

Application for Open Burning Approval

Greater Vancouver Regional District
Air Quality Management Bylaw No. 1082, 2008



GETTING STARTED

Do I have to apply for an approval for open burning?

Before you release air contaminants, including smoke, to the environment, you must get approval from Metro Vancouver under [GVRD Air Quality Management Bylaw No. 1082, 2008](#) (the Bylaw). The Province of British Columbia has delegated this authority to Metro Vancouver under the BC Environmental Management Act. Open burning is an activity which releases air contaminants to the environment, and falls under the Bylaw.

My municipal fire department already requires a permit, why do I need one from Metro Vancouver?

Municipal fire departments require permits for safety reasons while Metro Vancouver's mandate is to protect human health and the environment. To meet this mandate, Metro Vancouver needs to be aware of and approve releases from activities such as open burning. Conditions in a Metro Vancouver approval are there to ensure that burners consider alternate methods of disposal and burn in a manner that minimizes emissions of smoke.

What do you mean by "in a manner that minimizes emissions"?

Conditions in an approval may include setbacks from residences or other buildings, only burning during acceptable meteorological conditions (good ventilation), the use of forced air to improve combustion and dispersion, a ban on the burning of prohibited materials, prohibiting the transfer of material from one site to another, putting limits on the frequency and duration of burning, etc.

Do I have to provide notification to anyone?

The [BC Public Notification Regulation](#) defines notification requirements. Metro Vancouver may require you to publish a copy of your application in local newspapers, post a copy of the application at the proposed burn site, and in some case, give personal notice of the application to local residents. Concerned persons are given sufficient time to provide comments to Metro Vancouver before an approval is issued or denied.

What information do you need from me?

Refer to the guidance at the back of these forms and fill out all fields in the attached package to the best of your ability. The more complete the information, the faster it will be processed.

How long will it take Metro Vancouver to process my application?

Submit your application **at least one month in advance** of your planned burn.

Do I have to pay fees for an approval?

Yes. Metro Vancouver charges application fees to cover the cost of its air quality monitoring and enforcement programs and to encourage emission reductions. The fee for an Open Burn Approval is currently \$200. Contact us (604) 432-6200 OR regulationenforcement@metrovancover.org for instructions on how to pay your fee.

What if I don't apply for an approval?

Discharge of an air contaminant without approval can lead to a ticket of up to \$1,000 per day. The maximum fine for a contravention of the Bylaw is \$1,000,000.

CHECK WITH YOUR LOCAL FIRE DEPARTMENT FOR MUNICIPAL RESTRICTIONS BEFORE ANY OPEN BURNING AS THEY MAY BE VERY DIFFERENT FROM METRO VANCOUVER'S REQUIREMENTS.

APPLICATION FOR OPEN BURNING APPROVAL UNDER GVRD AIR QUALITY MANAGEMENT BYLAW NO. 1082, 2008

Any person who may be adversely affected by the discharge of the air contaminants as described below may, within 30 days from the date of posting, publication, service or display, write to the District Director, Metro Vancouver, Environmental Regulation and Enforcement Division, 4730 KINGSWAY, BURNABY, B.C., V5H 0C6, or email regulationenforcement@metrovancouver.org stating how they are affected. Information collected during the comment period and the time following until a decision on the application has been made is collected under the authority of the **Freedom of Information and Protection of Privacy Act**. Your personal information and comment will be forwarded to the applicant for response to the District Director. By submitting a public comment, you consent to such disclosure.

ALL FIELDS ARE MANDATORY. INCOMPLETE FORMS WILL NOT BE PROCESSED.

1. I, _____
(Full name. If a company, British Columbia registered name)

give notice to those persons affected that I hereby apply for an approval to discharge contaminants into the air from an open burning operation located at:

(civic address of burn site)

2. Attach a site plan showing the location of the burn pile(s) on the property and provide a legal description of the land upon which the piles are located

3. The distance from: the nearest business/residence is _____ meters
 the nearest school/hospital/care facility is _____ meters
 the nearest highway is _____ meters

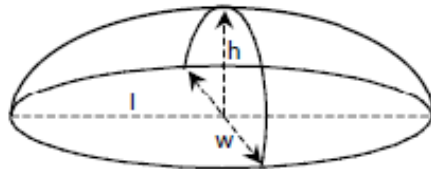
4. Waste characteristics:

a. Type of material to be burned: _____

b. Number of piles _____

c. Typical pile shape (choose best fit)

