

**YOU ARE REQUIRED TO CALL SCOTT COUNTY DISPATCH AT 952-445-1412 BEFORE YOU BURN TO ACTIVATE THIS BURNING PERMIT.**

Permit # \_\_\_\_\_  
 Call or  Mail

### BURNING PERMIT FOR SCOTT COUNTY

#### PERMITTEE INFORMATION

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone # \_\_\_\_\_

#### BURN SITE LOCATION

Township \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_

#### BURNING PERMIT CONDITIONS (Check those that apply)

PILED MATERIAL (Clean Wood)  
(Specify) \_\_\_\_\_  
# Piles \_\_\_\_\_ Approx. Pile Size \_\_\_\_\_

RUNNING FIRE (Grassland) **DNR VARIANCE APPROVAL REQUIRED PRIOR TO SUBMITTING BURNING PERMIT TO CITY OF PRIOR LAKE FOR REVIEW**

SPECIAL CONDITIONS (to be completed by Fire Chief)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<b>To Be Completed By Fire Dept.</b>	EFFECTIVE DATES: From: M ___/D ___/Y ___ To: M ___/D ___/Y ___
	DAILY HOURS: From: ___ AM/PM To: ___ AM/PM OR <input type="checkbox"/> ALL DAY

*This permit is valid for open burning as allowed and specified in Minn. Rules 7005.0705 to 7005.0805, MS §.16, Minn. Uniform Fire code, and local ordinances. The permittee is granted permission to burn the above described materials at the specified location during the dates and times listed above.*

### FIRE SAFETY AND AIR QUALITY REQUIREMENTS

#### I AGREE:

- To keep this fire under control and to assume responsibility for all damages and costs that may result from burning done under this permit.
- To attend this fire until completely extinguished.
- Not to burn if there is a practical alternative method for disposal of the material such as chipping or composting.
- To use a clean burning device to start the fire.
- Not to conduct burning during any air quality alert.
- Not to burn paper or cardboard except as provided under Minnesota Statutes 17.135.
- To extinguish the fire immediately if this permit is revoked.
- To have this permit available at the burn site for inspection.
- That prevailing wind must be away from nearby occupied buildings.
- That fires will not be allowed to smolder without flame.

**PROHIBITED MATERIALS ARE:** Grass clippings, leaves, hay/straw, oils, rubber, plastics, tires and chemically treated materials such as railroad ties, treated lumber, furniture of any kind, composite shingles, tar paper, insulation, composition board, sheet rock, general construction material, wiring, paint, hazardous and industrial solid waste.

**VIOLATIONS OF PERMIT CONDITIONS MAY SUBJECT PERMITTEE TO CRIMINAL AND/OR CIVIL ACTIONS.**

#### REUSE, RECYCLE, AND COMPOST

*I attest, by my signature, that I have read and will comply with the conditions of, and any attachments to this permit; and that I am the landowner or have permission of the landowner to burn at the above burn site location.*

_____ Permittee's Signature	_____ Date	_____ Approving Authority Signature	_____ Date
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Paid \$40.00 permit fee  Check # \_\_\_\_\_ or  Cash

Return form to:  
**City of Prior Lake-Burn Permit**  
**4646 Dakota St SE**  
**Prior Lake, MN 55372**  
or  
**Fax: 952-447-4245**  
**Email: info@cityofpriorlake.com**



Rick Steinhaus  
*Fire Chief*

## FIRE DEPARTMENT

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16776 Fish Point Road SE  
Prior Lake, MN 55372

Thank you for requesting information regarding Burnings Permits and recreational fires.

The City of Prior Lake, Credit River Township, and Spring Lake Township require an approved Burning Permit for any open burning larger than 3'x3' in diameter. The Burning Permits are designed for residential property only. Please follow the directions provided on this informational sheet and your approved Burning Permit. By signing your Burning Permit, you agree to all rules and regulations set forth by the State of Minnesota and the Prior Lake Fire Department.

The Fire Department and/or Law Enforcement have the right to refuse, cancel, or revoke Burning Permits at any time.

**Burning Permits:** The fee for approved Burn Permits is \$40.00 and is valid for up to one year. Please make your check payable to the City of Prior Lake. The fee is used to offset the cost of processing your Burning Permit with the Fire Chief and City Staff. Burning Permit applications are available at Prior Lake City Hall and on our website at [www.cityofpriorlake.com](http://www.cityofpriorlake.com). Burning Permit approval may take up to 5 business days. If your Burning Permit is denied, you will receive an explanation why and your fee will be returned to you. Per State fire code, burn piles must be **AT LEAST** 25 feet away from structures or other combustible material. You must have an approved fire extinguisher (preferably a hose or water source) readily available at all times. Please do not burn during windy or dry conditions.

Prohibited materials include: grass clippings, leaves, hay/straw, oils, rubber, plastics, tires and chemically treated materials, such as railroad ties, treated lumber, composite shingles, tar paper, insulation, composition board, sheet rock, general construction material, furniture of any kind, wiring, paint, hazardous and industrial solid waste. **NO burning barrels allowed.**

**Prairie Grass Burns (running fires):** Contact the DNR Forestry at (507) 765-2740 for variance approval of prairie grass burns. If DNR approval is granted, attach a copy of the DNR permit to the City of Prior Lake Burning Permit for Fire Department review.

**Recreational Fires:** Burning Permits are not required for recreational fires that are 3'x3' or less in diameter. The only materials permitted in a recreational fire is wood from trees, small branches, or charcoal. Per State Fire Code, a recreational fire must be at least 25 feet from any structure or other combustible materials. The fire must be attended at all times, and you must have an approved fire extinguisher (hose or bucket of water) readily available at all times. Please do not burn during windy or dry conditions.

The Prior Lake Fire Department, along with the Department of Natural Resources, encourages you to seek other alternatives such as chipping and/or composting. Remember AIR QUALITY is important to everyone and we thank you for your cooperation.

**\*\*IMPORTANT\*\***

**YOU ARE REQUIRED TO CONTACT SCOTT COUNTY DISPATCH AT 952-445-1411 BEFORE YOU BURN TO ACTIVATE THE BURNING PERMIT. THEY WILL NOTIFY YOU OF ANY BURNING BANS OR RESTRICTIONS IN PLACE.**

**IF A STATE OR LOCAL BURNING BAN OR BURN RESTRICTION IS IN PLACE THERE WILL BE NO OPEN BURNING OF ANY KIND PERMITTED UNTIL THE BURNING BAN OR RESTRICTION IS LIFTED.**

**YOU MUST HAVE AN APPROVED BURNING PERMIT IN POSSESSION AT ALL TIMES DURING ANY PERMIT BURNING ACTIVITY.**

**ALL PERMIT AND RECREATIONAL FIRES MUST BE FULLY EXTINGUISHED IF NOT ATTENDED OR WHEN BURNING IS COMPLETE.**