



Yard Refuse Burn Permit Application
Baldwin City, KS
 Permit # _____ (office use only)

City of Baldwin City
 803 8th Street
 Baldwin City, KS 66006
 (phone) 785-594-6427
 (fax) 785-594-6586

Applicant to Complete This Section:

Name: _____

Phone: _____

Email (if available): _____

Address of burn location: _____

Date of intended burning: _____

Materials to be burned: _____

General Guidelines

All burning shall comply with the following provisions of the Baldwin City Code:

- In that portion of the city outside the fire limits, no leaves, straw, grass, or limbs under four inches in diameter shall at any time be burned in any street or alley in the city having a hard surface (asphalt, brick, or concrete).
- In that portion of the city outside the fire limits, it shall be lawful to burn leaves, straw, grass, or limbs under four inches in diameter in a careful manner so as not to endanger property and then only between the hours of 6:00 a.m. and 6:00 p.m., and only after the owner or tenant/occupant of the property on which the burning is to occur has obtained a burning permit from the city.
- A property owner or tenant/occupant intending to burn leaves, straw, grass, or limbs under four inches in diameter must first obtain a permit from the City to do so on a specific date. There shall be no fee for such permit; however, only twenty-five (25) permits may be issued within the city limits for any specific date. When twenty-five permits have been issued for a specific date, any further applicants must apply for a different date. The permit must be available for presentation upon request to law enforcement, code enforcement, or fire inspection personnel.
- Each property owner or tenant/occupant may obtain a maximum of ten permits per calendar year.
- Permits to burn leaves, straw, grass, or limbs under four inches in diameter shall not be valid during periods when Douglas County and/or the City of Baldwin City have issued burn bans for any purpose, including but not limited to dry or windy weather conditions.

Return or fax completed permit application to:

Baldwin City Hall
 803 8th Street
 Baldwin City, KS
 Monday – Friday 8 a.m. – 5 p.m.
 785-594-6427 (phone)
 785-594-6586 (fax)
cityhall@baldwincity.org

Signature of Applicant: _____ Date: _____

Staff Signature: _____ Date: _____