Half ellipsoid

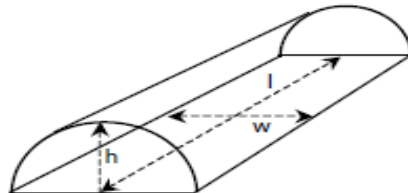


Dimensions (metres)

height x width x length

_____ x _____ x _____

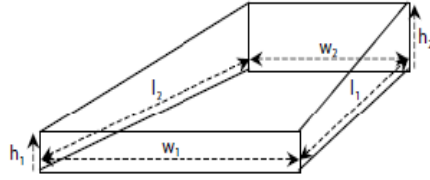
Half cylinder



height x width x length

_____ x _____ x _____

Irregular solid



(average) height x width x length

_____ x _____ x _____

5. How soon do you need your approval and how many burn days will you need?

Requested approval start date

YYYY-MM-DD

Estimate the total number of actual burn days

6. I will minimize air emissions by (check all that apply):

- using an air curtain burner
- using blowers
- not burning prohibited materials
- not adding fuel within 2 hours of sunset
- only burning material generated on site
- other (describe below)
- burning only dry materials
- chipping or grinding materials
- calling 604-436-6777 for Metro Vancouver's venting index before starting a new burn or adding fuel to an existing burn

(attach additional sheets if needed)

Print name of applicant

Signature of applicant or agent

Date (YYYY-MMM-DD)

Company business address (if applicable)

Telephone

Email address

Please complete attached declaration.

Declaration

I have used the following methods to minimize the amount of debris to be burned (check all that apply):

Chipping/grinding Composting Landfill Other (describe below)

I considered the following methods for reducing, reusing and recycling the amount of debris (check all that apply):

Chipping/grinding Composting Landfill Other (describe below)

I rejected these methods because:

Print name of applicant company or individual

Signature of applicant or agent

Date

Telephone

GUIDANCE FOR FILLING IN THE OPEN BURNING APPROVAL FORM:

ALL FIELDS ARE MANDATORY. INCOMPLETE FORMS WILL NOT BE PROCESSED.

CONTACT US AT (604) 432-6200 OR regulationenforcement@metrovancover.org IF YOU HAVE ANY QUESTIONS.

1. Provide the full name of the responsible person or BC Registered Company and the civic address.
2. **Attach a site plan showing the location of the burn piles on the property** (a marked up Google map is OK) and provide the legal description of the land (for example, from your property assessment) where the burn will take place (not just the civic address).
3. Emissions from open burning have the greatest impact on the children, the elderly, and those with existing heart and lung diseases such as asthma or COPD. Consider minimum setbacks from residences and sensitive populations. Identify how close the burn will be to potentially sensitive populations. Smoke can also obscure visibility for those travelling on nearby roads.
4. Describe the burn material to the best of your ability. Be as descriptive as possible.
 - a. Describe the waste and how it was produced – for example, land clearing debris consisting of small diameter aspen trees growing below power lines, removal of invasive blackberry brambles bordering twenty acre property, etc.
 - b. Provide an estimate of the total number of burn piles.
 - c. Identify the typical shape of the piles and estimate their average dimensions in metres (height x width x length).
5. Provide the date for when you want the approval to take effect. Estimate how many actual burn days you will need. We will typically issue approvals for 90 days to ensure there are enough days with optimal venting index so that you don't have to reapply for an approval in a season. You are still limited to only burning the material identified in your application.
6. **Describe how you will minimize air emissions from the burn.** Options for minimizing emissions include alternate disposal for portions of the material, use of air curtain burners, additional blowers, only burning dry, well-seasoned materials from your land, checking and adhering to the ventilation index as well as local smoke dispersion forecasts every day prior to burning, only starting to burn in the late morning after ventilation conditions improve, not adding additional fuel after 2 hours before sunset when ventilation starts to worsen, etc.
7. You must submit with the application a declaration indicating how you have minimized the total amount of burn material. Provide information on all options considered for disposal of the material other than burning. Identify which options you implemented and for any that you didn't implement, provide an explanation as to why.
8. Send the completed application package, preferably in electronic format, to:

**Metro Vancouver
Legal and Legislative Services Department
Environmental Regulation and Enforcement Division
4730 Kingsway, Burnaby, BC, V5H 0C6**

**Telephone: (604) 432-6200 Facsimile: (604) 436-6707
Email: regulationenforcement@metrovancover.org**