



Town of Victor
 Planning & Building Department
 85 East Main Street
 Victor, NY 14564
 Ph. 585 742-5035 Fax (585) 742- 0202
 E-mail: codes@townofvictorny.gov

Open Burning Operating Permit Application

Recreational fires smaller than 3’ in diameter are exempt from requiring a permit, however; all Open Burning fire safety precautions are required to be followed. Any fire larger than 3’ in diameter is not permitted without a permit. All recreational fires and open burning are required to be extinguished by 10:00pm. Burning of any materials other than clean dry natural wood is prohibited. Any recreational fire or open burning fire may be ordered extinguished by any authorized Law Enforcement Officer, Code Enforcement Officer, Fire Marshal, or Fire Department Officer that has jurisdiction. Reasons for extinguishment may include but not be limited to adverse weather conditions, windy conditions, smoke inversions, complaints from neighbors, improper material being burned, lack of attendance, lack of extinguishment equipment, too close to combustibles.

Applicant Information	
Applicant shall be the property owner per NYSFC 307.2	
Name	E-mail
Address	Cell Phone

Fire Information			
Address of property where the Open Burning will occur			
Date of Fire	Start Time	End Time	Size of fire
Distance to Property Line	Distance to nearest structure		Materials to be burned
	Attendant Name	Attendant Age (over 18)	Attendant Cell Phone

Applicant / Property Owner Signature	
<p><i>Acceptance does not relieve the Applicant, Property Owner or Agents thereof, from complying with all applicable provisions of the law and or codes whether stated, implied, or omitted in the application and submitted documentation. Incorrect information or failure to maintain the provisions of the permit, applicable codes, and laws, may result in revocation or suspension of the permit.</i></p> <p><i>The applicant/property owner further understands that they may be found liable both criminally and civilly for any damage resulting from any fire they kindle. Additionally, the applicant/property owner understands that the fire may be requested to be extinguished by any Law Enforcement Officer, Code Enforcement Officer, Fire Marshal, or Fire Department Officer with proper jurisdictional authority.</i></p>	
Signature	Date

Open Burning is PROHIBITED by New York State BURN BAN March 16 – May 14 every year.

Application continues on reverse side. Please complete both sides.



Town of Victor
 Planning & Building Department
 85 East Main Street
 Victor, NY 14564
 Ph. 585 742-5035 Fax (585) 742- 0202
 E-mail: codes@townofvictory.gov

Applicant Instructions

The following information is required when applicable. Please supply the following documents.

- Copy of property owners Homeowners and liability Insurance

The following information is required, please supply the following information on a site plan drawing.

- Location of fire
- Proximity to existing buildings, property lines, roads, and neighboring structures.
- \$20.00 fee payable to the Town of Victor (Permit will not be processed until fee is paid.)

The entire New York State Fire Code Open Burning Regulation and the New York State DEC burning guidelines are provide for your review. It is your responsibility to become familiar with these regulations and insure compliance. For your convenience, an abbreviated version is provided below.

Open Burning and Recreational Fires Regulations and Safety Guidelines

- A recreational fire (3’ diameter or smaller) shall be a minimum of 25’ from a structure or combustible materials.
- Open Burning fire (Larger than 3’ diameter) shall be a minimum of 50’ from a structure or combustible materials.
- Provisions must be available to prevent fire spread for all size fires.
 - Attendant in constant supervision of fire.
 - Firefighting tools shall be on site to be used by attendant if necessary. These may include:
 - Water hose, or supply of water in buckets
 - Shovel, rake or hoe
 - Cell phone or other provisions for calling 911 in an emergency.
- If the fire starts to spread beyond your ability to control, evacuate the area and call 911 immediately.
- Never burn trash, refuse, yard waste, leaves, tires, or construction debris.
- Never use flammable or combustible liquids to initiate or accelerate a fire. This is highly dangerous!
- All fires shall be extinguished prior to abandonment or by 10:00pm.
- Sky lanterns are not allowed by the Fire Code of New York State and can be highly dangerous.

Office Use Only			
\$20.00 Fee Paid	Fire Department Notified	Authorized Date	Receipt #
Documentation Accepted		Permit Valid From:	
Does the fire require a permit	Issuing Inspector	Permit Valid to:	

Revised 12/16/2024

Application continues on reverse side. Please complete both sides.