



# BRANDON FIRE AND EMERGENCY SERVICES

## POLICY 30

### Fire Prevention Division

Phone: (204) 729-2400 Fax: (204) 729-8970 Email: fire@brandon.ca

### Approved Outdoor Burning Appliance Permit Requirements

Only Permit Application forms that are current dated (see date on bottom of forms) will be accepted. An Approved Outdoor Burning Appliance Permit application requires; and **No Permit** may be issued without the following items:

1. Completion of “Approved Outdoor Burning Appliance Permit Application”.
2. Written permission to use an Approved Outdoor Burning Appliance from the property owner or agent of the land (if different than the applicant).
3. An inspection of the proposed site / appliance will be required prior to issuing the permit.

“ACCEPTABLE FIRE PIT” means an outdoor receptacle that meets the following specifications:

- (i) a minimum of 1.5 metres (5 feet) clearance, measured from the nearest fire pit edge, is maintained from buildings, property lines, or other combustible material;
- (ii) the fire pit height does not exceed 50 cm (20 inches) when measured from the surrounding grade to the top of the pit opening;
- (iii) the fire pit opening does not exceed 75 cm (30 inches) in width or in diameter when measured between the widest points or outside edges;
- (iv) The brick, stone, concrete or heavy gauge metal shall be separated from grass and any other vegetation by a distance of at least 16 cm (6 inches) by means of clean earth, sand, gravel or other non-combustible medium;
- (v) shall not be used on wooden decks or other combustible surfaces; the fire pit installation has enclosed sides made from bricks, concrete blocks, heavy gauge metal, or other non-combustible materials acceptable to the Fire Chief or designate;
- (vi) a spark arrestor mesh screen with openings no larger than 1.25 cm (.5 inches) and constructed of expanded metal (or equivalent non-combustible material) must be used at all times to cover the fire pit opening in a manner sufficient to contain and reduce the hazards of airborne sparks; and
- (vii) the fire pit shall not be used to burn prohibited debris.

“ACCEPTABLE FIREPLACE, STOVE AND CHIMINEA” means an outdoor receptacle that meets the following specifications:

- (i) a minimum of 1.5 metres (5 feet) clearance measured from the nearest fireplace edge is maintained from buildings, property lines, or other combustible material;
- (ii) is constructed of materials that are heat and flame resistant;
- (iii) shall not be used on wooden decks unless located 1.5 metres (5 feet) from any property line, building or other combustible structure and placed on a non-combustible surface extending 40 cm (16 inches) from the widest part of the appliance;
- (iv) is equipped with a secured chimney;

- (v) the chimney is equipped with a regulation screen no larger than 1.25 cm (.5 inches) and constructed of expanded metal (or equivalent non-combustible materials) and is designed to contain and reduce the hazards of airborne sparks;
- (vi) the base of the fire burning area is not less than .3 metres (12 inches) above the surrounding grade;
- (vii) the base of the fire burning appliance shall be placed upon a non-combustible surface such as earth, concrete, metal or other non-combustible materials acceptable to the Fire Chief or his designate;
- (viii) the fire chamber does not exceed 75 cm (30 inches) in width, does not exceed 60 cm (24 inches) in height and is at least 40 cm (16 inches) but no more than 60 cm (24 inches) in depth;
- (ix) outdoor solid fuel appliances shall be located on a flat, level and non-combustible base clear of overhangs such as roofs, tree branches and utility wires; and
- (x) the fireplace or stove shall not be used to burn prohibited debris.

**Failure to comply may result in fines according to the Open Air Fire Policy. If Fire Pits are used without the necessary permit, offenders may be ticketed without warning. The fee for failing to comply with the policy is \$400 as per the Open Air Fire Policy 30.**

### **Inspection and Permit Issuing**

1. Permit Applications can be obtained from Brandon Fire & Emergency Services
  - No. 1 or No. 2 Fire Halls, seven (7) days a week between the hours of 8:00 a.m. and 6:00 p.m.
  - By accessing the website [www.brandonfire.ca](http://www.brandonfire.ca) “Fire Permits and Forms” section. Access and print the PDF document entitled:  
**“Outdoor Burning Appliance Permit Application”**
2. Permit Applications must be completed in full and can be delivered to Brandon Fire & Emergency Services in person, by Canada Post mail, e-mail, or fax. The fire pit must be inspected and approved by BFES before a permit is deemed valid. If not approved within thirty days, a new application must be submitted.

#### **Brandon Fire & Emergency Services**

No. 1 Fire Hall  
120 – 19<sup>th</sup> Street North  
Brandon, MB R7B 3X6  
Fax (204) 729-8970  
Email: [fire@brandon.ca](mailto:fire@brandon.ca)

No. 2 Fire Hall  
1301 - 13<sup>th</sup> Street  
Brandon, MB (delivery in person only)

3. An inspection of the proposed site / appliance will be required prior to use of the appliance and issuance of the permit.

