5

Orifice

6. Remove LP tank and LP hose from valve.

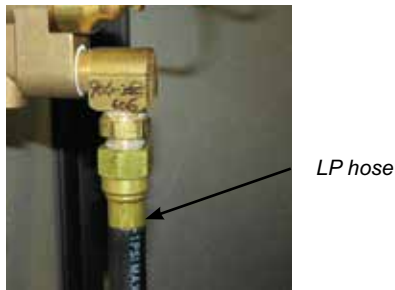
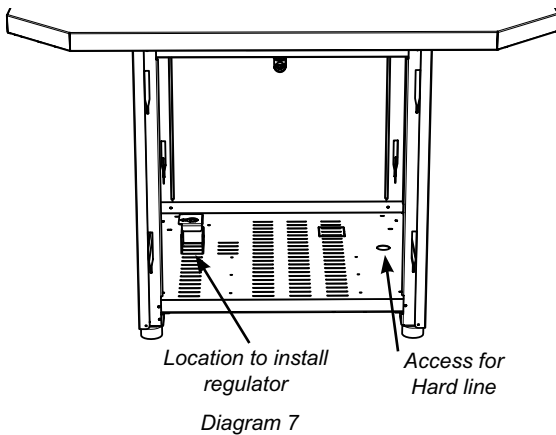


Diagram 6



Location to install regulator
Access for Hard line
Diagram 7

7. Install regulator bracket onto unit base with 2 screws. Connect flex line to regulator—position regulator onto bracket.

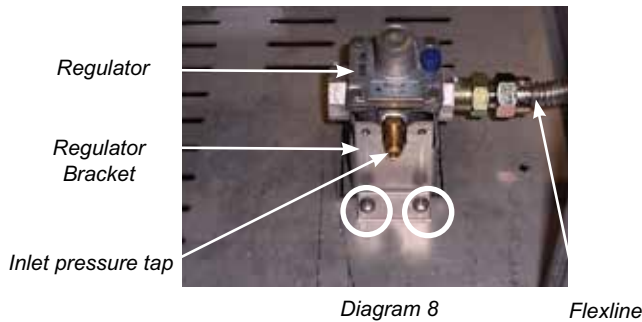


Diagram 8 Flexline

8. Secure regulator in position with top bracket - secure with 2 screws.
NOTE: Top bracket to sit over top of lower bracket.
Attach supplied "MAX. 0.5 PSI" sticker to top bracket.



Diagram 9

9. Remove connector from end of flex line.



Diagram 10 Remove connector

10. Connect flex line to valve fitting.



Diagram 11 Connect flex line to valve

11. Attach the label "this unit has been converted to NG" near on the serial # decal.

12. Replace red "LPG" label with yellow "NG" label.

13. Bring gas to appliance. The connector removed in previous step used on the inlet side of the regulator.

14. Reverse steps 2,1.

15. Check all gas connections (at valve, regulator, and NG outlet) under operating pressure, for leaks, with soapy water.

NOTE: If soap bubbles, this would indicate a gas leak.

16. Check inlet and outlet pressures.

17. Reinstall panels.

TABLE TOP INSTALLATION

Before you start:
Stainless must be inspected for scratches and dimples prior to installation. All claims to be recorded at this time. Claims for damage after installation will not receive consideration.
To protect the finish during installation and handling - cotton gloves MUST be worn at all times while handling the panels (even when removing protective coating).
Stainless will discolor slightly during normal operation. This is normal and should not be considered a defect.
All hand and finger marks MUST be cleaned off with a soft cloth and a stainless steel cleaner. Most stainless steel cleaners leave a film/residue on the surface of the panels. Use an ammonia based cleaner (ie. glass cleaner) to remove this film before applying heat to the unit. Failure to do this may result in burn stains which you will be unable to remove. This is not a warranty item.

1. Place table top on unit.



Diagram 1

2. Secure each corner with the bolt/nutsert.

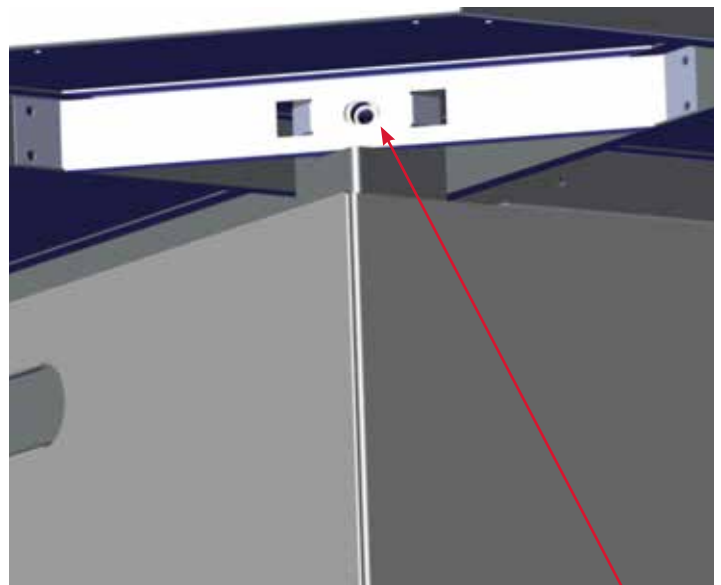


Diagram 2

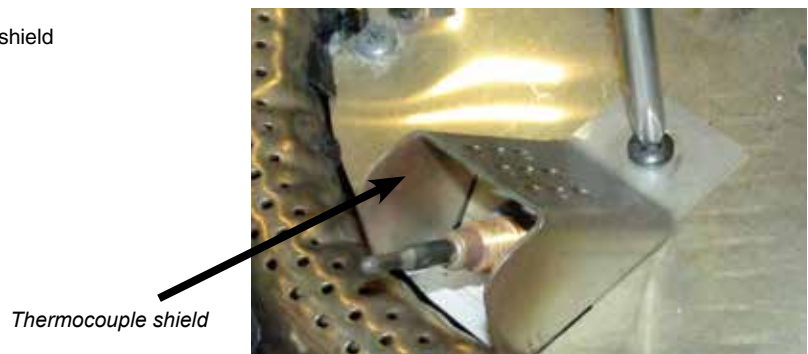
Secure each corner with a bolt.

