

Township of Wellesley Fire Department

Permit for Open-Air Fire

(48 Hours advance notice required)

Complete this form online (this is the fastest way to get your permit)

OR

[Print Application](#) and Mail to Township of Wellesley, 4639 Lobsinger Line, St. Clements, Ontario N0B 2M0 (*when your purchase has been completed, the Fire Chief must inspect site of burn and material to be burnt and provide you with a paper copy of the permit before you are allowed to burn*)

If you wish to pay by:

- e-transfer to ar@wellesley.ca EXAMPLE: Payment for Burn Permit #06408 “What is my permit number” and the answer would be 06408 (*when your purchase has been completed, the Fire Chief must inspect site of burn and material to be burnt and provide you with a paper copy of the permit before you are allowed to burn*)
- Credit Card please proceed with the following form (*when your purchase has been completed, the Fire Chief must inspect site of burn and material to be burnt and provide you with a paper copy of the permit before you are allowed to burn*).

Fees: [Fees & Charges By-law 10/2020 Schedule 'B'](#)

Fees

Full Year Permit

Yes No

Burn Container

Yes No

Month Permit

Yes No

Fees

Open Burn Permit Full Years \$155.00

- Permit requested during Township office hours 08:30am-4:30pm Monday-Friday (excluding holidays)
- Permit shall be issued within 2 business days

Open Burn Container Rate \$155.00

- Permit requested during Township office hours 08:30am-4:30pm Monday-Friday (excluding holidays)
- Permit shall be issued within 2 business days

Open Burn Monthly Rate \$45.00

- Permit requested during Township office hours 08:30am-4:30pm Monday-Friday (excluding holidays)
- Permit shall be issued within 2 business days

Owner of Property *

Phone Number *

Address *

Address where open-air fire is located if different from above

Additional Information

Policy for issuing permits for open-air fires

1. Fire Chief must inspect site of burn and material to be burnt.
2. Fire Chief must determine if it is reasonable or practical to transport the material to the land fill. **If it is reasonable or practical to transport material to a landfill site a burn permit will NOT be issued.**
3. Permits will be issued to burn small piles only. No pile larger than **fifteen feet** (15') in diameter and **eight feet** (8') high.
4. Permits will be issued to burn **clean dry wood** only.
5. Burning material other than clean dry wood is prohibited, materials prohibited include treated, painted, or laminated wood, tires, rubber, plastic, asphalt, foam, insulation, cardboard, cloth, leaves, grass, vegetation or any other toxic or non-toxic **material prohibited** by the Environment Protection Act.
6. Fires must be **supervised** at all times.
7. Sufficient **water/other fire retardant** equipment must be readily available to keep fire under control.
8. Permits are issued for **day light hours only**.
9. Applicant shall **notify fire dispatch** before the burn **commences** and at the **completion** of the burn at **(519) 741-2582**.
10. **Permits** are **void** on smog alert days or when weather conditions such as wind, fog, lack of rain, dry grass or other conditions make open-air burning unsafe.
11. Fires must be **extinguished** immediately if smoke interferes with neighbors or by order of the Fire Chief.
12. **If any of these conditions are violated the applicant and/or the property owner may be charged under the Ontario Fire Code, the Environmental Protection Act and/or charged a fee equal to all expenses incurred by the Township of Wellesley to respond to a fire or complaint concerning a fire on the applicants or owners property.**

I have read and understand the above policy concerning open-air fires. I understand if I violate any of the above conditions I may be charged under the Ontario Fire Code and/or the Environmental Protection Act. I agree to pay all expenses incurred by the Township of Wellesley to respond to a fire or complaint concerning a fire relating to this permit if the above conditions are not followed.

**Fire Chief Paul Redman BBus, A-EMCA,
CEMC**

Township of Wellesley

4639 Lobsinger Line

RR 1 St.Clements ON N0B 2M0

**Questions Contact Fire Administration:
Wendy Huber**

Phone: 519-699-3956

Email: whuber@wellesley.ca



Payment Summary

You are about to make your online Open-Air Fire payment. Please review the following:

- [Refund Policy](#)
- [Terms and Conditions](#)

Note: All payments are in Canadian funds.

Thank You

Your application has been submitted.

A Fire Department representative will come and do a site visit.

Open-Air Fire Permit will be given to you during the site visit or left in your mailbox at the address provided once the site visit is complete. You are not required to be present for the site visit.