



Stafford County Fire and Rescue Department Office of the Fire Marshal

1225 Courthouse Road, PO BOX 339, Stafford, VA 22555
(540) 658-7200 · FAX (540) 658-9128 · www.staffordfirerescue.com/fm



Guidelines and Specifications For: **Burn Permits (Land Clearing Debris Burning)**

Applicable Codes and Standards:

VSFPC - Virginia Statewide Fire Prevention Code (2012)
SCC – Stafford County Code (Chapter 12)
VAC – Virginia Administrative Code

General Requirements	Code Section
Permit applications shall be submitted at least 10 days prior to the date of burning. Applications are available online or by calling 540-658-7200 and must be mailed in, faxed, or dropped off in person. The permit fee is \$200 and the term is 90 days.	SCC 12-55 VSFPC 307.2
In addition to the application, a map or plat of the property must be submitted that shows: <ol style="list-style-type: none"> 1) The property location in the County with parcel number and zoning 2) The purpose of the proposed burning and desired dates of burning 3) The location of the proposed burning site and materials to be burned 4) Distances to neighboring occupied dwellings 5) Distances to other buildings or structures located on or near the site 	SCC 12-55(d)
The Northern Virginia Volatile Organic Compounds Emissions Control Area, including all of Stafford County, prohibits land clearing burning (burn permits) during the months of May, June, July, August and September .	SCC 12-54(e) 9VAC5-130-40(8)
Land clearing debris burning activities (burn permits) are prohibited at all times within the Urban Services Area of Stafford County.	SCC 12-55(b)(5)
Once approved, an applicant must call the Fire Marshal's Office to schedule a site inspection. Once the permit is issued, you must call the Stafford County Emergency Communication Center at 540-658-4440 EACH TIME you commence and cease burning.	SCC 12-52(g)
Any permit holder found in violation shall have their permit revoked for 60 days or until court action restores the permit. Any person violating or failing to comply with open burning regulations shall be guilty of a Class 1 misdemeanor and each violation or failure to comply shall constitute a separate offense.	SCC 12-55(b)(4)
The Fire Marshal or designee shall prohibit open burning when atmospheric conditions or local circumstances make such fires hazardous. The Fire Marshal may order extinguishment by the permit holder or fire department of any open burning which creates or adds to a hazardous situation or any that has been left unattended.	SCC 12-52(h) VSFPC 307.3

Operational Requirements	Code Section
Burning shall be conducted at least 50 feet from woodlands, structures or other combustible materials, not less than 1,000 feet from occupied buildings, and at least 2,500 feet from highways, air fields, schools and healthcare facilities .	SCC 12-54(c)
When burning is conducted in a special incineration device (aka trench burner, open pit incinerator or air curtain burner), the minimum distance from occupied buildings can be reduced to 300ft and the minimum distance from highways, air fields, schools and healthcare facilities reduced to 1,000 feet.	SCC 12-55(b)(3)
Material to be burned shall be limited to brush, stumps and other vegetative matter generated at the site. All pulpwood, saw logs and firewood shall be removed to minimize the amount of material that is burned.	SCC 12-55(b)(2)
Demolition or construction debris shall not be burned and fires shall not be fed between Friday 12:00PM and Monday 7:00AM.	SCC 12-55(b)(6)
Open burning shall be constantly attended by an approved, competent person at least 18 years old and until the fire is extinguished.	SCC 12-55(b)(4)