3. Reverse steps to remove.

OPTIONAL THERMOCOUPLE SHIELD INSTALLATION

For areas with high wind velocity - the supplied thermocouple shield should be installed, to prevent nuisance outages.

1. Install shield over thermocouple with one screw as shown.



GLASS CRYSTAL / BASALT VOLCANIC STONES INSTALLATION

Evenly spread the Glass Crystals and optional Basalt Volcanic Stones over the burner. Ensure the crystals (or stones) do not overlap too much as this will effect the flame pattern.

IMPORTANT NOTE:

Only the supplied approved Glass Crystals and Basalt Volcanic stones are to be used with these fireplaces. Use of any other type of glass crystals or stones can alter the unit's performance, any damage caused by the use of any unapproved glass or stones will not be covered under warranty.

Important: Glass crystals must NOT be installed in the shield. Shield must remain free and clear.

When using Basalt Volcanic Stones **DO NOT** cover the shield and thermocouple area.

BURNER PACKAGES		
Unit	Glass Crystals Only	*Glass Crystals + Volcanic stones ¹
PTO28	5lbs	5lb glass + 14 stones- recommended

NOTE: * Glass Crystals are available in 1lb and 5lb bags.
¹ Glass Crystals to be installed on the burner prior to installing stones.
 Basalt Volcanic Stones are measured by weight not quantity. Each bag contains 15 lbs of stones, however the exact quantity and size vary. Sizes vary between 2" - 3"



1. Spread crystals over burner. Base and burner tube should not be visible when complete. Do not cover thermocouple.



Correct install

2. Ensure Crystals do not block the thermocouple.
 Note: Thermocouple must be exposed on all sides.



Correct install with optional thermocouple shield installed.

NOTE: Correct final glass installation of Crystals as shown in step 1. The Burner (except area immediately in front of shield and thermocouple area) should not be visible when the flame is out.



3. Basalt Volcanic Stones shown stacked over the burner and crystal base.

Shield



4. Ensure Stones do not block the thermocouple.
 Note: shown w/ optional shield installed.

NOTE: Basalt Volcanic Stones are NOT to be placed anywhere on the Pilot assembly area. Glass Crystals to be installed on the burner prior to installing stones.

LOG SET INSTALLATION

Read the instructions below carefully and refer to the images. If the logs are broken do not use the unit until they are replaced. Broken logs can interfere with pilot operation.

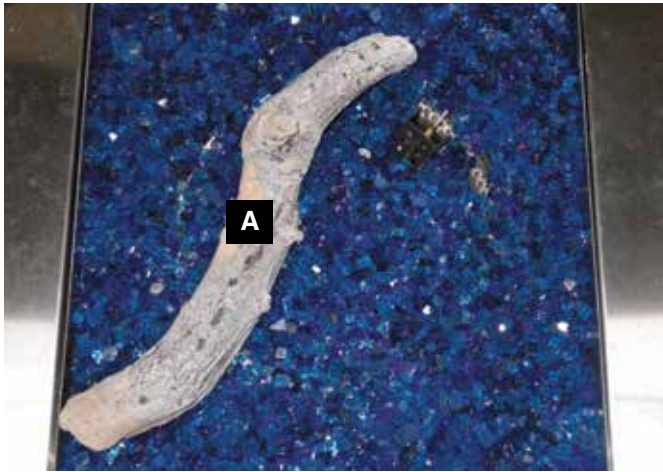
Improper positioning of the logs may create carbon build-up and can alter the unit's performance which is not covered under warranty.

Log Kit contains the following pieces:

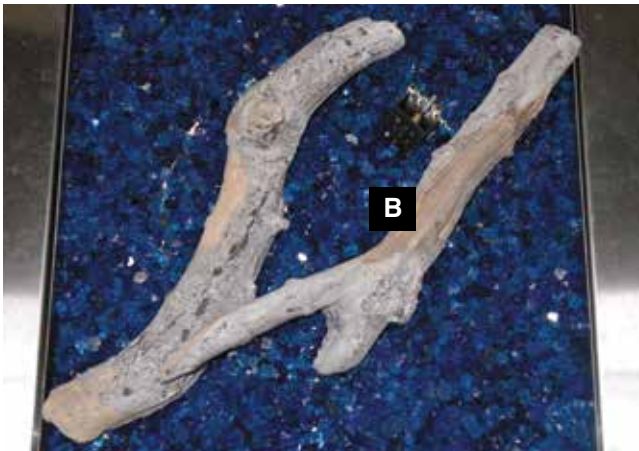
- A x 1
- B x 1
- C x 1
- D x 1



1. Install glass crystals on burner (see instructions in manual).
2. Install Log A on burner in the position shown below.



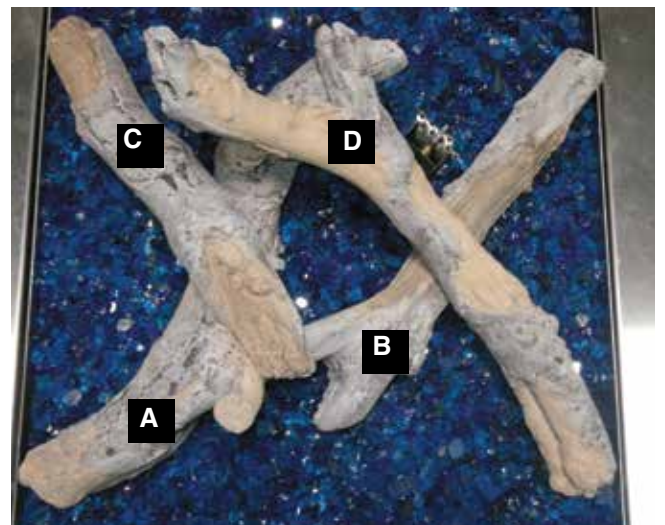
3. Install Log B in position shown below.



