

General Burning Permit Application

- Bonfire and Recreational Fires only



Submit Application to:

Madison Fire Department
 314 W. Dayton St
 Madison, Wisconsin 53703-2506
 (608) 266-4420

Make checks payable to: City of Madison Treasurer.
Permit fees are non-refundable.

For questions, or to contact a fire inspector, call Madison Fire at (608) 266-4420 for assistance with completing this application.

**Complete sections A - D. It is mandatory that all applicable information be completed.
 Inaccurate information may result in suspension or revocation of permit.**

SECTION A: Address of Requested Burn

Street Address: _____
 City, State, ZIP: _____
 Site name (if applicable): _____
 Owner's name: _____

SECTION B: Applicant/Contact Information

Trade name (Doing Business As): _____
 Local Contact Person: _____
 Local Contact Phone: _____ Local Contact E-mail: _____

SECTION C: Permit Holder Information

Organization Legal Name/Sole Proprietor Name : _____
 Mailing Address: _____
 City, State, ZIP: _____
 Organization Contact Person: _____
 Organization Contact Phone: _____ Organization Contact E-mail: _____

SECTION D: Attestation and Signature

By signing this application you acknowledge and agree to comply with Madison General Ordinance 34, Wisconsin Administrative Codes and the International Fire Code.

The statements made in this application are true to the best of my knowledge.

Signature _____ Date _____

Application for Natural Lawn / Prairie Restoration burns shall be made with a Natural Lawn / Prairie Restoration Burn Permit Application

Necessity for burning: _____

Nature of material to be burned: _____

Address / location of burning: _____

Owner of property on which burning will be done: _____

Date or dates when burning will be done / estimated frequency of burning: _____

General Requirements

- Please remit permit fee (s) of \$50.00 per permit payable to the City of Madison.
- All permit applications shall be submitted **thirty (30) days** prior to commencing the prescribed activities.
- A permit is not transferable, and any changes in equipment, ownership, use or occupancy of premises shall require a new permit.
- An inspection may be required before the issuance of a permit.
- Permits shall be valid for no more than 1 year. The term of each annual permit shall be from July 1 to June 30 of the next succeeding year.
- Permits at all times shall be available on the premises.

Application Specific Requirements

- A permit is required for any outdoor burning to include (but not limited to) bonfires, ceremonial fires, prairie or natural lawn restoration.

Exceptions:

- Fires that are used exclusively for cooking
- Campfires on developed property with camping as the sole purpose
- Fires in listed outdoor fireplaces or incinerators
- No permit will be issued for:
 - Leaves, brush, rubbish and trash
 - Salvage operations
 - Building construction waste
 - Any material on the ice of any body of water such as a lake or stream
- The permit holder shall obtain permission of the property owner, with the assumption of liability. Written permission must be attached to this application.
- Fires in City parks shall be approved by the Parks Department. Written permission must be attached to this application.
- Madison Fire Department reserves the right to revoke a permit due to unfavorable weather conditions or noncompliance with the requirements

Fire Safety Requirements

- Fires shall be limited to an area no greater than 3 feet by 3 feet.
- Fuel for fires shall consist of clean, dry wood only.
- Flammable or combustible liquids shall not be used to ignite or intensify an fire.
- Material for fires shall not include rubbish, trash, garbage or material made of or coated with rubber, plastic, leather or petroleum based materials
- High winds, wind direction, and/or other adverse weather conditions must be considered to ensure fire safety.
- Fires shall not be closer than 50 feet from any structure, combustible materials or lot lines.
- Fires shall be so located to ensure smoke, odors, and other products of combustion do not annoy or discomfort neighbors or the traveling public. **If a complaint is received, MFD will respond and extinguish the fire.**
- The perimeter of the fire shall be free of combustibles.

Burning Permit Holder

- Responsible person(s) shall be in attendance until the fire is completely extinguished. A connected garden hose or other fire extinguishing equipment shall be readily available.
- The burn shall take place when the weather is favorable to assist in its control and to prevent a smoke nuisance. The permit holder is responsible for observing weather conditions and taking appropriate actions such as postponements, extinguishments, or confinement.