

## ***Agricultural Burn Permit Review Protocol***

***Thank you for your participation in the burn permit program. Permitting allows the County to partner with you to insure safety and to sustain good air quality standard throughout the community. Citizenry fears are alleviated when smoke & fire visualized in the community is seen as a managed burn event.***

You are encouraged to go to [scgov.net](http://scgov.net) and type in “burn” in the search window. The Sarasota County Natural Resources web page includes access to Division of Forestry information; permit regulations in Municode.com, ([online library](#), Chapter 54, Article V, section 54-116); and additional Agriculture or Land Clearing burn permit applications. An interactive map of the county with daily active burn site locations is now available and at <http://webdev2/burnmap/BurnMap.aspx>. Weather can be obtained at <http://www.nws.noaa.gov>

### Application

Your application will be reviewed for completeness and verification.

You will be contacted, or you can contact this office, to set up a time for site inspection, and go over possible questions about details in this application.

### Site Inspection

The site inspection will entail meeting the person(s) responsible for burning at the prospective burn site. Some of the main requirements the inspector will be looking for during a site inspection include:

- Fire suppression equipment & fire lines
- Area (s) where burning is intended to take place during the duration of the permit
- Possibly areas of recent burns
- Type and condition of groundcover subject to burn
- Surrounding area and boundaries where fire emissions and smoke may produce an affect

### Permit Issuance

Once the application & site inspection(s) are complete, a permit may be issued. Processing time will be prompt if everything is in order. However, most permits are processed within 10 days. The permit will be sent by mail to the applicant and faxed/-emailed to the burn contractor. (If applicant and burn contractor are the same, then the permit will be faxed/e-mailed and sent by regular mail) The permit will be faxed to the Division of Forestry and to the responding fire department(s).

### Duration

An agricultural burn permit is valid for one year from the processing date. No burning is permitted once a permit is expired. However, following the expiration of an agricultural permit, applicants may wait to reapply as long as they do not intend to do any burning.

**AIR QUALITY**  
**Agricultural Burn Permit Application Instructions**

Two general types of agricultural burning are permitted in Sarasota County:

- A) Agricultural Pile- Permit for burning that is necessary to maintain an agricultural activity.
- B) Agricultural Prescribed (controlled/broadcast burns) - Permit designed for land management and fire prevention.

A copy of the landowner's current agricultural land use classification card from the Property Appraiser's office must accompany the application. The only properties eligible for agricultural pile and agricultural prescribed burn permits are those that are classified by the Sarasota County Property Appraiser as bona fide agricultural land use under the agricultural assessment provisions of Section 193.461, Florida Statutes. All other properties are not eligible for agricultural burn permits.

**BURN PERMIT APPLICATION INSTRUCTIONS**

*Note: Each numbered section of the instructions corresponds to the numbered section on the burn permit application.*

**Section I. Landowner and Project Information**

- 1) Date of the application.
- 2) List the full name of the owner(s) of the land under the agricultural land use classification. In addition, include the landowner's mailing address, home and business telephone numbers.
- 3) Name of the property or ranch where the burn will take place. State your Division of Forestry (DOF) landowner number.
- 4) A written burn plan for the areas to be burned must accompany all agricultural pile and agricultural prescribed burn permit applications as specified in Section 54-116, Sarasota County Code.
  - For prescribed and pile burns, a Section/Township plat map designating the burn area must accompany the burn permit application.
  - For "location of burn site," the Section, Township and Range can be found on the Section/Township plat map.
- 5) List the total amount of acreage to be burned (for a prescribed burn application).
- 6) Make checks payable to Sarasota County Board of County Commissioners. Return the completed application along with the \$180.00 application fee to Sarasota County Air Quality, 1001 Sarasota Center Blvd., Sarasota, FL 34240.

All burn sites must be inspected by Air Quality staff before the issuance of a permit. Call the Air Quality office at (941) 861-0675 to arrange a date and time for a site inspection.

**Section II. "Open Burn" Contractor Information**

- 1) Identify the company or person contracted to do the burning.
- 2) List the mailing address, telephone number, fax number or email address, and any other number for the company or person contracted to do the burning.
- 3) Name of the person who will be on site conducting the burn.
- 4) Provide emergency contact name and number for after hours and weekends.



**Section II. "Open Burn" Contractor Information**

- 1) Company/Person Contracted to do the Burning: \_\_\_\_\_
- 2) Mailing Address: \_\_\_\_\_  
Telephone # \_\_\_\_\_ Fax # \_\_\_\_\_  
Email: \_\_\_\_\_
- 3) Name of On-Site Manager/Foreman \_\_\_\_\_
- 4) After Hours Emergency Contact: \_\_\_\_\_  
Name: \_\_\_\_\_ Telephone # \_\_\_\_\_

Please indicate if you want the permit faxed to the number given \_\_\_\_\_

**The Division of Forestry must be contacted at 941-751-7627 for an Authorization Number prior to each burn event.**

## Landowner's Authorization for Agent to Submit Burn Permit Application

DATE: \_\_\_\_\_

I, \_\_\_\_\_ hereby authorize  
Print name of landowner(s)

\_\_\_\_\_  
Print name of authorized person

to apply and sign for a burn permit to the Sarasota County on my/our behalf for the following property:

### Property Description

By authorizing the foregoing "authorized person" to make application for a bum permit and to sign a bum permit application on my behalf, I understand and agree, as the landowner, that I am not released from or otherwise relieved of any penalty or other legal responsibility, whether civil, criminal or administrative, that may be imposed for or result from the failure of the " authorized agent," or others acting on my or the authorized agent's behalf, pursuant to any bum permit issued as a result of application being made by the authorized agent, to comply with any provisions or specific conditions contained in the bum permit application and/or permit, and to comply with any provisions of Section 54-116, Sarasota County Code or other applicable law. The undersigned acknowledges and agrees to notify Sarasota County Air Quality at (941) 861-0675 upon the execution of a contract for sale of the above referenced property.

Signature of Landowner(s) \_\_\_\_\_

\_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Telephone \_\_\_\_\_

State of \_\_\_\_\_

County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_

by \_\_\_\_\_, who is personally known to me or who has

produced \_\_\_\_\_ as identification and who did (did not) take an oath.

Notary Public Signature and Seal

\_\_\_\_\_