4. Install Log C over Log A as shown below.



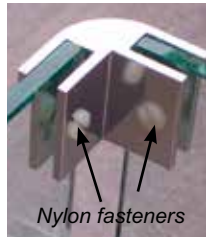
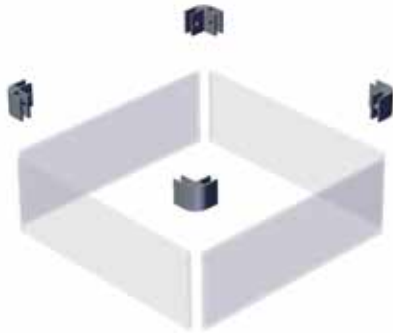
5. Install Log D over Log B and Log A as shown below.



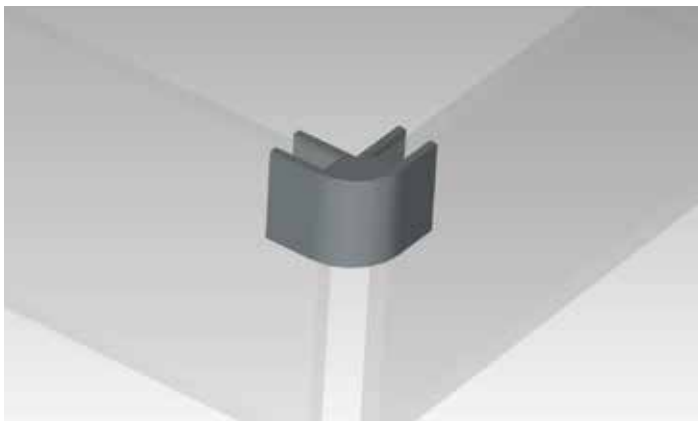
Final Install

OPTIONAL GLASS SURROUND INSTALLATION

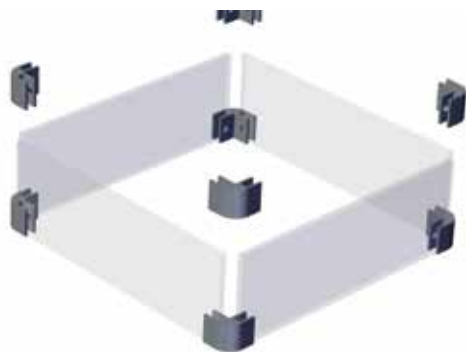
1. Remove metal fasteners from the corner brackets.
2. Assemble the 4 pieces of the glass surround and fasten together with 4 corner top brackets and supplied nylon fasteners as shown below.



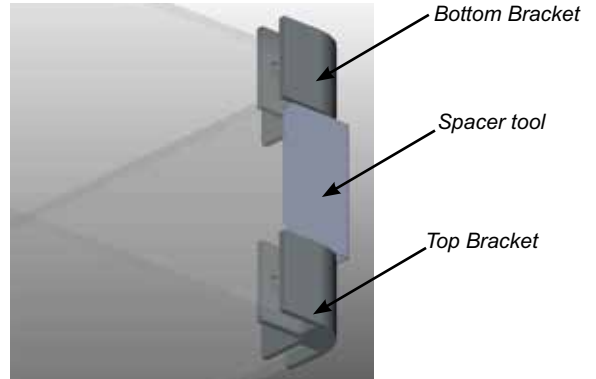
3. Using a flat screwdriver, secure 4 top corner brackets with nylon fasteners in each corner, bracket should be flush with the top of glass as shown below.



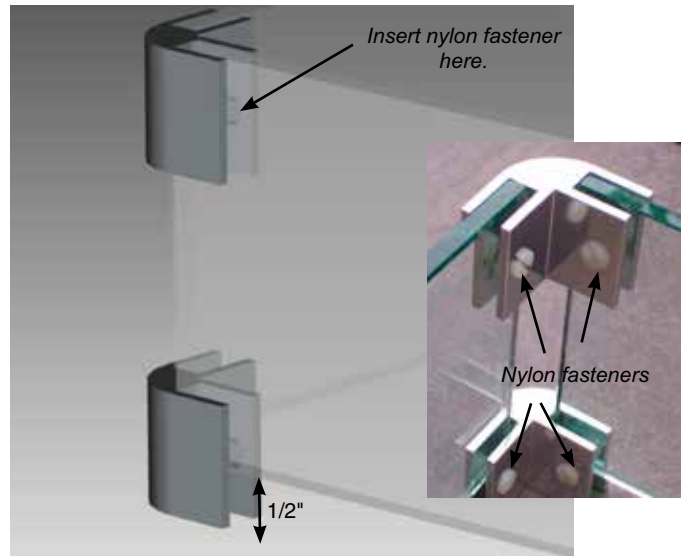
- 4a. After the 4 top brackets are installed - flip over and place on a soft surface, to install the 4 bottom brackets.



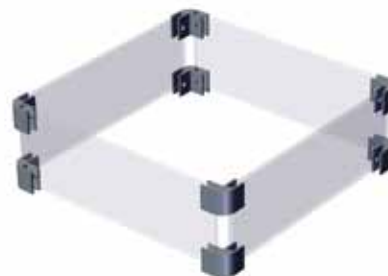
- 4b. Use supplied spacer tool to determine where the bottom bracket should be placed and secured.



5. Secure bottom corner brackets with nylon fasteners in each corner.
6. Flip the glass back over and place on a soft surface. The glass is now right side up. The glass should be raised up 1/2" in bracket as shown below.



7. Place assembled glass surround on table top - ensure glass is centered on the table top. Once in correct position, lift up one end, apply double sided tape that has been cut to size, to the bottom of the brackets. Repeat process on other end. Press down firmly from to secure glass surround in position. Use care not to scratch surfaces.



