



Public Health  
Prevent. Promote. Protect.

Linn County, Iowa

Air Quality Division  
Linn County Public Health  
501 13<sup>th</sup> St. NW  
Cedar Rapids, IA 52405

# FORM OBP-A Application for Open Burning Permit

Please see instructions on reverse side or call (319) 892-6000

ALL INFORMATION IS REQUIRED FOR PROCESSING – IF INFORMATION IS MISSING, PERMIT WILL NOT BE ISSUED

## OWNER / APPLICANT INFORMATION

1) Applicant Name			
2) Property Owner Name (if different than applicant)			
3) Address of Open Burning Site			
4) Applicant Telephone Number		5) Applicant E-mail Address	
6) Mailing Address			

## MATERIALS SEEKING AUTHORIZATION FOR OPEN BURNING

Material	Yes	If you marked "Yes" to 7, 8, 9, or 10 then answer the following question respective to that material.	Yes	No
7) Training Fires	<input type="checkbox"/>	If this is a training fire, will it be conducted on a building with all asbestos & asphalt shingles removed? <i>Training fires to be performed on a building require the completion of IDNR form, "NOTIFICATION of an IOWA TRAINING FIRE-DEMOLITION or a CONTROLLED BURN OF A DEMOLISHED BUILDING."</i>	<input type="checkbox"/>	<input type="checkbox"/>
8) Agricultural Structures	<input type="checkbox"/>	If an agricultural structure is to be burned, is the site within city or town and ¼ mile from inhabited building?	<input type="checkbox"/>	<input type="checkbox"/>
9) Landscape Wastes	<input type="checkbox"/>	If landscape wastes are to be burned, was the material produced from clearing, grubbing, or construction?	<input type="checkbox"/>	<input type="checkbox"/>
10) Trees and Tree Trimmings	<input type="checkbox"/>	If tree and tree trimmings are to be burned, did the material originate from the premises of the burn site?	<input type="checkbox"/>	<input type="checkbox"/>
11) Disaster Rubbish	<input type="checkbox"/>	<b>15.) REQUIREMENT FOR QUARTER MILE SIGNATURE</b> <b>Did you check "yes" to both boxes for either questions 8, 9, or 10?</b> Then consent from property owners who live within one-quarter mile of the burn site is required. A "One-Quarter Mile Signature Form" must be submitted with this application.		
12) Ceremonial Burning	<input type="checkbox"/>			
13) Native Prairie	<input type="checkbox"/>			
14) Other	<input type="checkbox"/>			

## PLOT PLAN OF OPEN BURNING SITE

16.) Provide a plan view drawing of the proposed open burning location. Show the extents of the property line and structures, roadways, and adjacent property owners that are within 400 feet of the proposed burning site. Provide legal description of Section, Township, and Range that the property is within.

Section	
Township	
Range	



## CERTIFICATION

I CERTIFY THAT BASED ON INFORMATION AND BELIEF FORMED AFTER REASONABLE INQUIRY, THE ENCLOSED DOCUMENTS INCLUDING THE ATTACHMENTS ARE TRUE, ACCURATE, AND COMPLETE.

16) APPLICANT'S SIGNATURE		Date:	
17) PROPERTY OWNER'S SIGNATURE (If different than applicant)		Date:	

## FOR LINN COUNTY USE ONLY

Date Mailed:	Date Received:	Payment Received:	Open Burn Permit #:
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## Instructions for Form OBP

This form is used by Linn County to identify the applicant, property owner, and location of a proposed open burn. Additional information may be requested. A \$20.00 filing fee is required. Make checks payable to the Linn County Treasurer. Upon approval, a permit will be issued to the applicant, which will be valid for one year. The applicant will be notified 60 days prior to expiration at which time a request for renewal may be made. This form only needs to be submitted with the initial application for an Annual Open Burn Permit or if the applicant wishes to modify the open burn authorization as originally applied for.

1. Provide the name of the person applying for the permit. The permit will be issued in the name of the applicant.
2. Provide the name of the property owner where the open burn will occur. You may state "same as applicant" if the applicant is the owner of the property.
3. Provide the address of the property on which the open burn will occur.
4. Provide the telephone number of the person listed as the applicant in (1).
5. Provide the e-mail address of the person listed as the applicant in (1), if available. Questions on the application and issuance of an electronic copy of the permit will be issued to this e-mail address, if provided.
6. Provide the mailing address that the permit and related correspondence should be mailed to.
- 7-14. Identify the types of materials that authorization for an open burn is being requested. See the definitions as specified in the Linn County Code of Ordinances, Chapter 10 Section 10.A. For training fires (7) see LCCO 10.10.A.1.b; for agricultural structures (8) see 10.10.A.1.c; for landscape waste (9) see 10.10.A.1.f; for trees and tree trimmings (10) see 10.10.A.1.h; for disaster rubbish (11) see 10.10.A.1.d, for ceremonial burning (12) see 10.10.A.1.g, and for native prairie grass (13) and other authorized materials (14) see 10.10.A.1.

The Iowa Department of Natural Resources form, "NOTIFICATION of an IOWA TRAINING FIRE-DEMOLITION or a CONTROLLED BURN OF A DEMOLISHED BUILDING" may be obtained from the Linn County Air Quality Division or from the IDNR at <http://www.iowadnr.gov/air/citizen/burn/burn.html>.

15. The Linn County Code of Ordinances, Chapter 10, Section 10(1)"f", requires that the open burning of agricultural structures within a city or town (8), landscape wastes produced in clearing or grubbing (9) or trees and tree trimmings not originating on premises [provided that the burning site is operated by a local government entity] (10) must be at least one-quarter (1/4) mile distance from any inhabitable structure. A variance burn permit may be issued if all surrounding property owners within one-quarter mile do not object. This may be demonstrated by completing a "One-quarter mile signature" form provided by Linn County. Contact the Air Quality Division for a list of properties within a quarter mile of the burn site. After all signatures have been obtained and the original signature document has been submitted to this office, a burn permit may be issued by the Air Quality Division.
16. Provide a plan view drawing of the proposed open burning location. Show the extents of the property line and any structures, roadways, and adjacent property owners that are within 400 feet of the proposed burning site. In lieu of a drawing, you may provide a map, aerial photo, or other similar documentation on separate sheet of paper attached to this application providing that a scale, north arrow, and source of information are identified. The internet based Linn County Planning & Development GIS Interactive Map Application is located at <http://lcpvweb.linncounty.org/pvweb22-planning/>. Other online resources may also be used.
17. Fill in the certification section with a signature of the applicant. The certification must be signed by the applicant for the open burn permit to be issued.
18. This is required only if the applicant is not the owner of the property where the open burn will be occurring. Fill in the certification section with a signature of the applicant. Consent of the property owner to conduct an open burn must be obtained.



Figure 1 - Example Map