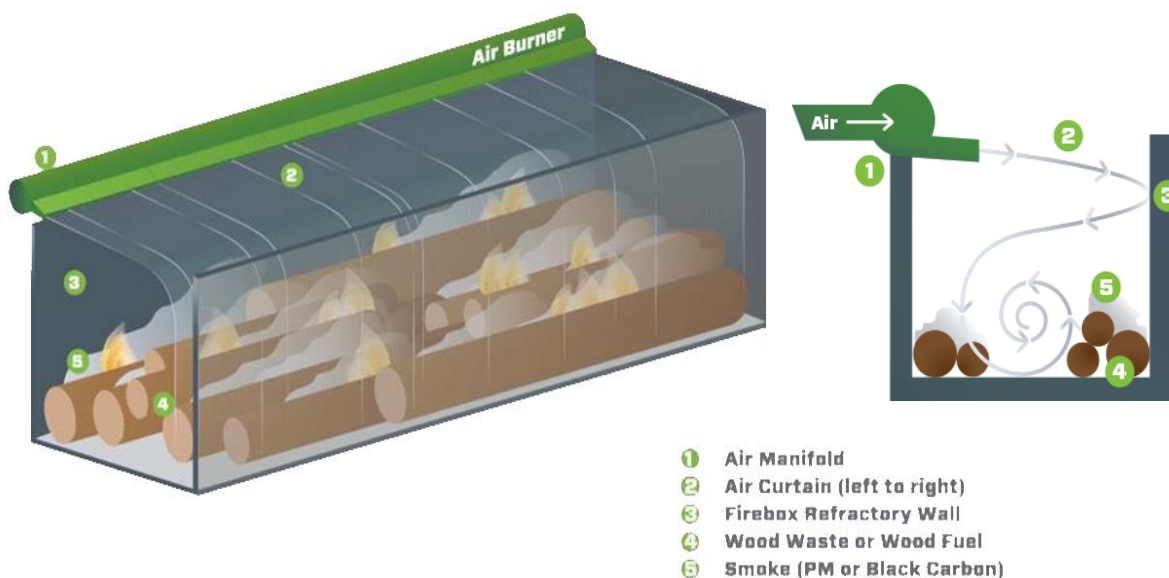
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“Special Incineration Device”, “Trench Burner”, “ Open Pit Incinerator”, “ Air Curtain Burner”

- Trench walls shall be essentially vertical and the pit shall have the following dimensions: Length - No longer than blower manifold, Width - Eight (8) feet, Depth - at least ten (10) feet
- The primary purpose of the air curtain is to create a “burn chamber.” The air curtain is like a lid covering the opening of the chamber. The particles of smoke rising on the hot gasses of the fire are trapped under the air curtain. These smoke particles are then re-burned and their size is significantly reduced. With this reduced size, they can now escape through the air curtain and appear more like waves of heat than smoke. The result is a very clean burn.
- The fan housing and manifold shall be assembled and maintained so as to prevent air leakage and the nozzle alignment shall provide a curtain of air in a plane aimed approximately two (2) to three (3) feet below the top of the pit edge opposite the manifold.
- At all times that there is a fire in the pit, except for a twenty minute start-up period, the blower shall be run at a speed sufficient to create an air curtain of sufficient velocity to deflect combustion gases downward into the pit.
- At no time shall the pit be filled in such a manner that material to be burned is above the level of the air curtain. Material shall remain at least three (3) feet below the air curtain.
- Prior to removing ashes from the pit, they shall first be soaked with water. No fires or burning embers are allowed outside the pit. Ashes removed from the pit shall be disposed of in such a manner as to prevent their becoming airborne.





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Burn Permit Regulations and Operator Form

In order to conduct on site burning operations all persons shall sign below stating that they have read over and fully understand the Burn Permit Regulations set forth by Stafford County. Any persons not on the list are not permitted to conduct control burns in Stafford County and the contractor is subjected to having the permit revoked according to the Stafford County Code.

- Demolition or construction debris shall not be burned
- Fires shall not be fed between Friday 12:00 Noon and Monday 7:00 AM.
- Open burning must be constantly attended by a competent person at least 18 years old until the fire is extinguished (no flames showing). The person in attendance must have signed this document
- The permit is valid for 90 days.
- Burning is prohibited between May 1st and September 30th (VA DEQ Regulations)
- Between February 15th and May 1st, open burning is permitted only between 4PM and Midnight.
- The Stafford County Sheriff's Office Dispatch Center must be called at (540) 658-4440 daily, and EACH TIME burning is commenced and ceased.
- The fire marshal may order extinguishment by the permit holder or fire department of any open burning which creates or adds to a hazardous situation or any open burning which has been left unattended by the permit holder.
- The fire marshal may prohibit open burning when atmospheric conditions or local circumstances make such fires hazardous.
- Any permit holder found in violation of these code violations shall have their permit revoked for a period of 60 days or until court action restores said permit, and the fire marshal may issue a court summons for each violation.

By signing below you are acknowledging that you have read over and fully understand the Commercial Burn Regulations.

	Printed Name	Signature	Telephone
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____
5	_____	_____	_____
6	_____	_____	_____
7	_____	_____	_____
8	_____	_____	_____
9	_____	_____	_____
10	_____	_____	_____