



# APPLICATION FOR OUTDOOR BURNING PERMIT

Department of  
Community Development

Incomplete applications will not be accepted.  
Indicate "NA" when an item does not pertain to your application.

## PROJECT LOCATION

PROJECT ADDRESS		
APPLICANT NAME	DRIVERS LIC NO	STATE
ADDRESS	CITY	STATE
EMAIL	TELEPHONE NO	

## PROPERTY OWNER INFORMATION

NAME	DRIVERS LIC NO	STATE
ADDRESS	CITY	STATE
EMAIL	TELEPHONE NO	

## OTHER REQUIREMENTS THIS INFORMATION IS REQUIRED PRIOR TO ISSUING A PERMIT THIS INFORMATION IS FROM TCEQ

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY – PERMIT
AIR CURTAIN INCINERATOR
NOTICE OF RELOCATION

The City may issue a permit to burn for applications meeting the requirements of this chapter if the proposed burn will not endanger persons or property, create a nuisance, or occur when atmospheric conditions or local circumstances make outdoor burning hazardous, as formally declared by the mayor or city manager.

**A PERMIT GRANTED UNDER THIS CHAPTER IS EFFECTIVE FOR 30 DAYS FROM THE DATE OF ISSUANCE.**

A permit to burn may be immediately voided by the City if it determines that any of the conditions noted in subsection (B) of this section have occurred after issuance of the permit.

**CERTIFICATION:** THE UNDERSIGNED HEREBY CERTIFIES THAT ON THIS DATE APPLICATION WAS MADE FOR A PERMIT WITH THE CITY OF WILLIS AND THAT THE INFORMATION PROVIDED ON THIS APPLICATION FORM AND ANY PLANS OR SUPPORTING DOCUMENTATION SUBMITTED IS TRUE AND CORRECT. BY THIS SIGNATURE; THE APPLICANT HAS READ ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION AND AGREES TO COMPLY WITH ALL APPLICABLE FEDERAL, STATE AND LOCAL CODES AND CITY ORDINANCES.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

OFFICE USE ONLY	
Received by: _____	Permit Number: _____
NOTES: _____	
<b>ADMINISTRATIVE FEE REQUIRED--\$20.00</b>	

**PLEASE SEE REVERSE SIDE FOR FURTHER REQUIREMENTS**

## 97.04 GENERAL REQUIREMENTS FOR BURNING

(A) A requestor/permittee shall ensure that the burn site and materials to be burned do not include prohibited materials, that a permit to burn has been obtained, that the proper offices have been notified, and that general requirements are being followed. The requestor/permittee is solely and wholly responsible for compliance with this chapter and applicable state and federal regulations relative to outdoor burning.

(B) Burning is permitted only if more than 50 feet from a structure, and when the wind direction and other meteorological conditions are such that the smoke and other pollutants will not present a hazard to any public road or have an effect on any building structure. Once the burn is initiated, if at any time it causes or may tend to cause smoke to blow onto or across a street, roadway, or highway, it is the responsibility of the person initiating the burn to post flag persons on the affected roads.

(C) Fires must be kept downwind of, or at least 300 feet away from, any structure containing sensitive receptors located on adjacent properties, unless prior written approval is obtained from the adjacent occupant with possessory control. The term "structure containing sensitive receptors" is defined in 30 Texas Administrative Code

§ 111.203(7) as a manmade structure utilized for human residence or business, the containment of livestock, or the housing of sensitive live vegetation. The term "manmade structure" does not include such things as range fences, roads, bridges, hunting blinds, or facilities used solely for the storage of hay or other livestock feeds. The

term "sensitive live vegetation" is defined as vegetation that has potential to be damaged by smoke and heat,

examples of which include, but are not limited to, nursery production, mushroom cultivation, pharmaceutical plant production, or laboratory experiments involving plants.

(D) Burning shall not commence when the surface wind speed is predicted to be less than six miles per hour (five knots) or greater than 23 miles per hour (20 knots) during the burn period.

(E) Burning shall not be conducted during periods of actual or predicted persistent low level atmospheric temperature inversions.

(F) Burning may begin no earlier than one hour after sunrise and must end the same day no later than one hour before sunset.

(G) A responsible party must be present while the burn is active. Such persons shall have a water hose connected to a reliable water supply or have other fire extinguishing equipment readily available for use.

(H) Any residual fires and/or smoldering objects that continue to emit smoke must be extinguished at the end of the burn.

(I) Only brush/vegetation generated and gathered from the burn site area will be permitted. There shall be no importation of brush from any other properties for the purpose of burning.