

## *Land Clearing 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
- Acreage of land clearing debris intended to be burned during the duration of the permit
- 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

A land clearing burn permit is valid for three (3) months from the processing date. No burning is permitted once a permit is expired. However, following the expiration of a land clearing permit, applicants may wait to reapply as long as they do not intend to do any burning.

## **LAND CLEARING BURN PERMIT APPLICATION INSTRUCTIONS**

Pursuant to Section 54-116, Sarasota County Code, the following setback conditions shall be met when choosing burn pile locations:

- A) No burning is allowed within 300 feet of an occupied building or within 100 feet of a public roadway.
  - B) An air curtain incinerator with vertical refractory-lined walls and forced under draft air must be used on every pile of land clearing debris burned within 1,000 feet of an occupied building.
  - C) An air curtain destructor must be used on every pile of land clearing debris burned between 1,001 and 2,000 feet of any occupied building.
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### **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 where the material has been cleared and is to be burned. In addition, include the landowner's mailing address, home and business telephone numbers, email address or fax number.
- 3) Identify the name of the project or development where the land clearing is taking place.
- 4) A current aerial photograph must be submitted with the proposed areas of the burn piles indicated on the photograph. This may be downloaded at: [www.maps.google.com](http://www.maps.google.com). The Section, Township, and Range as indicated on the aerial photograph should be listed for the location of the burn site.
- 5) List the total amount of land clearing debris to be burned in terms of acreage.
- 6) Make checks payable to Sarasota County Board of County Commissioners. Return the completed application along with the \$180.00 application fee to the Sarasota County Air Quality, 1001 Sarasota Center Boulevard, 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 for conducting the burn.
- 4) Provide emergency contact name and number for after hours and weekends.

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## Application for Land Clearing Burn Permit

### Section I. Landowner Information

- 1) Date of Application: \_\_\_\_\_
- 2) Landowner(s) : \_\_\_\_\_
- 3) Mailing Address: \_\_\_\_\_
- 4) Telephone: Home \_\_\_\_\_ Business \_\_\_\_\_  
Fax number \_\_\_\_\_ Email \_\_\_\_\_
- 5) Project/Development Name \_\_\_\_\_
- 6) Location of Burn Site: \_\_\_\_\_  

Sections	Township	Range
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***(Land clearing burn permit applicants must submit an aerial photograph with burn pile areas highlighted.)***

- 7) Total Acreage to be Burned: \_\_\_\_\_
- 8) Signed application must be accompanied by a check for \$180.00 made payable to: Sarasota County Board of County Commissioners.

Should an "authorized agent" sign this burn permit application, the landowner for whom the authorized agent signs the application understands and agrees, through the authorized agent, that the landowner is not released from or otherwise relieved of any penalty, liability or other legal responsibility, whether criminal, civil or administrative, that may be imposed for or result from the failure of the authorized agent, or others acting on the landowner or authorized agent's behalf, pursuant to any burn permit issued as a result of this application, to comply with any provisions or specific conditions contained in the burn application and/or permit, and to comply with any provisions of Section 54-116, Sarasota County Code, or other applicable law.

By being issued a Sarasota County burn permit, the landowner directly, or if applicable through his authorized agent, and where applicable, the authorized agent, understand and agree that failure to comply with any of the provisions and specific conditions contained in the permits and/or permit applications, and/or with any of the provisions of Section 54-116, Sarasota County Code, or other applicable law, will result in the suspension or revocation of the permits issued pursuant to this application, and may result in the imposition of criminal, civil and/or administrative penalty and/or liability on the basis of joint and several liability.

The undersigned acknowledges and agrees to notify Sarasota County Air Quality upon the execution of a contract for sale of the above referenced property.

\_\_\_\_\_  
Signature of Landowner/Authorized Agent \*

\_\_\_\_\_  
Type or Print Name and Title

- The person signing this burn permit application must be the landowner(s), or must already be named on an authorization affidavit signed by the landowner(s).

**Section II. “Open Burn” Contractor Information**

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

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

## **OPEN BURN WAIVER**

Date(s) for Waiver Applicability: From \_\_\_\_\_ 200\_\_ To \_\_\_\_\_ 200\_\_

Burn Site/Project /Development Name: \_\_\_\_\_

Burn Site Location \_\_\_\_\_

Address: \_\_\_\_\_

Street

City

State

Zip Code

Section

Township

Range

I, the undersigned, understand that open burning associated with a land clearing operation will be conducted at the above-referenced burn site location approximately \_\_\_\_\_ feet from my residence. I realize that this burn will not meet the imposed requirements for a setback limit of less than \_\_\_\_\_ feet from an occupied building as specified in Section 54-116, Sarasota County Code, for this type of burn. I have no objection to this burning provided that it does not create a nuisance and is performed in accordance with all other applicable State and County rules.

\_\_\_\_\_  
Signature of resident

\_\_\_\_\_  
Print or type full name

\_\_\_\_\_  
Address

\_\_\_\_\_

\_\_\_\_\_  
Telephone Number

Verified by Air Quality staff \_\_\_\_\_

Signature

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