NOTICE: The designated area for bonfires/open burning is on the S-40 and the event must be authorized by the appropriate personnel. Bonfires/open burning may be approved for other areas on campus on a case-by-case basis. All provisions for safe bonfires/open burning must be met. Violations will be reported to the Judicial Administrator.

PURPOSE: This document provides general precautions and policy for those who plan bonfires/open burning as part of a University group activity.

GENERAL INFORMATION:

A. At present there is only one area designated for bonfire/open burning and that is on the S-40. The grassy area between Shanedling, Dauten & Rutledge, (Contact RCD to reserve). This is due to landscape changes, a decrease in green space and the increased size of trees and shrubs on the S-40. Other areas may be approved on a case-by-case basis.

B. Please submit your request through WUGO (Washington University Student Group Organizer) https://portfolio.wstl.edu at least 3 weeks prior to the event. Based on your answers submitted to WUGO, the system will notify the proper personnel to review your request. Your event must be approved by all notified personnel on WUGO.

C. In some cases a Fire Safety Operational Permit may be required. EH&S can help you determine if a permit is required. If a permit is required the Clayton Fire Department must be contacted at (314)-290-8485, Monday through Friday, 9 a.m. to 4 p.m., at least 10 days prior to the event. The present fee is $25.00. Note: All permits must be submitted to the Clayton City Hall, 10 N. Bemiston Ave. They will take the forms and forward them to the Clayton Fire Department. Once approved by the Fire Department, a permit is issued and you will be notified when you are able to pick up the permit and pay the fee.

D. A copy of the signed permit shall be provided to the Environmental Health & Safety Office, General Safety Division at least 2 days prior to the date of the event.
BONFIRE RESTRICTIONS:

a) To prevent damage to grounds or other surfaces you must use an authorized self-contained or above ground approved fire pit.

b) An open burning/bonfire shall not be more than four (4) feet, by four (4) feet, by four (4) feet (16 square feet) in dimension and shall not burn longer than three hours. The size and duration of a bonfire shall only be increased or restricted by the Environmental Health & Safety Office, or the Clayton Fire Department. No bonfire/open burning shall be allowed to burn on University properties after 10 p.m.

c) Fuel for a bonfire/open burning shall consist of seasoned dry firewood and shall be ignited with a small quantity of paper or a fireplace starter log. The fire shall not be used for waste disposal purposes. At no time shall gasoline, charcoal lighter fluid or any other flammable be used to start or re-start an open burning/bonfire.

d) Bonfire/open burning shall not be less than 50 feet from any structure, trees or bushes and provisions shall be made to prevent the fire from spreading within 50 feet of any structure. Smaller fires in approved burn pits (e.g. for marshmallow roasting) shall be no less than 15 feet from any structure, trees or bushes.

e) A bonfire/open burning is not allowed when there are a steady winds of 20 mph or higher, or gusts of wind that exceeds 30 mph, even though a permit has been issued.

f) The bonfire/open burning shall be constantly attended until the fire is extinguished. A garden hose must be available at all times when the bonfire is burning. A fire watch of 30 minutes will be conducted to ensure the fire is totally extinguished. Caution: Do not throw ashes away until they are totally cooled to prevent starting a trash fire.
*Only use this document if not submitting event through WUGO.

**WRITTEN DESCRIPTION OF EVENT:**

Name of Group or Organization: ______________________________________________________

Name of your Residential College Director: __________________________________________

A name and contact information of the Washington University person, staff or faculty member
who will ensure bonfire/open burning policy compliance: ________________________________
______________________________________________________________________________

Date: __________________________________________________________________________

Time: __________________________________________________________________________

Location of the Bonfire: _____________________________________________________________

Estimated number of attendees: ____________________________________________________

This event is for Washington University students and members only. Yes ______ No: ________

NOTE: If the event is open to other than University students and members please identify
who the non-university invitees will be.
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Will there be alcohol present at this event? Yes _____ No _____ if yes describe in written description

Written detailed description of the event:
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

______________________________________________________________________________
______________________________________________________________________________

______________________________________________________________________________
APPLICATION FOR FIRE SAFETY OPERATIONAL PERMIT

