

BURNING PERMIT INSTRUCTIONS

Please complete and sign form where indicated. Fill out only the lines where indicated by "complete these items" appears. Please read bottom half of permit for, your signature indicates you have read and understand these rules and regulations. If you have any questions, please contact Kelly Schmitt or Tom Pitschneider at 952-233-9570. Application must be accompanied by a check made payable to the City of Shakopee for \$40.00. Please return application and check to City Hall as follows:

Shakopee Fire Department
Attn: Kelly
129 Holmes Street South
Shakopee, MN 55379

Once completed, permit application and check are received; it will take a minimum of 5 business days to process the permit. A copy of the approved permit will be sent to you indicating approved dates and times for burning.

Recreational Fires: Burning permits are not required for recreational fires. Recreational fires are not to exceed 3'x3'x3'. The area must be cleared 5 feet around by any combustible materials & 25 feet away from any building. Recreational fires **must** contain only clean burning natural wood. **No burning in barrels is allowed.**

Prairie Grass Burns: Contact the DNR Forestry at 952-826-6760 for approval of prairie grass burns **larger than ½ acre** before filling out the burning permit application. If DNR approval is granted, attach a copy of the DNR permit to our permit for the Fire Department to review.

Prohibited Materials Are: Oils, rubber, plastics, tires, chemically treated materials such as railroad ties, treated lumber, pallets, composite shingles, tar paper, insulation, composition board, sheet rock, wiring, paint, hazardous and industrial waste.

Violations of conditions will be subject to criminal and/or civil actions and fines.

Please Print All Information Except Signature

A \$40.00 check made payable to the City of Shakopee **MUST** accompany the application.

Return to: Shakopee Fire Department, Burning Permits, 129 Holmes St. S., Shakopee, MN 55379

OPEN BURNING PERMIT (Shakopee, Jackson Twp. & Louisville Twp.) # _____

Complete these items

Name _____
Address _____
City _____ State _____ Zip _____
Phone (first) _____
Phone (second) _____

BURN SITE LOCATION

Address _____
City/Township _____

BURNING PERMIT CONDITIONS (check those that apply)

Piled Material – only clean wood is allowed
Specify Items to be Burned _____
of Piles _____
Approx Pile Size in Feet _____
 Running Fire
(circle fuel) Grass / Brush / Slash
Size of Area in Acres _____
 Other _____
 Special Conditions _____
 PRIOR TO BURNING CALL **952-445-1412**
(Scott County Dispatch)

Complete these items

EFFECTIVE DATES: From: M____/D____/Y____ To: M____/D____/Y____
DAILY HOURS: From: _____ AM/PM To: _____ AM/PM

This permit is valid for open burning as allowed and specified in Minnesota Rules, Minnesota Uniform Fire Code and Local Ordinances. The permittee is granted permission to burn the above-described materials at the specified location during the dates and times listed above. I attest, by my signature, that I have read and will comply with the conditions of, and any attachments to this permit, and that I am the landowner or have the permission of the landowner to burn at the above site.

Sign here

Permittee's Signature _____ Date _____

Approving Authority Signature (First) _____ Date _____

Approving Authority Signature (Second) _____ Date _____

FIRE SAFETY AND AIR QUALITY REQUIREMENTS

I AGREE TO THE FOLLOWING:

- To keep this fire under control and to assume all responsibility for all damages and costs that may result from burning done under this permit.
- To attend this fire until completely extinguished.
- Not to burn if there is a practical alternative method for disposal of the materials such as chipping or composting.
- To use clean burning device to start fire.
- Not to conduct burning during any air quality alert.
- Not to burn paper or cardboard except as provided under Minnesota Statutes.
- To extinguish the fire immediately if permit is revoked.
- To have this permit available at the burn site for inspection.
- That prevailing winds must be away from occupied buildings and winds shall not exceed 15 MPH.
- That the burn site will be a minimum of 250 feet from any building.
- That fires will not be allowed to smolder without flame.
- That Scott County Dispatch will be called at 952-445-1412 prior to any burning.

PROHIBITED MATERIALS INCLUDE: oils, rubber, plastics, tires, and chemically treated materials such as railroad ties, treated lumber, composite shingles, tar paper, composition board, sheetrock, wiring, paint and hazardous and industrial solid waste.

VIOLATIONS of this permit may subject permittee to criminal and/or civil action.