

\_\_\_\_\_ In Ground

\_\_\_\_\_ Portable Self-Contained\*

# City of Robbinsdale Recreational Fire Permit Application

ANNUAL FEE - \$35.00

Site drawing required.  
Read and initial all requirements on back of application.  
Allow up to two weeks for processing.

**PLEASE PRINT**

NAME OF APPLICANT: \_\_\_\_\_

PERMIT ADDRESS: \_\_\_\_\_

PHONE: (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Other) \_\_\_\_\_

I have carefully read and accept full responsibility for the conditions and requirements of this permit, and understand that the recreational fire may be halted at any time at the discretion of a Fire Official or Police Officer. I also certify that I am at least 18 years old, and I understand that no recreational fires are allowed at the above address unless the person in charge of the fire is a resident of the above address and is at least 18 years old.

**If this permit is denied or revoked at any time, the application fee will not be refunded.**

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**All permits expire on December 31 of the year issued.**

**\*Portable self-contained units are defined as: A manufactured free-standing portable self-contained unit listed by a nationally recognized agency such as Underwriters Laboratory (UL) for the purpose of recreational fires. The free-standing portable self-contained unit must contain a spark arresting screen and cover, and be used per the manufacturer's instructions. Chiminea and ceramic/clay units are prohibited.**

**Mobile cooking devices such as manufactured charcoal grills, wood smokers and propane or natural gas devices are NOT defined as recreational fires and are exempt from the permitting process.**

City of Robbinsdale  
Attention: Deputy City Clerk  
4100 Lakeview Avenue North  
Robbinsdale, MN 55422

Questions? Call 763-537-4534

**FOR OFFICE USE ONLY:**

Date received \_\_\_\_\_

Property sketch received \_\_\_\_\_

Expiration date December 31 \_\_\_\_\_

Approval \_\_\_\_\_

Date \_\_\_\_\_

Pursuant to Robbinsdale City Code Section 910.47 a permit is required for recreational fires for in ground fire pits and portable self-contained units:

- ✓ A recreational fire permit is required by the City of Robbinsdale.
- ✓ Application for recreational fire permit must include a site drawing identifying distances to garages, houses, sheds, fences, decks, roofs, combustible materials and all property lines.
- ✓ All non-recreational fires shall be considered “open burning” and are not allowed in the City of Robbinsdale.

---

**Please initial below for ALL recreational fires to indicate that you understand and will abide by the listed requirements:**

- \_\_\_\_\_ Recreational fires must be on private property.
- \_\_\_\_\_ **All recreational fires must be a minimum of 10 feet from all property lines. \*\***
- \_\_\_\_\_ The person in charge of the recreational fire must be age 18 years or older and a resident of the permit address, and shall be present for the duration of the fire. Before leaving the site, the person in charge shall completely extinguish the fire.
- \_\_\_\_\_ **ONLY CLEAN, DRY FIREWOOD SHALL BE USED.**
- \_\_\_\_\_ ***Oils, rubber, shingles, painted or treated lumber, leaves, trash or garbage shall not be burned or used as starting materials. Burning construction material is not allowed.***
- \_\_\_\_\_ Flames *shall not exceed 2 feet* above base of fire.
- \_\_\_\_\_ The prevailing wind at the time of the fire shall not exceed **5 mph** and shall not direct smoke toward nearby residences.
- \_\_\_\_\_ Fire extinguishment aids shall be immediately accessible, i.e., garden hose, shovel, sand, fire extinguisher.
- \_\_\_\_\_ Recreational fires shall not start before **9:00 a.m.** and must be extinguished by **11:00 p.m.**
- \_\_\_\_\_ The recreational fire permit must be kept at the permit address and applicant shall produce the permit when requested to do so by a Fire Official or a Police Officer.

**In ground fire pits are limited to the following conditions – please initial:**

- \_\_\_\_\_ A fire pit shall be constructed with a maximum diameter of three feet and minimum depth of one foot. The outer ring shall be constructed with a non-combustible material.
- \_\_\_\_\_ **In ground recreational fires shall not be conducted within 25 feet of a structure** (i.e., garages, houses, sheds), fences, decks, roofs, or combustible materials.

**Portable self-contained units are limited to the following conditions – please initial:**

- \_\_\_\_\_ A portable self-contained unit shall be constructed with a maximum diameter of three feet and minimum depth of one foot, and shall have a spark arresting screen and cover for containment of the fire.
- \_\_\_\_\_ **Recreational fires in a portable unit shall not be conducted within 15 feet of a structure** (i.e., garages, houses, sheds), fences, decks, roofs, or combustible materials. Chiminea and ceramic/clay units are prohibited.

- 
- ✓ The Fire Chief or designee, or any Police Officer, is authorized to require that recreational fires be immediately discontinued if any recreational fire requirement is violated, or if smoke emissions are offensive to occupants of surrounding properties, or if the Fire Chief, or designee, or Police Officer determines that the fire constitutes a hazardous condition. Any person or persons who fail to comply with these conditions shall be in violation of the above regulation and permit will be revoked. (\$50.00 reinstatement fee if permit is revoked.) A citation for violation of city ordinances may also be issued.
  - ✓ Recreational fires are not allowed when the DNR (Minnesota Department of Natural Resources), [www.dnr.state.mn.us](http://www.dnr.state.mn.us) (wildfire danger) or the Robbinsdale Fire Department has declared a burning ban, or air quality alert declared by the Minnesota Pollution Control Agency ([www.pca.state.mn.us](http://www.pca.state.mn.us)) 651-297-1630.
  - ✓ **Observation of these requirements does not release persons of any liability for any loss or damages that may result from a recreational fire.**

07/14

**\*\* Adjacent property owners may co-apply for a shared permit (treating the two properties as one location). The minimum 10 feet from other property lines would still be required.**

## Example of In Ground Fire Pit



Site drawing must include the following, as applicable, in order to be processed:

- Distances to garages, houses, sheds, fences, decks, roofs, combustible materials and all property lines.

## Example of Portable Self-Contained Unit



Site drawings must include the following, as applicable, in order to be processed:

- Distances to garages, houses, sheds, fences, decks, roofs, combustible materials and all property lines.