

Natural Lawn / Prairie Restoration Burn Permit Application



Submit Application to:

Madison Fire Department
314 W. Dayton St
Madison, WI 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. See page 2 for additional submittal requirements. Inaccurate information may result in suspension or revocation of permit.

SECTION A: Address of natural lawn/prairie/prescribed burn

Street Address: _____

City, State, ZIP: _____

Site name (if applicable): _____

Owner's name: _____

SECTION B: Applicant/Contact Information (owner's local representative)

Trade name (Doing Business As): _____

Local Contact Person: _____

Local Contact Phone: _____ Local Contact E-mail: _____

SECTION C: Permit Holder Information (person or organization performing the burn)

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 (owner or permit holder)

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 _____

Date Range: _____ to _____

(This burn permit is only good for one burn during the time period indicated above.)

Onsite Contact:

Contact Name: _____ Phone Number: _____

Contact Name: _____ Phone Number: _____

Names of Person's Assisting with Burn:

Submittal

The following items shall be submitted along with the City of Madison Fire Department's Natural Lawn / Prairie Restoration Burn Permit application and \$50.00 permit fee. **See page 3 of this application for detail of submittal requirements.**

- Proof of ownership, or written permission of property owner.
- Burns on Bike Paths must get written permission from City of Madison Engineering 608-266-4751 and Traffic Engineering 608-266-4761.
- Site Plan
- Written plan
- Proof of Training

Unless the scope of burn or prairie restoration plan changes annually, the site plan and written plan from the previous year is sufficient and does not need to be re-submitted.

Conditions of the Permit

The applicant is responsible for compliance with the following conditions:

- Monitoring burn advisories from DNR, no burning allowed if DNR has set fire danger at High or above for Dane County. Information can be obtained day of from the following website: <http://dnr.wi.gov/topic/forestfire/restrictions.html>
- Monitoring fine particulate advisories, no burning allowed if air quality is other than good or moderate. Information on air quality can be obtained on the day of the burn from the following website, <http://www.airnow.gov/>.
- Monitoring weather conditions
 - Winds at no more than 10 mph.
 - Temperature shall be between 45° F and 75° F.
 - Relative humidity shall be above 20%.
- Provide adequate firebreaks to limit areas to be burned to no more than 1/4 acre in size each
- Area to be burned cannot exceed 1/4 acre in size. Larger burns must have adequate firebreaks as listed above.
- Signage required for major highways when more than ¼ acre or when the burn is less than ½ mile from important, major or significant roads (MFD may require additional signage after review of submittal)
- Burn shall take place between sunrise and one hour before sunset
- Sufficient persons and equipment capable of extinguishing the fire shall be in attendance at all times
- The applicant shall follow the written plan as provided in their submittal.

**NATURAL LAWN / PRAIRIE RESTORATION BURN PERMIT
INFORMATION SHEET**

This sheet is for information only and is not required to be submitted back to the City with your application

Submittal Requirements

The following items shall be submitted along with the City of Madison Fire Department's Natural Lawn / Prairie Restoration Burning Permit application:

- Permit fee of \$50.00 payable to the City of Madison.
- All permit applications shall be submitted **thirty (30) days** prior to commencing the prescribed activities.
- Proof of ownership, or written permission of property owner, or contract to perform burn signed by property owner. *Proof of ownership could be tax bill, deed, or mortgage.*
 - If burn is conducted by other than the property owner, proof of liability insurance shall be provided.
- Burns on Bike Paths must get written permission from City of Madison Engineering (608-266-4751) and Traffic Engineering (608-266-4761).
- Site Plan (*this can be hand drawn*) which must include the following:
 - Property lines
 - Fire Breaks
 - Area to be burned—cannot exceed 1/4 acre in size, unless conducted by a qualified contractor
 - Buildings within 25 feet
 - Location of any right of way within 25 feet of area to be burned
 - If location is in close proximity to major highways include placement of signage to alert motorists of the fire and smoke
- Written plan to include:
 - Fire suppression, number and type (fire extinguisher, garden hose, water cans, etc)
 - Method of starting fire
 - How will fire spread be controlled? (Fire breaks, back fire, etc.)
 - Description of vegetation to be burned—cannot include piles of leaves, yard waste, brush or trash
 - Signage for major highways
 - Method to notify neighbors and list of addresses to be notified
 - Neighbors within 200 feet shall be notified
- Proof of Training

***The Department of Planning and Development has a Natural Lawn approval process.
For information on this process contact the Building Inspection Unit at 266-4551.***

***If you have any questions regarding the requirements of this application or documents
to be included, please contact MFD Prevention at 608-266-4420.***

***Thank you for your cooperation in keeping the City of Madison a safe place to live,
work and play.***