CITY TABLE COVER INSTALLATION

LEAF COVER

1. Place the leaf cover over the glass crystals when not in use.

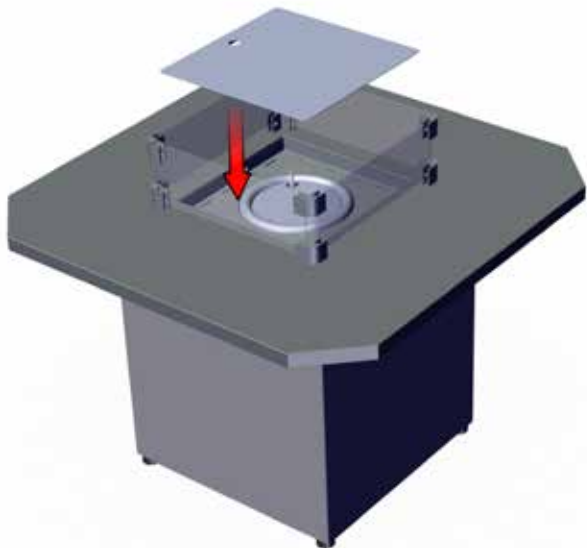


Diagram 1

GLASS SURROUND COVER

For units with glass surround installed:

1. Place the weather cover over the glass surround when not in use.



Diagram 2

WEATHER COVER

1. Place the weather cover over the entire table - when not in use.



Diagram 3

CAUTION:
Never start the unit with the cover on.
Let the unit cool before installing the cover.
Turn off gas supply to unit before installing cover.

OPERATING INSTRUCTIONS

1. Read and understand these instructions before operating this appliance.
2. Check to ensure there are no gas leaks.
3. Verify log placement. If the pilot cannot be seen when lighting the unit, the logs have been incorrectly positioned.

LIGHTING PROCEDURE

1. Remove cover, if installed.
2. Turn on gas to appliance.
3. Using a long lit match or BBQ lighter, position ignition source anywhere on the burner tube.
4. Turn Gas Control Knob counter clockwise to the « **ON** » position - push in.
5. Once appliance is lit - hold Gas Control Knob in for an additional 30 seconds.
6. After 30 seconds - release Gas Control Knob.
If after 30 seconds appliance does not stay lit:
 - a) Push Knob in, lightly - turn clockwise to « **OFF** » position.
 - b) Wait 5 minutes - allow unit to cool.
 - c) Clear any obstructions around the thermocouple.
 - d) Repeat steps 3-6.



DO NOT place hand over burner when lighting.

SHUTDOWN PROCEDURE

1. Shut off gas supply to appliance.
2. Allow unit to cool—reinstall cover.

FIRST FIRE

The first fire in your decorative gas appliance is part of the paint curing process. To ensure that the paint is properly cured, it is recommended that you burn your decorative gas appliance for at least one (1) hour the first time you use it.

When first operated, the unit will release an odour caused by the curing of the paint, the burning off of any oils remaining from manufacturing.

The glass surround may require cleaning after the unit has cooled down.

DO NOT ATTEMPT TO CLEAN THE GLASS WHILE IT IS HOT.

COPY OF LIGHTING PLATE INSTRUCTIONS

The lighting plate is located on the underside of the front access panel in the unit.

FOR YOUR SAFETY READ BEFORE LIGHTING	
<p>This appliance must be installed in accordance with local codes, if any; if none, follow the National Fuel Gas Code, ANSI Z223.1/NFPA 54, or Natural Gas and Propane Installation Codes, CSA B149.1.</p>	
<p>WARNING: If you do not follow these instructions exactly, a fire or explosion may result causing property damage, personal injury or loss of life. Improper installation, adjustment, alteration, service or maintenance can cause injury or property damage. Refer to the owner's information manual provided with this appliance. For assistance or additional information consult a qualified installer, service agency or gas supplier. AVERTISSEMENT: Quiconque ne respecte pas à la lettre les instructions dans la présente notice risquera de déclencher un incendie ou une explosion entraînant des dommages, des blessures ou la mort. Une installation, d'ajustement, de modification, de service ou d'entretien peut provoquer des blessures ou des dommages matériels. Reportez-vous au manuel du propriétaire de l'information fournie avec cet appareil. Pour obtenir de l'aide ou des informations supplémentaires consulter un installateur qualifié, une agence de service ou fournisseur de gaz.</p>	
<p>A) BEFORE OPERATING smell all around the appliance area for gas. Be sure to smell next to the floor because some gas is heavier than air and will settle on the floor.</p> <p style="text-align: center;">WHAT TO DO IF YOU SMELL GAS</p> <ul style="list-style-type: none"> - Shut off gas to the unit. - Extinguish any open flame. - Do not try to light any appliance. - Do not touch any electric switch, do not use any phone in your building. - Immediately call your gas supplier from a neighbour's phone. Follow the gas supplier's instructions. - If you cannot reach your gas supplier, call the fire department. <p>B) Do not use this appliance if any part has been under water. Immediately call a qualified service technician to inspect the appliance and replace any part of the control system and any gas control which has been underwater.</p> <p>A) AVANT DE FAIRE FONCTIONNER, renifllez tout autour de l'appareil pour déceler une odeur de gaz. Renifllez près du plancher, car certains gaz sont plus lourds que l'air et peuvent s'accumuler au niveau du sol.</p> <p style="text-align: center;">QUE FAIRE SI VOUS SENTEZ UNE ODEUR DE GAZ :</p> <ul style="list-style-type: none"> • Fermer l'alimentation de gaz de l'appareil. • Éteindre toute flamme nue. • Ne pas tenter d'allumer d'appareil • Ne touchez à aucun interrupteur; ne pas vous servir des téléphones se trouvant dans le bâtiment. • Appelez immédiatement votre fournisseur de gaz depuis un voisin. Suivez les instructions du fournisseur. • Si vous ne pouvez rejoindre le fournisseur, appelez le service des incendies <p>B) N'utilisez pas cet appareil s'il a été plongé dans l'eau, même partiellement. Faites inspecter l'appareil par un technicien qualifié et remplacez toute partie du système de contrôle et toute commande qui ont été plongés dans l'eau.</p>	
<p>CAUTION: Hot while in operation. Do not touch. Severe Burns may result. Due to high surface temperatures keep children, clothing and furniture, gasoline and other liquids having flammable vapors away. Keep burner and control compartment clean. See installation and operating instructions accompanying appliance.</p>	
LIGHTING INSTRUCTIONS	
<ol style="list-style-type: none"> 1. Remove cover, if installed. 2. Turn on gas to appliance. 3. Using a long lit match or BBQ lighter, position ignition source anywhere on the burner tube. 4. Turn Gas Control Knob counter clockwise to the « ON » position - push in. 5. Once appliance is lit - hold Gas Control Knob in for an additional 30 seconds 6. After 30 seconds - release Gas Control Knob. <ul style="list-style-type: none"> If after 30 seconds appliance does not stay lit: <ol style="list-style-type: none"> a) Push Knob in, lightly - turn clockwise to « OFF » position. b) Wait 5 minutes - allow unit to cool. c) Clear any obstructions around the thermocouple. d) Repeat steps 3-6. 	 <div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>DO NOT place hand over burner when lighting. NE PAS mettre la main sur le brûleur pendant l'allumage.</p> </div>
<ol style="list-style-type: none"> 1. Enlever le couvercle - si installé 2. Allumer l'alimentation de gaz de l'appareil. 3. Utiliser une longue allumette ou allumeur à BBQ – placez la source d'allumage au-dessus du tube de brûleur. 4. Mettre de contrôle de gaz le bouton dans le sens inverse des aiguilles d'une montre en position « ON » - pousser. 5. Une fois que l'appareil est allumé - tenez le bouton pour des 30 secondes supplémentaires. 6. Après 30 secondes, relâcher le bouton de réglage du gaz. <ul style="list-style-type: none"> Si l'appareil ne s'allume pas après 30 secondes : <ol style="list-style-type: none"> a) Pousser du gaz Bouton, la légère -tourner dans le sens horaire sur " OFF " position b) Attendre 5 minutes - laissez l'appareil refroidir. c) Eliminez tous les obstacles autour du thermocouple d) Répéter les étapes 3 à 6. 	
TO TURN OFF GAS APPLIANCE	
<ol style="list-style-type: none"> 1. Shut off gas supply to appliance. 2. Allow unit to cool to room temperature 3. Reinstall cover. 	<ol style="list-style-type: none"> 1. Fermer l'alimentation de gaz de l'appareil 2. Laisser l'appareil refroidir à la température ambiante. 3. Remettre le couvercle.
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p>DO NOT REMOVE THIS INSTRUCTION PLATE</p> </div>	
919-329	

