

OPEN BURNING PERMIT FOR CONSTRUCTION SITE INSTRUCTION SHEET

In the event a company or organization desires a permit for open (outdoor) burning at a construction site within the boundaries of the Creve Coeur Fire Protection District, the following procedures are required:

1. A permit application form may be obtained from one of the following methods:
 - a) **IN PERSON** from the Creve Coeur Fire Protection District Administrative Center located at 11221 Olive Boulevard.
 - b) Request a **FAXED** copy by calling (314) 432-5570.
 - c) **DOWNLOAD** from the District's website - <http://www.ccfire.org>.

The application must be returned within a minimum of 10 days prior to the event.

2. The application must contain the following information:
 - a) Purpose of the proposed burning is required. Only clean wood (2x4's, plywood, etc.) may be burned. Small quantities of leaves or brush may be burned in a base area no greater than 16 square feet (4 ft. x 4 ft.).
 - b) Date range when burning will take place.
 - c) Address of the open burning site and exact location on the property.
 - d) The on-site fire extinguishing equipment to be provided.
3. After the application is returned to the Creve Coeur Fire Protection District Administrative Center, a permit in the form of a letter from the Fire Marshal or his designee will be issued to the company or organization conducting the burning.
4. If the event is located within the City of Creve Coeur, a copy of the application and approval letter will be faxed by the Fire District to the Creve Coeur Community Development Director's Assistant and the office of the Creve Coeur Police Chief, and the Central County Fire Dispatch Center.
5. In the event of high winds or other weather or site related conditions; the Creve Coeur Fire Protection District may cancel the event. The on-duty Battalion Chief can be contacted at **(314) 581-2302**.
6. The location of any open burning shall not be less than 50 feet from any structure. Fires in approved containers shall be permitted, provided that such fires are not less than 15 feet from any structure.
7. Any open burning **must be constantly attended until the fire is extinguished.** At least one portable fire extinguisher with a minimum 4-A rating, two portable fire extinguishers with a minimum 2-A rating each, or other approved on-site fire extinguishing equipment shall be available for immediate utilization. **If a fire is left unattended, this permit will be revoked at the discretion the Creve Coeur Fire District's Fire Marshal.**
8. **Fire that may be offensive or objectionable due to smoke or odor emissions when atmospheric conditions or local circumstances make such fires hazardous, may require extinguishment by the permit holder or the Fire District.**
9. Construction fires will **only** be allowed between the hours of **10:00 a.m. – 4:00 p.m.**, from September 16 – April 14 of the following year.

