

ANNUAL BURNING PERMIT

This permit will expire on December 31<sup>st</sup>, \_\_\_\_\_

Notice: Under ordinance 5-2-9, individuals are required to complete this form and obtain a permit for open burning. Requirements and penalties are specified per ordinance.

Permittee Name (please print)	Telephone Number
Address	

This is your annual burn permit that allows you to burn in the City of Adams when permissible. **Before you burn, obtain the current daily burning restrictions.** Call the City Clerk/Treasurer’s Office or the DNR burn permit hotline at 1-888-947-2876 or visit the DNR website [dnr.wi.gov/forestry/fire](http://dnr.wi.gov/forestry/fire) and click on: “View Burning Permit Restrictions”.

If your fire gets away, you will be liable for all expenses incurred in suppressing the fire and will be responsible for all damages caused by the fire. **Burning allowed after 6:00 p.m. only.**

I understand this permit is invalidated upon violation of any of its restrictions, or upon the burning of material not authorized by this permit, and may be canceled when deemed necessary.

Permittee Signature	Issued By	Date Issued

The above named permittee is authorized to set fire on that land owned or controlled by him/her limited under the following City ordinance:

**Sec. 5-2-9 Open Burning**

- (a) Prohibitions; Definitions. “Open burning” as used herein shall mean burning done outside of a building. Open burning is prohibited in the City of Adams without first obtaining a permit, with the following exceptions:
  - (1) Small outdoor fires used for cooking, or used as part of a public ceremony.
  - (2) Small open fires for welding, acetylene torches, safety flares, heating tar, or similar applications.
  - (3) No burning shall be allowed on Sundays or legal holidays.
  - (4) No burning shall be allowed on or immediately adjacent to the surface of any blacktop street.
  - (5) No burning of small amounts of dry combustible rubbish not to include wet -combustible rubbish, garbage, oily substances, asphalt, plastic, or rubber products.
  - (6) The open burning of brush and small limbs shall be permitted within the City of Adams with snow cover in conformity with section 5-2-9.
- (b) Substances Which May Be Burned. The following open burning may be conducted providing a burning permit is first obtained:
  - (1) Burning of grass and weeds, or leaves.
  - (2) Fires set for practice and instruction of firefighters, or the testing of firefighting equipment.
 

The open burning of trees or stumps shall not be permitted within the City of Adams.
- (c) Open Burning Procedures.
  - (1) Before setting or starting any fire, a permit authorizing the setting or starting of such fire shall first be obtained from the City Clerk/Treasurer or from any other person authorized or designated by the Common Council to issue such permits. All open burning conducted pursuant to such duly issued permit shall be performed in a safe, pollution-free manner, when wind and weather conditions are such as to minimize adverse affects, and in conformance with local and state fire protection regulation.
  - (2) The size of the pile of material to be burned shall not exceed four (4) feet in any direction measured horizontally, or three (3) feet measured vertically.

- (3) The pile of material being burned shall be at least fifty (50) feet away from any structure, wood or lumber pile, wooden fence, trees, or bushes. Provisions shall be made to prevent the fire from spreading to within fifty (50) feet of such items or the fire shall otherwise be contained in an approved incinerator or burner device which is located at least fifteen (15) feet from any structure, wood or lumber pile, wooden fence, trees or bushes.
  - (4) Any ashes created by burning such material as is lawful under this ordinance are to be disposed of in a manner authorized by law.
  - (5) Open burning shall be constantly attended and supervised by a competent person of at least sixteen (16) years of age until such fire is extinguished. This person shall have readily available for use such fire extinguishing equipment as may be necessary for the total control of the fire while burning and/or extinguishing such fire.
- (d) Application for Permit.
- (1) Procedure for Issuance of Burning Permits. Before the setting or starting of any open burning permitted under this Section, a permit authorizing the burn shall be first obtained by the owner, operator, or agent from the City Clerk/Treasurer or from such other person as may be authorized or designated by the Common Council to issue such permits. Application for a burning permit shall be made in writing upon a form furnished by the City Clerk/Treasurer. The form of the application shall be approved by the Clerk/Treasurer or Police Department personnel. The City may change the form from time to time; the City may also establish from time to time special rules or restrictions relating to open burning. Such rules may govern conditions including, but not necessarily limited to the following:
    - a. Hours when burning is allowed;
    - b. Day(s) when burning is allowed;
    - c. Material which may or may not be burned;
    - d. Whether open burning is allowed or whether burning is only allowed with an approved incinerator or burning device;
    - e. The length of time the permit is valid;
    - f. What constitutes an approved burning device or incinerator;
    - g. The size of the material pile burned by open burning;
    - h. The distance or distances to be maintained between the material being burned and other flammable material,
    - i. Supervision required for burning, including minimum age of supervisors and type of fire extinguishing equipment which must be present at the burn site;
    - j. The manner in which ashes created by the burning under the permit are to be disposed of. Any such future restrictions as may be developed by the Fire District, if such restrictions are not specifically ordained in this Section, shall be effective in regulating burning within the City, but only if such restrictions are printed on the face of the burning permit issued or attached thereto. Any such restrictions hereafter adopted by the Fire District City which are not specifically ordained in this Section shall, provided they are printed on the face of the burning permit or attached thereto, be binding upon permit applicants; any violation of such restriction shall be punishable as violations of this Section.
  - (2) Issuance of Permit. If the City Clerk/Treasurer, or other person authorized or designated by the Common Council to issue such permits, finds that the proposed burning complies with all City ordinances and the regulations of the Department of Natural Resources as set forth in Wisconsin Administrative Code, he shall officially approve the application, and a burning permit shall be subsequently issued to the applicant. A copy of any burning permit, and the application therefore, shall be kept on file with the City Clerk/Treasurer. If state approval is required, no local permit shall be issued until state approval is granted.

**Burning permits shall expire on December 31<sup>st</sup> of the year the permit was issued.**

In the case where burning is to be exclusively within an approved burning barrel or store purchased burning container, the City Police Chief, Public Works Director, or such other party as the City Council may from time to time authorize, shall inspect and approve the burning barrel/container in question. No permit shall be required when the ground is snow covered.

- (3) Notice to Permittee. Each permit issued shall provide notice of materials that may be burned and those which may not be burned and further notice to the permittee of possible civil and criminal penalties for violation of this Section and of state regulations. Fire must be attended at all times and be totally extinguished before you leave. If your fire gets away, you will be liable for all expenses incurred in suppressing the fire and will be responsible for all damages caused by the fire. The permit will be invalidated upon violation of any of its restrictions, or upon the burning of material not authorized by this permit, and may be canceled when deemed necessary.
- (4) Camp fires and store purchased fire pits used for recreational purposes only, not exceeding forty-five (45") inches in diameter, shall be permitted daily. All open burning conducted must conform to ordinance 5-2-9.