MAINTENANCE INSTRUCTIONS

1. Always turn off the gas supply before cleaning. For relighting, refer to lighting instructions. Keep the burner and control compartment clean by brushing and vacuuming at least once a year. When cleaning the logs, use a soft clean paint brush as the logs are fragile and easily damaged.
2. Clean off leaves etc. before burning.
3. Clean appliance with a damp cloth (never when unit is hot). Never use an abrasive cleaner. The glass should be cleaned with a outdoor decorative gas appliance glass cleaner.
4. Hand and finger marks should be cleaned off with a soft cloth and a stainless steel cleaner. Most stainless steel cleaners leave a film/residue on the surface of the panels. Use an ammonia based cleaner (ie. glass cleaner) to remove this film before applying heat to the unit. Failure to do this will result in burn stains on panels which you will be unable to remove.
5. Make a periodic check of burner for proper position and condition. Visually check the flame of the burner periodically, making sure the flames are steady; not lifting or floating. If there is a problem, call a qualified service person.
6. The appliance must be inspected before use, and at least annually, by a qualified field service person, to ensure that the flow of combustion and ventilation air is not obstructed.
7. Do not use this appliance if the valve and/or electronic components have been or are submerged under water. Immediately call a qualified service technician to inspect the appliance and to replace any part of the control system and any gas control which has been under water. This is not covered under the terms of the warranty policy.
8. Verify operation after servicing.

THERMOCOUPLE REPLACEMENT

Turn the unit and gas off - allow to cool to room temperature. Remove cover, glass crystals, rocks or logs, if installed.

1. Remove inner tray by removing 4 screws in locations shown below in Diagram 1.

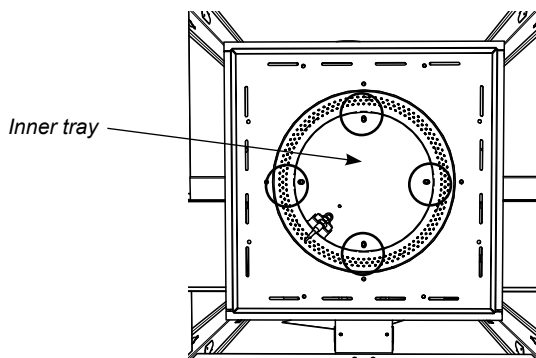


Diagram 1

2. Remove front nut securing thermocouple in place. Maneuver thermocouple up out of slot, then push down into the unit.

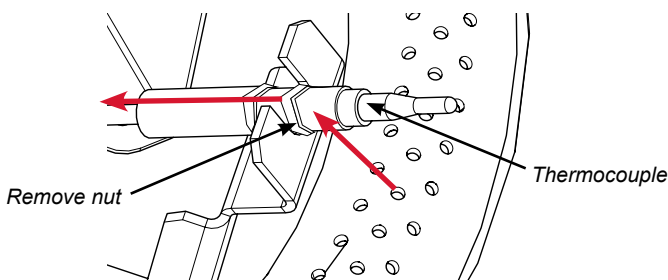
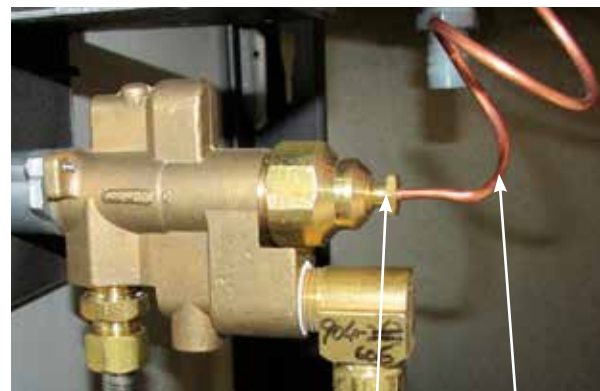


