



Henrico County Division of Fire

Office of the Fire Marshal

Permission for Open Burning within 300 feet (Tree/Garden Trimmings/ Bonfire) or 500 feet (Land-Clearing/Property Maintenance) of Occupied Buildings

Form must be filled out completely and signed in ink

Open burning within 300 or 500 feet of occupied buildings is allowed only if prior approval is obtained from all affected residents or property owners **and** a permit is issued by the Fire Marshal's Office.

Applicant Information

Applicant's Full Name: _____

Applicant's Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Applicant's Phone: _____ Cell: _____

Address of Open Burning: _____

City: _____ State: _____ Zip Code: _____

Location of Burn Pile at Address: _____

Date(s)/Time(s) of Planned Burn: _____

(All permits expire no later than 30 days after permit is issued)

**** DO NOT BURN UNTIL YOU RECEIVE APPROVAL AND A PERMIT FROM THE FIRE MARSHAL'S OFFICE ****

Instructions:

1. Please complete the above information.
2. Show this information to the resident/owner/person in charge of each structure that is within the 300 or 500 feet radius of burn location.
3. Have each person sign giving permission and clearly complete the dwelling signature page. Submit as many additional signature pages as needed with this cover form.
4. Submit a map of the burn project area. This map should be a copy of a scaled map that shows property lines.
 - a. Draw a circle at 300 or 500 feet from burn location
 - b. Show all dwellings in this circle and indicate the address number of each within the 300 or 500 foot circle
5. Answer the following questions and sign this form below the certification statement.
6. Submit all paperwork and the Open Burning Application to the Fire Marshal's Office.
7. No burning is allowed until you receive a permit from the Fire Marshal's Office.

Certification Statement:

Did anyone deny you permission to burn at this location? Yes No If yes, please specify:

I certify that the information submitted on this form is true and accurate.

Applicant's Signature: _____ Date: _____

Henry D. Rosenbaum
Chief Fire Marshal

7721 East Parham Road / Henrico, Virginia 23294-4304
P.O. Box 90775 / Henrico, Virginia 23273-0775
Office 804-501-4900 Fax 804-501-4642



Henrico County Division of Fire

Office of the Fire Marshal

Permission from neighbors for Open Burning within 300 feet (Tree and Garden Trimming/Bonfire) or 500 feet (Land Clearing and Property Maintenance) of Occupied Buildings

Individual Building Signature Form

Form must be filled out and signed in ink

Person Signing:

Name	Signature
Street Address	
Telephone #	Date

Person Signing:

Name	Signature
Street Address	
Telephone #	Date

Person Signing:

Name	Signature
Street Address	
Telephone #	Date

Person Signing:

Name	Signature
Street Address	
Telephone #	Date

Person Signing:

Name	Signature
Street Address	
Telephone #	Date

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