



Burn Permit Application Form

Applicant Information

Organization _____ Date: _____

Responsible Party: _____

Address: _____

Home Phone: _____ Cell Phone: _____ Email: _____

**optional*

Burn Permit Information

This permit is an application for a controlled burn pursuant to Polk City Ordinance 105.05 and the approved Policy for Open Burning. Upon receipt of a completed application, the Fire Chief is authorized to permit or deny a permit for open burning. It does not constitute a burning permit until signed by the Fire Chief and returned. Authorization to permit an open fire will not be granted when such conditions arise that would deem such fires to be a safety hazard. The Fire Chief shall have the authority to suspend this permit at any time.

Burn Permit Type:

Bonfire (must be for legitimate sponsorship of civic, fraternal, religious, education, or similar organization)

Prairie/ Overgrowth Maintenance **Flag Retirement Ceremony**

Tree, Tree Trimmings, & Tree Grubbing **Landscape Waste**

Storm Debris Cleanup

Other (Please Specify) _____

Reason for Burn (Be Specific) _____

Burn Site Information

Pursuant to Polk City Ordinance 105.05, all permits for an open fire shall be filed with the Fire Chief two weeks prior to the planned date of the burn.

Burn Site Address: _____

Date of Burn: _____ Start Time: _____ End Time: _____

Alternate Date: _____ Start Time: _____ End Time: _____

Description of fire control provided during burn: _____

For Official Use Only

I have reviewed this application and **approve** or **deny** permit subject to the following conditions in addition to those set forth above. _____

Signed: _____ Date: _____

Fire Chief, Polk City Fire Department