**Note:** The City of Brandon Fire & Emergency Services reserves the right to regulate and control the design, construction materials and safety precautions of all fire pits, fireplaces or stoves within the corporate limits of the City of Brandon and any land under the care of the City of Brandon.

**Please ensure that the following steps have been taken before you contact BFES to inspect your fire pit:**

1. The fire pit has been purchased and is set up in the desired location.
2. Ensure that all of the criteria has been met regarding the construction and placement of the fire pit.
3. If you are renting the property, please have a letter of permission from the property owner.
4. Ensure that any necessary surveys have been completed.
5. Keep a copy of the fire pit permit for yourself, as well as one for BFES.  
A copy of the permit must be available at all times and upon request.

Please note: A firepit application does not need to be renewed annually. A new fire pit application is required upon a change of property ownership or if the original application has changed.

**If Fire Pits are used without the necessary permit, offenders may be ticketed without warning. The fee for failing to comply with the policy is \$400 as per the Open Air Fire Policy 30.**



## Required Steps for a Fire Pit Application Prior to Submitting for Inspection

Requirement	Description	✓
Documentation	Application, Diagram and (if applicable) written Consent from Landlord completed.	
Clearance	A minimum of 1.5 metres (5 feet) clearance, measured from the nearest fire pit edge, maintained from buildings, property lines, or other combustible material.	
Height	Does not exceed 50 cm (20 inches) when measured from the surrounding grade to the top of the fire pit opening.	
Width	Does not exceed 75 cm (30 inches) in width or in diameter when measured between the widest points or outside edges.	
Surface	The brick, stone, concrete or heavy gauge metal is separated from grass or any other vegetation by a distance of at least 16 cm (6 inches) by clean earth, sand, gravel or other non-combustible material.	
Material	Not on wooden decks or other combustible surfaces, the fire pit has enclosed sides made from bricks, concrete blocks, heavy gauge metal, or other noncombustible materials.	
Screen	A spark arrestor mesh screen with openings no larger than 1.25 cm (.5 inches) is constructed of metal (or equivalent non-combustible material).	

### Available Times for Inspection:

BFES will call to confirm appointment before arriving to inspect to ensure availability for the times listed below. Applicant must be in attendance for inspection.

Proposed Date & Time for Inspection

Before contacting BFES to inspect your fire pit, the fire pit must be purchased and set up in the desired location with all criteria met. A copy of the fire pit permit must be kept for yourself as it must be available at all times and upon request by BFES.

Please note: A firepit application does not need to be renewed annually. A new fire pit application is required upon a change of property ownership or if the original application has changed.

If Fire Pits are used without the necessary permit, offenders may be ticketed without warning. The fee for failing to comply with the regulation is \$400 as per the Open Air Fire Regulation 30.



# BRANDON FIRE AND EMERGENCY SERVICES POLICY 30

Fire Prevention Division

Phone: (204) 729-2400 Fax: (204) 729-8970 Email: fire@brandon.ca

**BFES**

## Approved Outdoor Burning Appliance Application / Permit

Note:

1. Applicant must be the person supervising the Outdoor Burning Appliance.
2. Application approval is subject to the conditions listed on the accompanying page.

Name of Applicant: \_\_\_\_\_

Address of Outdoor Burning Appliance: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Applicant E-mail: \_\_\_\_\_ Applicant Telephone: \_\_\_\_\_

Name of Property Owner (if different from above): \_\_\_\_\_

*\*Written consent from Landlord needed if applicant does not own property.*

### Type of Outdoor Burning Appliance (circle)

Fire Pit      Portable Fire Pit      Outdoor Fireplace      Stationary Built-in BBQ      Stove

### Type of Construction (circle)

Brick      Masonry      Heavy Gauge Metal

**If digging is necessary, you are required to contact the proper utilities (Call Before You Dig).**

### Utility Companies consulted for Line Locations (circle)

Natural Gas      Hydro      Telephone      Cable TV

Comments:

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Detailed Site Plan Attached  Letter of Permission Attached

I, the above applicant, have read and understand the Approved Outdoor Burning Appliance Requirements in the attached pages and warrant my Outdoor Burning Appliance is in compliance with the requirements. I further accept any and all responsibilities and liability for damages that may occur from the use of my Outdoor Burning Appliance.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

### Permit Approval

The applicant has permission to use an Outdoor Burning Appliance at the above noted address.