DATE: ___________________________ REASON FOR APPLICATION: ___________________________

Applicant Information

Applicant's Name ___________________________ Applicant's Phone ___________________________

[ ] Owner [ ] Contractor [ ] Design Professional [ ] Other

Location of proposed construction

No. ___________________________ Street: ___________________________ Suite/Unit: ___________________________

Owner of property: ___________________________ Owner address: ___________________________

Type of Work to be Performed

[ ] Install [ ] Repair [ ] Remove [ ] Alter [ ] Abandon [ ] Place out-of-service [ ] Other

Describe nature of work and specific location: ___________________________

Estimated Date of Completion: ___________________________

Total cost of project: ___________________________

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>FEE</th>
<th>ACTIVITY</th>
<th>FEE</th>
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</thead>
<tbody>
<tr>
<td>Carnivals &amp; fairs</td>
<td>$25/event</td>
<td>HW Torched-On (not on roof)</td>
<td>$50 – (1)</td>
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<tr>
<td>Compressed gasses</td>
<td>$25/year</td>
<td>Hot Work Program</td>
<td>$70/year</td>
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<tr>
<td>Cryogenic fluids</td>
<td>$50/year</td>
<td>LP-gas temporary heating</td>
<td>$50 – (1)</td>
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<tr>
<td>Cutting &amp; welding</td>
<td>$15 – (1)</td>
<td>LP-gas demos</td>
<td>$15 – (1)</td>
</tr>
<tr>
<td>Dry cleaning</td>
<td>$25/year</td>
<td>LP-gas food prep</td>
<td>$25</td>
</tr>
<tr>
<td>Exhibits &amp; trade shows</td>
<td>$50 – (1)</td>
<td>LP-gas other uses</td>
<td>$15 – (1)</td>
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<tr>
<td>Explosives &amp; fireworks</td>
<td>* (1)</td>
<td>Open burning/bonfires</td>
<td>$25</td>
</tr>
<tr>
<td>Firewatch</td>
<td>$35/hr/person</td>
<td>Open flames - Remove paint</td>
<td>$25 – (1)</td>
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<td>Flammable &amp; combustible liquid storage</td>
<td>$25/year</td>
<td>Open flames - candles (A)</td>
<td>$25/year</td>
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<tr>
<td>Place tank out-of-service</td>
<td>$50</td>
<td>Places of assembly</td>
<td>$50</td>
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<tr>
<td>Other flammable &amp; combustible liquids</td>
<td>$50 – (1)</td>
<td>Private fire hydrants</td>
<td>$10 &amp; $1/day</td>
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<tr>
<td>Hazardous materials</td>
<td>$50 – (1)</td>
<td>Pyrotechnic effects handling</td>
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<tr>
<td>Helicopter operations</td>
<td>*</td>
<td>Refrigeration equipment</td>
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<tr>
<td>Hot work demos</td>
<td>$25</td>
<td>Repair garage &amp; service station</td>
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<tr>
<td>Hot work in structure</td>
<td>$25</td>
<td>Special Events</td>
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<tr>
<td>Hot work fixed site</td>
<td>$25/year</td>
<td>Tents, canopies, membrane</td>
<td>$15/event</td>
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<tr>
<td>Hot work in hazard area</td>
<td>$25 - $30/hr insp</td>
<td>Tents w/ LPG Heating</td>
<td>$50/event</td>
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<tr>
<td>Hot Work Tar kettles on roof</td>
<td>*</td>
<td>Other</td>
<td></td>
</tr>
</tbody>
</table>

$100.00 first $2,000 of construction/project cost and $2.00/$1,000 or portion thereof after the first $2,000. First inspection is included in permit fee. ( ) = Number of inspections included in initial permit fee. Additional inspections will be $30 each.

I hereby certify the above information is correct and that I am the legal owner of the property or have been authorized by the owner to make application for the work described above. I agree to abide by the provisions of the requirements provided.

PERMITS & FEES ARE NOT TRANSFERABLE AND ARE NOT REFUNDABLE.

Signature of Applicant: ___________________________ PRINT NAME: ___________________________

PERMIT CARD AND APPROVED PLANS FROM FIRE DEPARTMENT MUST BE ON SITE OR INSPECTION REQUEST WILL BE REJECTED.