

# How to Apply for a Burning Permit

## *Environment Protection (Air Quality Policy) 2016*

1. Please complete and return the attached application form via email or in person. Please ensure your application includes:
  - location of proposed fire;
  - name of occupier/owner of property and contact details including phone numbers;
  - reason for wishing to burn in the open;
  - matter or class of matter to be burned;
  - quantity of matter;
  - period of time for which the consent is sought, and
  - payment of permit application fee  
(Note: Payment of permit application fee is required prior to your application being processed)
  - payment of permit application fee (non-refundable) The application fee is set under section 188(1) (f) of the Local Government Act 1999
  - payment does not imply permission, formal written consent and a permit will be issued upon approval
2. A person must not cause or permit the burning of matter by a fire in the open on any non-residential premises without written consent (permit) of the Council, except for:
  - disposal of gaseous wastes;
  - recreational purposes, including barbecuing, picnicking, scouting or similar outdoor activities;
  - instruction in methods of fire-fighting;
  - the prevention and control of bushfires.
3. Where the Council grants consent (permit), the permit must be in writing and be expressed to operate for such periods and subject to such conditions as the Council considers necessary or desirable to control or minimise fire risks and air pollution from the land or premises concerned.
4. The requirements for consent should be restricted to the burning of prescribed pest plants, plants infested with a prescribed pest or disease, agricultural/horticultural green waste that cannot be recycled because of its large volume, or for ecologically accepted land management practices.
5. For Schedule 9 and Schedule 10 Permits under the Fire and Emergency Services Act 2005 please contact the Fire Prevention Officer on 84068222

**APPLICATION FOR A PERMIT  
FOR BURNING ON NON DOMESTIC PREMISES**

City of Salisbury  
P O Box 8  
SALISBURY SA 5108

**Attention: Fire Prevention Officer**

**Applicant**

Name:

Address:

Phone: Wk:

Hm:

Mobile:

**Council is currently updating our process for future seasons. Please provide your email address.**

Email:

**Location of Proposed Fire**

Site Address:

Name of Responsible Person(s) to be at site to control and completely extinguish fire:

Responsible Person(s) Phone: Wk:

Mobile:

**Proposed Fire Details**

Hereby make application to the City of Salisbury for a permit for burning on non domestic premises for the following purpose (describe reason for fire):

Items/materials or class of materials to be burned:

Quantity of materials:

Period of time consent is sought, from:     /     /                   to:     /     /

**Application Fee: \$31.00**

Receipt Number: .....

Permit subject to conditions as specified over page:

THE ISSUING OF A PERMIT IS SUBJECT TO THE FOLLOWING CONDITIONS:

1. The premises and materials must be inspected by a Fire Prevention Officer prior to permits being issued.
2. A permit does not authorise a person to light or maintain a fire contrary to the terms of a total fire ban.
3. Permits will not be issued during the fire danger season.
4. Burning shall only be conducted between the hours of 10.00am and 3.00pm Monday to Saturday; weather permitting. The fire shall be completely extinguished except between those times.
5. Burning is not permitted to be conducted on Sundays and Public Holidays.
6. No Burning shall be within 4 metres of flammable material.
7. Adequate supply of water is to be available to extinguish the fire.
8. That a sufficient number of responsible persons to contain the fire must be present at the site of the fire from the time the fire is lit to the time it is completely extinguished.
9. Burning shall only be conducted so as not to cause nuisance to other properties and in such a manner to minimize the emission of smoke.
10. Burning is not permitted in a Residential area.
11. Only dry vegetation may be burned. No treated/painted timbers, poly or plastic is to be burned. Burning of these materials may result in expiations being issued and your permit being revoked.
12. Only light and maintain one small pile at a time.
13. Compliance with CFS Vegetation Pile Burning and CFS Broad Acre Burning Code of Practices
14. Any other specific conditions for each permit as identified by Fire Prevention Officer
15. If a permit is issued you must:
  - (a) notify the Council on 8406 8222 prior to lighting the fire.
  - (b) keep your permit with you while the fire is burning in the event of inspections.
16. Non observance of any condition may result in the permit being revoked and may incur a fine of \$300 or category B offence.
17. A permit may be revoked by an authorised officer (Fire Prevention Officer) or by the Chief Officer—
  - (a) if the permit holder fails to comply with a condition of the permit; or
  - (b) if the authorised officer or Chief Officer considers that sufficient reasons exist to justify the revocation of the permit.
18. The fact that the holder of a permit has complied with the conditions of the permit does not of itself relieve the holder from liability for any loss or damage caused by a fire lit under the authority of a permit.

I have read and understand the conditions:

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Applicants Signature

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Date