Inspected/Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

(Sign & Print)

09/12/2019

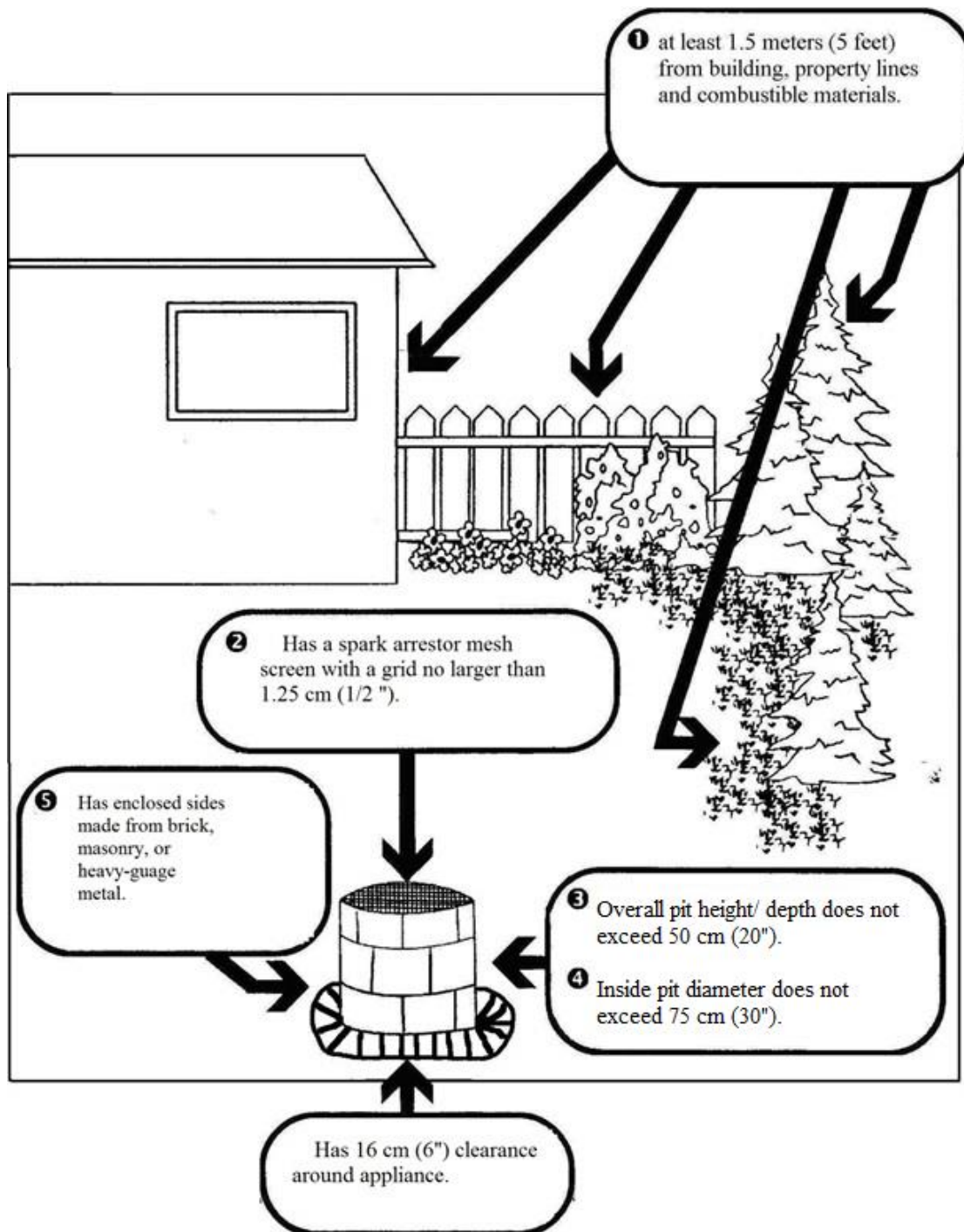




BFES

## OPEN AIR FIRE POLICY "30"

An open fire pit is a great way to enjoy the outdoors year-round, but it is important to ensure that yours is safe and legal. The City of Brandon has an Open Air Fire which governs the construction and use of fire pits. Here are some details outlined in the Policy:





## Fire Pit Usage in Brandon

Please be advised: We sit around fire pits to enjoy our evenings, but our enjoyments should not be a nuisance to our neighbors.

**NOTE:** Conditions under which your fire would be extinguished by the Fire Department:

- a) Unattended fires.
- b) Fire exceeding the pit size.
- c) If the fire, in our judgment, creates a special hazard.
- d) Grass, rubbish, leaves, etc. cannot be burnt within City limits.  
Pits are for recreational fires only.
- e) Failure to obtain a permit.

