



# North Liberty Fire Department

## Operational Permit Application

### Open Burning – Native Prairie Burn Application

Permit Information			
Application Fee:	\$25.00	Have you previously applied for this type of permit?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Application Date:		Date of previous application:	
Owner/Applicant Information			
Applicant's Last Name:	Applicant's First Name:	Applicant's MI:	
Property Owner's Last Name:	Property Owner's First Name:	Property Owner's MI:	
Location/Address of the Open Burning:			
Latitude/Longitude ( <a href="#">Lat./Long. Lookup</a> ):			
City:	State: IA	Zip:	
Mailing Address (If different):			
City:	State: IA	Zip:	
Home Phone #:	Mobile Phone #:	Email Address:	
Fire Attendant/Burn Leader Information			
Last Name:	First Name:	Company Name:	
Mailing Address:			
City:	State:	Zip:	
Attendant's Phone #:	Email Address:		
Open Burning Information			
Date Range of the Planned Burn (Up to 21 calendar days)			
Start Date:			
End Date:			



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#### Native Prairie Plants

Only Native Prairie plants/species can be burned within the city limits of North Liberty. Provide the native prairie plants/species within the area of the proposed burn. Use the Iowa State University Introduction to Iowa Native Prairie Plants guide as a reference. – [Document Link](#) –

- 1.
- 2.
- 3.
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- 9.
- 10.

#### General Permit Information

- 1) Permit Application:
  - a) Any person interested in conducting a prairie burn shall apply to the City of North Liberty a minimum of 14 days in advance of the planned burn. Permit is valid for one burn each calendar year. Permit fee is non-refundable.
- 2) Notification:
  - a) Once the permit is issued, the applicant is responsible for posting required signage at the site of the burn, visible from the roadway, for at least seven (7) days prior to proposed burning date range.
  - b) City of North Liberty will provide notification through the city's communication division.
- 3) Day of Burn/Pre-Burn:
  - a) Verify weather conditions match Burn Plan. If not, reschedule burn.
  - b) Complete fire department provided Go/No Checklist. Keep checklist onsite.
  - c) Contact the Johnson County Joint Communication center to provide notification of start of the open burning. Phone # is (319) 356-6800.
- 4) Day of Burn/Post-Burn:
  - a) Verify fire is fully extinguished.
  - b) Contact the Johnson County Joint Communication center to provide notification of completion of the open burning. Phone # is (319) 356-6800.



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#### Applicant's Statement of Veracity

##### Read the statement below before signing

I understand that this application does not grant me permission to conduct the open burning until a valid permit is issued by the North Liberty Fire Department.

I understand that all open burning shall be conducting in accordance with Iowa Administrative Code, 567—23.2(455B) "Open Burning" and the applicable requirements of the City of North Liberty, Iowa DNR and Johnson County, IA.

I will conduct the open burning safely and I will be liable for any damages to persons or property that arise from the open burning; and shall hold the City of North Liberty and the North Liberty Fire Department harmless for any such damages.

The Fire Chief or any authorized representative of the North Liberty Fire Department is authorized to order the extinguishment by the responsible person or by the fire department for any burning that is deemed to create a hazardous condition or objectionable situation.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date signed

#### Permit Submittal Requirements

- 1) Complete and sign permit application.
- 2) Complete Burn Plan.
- 3) Fire Attendant/Burn Leader shall possess the experience and training necessary to conduct such burning safely.  
Must have completed the following certifications:
  1. S-190 Intro to Fire Behavior
  2. S-130 Firefighter Training
- 4) Submit completed application, burn plan and proof of prescribed/native prairie burning training to <https://portal.iworg.net/NORTHLIBERTY/new-permit/600/418>
- 5) Fee= \$25 which can be payed online once the permit is processed.
- 6) You will be notified via email once permit application has been reviewed.