

Burn Permit Application – Air Quality Division, Polk County- Iowa

(1) Organization or Applicant:

Organization: _____

- Federal, State, County, Municipality or Political Subdivision
 Civic, Fraternal, Religious, Educational or Similar organization
 Other, specify: _____

For Polk County Office Use Only:

Date Received: _____

Check Number: _____

Permit Fee: _____

AIRB- _____ - _____

Issue Date: _____

(2) Applicant Name/Responsible Party:

I certify that based on information and belief formed after reasonable inquiry, the submitted application including the attachments are true, accurate, and complete. Applicant/Responsible Party:

Print Name: _____ Title: _____

Signature: _____ Date: _____

(3) Mailing Address

Name: _____ Telephone: _____ Email: _____

Street Address: _____ City: _____ State: _____ Zip: _____

(4) Burn Permit Information & Type Selection (Indicate only one type per application)

Fee Exempt Burn Permit Types:

- Bonfire, for public gatherings under the legitimate sponsorship of civic, fraternal, religious, educational or similar organization.
 Prairie Maintenance
 Tree & Tree Trimmings (Municipalities & Local Governments)
 Right of Way Clean Up (Crews Operating Under the Authority of any Political Subdivision)
 Fire Department Training Fire (Attach Asbestos Report) If the training fire is to be conducted on a building, written notification must be provided to the department and Iowa Department of Natural Resources (IDNR) on DNR Form 542-8010 and is postmarked or delivered to the department at least ten working days before such action commences. www.iowadnr.gov/portals/idnr/uploads/forms/5428010.pdf
 Flag Retirement Ceremony
 Other (Specify) _____

Fee Required Burn Permit Types:

- Industrial Training Fire (\$35)
 Flare Stack (\$139)
 Landscape Waste/Clearing & Grubbing Permit (\$139), burning of landscape waste produced in clearing & grubbing operations shall be limited to areas located at least ¼ mile from any building inhabited by other than the landowner or tenant conducting the open burning. A variance must be obtained and public notification given for location not meeting this requirement. (see below)
 Variance Request (\$139 + \$15 per residential structure within ¼ mile of proposed burn site)

\$Amount enclosed: _____

(5) Burn Site Information (a site map indicating the proposed burn site location must be submitted with the application)

Burn site location zoning classification: Residential Property Commercial Property

Burn Site Map Attached & Burn Site Address: _____ City: _____ State: Iowa Zip: _____

Requested Burn Permit Start & End Dates: Start(mm/dd/yyyy): _____ End(mm/dd/yyyy): _____

Requested Burn Permit Start & End Times: Start (hh:mm): _____ AM PM End(hh:mm): _____ AM PM

(6) Make check payable to: Air Quality Division (Do not send cash, If you need assistance please call (515) 286-3705)

Mail to: Polk County Public Works Department- Air Quality Division
 5885 NE 14th Street
 Des Moines, Iowa 50313-1202

Authorization to permit an open fire will not be granted by the Health Officer when such conditions arise that would deem such fires to be a safety hazard. The health officer shall have the authority to suspend this permit at any time for violation of any permit conditions or in the case of weather condition resulting in stagnation or pollutant concentrations such that the public health is jeopardized. Upon receipt of a written request, the Health Officer is authorized to issue a permit for an open fire for the following purposes. The permit may contain conditions and is subject to the provision set forth in PC Board of Health Rules & Regulations Chapter V.