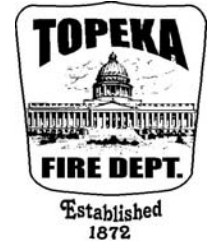


TOPEKA FIRE DEPARTMENT OPEN BURNING POLICY



The open burning of garden debris, brush and tree limbs/branches will be limited to two (2) specific time frames each year. This will allow the open burning for the summer/fall and winter/spring with the dates listed below.

Summer/Fall: October 15th through November 30th of each year

Winter/Spring: April 15th through May 31st of each year

The following time periods will be available for permit applications to be submitted for Open Burning. Online applications will be accessible 24 hours a day during the application periods below.

October 1st at 12:01 am through the last Wednesday in November until 5:00 pm, for the Summer/Fall

April 1st at 12:01 am through the last Thursday in May until 5:00 pm, for the Winter/Spring

To make an online application go to www.topeka.org and click on City Services A-Z, then click on the Burning Permit link. IF you do not have computer access call 368-4000 and our staff will assist you in making an application online.

Topeka Fire Department Inspectors will begin inspecting burn sites of applications made, during April 1st – April 15th and October 1st – October 15th, of each year. These inspections will be conducted Monday through Friday, between the hours of 9:00 am to 3:00 pm. **During this early inspection time and due to the large number of applications, Fire Inspectors cannot provide you with a specific inspection date or time; however your burn site will be inspected on or before 3:00 pm on the 15th.**

- **Even though you may be issued a permit during that time it is not valid until the start of the burning period.**
- **IF you are not home the day of the site inspection, a card will be left and your permit will be returned to the office. You will need to pick up the permit at the Topeka Fire Department Administrative Offices, located at 324 SE Jefferson, Monday through Friday between the hours of 8:00 am to 5:00 pm.**
- **Applications made after the 15th (the starting date of the open burning period) will be inspected only on Thursday's or the requested inspection date.**

THINGS TO REMEMBER:

- **Open Burning will only be allowed during the set time periods**
- **You do not have to be home for a permit to be approved**
- **IF you are not home the approved permit will be returned to the office and must be picked up prior to burning.**
- **Material to be burned is required to be stacked and placed in the area you intend to do the burning, BEFORE the site inspection, if not the permit may be disapproved and you will need to reapply.**

If you have any questions about the policy or need assistance contact the Topeka Fire Department Prevention Office at 368-4026 and ask to speak with an Inspector.