Diagram 2

3. Remove panel (see instructions in Gas Connection in this manual). Loosen nut to release thermocouple.



Loosen nut Thermocouple

Diagram 3

4. Replace thermocouple - apply silicone to seal where thermocouple comes through the burner tray.



Diagram 4 - correct thermocouple position

5. Reverse steps 3 and 1 to reassemble unit.

VALVE ASSEMBLY REPLACEMENT

Turn the unit and gas off - allow to cool to room temperature.
 Remove leaf cover, glass crystals, rocks or logs if installed.
 Remove Table Top - see instructions in this manual.

1. Remove inner tray by removing 4 screws in locations shown below in Diagram 1.

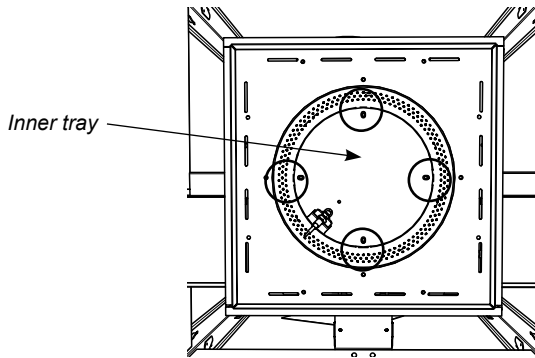


Diagram 1

2. Remove outer tray by removing 8 screws in locations shown below in Diagram 2.

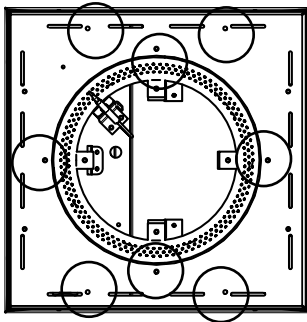


Diagram 2

3. Slide burner away from orifice and remove as shown below in Diagram 3.

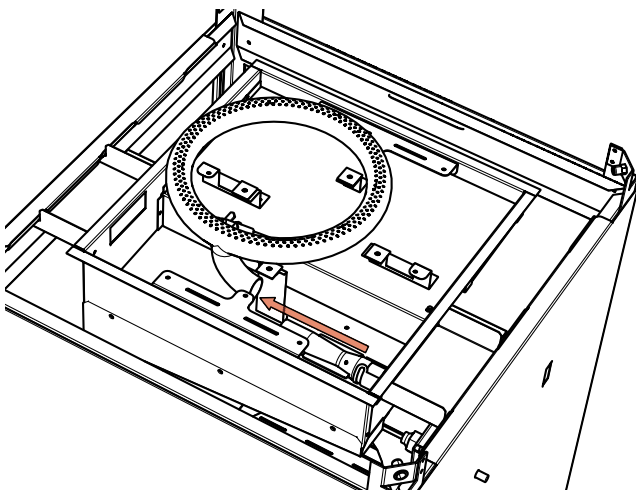


Diagram 3

4. Turn off gas supply and remove flex connection at valve.

5. Remove 4 screws to remove valve assembly - see locations in Diagram 4.

