

Procedure – Read this packet in its entirety. Sign the acknowledgment on the second page if you understand and agree with the information and procedures, then complete and sign the application portion of this packet. A completed packet may be scanned and E-Mailed to the University Fire Safety Engineer and University Fire Inspector at sspradl@vt.edu and zukehulm@vt.edu respectively, or submitted physically at the Fire Safety Office (Suite 007) within the Environmental Health & Safety building located at 575 Beamer Way (0423).

Restrictions

Size – Opening burning of an outdoor fire on campus will fall into one of three classifications based on their total fuel area and height.

1. **Recreational Fire:** A total fuel area of 3 feet or less in diameter and 2 feet or less in height;
2. **Small Bonfire:** A pile with a total fuel area more than 3 feet in diameter and more than 2 feet in height but not more than 9 feet in diameter and not more than 6 feet in height;
3. **Large Bonfire:** A pile with a total fuel area more than 9 feet in diameter and more than 6 feet in height.

If a recreational fire is desired, and is kept within the declared dimensions, then a completed and approved Open Burning Permit Application found in this packet is sufficient for the burn. If either a small bonfire or large bonfire is desired, then a completed and approved Open Burning Permit Application found in this packet is required, as well as a completed and approved Application For Bonfire Permit On State-Owned Property issued by the Virginia State Fire Marshal's Office. The permit from the State Fire Marshal's Office may be found by visiting: <https://www.vafire.com/state-fire-marshals-office/permits/fireworks-and-flame-effects/> or by contacting the Virginia Tech Environmental Health & Safety Fire Safety Office for assistance on obtaining the permit application.

The Virginia State Fire Marshal's Office permit has fees associated with it. Below is the fee schedule at the time of the latest revision of this document.

Small Bonfire: The permit fee is \$50 except; if an application for a small bonfire permit is received by the State Fire Marshal's office less than 15 days prior to the planned event, the permit fee shall be \$100. If an application for a small bonfire permit is received by the State Fire Marshal's office less than 7 days prior to the planned event, the permit fee shall be \$150.

Large Bonfire: The permit fee is \$150 except; if an application for a large bonfire permit is received by the State Fire Marshal's office less than 15 days prior to the planned event, the permit fee shall be \$300. If an application for a large bonfire permit is received by the State Fire Marshal's office less than 7 days prior to the planned event, the permit fee shall be \$450.

Location – The location for any open burning shall not be less than 50 feet from any structure, and provisions shall be made to prevent the fire from spreading to within 50 feet of any structure. Fires in approved containers shall be permitted, provided that such fires are not less than 15 feet from any structure.

Extreme caution should be used to prevent the ignition of any nearby trees, foliage, or grassland, vehicles or equipment, or any other object adjacent, above, or below the area of the fire.

Materials – Open burning shall not be utilized for waste disposal purposes, and it shall be minimized in size for the intended purpose, and the fuel shall be chosen to minimize the generation and emission of air contaminants.

Fuel for a bonfire shall consist only of seasoned dry firewood and shall be ignited with a small quantity of paper. Do not use flammable or combustible liquids or gases, reactive chemicals, rubber, plastics, or other unapproved methods of ignition.

Attendance – Any open burning shall be constantly attended until the fire is extinguished.



Fire Suppression – One of the following, or the equivalent, shall be immediately available and ready for use in the area of the fire:

1. At least one portable fire extinguisher with a minimum 4-A rating (10-lb. ABC multi-purpose dry chemical);
2. Two portable fire extinguishers with a minimum 2-A rating (5-lb. ABC dry chemical and/or 2 1/2 gal. pressurized water);
3. Some other approved on-site fire extinguishing equipment, such as dirt, sand, or water barrel, garden hose or water truck.

Training – Portable fire extinguisher training is required for those supervising the activity. If you have not received this training from Environmental Health and Safety, contact Curt Porterfield at (540) 231-8759 or email him at cuporter@vt.edu to register for a training class. You can also visit www.ehss.vt.edu/train.php and take the online training.

Duration – When an Open Burning Permit Application has been approved, it shall only be valid at the location listed on the application and for the specific date(s) and time(s) for which it is issued, and will expire at 12:01 AM on the day following the listed date(s).

Prohibited

Atmospheric Conditions – Open burning shall only take place when atmospheric conditions and local circumstances allow for such activity. Inappropriate conditions or circumstances—such as but not limited to, situations where the fire becomes offensive or objectionable due to its smoke emission, or the weather conditions may contribute to the spread of fire—may result in requirement of extinguishment of the open burning.

4 PM Burning Law – Open burning is prohibited outside of the hours of 4:00 PM and Midnight, in effect from February 15th through April 30th. More information on the law may be found at: <http://www.dof.virginia.gov/fire/faqs-burning.htm>

Authority

Any representative from the Fire Safety Office shall have the authority to rescind, restrict, or modify an Open Burning Permit Application as necessary. Representatives acting in official capacity from the Virginia Tech Police Department, Blacksburg Volunteer Fire Department, or Virginia State Fire Marshal’s Office shall also be afforded the right to order extinguishment of any open burning that creates or adds to a hazardous or objectionable situation.

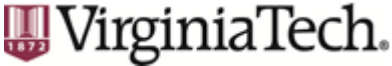
I have read the information and procedures listed within this packet. I understand them and agree to abide by them to the best of my ability.

Applicant Name (Print): _____

Applicant Name (Signature): _____

Date of Signature: _____

(revised 08/2023)



Date(s) of Activity _____ <input type="checkbox"/> Approved <input type="checkbox"/> Approved As Noted <input type="checkbox"/> Rejected <input type="checkbox"/> Revise and Resubmit
--

Environmental Health and Safety (0423)

575 Beamer Way
 Blacksburg, Virginia 24061
 E-mail: sspradl@vt.edu & zukehulm@vt.edu
 Office: (540) 231-9068 & (540) 231-4207

Open Burning Permit Application

Approval in accordance with the requirements of the Statewide Fire Prevention Code (Sec. 307.2) and written permission from the Environmental Protection Agency (if required) before the ignition of any open burning upon state owned property. The following are a list of those types of activities requiring an Open Burn Permit:

- Recognized range or wildlife management practices;
- Prevention to control disease or pests;
- Providing heat for outdoor workers;
- bonfires or recreational fires;
- Indoor ceremonies and/or activities involving open flames and/or candles/incense.

Application must be made in writing at least fifteen (15) days prior to the open burn requested of this permit.

Activity: _____

Nature and quantity of material to be burned: _____

Date(s) of activity: _____

Scheduled time(s) of activity: _____

Anticipated Duration of activity: _____

Location of activity: _____

On-site fire-extinguishing equipment to be provided?: _____

Are personnel adequately trained to use fire-extinguishing equipment?: _____

If yes, describe training: _____

If required, written permission has been obtained from the local EPA: _____
(please attach any appropriate documentation if obtained)

How will the waste be disposed of after the burn (especially bonfires)?: _____

If applicable, select which type of open burning applies: [Recreational Fire | Small Bonfire | Large Bonfire]

Name of Sponsoring Organization: _____

Contact person (print): _____ Email and/or phone: _____

Applicant _____	(Signature)	(Date)
VPI Fire Safety Representative _____	(Approval signature)	(Date)
Additional comments or requirements: _____ _____		