



## OPEN BURNING RULES AND REGULATIONS

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Effective May 1, 2017, the Lake Forest City Council agreed that all **Open Burning permits** approved by the Fire Chief, be charged a fee of \$75.00. Upon issuance of the permit, please remit a check in the amount of \$75.00 payable to The City of Lake Forest.

Multiple Days of burning may be used on the same permit but require an additional \$75.00 for each day of burning.

If burning cannot take place on the proposed burn date, you are required to call and notify the Fire Department and give an alternate date. If the Fire Department does not receive a call on or before the day of the burn, it is assumed the burn took place and the permit will become invalid.

A handwritten signature in black ink that reads "Pete Siebert". The signature is written in a cursive style.

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Pete Siebert, Fire Chief



## **LAKE FOREST FIRE DEPARTMENT**

- 1) All open burning in the City is prohibited except by permit. All permitted open burning must be conducted in accordance with established rules and regulations. Any violations may result in issuance of a citation, and revocation of any issued open burning permits. An application for a permit must be filed with the Fire Chief on the form attached hereto a **minimum of two weeks prior to the requested burn date.** Because the location and surrounding conditions may vary for different open burn activities, more than two weeks may be required to review and process an open burn permit and permit applicants should conduct themselves accordingly.
- 2) Open burning will only be allowed for purposes of natural area management and training fires by the Lake Forest Fire Department and other special situations approved by City Council. The burning of landscape waste on residential property is prohibited by City ordinances, unless otherwise approved herein.
- 3) **Prior to issuance of any permit, the person requesting the permit must submit the following:**
  - A. A map of the area clearly showing the area of the proposed burn and containment methods which will be used to prevent the spread of fire beyond the proposed area. The map shall identify the total acreage and any buildings or structures and properties included in the open burn activities, as well as all properties, buildings and structures in close proximity to the area. For the purposes of these Rules and Regulations, "close proximity" is defined by the amount of land to be burned as follows:
    1. For any burn area consisting of zero (0) to one (1) acre, close proximity is defined as any area located within 600 feet of the burn area perimeter.
    2. For any burn area consisting of one (1) plus acres up to three (3) acres, close proximity is defined as any area located within 1,000 feet of the burn area perimeter.
    3. For any burn area consisting of three (3) plus acres, close proximity is defined as any area located within 1,300 feet of the burn area including those areas defined by paragraph 7A.
    4. The Fire Chief may expand the area deemed in close proximity depending on the circumstances surrounding the proposed open burn.

- B. A list of the person(s) who will be in charge of the open burn and their fire control experience as well as an acknowledgment that those (that) person(s) shall be on location for the duration of the controlled burn.
- C. A list of equipment that will be on location of the burn activities throughout the burn. The Lake Forest Fire Department may require specific equipment as a condition of issuance of the permit. Any such equipment will be listed on the permit when issued.
- D. The proposed primary date, and proposed alternate dates to be used if conditions are not acceptable on the primary date of the burn, the proposed time(s) of the burn, and an estimate of length of time for the burn activities. The burn permit covers an open burn for one day only with a fee associated for the open burn. Multiple days may be listed on the same burn permit but an additional fee is required for each day of burning.
- E. A description of how the neighbors to the burn site will be notified of the burn activities, unless otherwise expressly waived in writing by the Fire Chief.
- F. A copy of the approved Illinois EPA permit where necessary.

- 4) All permit approvals are provisional and the permit applicant must contact the Lake Forest Fire Department for final approval the morning of the proposed burn. Burning will only be allowed after 8:00 a.m. and all activities must be completed by 6:00 p.m. on the day of the burn, except for ceremonial bonfires or training fires. Permitted open burning will only be allowed to proceed when wind speed is not greater than 14 m.p.h.
- 5) Excessive wind, wind direction complications, other weather conditions or conditions that may affect the City's ability to monitor the open burn may result in the Fire Department's cancellation, rescheduling or stopping a burn in progress.
- 6) Any response by the Lake Forest Fire Department, or any other fire department requested by the Lake Forest Fire Department for mutual aid, due to an emergency response to contain an open burn will result in a bill for time and manpower on the following basis: engines \$250 each per hour or any fraction thereof, grass fire trucks, \$150 each per hour or any fraction thereof, manpower \$45 per hour each, or any fraction thereof and full costs for replacement of equipment or supplies used for firefighting efforts that are either destroyed or consumed. The open burn permit applicant shall be responsible for any billed costs and the City may require a permit applicant to provide a surety bond and evidence of insurance as a pre-condition to the issuance of an open burn permit.
- 7) The permit applicant shall notify all residents in close proximity of the property for which the open burning permit is sought, in writing at least 72 hours in advance of the proposed burn. Such notice shall give the

