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136 N. Monroe Street  
 Waterloo, WI 53594  
 Phone: (920) 478-3025  
 Fax: (920) 478-2021  
[www.waterloowi.us](http://www.waterloowi.us)

**APPLICATION FOR BURNING IN AN ENCLOSED/OPEN FIRE PIT  
RECREATIONAL PURPOSES ONLY**

NUMBER: \_\_\_\_\_

**NO FEE**

NAME(s): \_\_\_\_\_ ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

APPLICATION IS FOR THE BURNING OF: **FIREWOOD NO LEAVES OR RUBBISH ARE TO BE BURNED**

PERSON(S) RESPONSIBLE/ACCOUNTABLE FOR BURNING IN THE ENCLOSED/OPEN FIRE PIT:

**CONDITIONS & RESTRICTIONS OF ENCLOSED/OPEN FIRE PIT PERMIT**

- 1) No burning shall be done during windy conditions, prolonged dry weather conditions, and existing dry ground conditions.
- 2) Only untreated wood, coal and tree branches may be burned. **ALL OTHER ITEMS CANNOT BE BURNED.**
- 3) The fire must be completely extinguished before leaving the area.
- 4) The fire must be attended by an adult at all times.
- 5) Burning is not allowed within 12 feet of a structure or on a wood porch, deck or patio.
- 6) Enclosed/open fire pit cannot be larger than 4ft X 4ft.
- 7) No one may handle burning materials in a negligent manner.

**ANYONE WHO THROUGH NEGLIGENCE ALLOWS A FIRE TO ESCAPE, SHALL BE SUBJECT TO A FINE AND ALL COSTS INCURRED FOR FIRE CONTROL AND EXTINGUISHMENT. APPLICANT IS RESPONSIBLE FOR COMPLYING WITH ALL STATE REGULATIONS REGARDING OPEN BURNING AND SUBJECT TO ANY AND ALL PENALTIES.**

The Fire Chief of the City of Waterloo, Wisconsin, acting under provisions of §200-4, burning regulations of the Municipal Code of the City of Waterloo, hereby grants permission for burning in an enclosed/open fire pit to the following permittee for the purpose stated and subject to the conditions of such permit. The permittee is responsible for following all conditions and restrictions as were outlined in the application for the burning permit. The permittee is also responsible for following all State of Wisconsin Statutes concerning open burning. It is the permittee's responsibility to check with the State Department of Natural Resources, if any question arises concerning legality of any aspect of the burning permit.

Date of Application: \_\_\_\_\_ Signature of Applicant: \_\_\_\_\_

**SUBMITTAL INSTRUCTIONS:** Email to: [chief@waterloowi.us](mailto:chief@waterloowi.us) OR Paper to: 136 N. Monroe St; 24/7 Municipal Building Drop Box

Approved by: \_\_\_\_\_ Denied by: \_\_\_\_\_ Date: \_\_\_\_\_  
 Fire Chief, Asst. Fire Chief, FT Firefighter/AEMT or designee

Expiration: **December 31, 2022**