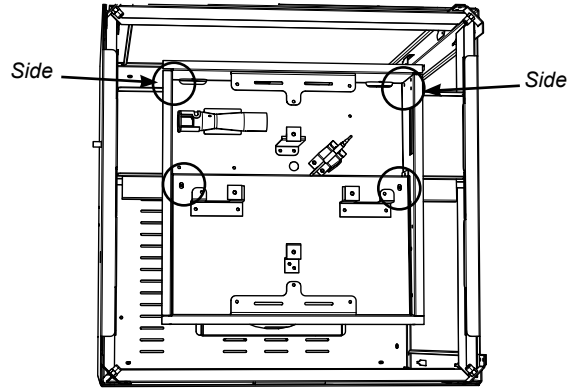


Diagram 4

6. Remove knob by pulling out.

7. Remove panel by lifting up and out.

8. Remove 2 screws by valve bracket as shown below.



Diagram 5

9. Maneuver valve assembly up and out.

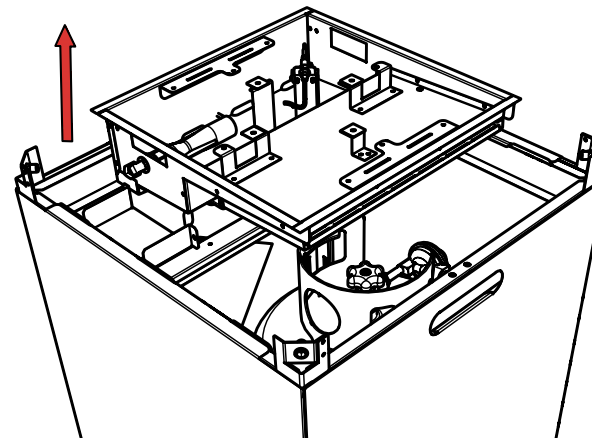


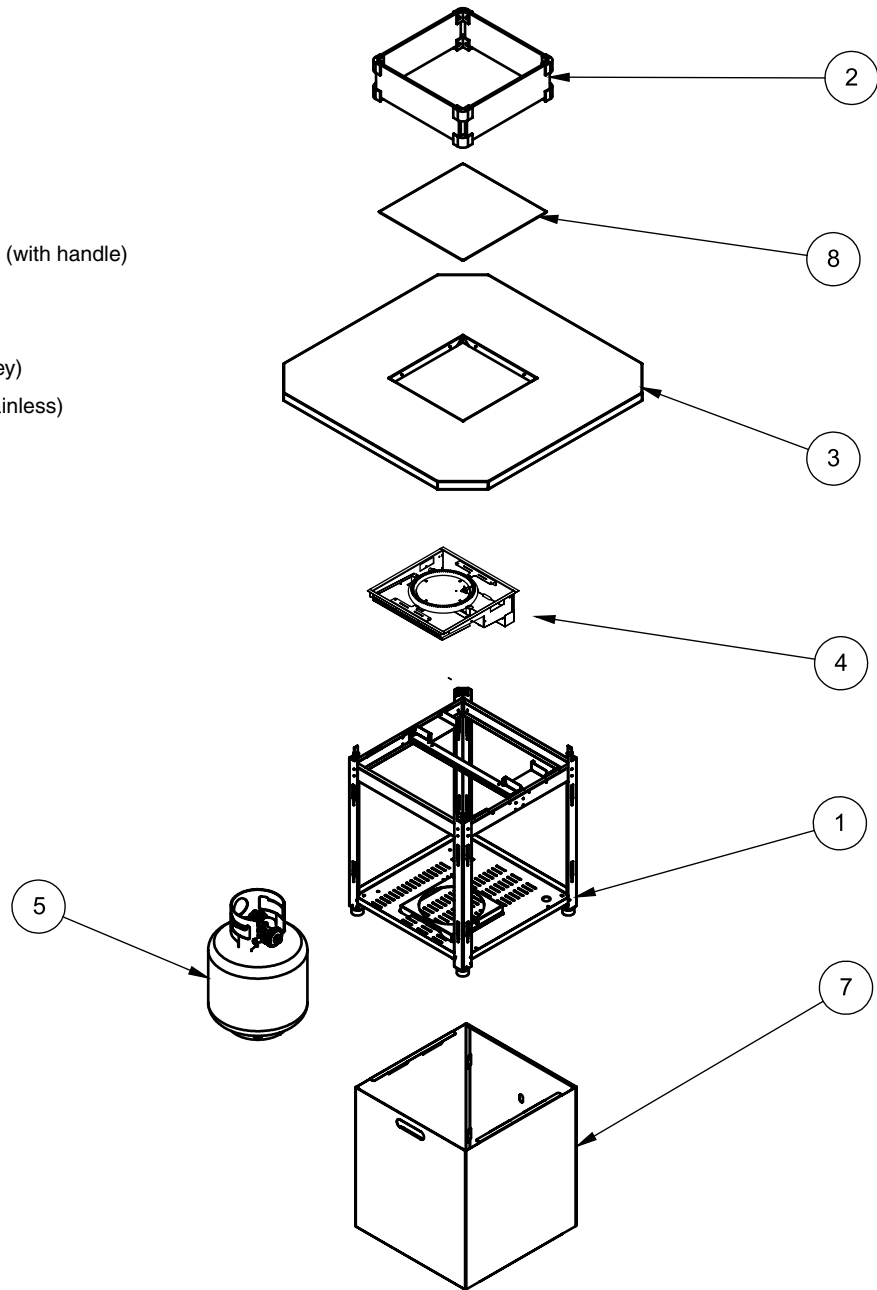
Diagram 6

10. Replace with new valve assembly.

11. Reverse steps 8 -1

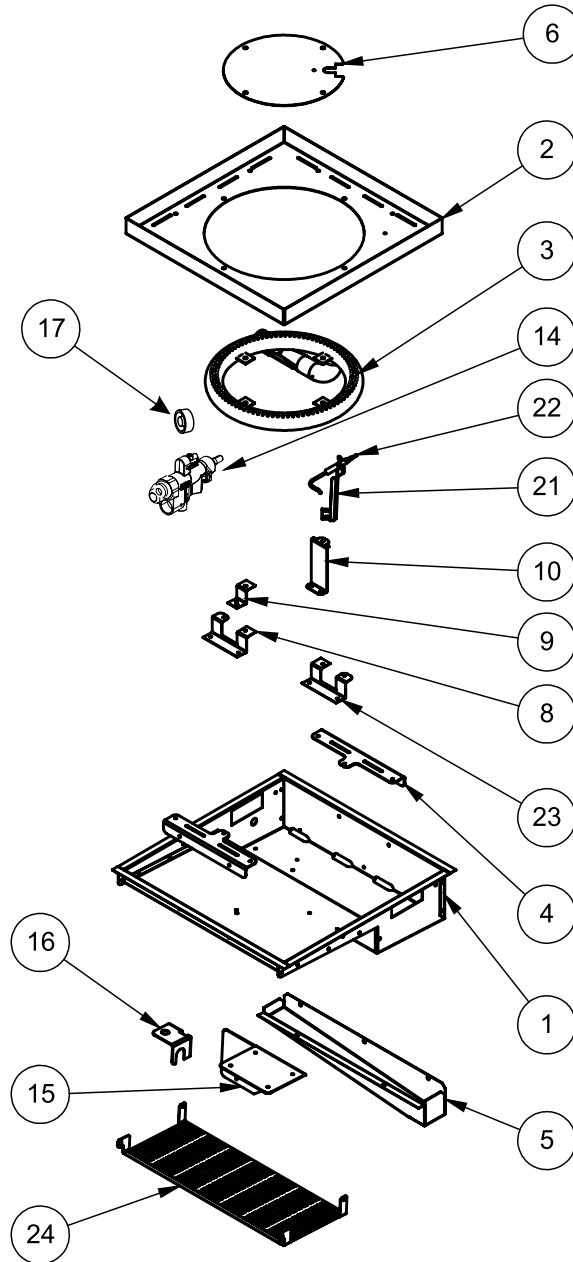
MAIN ASSEMBLY

Part #	Description
1	Plateau City Table - Base
2	286-932 City Table Glass Surround
3	286-924 Table Top (Grey)
	286-927 Table Top (Stainless)
	Valve Only - NG/LP
911-135	Regulator NG 3.5"
911-136	Regulator NG 10"
904-688	Orifice #32 - NG
904-641	Orifice #50 - LP
5	** BBQ LP Tank
7	286-026/G Side Panel - Knob Side
	286-034/G Side Panel -Propane Side (with handle)
	286-027/G Side Panel (4 slots)
	286-028/G Side Panel (no slots)
8	286-025/G City Table Leaf Cover (Grey)
	286-037 City Table Leaf Cover (Stainless)
*	286-938 Seasonal weather cover
*	948-054 Rubber legs (each)
	919-326 Manual
*	Not shown
**	Supplied by others



