

**OPEN BURNING PERMIT**  
**CITY OF ORONO, Box 66 (2750 Kelley Parkway)**  
**Crystal Bay, MN 55323**  
**952-249-4600**

Date Issued: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_  
Permit No.: \_\_\_\_\_

Permit to be mailed: \_\_\_\_\_  
or picked up: \_\_\_\_\_

**SITE ADDRESS:** \_\_\_\_\_ **DATE:** \_\_\_\_\_  
**Name:** \_\_\_\_\_ **Phone: (h)** \_\_\_\_\_ **(o)** \_\_\_\_\_  
**Mailing Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_  
**Agent (if applicable):** \_\_\_\_\_  
**TYPE OF FIRE:** (circle one) **A. B. C.** **FOR THE PURPOSE OF BURNING** \_\_\_\_\_

**THE FOLLOWING ITEMS** are to be completed before the inspector arrives. Sites inspected subject to availability of staff time. **(If inspector has to re-inspect site because items were incomplete, there will be a \$20.00 charge per re-inspection):**

1. Site address must be posted and visible from the street. Where more than one house is served by the same private driveway or unnamed private road, additional sets of numbers shall be placed at every fork or other driveway as necessary to direct traffic to every house including the house farthest from the street.
2. Burn pile must be staked at burn site meeting the following:

**A. Small Brush Disposal Fires (> 2 Acre Lot Size)**

- Minimum 75' from Buildings
- Minimum 50' from Lot Lines
- 8' Maximum Diameter, 4' Maximum Height
- 60 Day Permit
- Inspection is required for each burn
- Notify both the **Police and Fire Departments** for each burn

**C. Prairie Management Burns**

- 90 Day Permit
- Approved Prairie Management Companies
- Minimum 50' from Buildings
- **Winds must be under 10-15 mph**
- **Notify Police Department & Fire Departments** before each burn
- Inspections are required before permit issuance

**B. Large Brush Disposal Fires (> 5 Acre Lot Size)**

- Minimum 75' from Lot Lines
- 15' Maximum Diameter, 6' Maximum Height
- 60 Day Permit
- Inspection is required for each burn
- Notify both the **Police and Fire Departments** before each burn

**Recreational Fires (All Lot Sizes)**

**Permit No Longer Required! Residents Must Follow Rules & Call Police Before Each Burn!**

- Minimum 50' from Buildings
- Minimum 25' from Lot Lines
- 3' Max. Diameter, 3' Max. Height

3. Draw a map on the back side of application locating the burn pile on your property.
4. If these conditions are not met, the permit will be denied and you may not apply for another permit for 30 days.
5. No permit fee is required except for more than 3 permits for brush disposal fires per year. All organizations and individuals regardless of tax status will be charged a \$100.00 annual fee for more than 3 brush disposal fire permits per year.

**VIOLATIONS OF PERMIT CONDITIONS MAY SUBJECT PERMITTEE TO CRIMINAL AND/OR CIVIL ACTION! ALL BURNS MUST BE REPORTED** including burns on evenings and weekends to the Orono Police Department a minimum of 30 minutes before burning. During regular business hours (952) 249-4700 (8:00-4:30, Monday-Friday) or Police "After Hours Number" 763-525-6210. For Small and Large Brush Disposal Fires, in addition to the Police Department, the Fire Department must be notified - Long Lake (952-473-9701), Wayzata (952-404-5337).

**SPECIAL CONDITIONS: Visit DNR Website for information [www.dnr.state.mn.us](http://www.dnr.state.mn.us).**

**(DNR Burning Ban Yearly - April 1<sup>st</sup> for a 4-6 week period, check dates. No Burns Allowed!)**

**PROHIBITED MATERIALS ARE:** refuse, leaves, oils, rubber, plastics, tires, building materials and chemically treated materials such as railroad ties, treated lumber, composite shingles, tar paper, insulation, and composition board, sheet rock, wiring, and paint, hazardous and industrial solid waste.

**I AGREE:**

- Not to burn any prohibited materials.
- Not to burn if there is a practical alternative method for disposal of material such as chipping or composting.
- To use a clean burning device to start the fire.
- Not to conduct burning during any air quality alert.
- Not to burn paper or cardboard except as provided under Minnesota Statutes 17.135.
- To have this permit available at the burn site for inspection.
- That prevailing wind must be away from nearby occupied buildings and as far away from any highway or public road and controlled so as that a traffic hazard is not created.
- To keep this fire under control and to assume responsibility for all damages and costs that may result from burning done under this permit.
- That fires will not be allowed to smolder without flame.
- To provide a water supply and an adult to attend this fire until completely extinguished.
- To extinguish the fire immediately if this permit is revoked.
- That no material may be brought into be burned from another site.

This permit may be revoked should any or all of the following conditions exist:

1. A fire hazard exists or develops during the course of the burn.
2. A public safety hazard exists or may exist if the burn is implemented or is allowed to continue.
3. Any conditions agreed to have been violated.

REVOCATION OF THIS PERMIT WILL RESULT IN A 6 MONTH MORATORIUM ON ISSUANCE OF BURNING PERMITS TO THE APPLICANT OR FOR OPEN BURNING AT THIS PROPERTY.

**X** \_\_\_\_\_  
**Signature**

***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 PERMISSION OF THE LANDOWNER TO BURN AT THE ABOVE BURN SITE LOCATION. I ACKNOWLEDGE THAT VIOLATIONS OF PERMIT CONDITIONS MAY SUBJECT ME TO CRIMINAL AND/OR CIVIL ACTIONS AND/OR REVOCATION OF BURN PERMIT PRIVILEGES IN THE FUTURE.***

\_\_\_\_\_  
**MAP**  
(Lot Size \_\_\_\_\_)

**Approved by:** \_\_\_\_\_ **Inspected by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Inspectors Comments:** \_\_\_\_\_

**Fire Department:** \_\_\_\_\_ **Long Lake** \_\_\_\_\_ **Excelsior** \_\_\_\_\_ **Wayzata**

***This permit is valid for open burning as allowed and specified in State Statute 88.01 to 88.22, 88.75, 88.76, Minn. Uniform Fire Code, and local ordinances. The permittee is granted permission to burn the above described materials at the specified location during the dates listed above.***