West Virginia Department of Environmental Protection

Division of Air Quality
601 57th Street, S.E.
Charleston, WV 25304
(304) 926-0440
Fax: (304) 926-0479

Approval to Conduct Open Burning
(Land Clearing Debris Only)

Applicant:_____
Address:_____
Phone No._____ Fax No. _____
Project Name: _____Town:_____County: _____
Location where burning will occur: Street/Road:_____
Lat/Long or UTM Coordinates:_____
Person in charge of burning operation:_____
Phone number where this person can be contacted during all burning activity:_____
Distance to nearest residence (or off site business):_____
Description of material to be burned:_____
Approval for open burning is hereby requested for a period of _____ days beginning _____ subject to the following conditions:

1. No trash, asphaltic, rubber or plastic materials are to be burned.
2. No construction or demolition debris is to be burned.
3. There is no practical alternative disposal method for the materials to be burned.
4. Vegetation to be burned must be thoroughly dried (at least 10 days) and must have been grown on the premises of the home, farm, or site of land clearing operation.
5. Burning must be conducted during daylight hours only. Fires must be completely extinguished and not allowed to smolder overnight.
6. Give careful consideration to the effects, or potential effects, on other people or property. Time of day, proximity, type of materials, wind direction and other weather conditions have a bearing on the effect to others.

In addition this approval is subject to the conditions checked below:

- ☐ No trunks, limbs, or stumps over 8 inches in diameter (before splitting) are to be burned.
- ☐ A pit burner must be used for burning all vegetation at this site. Setup and operation of the pit burner must be in conformance with manufacturer's specifications.
- ☐ Permit must be obtained from the Division of Forestry during forest fire season (March 1 – May 31 and October 1 - December 31) to burn during hours of 7 a.m. and 5 p.m.

Note that the Division of Forestry also requires all combustible materials to be removed for at least 10 feet from material to be burned and that someone attend the fire at all times.

DAQ	**Applicant**
Approval by:_____	Signature:_____
Title:_____	Date:_____
Phone: (304) 926-0499, Extension _____	Phone:_____
Fax: (304) 926-0479 Date:_____	Fax: _____

NOTE: Municipal Fire Departments should also be contacted to determine if any additional requirements are to be met. (In Charleston: 304-348-8137, fax: 304-348-0731).

- Approval required in accordance with Section 3.1.C.3 of 45 CSR 6.

We will process and store your personal information (email address, mailing address and/or telephone number) in accordance with the State of West Virginia's Privacy Policy for appropriate and customary business purposes. Your personal information may be disclosed to other State agencies or third parties in the normal course of business or as needed to comply with statutory or regulatory requirements, including Freedom of Information Act requests. If you have any questions about our use of your personal information, please contact the DEP Chief Privacy Officer, depprivacyofficer@wv.gov, (304) 926-0499, extension 1442.

Send additional information on separate pages as needed.