location of the proposed burn, the primary date and any approved alternate dates of the burn, approximate times and length of burn, and provide a telephone number of the applicant or the applicant's representative that the resident can call to receive further information if desired. A copy of such notice shall be delivered to the Fire Chief. If any person who receives a notice has a medical condition which may be aggravated by the proposed burn they should advise the Fire Chief and the permit applicant. The permit applicant will be required to provide such affected person(s) with additional notice on the morning of the burn before commencement of the burn activity, unless the affected person advises the permit applicant and the Fire Chief that he or she will not be at home. Based on the information in the permit application, the Fire Department may require that notice, as specified above be provided to additional residents as the department deems appropriate. Those additional residents requiring notification will be listed on the permit when issued

A. For open burns of large (10+ acres) land tracts such as Lake County Forest Preserves tracts or large private land holdings burned by private contractors, resident notification of the proposed burn shall be sent to the residents living along the perimeter of the large land tract whether they are or are not in "close proximity" as defined in paragraph 3A above.

- 8) Multiple Burn days or physical adjoining sites will require an **ADDITIONAL FEE FOR EACH DAY OF BURNING**. The number of days to burn must be listed on the permit and all of the above criteria needs to be met for each site. Open Burns are permitted unless weather conditions pose a hazard. The permit is valid 30 days from approval date. Notwithstanding the fact that an applicant may satisfy all the requirements set forth in these Rules and Regulations, the Fire Department retains the right to reject or modify an application which, in its best judgment, would present an unreasonable hazard to the safety, health, or property of other persons in the area involved. If any application is rejected, the applicant may appeal such rejection to the Lake Forest City Council.



# LAKE FOREST FIRE DEPARTMENT

255 W. DEERPATH, LAKE FOREST, IL 60045

[WWW.CITYOFLAKEFOREST.COM](http://WWW.CITYOFLAKEFOREST.COM)



## OPEN BURN APPLICATION \$75/DAY

You are required to notify the Public Safety Dispatch Center (847-861-9611) AND the Fire Department (847-810-3869) on the date you burn or a fine will be issued.

APPLICANT NAME:	
BUSINESS/APPLICANT ADDRESS:	
PHONE:	Fax:
APPLICANT EMAIL ADDRESS:	

PLEASE READ THE ATTACHED OPEN BURNING REGULATIONS AND PROVIDE THE REQUESTED INFORMATION

REASON FOR OPEN BURN:
A. LOCATION AND SIZE OF BURN SITE (PROVIDE MAP):
B. PERSON(S) IN CHARGE AND THEIR EXPERIENCE/CERTIFICATIONS:
NUMBER OF ADDITIONAL INDIVIDUALS WORKING THE BURN SITE:
C. EQUIPMENT TO BE LOCATION AT TIME OF BURNING:
D. PROPOSED DATE/START TIME/DURATION OF BURN : \$75 PER DAY
DATE(S): _____ TIME: _____ DURATION: _____
AN ALTERNATE DATE MAY BE USED IF INCLEMENT WEATHER PREVENTED BURNING ON PROPOSED DATE:
ALTERNATE DATE(S): _____



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### REQUIRED ATTACHMENTS

E. NEIGHBOR NOTIFICATION ATTACHED:	YES	NO
F. COPY OF THE APPROVED IEPA PERMIT ATTACHED:	YES	NO
H. COPY OF MAP ATTACHED:	YES	NO

**SIGNATURE OF APPLICANT:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

### OFFICE USE ONLY

ADDITIONAL EQUIPMENT REQUIRED/RESTRICTIONS PLACED BY LAKE FOREST FIRE DEPARTMENT:
<b>APPROVED:</b>
FIRE CHIEF: _____ DATE: _____
<b>DENIED:</b>
FIRE CHIEF: _____ DATE: _____
REASON(S) FOR DENIAL:

Please email permits to [Nixonj@cityoflakeforest.com](mailto:Nixonj@cityoflakeforest.com)

Permits may also be dropped off/picked up at the Public Safety  
Building 255 W. Deerpath  
Monday thru Friday  
8:00 am to 4:00 pm