BURNER ASSEMBLY

Part #	Description
1	286-006 Valve Tray
2	286-013 Burner Tray
3	286-525 PTO28 burner
4	286-008 Tray mount
5	286-007 Drainage Bracket
6	286-014 Inner burner tray
8	286-010 Burner bracket
9	286-011 Burner bracket 2
10	286-012 Burner bracket 3
14	911-151 Valve (Copreci)
15	286-017 Valve Bracket (Copreci)
16	286-016 Valve Holder
17	911-152 Knob
21	286-031 Thermocouple mount
22	911-150 Thermocouple
23	286-032 Burner Bracket
24	286-033 Valve Tray Heat Shield





Regency® Fireplace Products are designed with reliability and simplicity in mind. In addition, our internal Quality Assurance Team carefully inspects each unit thoroughly before it leaves our facility. FPI Fireplace Products International Ltd. is pleased to extend this limited warranty to the original purchaser of a Regency® Product. This warranty is not transferable.

Limited Warranty:

The gas valve, burner tube, pilot assembly, thermocouple, flame sensor, electrode, control modules, switches, wall switches and wiring for battery compartment are all covered for two (2) years on parts and one (1) year on subsidized* labor only against defect in manufacture, from date of purchase.

Ceramic logs, volcanic stones, wheels, rubber feet, glass crystals, tempered glass wind shield and glass nickel corners carry a one (1) year warranty against manufacturing defect, on parts, with no labor allowance, from date of purchase.

Special finishes such as stainless steel components and powder coated surfaces are not covered against environmental damage including corrosion, misuse, cleaning or handling issues that cause discoloration. To receive consideration any damage claim against stainless steel components or powder coated finishes must be submitted at the time of installation. Damage from abrasive cleaners and discoloration to stainless components caused by heat, are not covered under warranty. Damage reported after installation will not be covered.

Repair/replacement parts purchased by the consumer from FPI after the original coverage has expired on the unit will carry a 90 day warranty, valid only with a receipt. Any item shown to be defective will be repaired or replaced at our discretion. No labor coverage is included with these parts.

Conditions:

Any part or parts of this unit which in our judgement shows evidence of such defects will be repaired or replaced at FPI's option, through an accredited distributor or agent provided that the defective part be returned to the distributor or agent **Transportation Prepaid**, if requested.

It is the general practice of FPI to charge for larger, higher priced replacement parts and issue credit once the replaced component has been returned to FPI and evaluated for manufacturer defect.

The authorized selling dealer is responsible for all in-field service work carried out on your Regency® product. FPI will not be liable for results or costs of workmanship from unauthorized service persons or dealers.

At all times FPI reserves the right to inspect product, in the field, which is claimed to be defective.

All claims must be submitted to FPI by authorized selling dealers. It is essential that all submitted claims provide all of the necessary information including customer name, purchase date, serial #, type of unit, problem, part or parts requested and a copy of the bill of sale/proof of purchase must also accompany any submitted claims, without this information the warranty will be invalid.

Exclusions:

Batteries, valve gasketing, paint and minor shade mismatches are not covered under this warranty policy.

At no time will FPI be liable for any consequential damages which exceed the purchase price of the unit. FPI has no obligation to enhance or modify any unit once manufactured. ie. as products evolve, field modifications or upgrades will not be performed.

FPI will not be liable for travel costs for service work.

Installation and environmental problems are not the responsibility of the manufacturer and therefore are not covered under the terms of this warranty policy.

Any unit which shows signs of neglect or misuse is not covered under the terms of this warranty policy.

The warranty will not extend to any part which has been tampered with or altered in any way, or in our judgment has been subject to misuse, improper installation, negligence or problems caused by environmental or geographical conditions, inadequate ventilation.

It is the responsibility of the home owner to service and maintain the appliance. If any claims are sent to FPI, you may be asked for service records to ensure the appliance has been maintained. Retain all receipts for both service and/or parts which may have been replaced. Lack of service/maintenance is the largest contributor to malfunction of an appliance and is not covered under the terms of this warranty.

Freight damage to stoves and replacement parts is not covered by warranty and is subject to a claim against the freight carrier by the dealer.

FPI will not be liable for acts of God, or acts of terrorism, which cause malfunction of the appliance.

Malfunction/damage of this appliance due to mother nature (wind, rain, snow, floods, etc.) is not covered under the terms of this warranty policy. Some minor expansion, contraction, or movement of certain parts and resulting noise, is normal and not a defect and therefore not covered under this Limited Warranty. If the appliance has been operated in atmospheres contaminated by chlorine, fluorine, or other damaging chemicals, it will not be covered under this Limited Warranty.

Performance problems due to operator error will not be covered by this warranty policy.

Products made or provided by other manufacturers and used in conjunction with the operation of this appliance without prior authorization from FPI, may create a danger and nullify your warranty on this product.

Any alteration to the unit which causes sooting or carboning that results in damage to the interior / exterior facia is not the responsibility of FPI.

* Subsidy according to job scale as predetermined by FPI.

Register your Regency® warranty online www.regency-fire.com



Reasons to register your product online today!

- View and modify a list of all your registered products.
- Request automatic email notification of new product updates.
- Stay informed about the current promotions, events, and special offers on related products.

Installer: Please complete the following information

Dealer Name & Address: _____

Installer: _____

Phone #: _____

Date Installed: _____

Serial No.: _____