



Application for a Permit to Construct and Operate a Fire Pit Pursuant to Bylaw 553-05 section 10.3(c)

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

Civic Location of Property: \_\_\_\_\_

Fee Paid: **NO CHARGE**

Definitions:

Approved Device– a device or appliance specifically made for the purpose of containing a fire which bears a proper approval label from the Underwriters Laboratory of Canada, or such other approving agency as designated by the Fire Chief. In all cases the device or appliance shall meet the requirements of all legislation, codes and regulations pertaining to such devices or appliances, therefore, an application is not needed.

Fire Pit means a non-commercial appliance or devise used specifically for the purpose of burning combustible materials. An acceptable Fire Pit must be screened and have:

- i) A minimum of 3 meter clearance, measured from the nearest Fire Pit edge is maintained from building, property lines or any combustible materials. Common sense must be used in the placing of the Pit;
ii) the Fire Pit installation has enclosed sides constructed from bricks, concrete blocks, heavy gauge metal or other non-combustible materials acceptable to the Fire Chief;
iii) Height of the Fire Pit should not exceed 24 inches.

No person shall construct, erect, locate or use a Fire Pit within the Village of Kitscoty until a permit has been obtained from the Fire Chief. No person shall alter such device for which a permit has been issued without the knowledge of the Fire Chief. A valid Fire Pit application is not transferable to the next resident; a new application must be taken out.

I, the applicant, agree to the following conditions:

- The Fire Pit will be not be used for burning garbage or waste. I will use only clean, dry wood or charcoal;
• The Village of Kitscoty shall be entitled to recover from myself all costs incurred by the Village Fire Department to extinguish such fire or otherwise responding to a call in connection with such a fire;
• A responsible adult will be present on the property when the fire is burning.

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

Date: \_\_\_\_\_

The Fire Pit or Approved Device is acceptable to the Fire Chief or his Designated Officer in its placement and design.

[ ] Accepted

[ ] Refused

There is a means acceptable to the Fire Chief or Designated Office of controlling or extinguishing the fires available on the property and within reasonable distance from where the fire occurs.

[ ] Acceptable

[ ] Unacceptable

This Fire Pit is:

[ ] Passed for Use

[ ] Passed for use with the following conditions

[ ] Refused for use because of the following reasons

\_\_\_\_\_  
\_\_\_\_\_

FIRE CHIEF OR DESIGNATED OFFICER

DATE

|  |  |
|--|--|
| Policy No. FD 01<br>Issue No. 1<br>Adopted:<br>To be reviewed: | <br>Village of Kitscoty<br><b>FIRE PIT PERMIT ISSUING POLICY</b> |
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Policy Perspective: To provide the Fire Department with direction in providing approvals for Fire Pits.

Policy: A Member of the Fire Department must authorize approval of the appliance, Pursuant to Bylaw 553-05 Section 10.3(c), for fires set within an appliance designed for cooking or recreational purposes when the appliance is not approved by a Canadian Standard Setting Body.

Policy Guidelines: The Fire Chief or a Department Member designated by the Fire Chief is responsible for approving the attached application.

Procedures followed will be:

1. Applications will be available at the Village Office;
2. Applicant takes the application in DUPLICATE with them and leaves their name and phone number with the Office;
3. The Applicant's name will be added to the Fire Permit Holder list UNLESS the Fire Chief specifies otherwise;
4. The Village Office will then contact the Fire Chief or Designate with the Applicant's name and phone number so an inspection time can be coordinated;
5. The completed application, including all signatures, will be kept on file at the Fire Hall;
6. A completed duplicate application will be left with the Applicant;
7. An updated Fire Pit Permit Holder list will be submitted to the Fire Department form time to time.