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## Public Works Department

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February 23, 2024

Debbie Avitt  
HOA Crown Colony  
1500 Crown Colony Court  
Des Moines, IA 500315

Dear Ms. Avitt (and contractor Tre Wilson):

Your request for a burn permit has been approved. Please consider this letter your burn permit for **Prairie Maintenance** at **Crown Colony HOA, 1500 Crown Colony Court, Des Moines**. This permit is in effect from **February 23<sup>rd</sup>, 2024 through April 30<sup>th</sup>, 2024** between the hours of **9:00 AM through 5:00 PM**. Your burn permit reference number is **AIRB-2024-65612**.

The following condition(s) must be followed for the **Prairie Maintenance** event:

1. The Burn Manager, on the day of each burn event and prior to ignition, must contact the local Fire Department.
2. No man-made materials such as lumber, roofing, fuel oil or tires may be used to start or fuel the fires. Drip torches may be used.
3. Residents within 1,000 feet must be notified of the burn.
4. Burning must be done on days during which the prevailing wind direction carries smoke from areas of heavy population concentrations.
5. Burning must be completed between sunrise and sunset. The burn is considered complete when the designated Burn Manager determines that the burn unit is secure and the evening weather will allow for dispersion of any remaining smoke.
6. Areas must be free of litter, trash or debris.
7. Multiple burn locations shall not occur simultaneously.
8. This permit shall be temporarily suspended when the State Fire Marshal has declared Polk County under an open burn ban. The permit shall be re-instated when the ban is lifted. State Fire Marshal burn ban status for Polk County can be checked at: <https://dps.iowa.gov/divisions/state-fire-marshal/burn-bans>
9. This permit shall be temporarily suspended when the National Weather Service (NWS) has issued a Red Flag Warning for Polk County, or, when conducting prairie burns, that the Grassland Fire Danger Index for Polk County reaches Very High or Extreme conditions. It shall also be temporarily suspended for the conduct of woodland burns when the GFDI for Polk County reaches Extreme conditions. The permit shall be re-instated when the warning is lifted. The NWS warnings can be checked at: [www.weather.gov/dmx](http://www.weather.gov/dmx) & [www.weather.gov/dmx/fire](http://www.weather.gov/dmx/fire).

The health officer shall have the authority to suspend this permit at any time for violation of the above listed provisions or in the case of weather condition resulting in stagnation or pollutant concentrations such that the public health is jeopardized.

**This Department assumes no liability, directly or indirectly, for any loss due to damage to persons or property caused by, resulting from, or arising out of this activity.**

If you have any questions, please call this office at 286-3705.

Sincerely,

Jessica Moeller  
Air Quality Specialist

CC: Des Moines Fire Department

Air Quality	Building Inspection	Development Services	Engineering
Planning	Secondary Roads	Utilities	Weed Commission
			Weatherization