

City of La Porte

Fire Marshal's Office

TRENCH BURN PERMIT

General Information	
Type of Work (select one):	<input type="checkbox"/> Trench Burn <input type="checkbox"/> Open Pit
Facility Name:	
Facility Address:	
Specific location of work area:	
Date:	Duration of Work:
Person Submitting Plans:	
Phone Number:	24-hour Emergency Contact Number:

Trench Burn Requirements
Fire watch required:
Site plans submitted to include:
<ol style="list-style-type: none"> 1. ALL BUILDING LOCATIONS. 2. EASEMENTS. 3. RIGHT-OF-WAYS. 4. PROPERTY LINES. 5. ROADWAYS. 6. DISTANCES FROM THE PROPOSED TRENCH BURNER OPERATION TO THE ITEMS LISTED ABOVE.
TECQ permit submitted:
<ol style="list-style-type: none"> 1. THE CONTRACTOR MUST SUBMIT WITH THE APPLICATION, A COPY OF THE CURRENT STATE OF TEXAS TRENCH BURNER (EQUIPMENT) PERMIT WITH ANY OPERATIONAL RESTRICTIONS. 2. LETTER OF APPROVAL FROM THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY.
Insurance:
<ol style="list-style-type: none"> 1. BODILY INJURY LIABILITY TO THE EXTENT OF \$300,000 FOR ANY ONE ACCIDENT AND \$100,000 FOR ANY PERSON. 2. PROPERTY DAMAGE TO THE EXTENT OF \$100,000 FOR EACH OCCURRENCE AND \$200,000 IN THE AGGREGATE. 3. WORKERS COMPENSATION, IF APPLICABLE.

- 1. Open burning prohibited.**
 - 1.1.1. All open burning within the City of La Porte shall be prohibited unless approved by the Fire Marshal and a permit issued.
- 2. Discontinuance of open burning.**
 - 2.1.1. The City of La Porte Fire Marshal, Fire Department and/or Police Department is authorized to require that open burning be immediately discontinued (permitted or otherwise) if it is determined that the emissions are offensive to occupants of surrounding property or if the open burning is determined to constitute a hazardous condition.
- 3. Trench burning Compliance.**
 - 3.1.1. Trench burning shall be in accordance with this section and written permission from the Executive Director of the TCEQ. If there is a conflict in regulations, the more restrictive shall apply. Compliance with TCEQ rules does not indicate automatic approval for a City of La Porte Trench Permit.
- 4. Access to site**
 - 4.1.1. A hard packed access road shall be maintained during the duration of the Trench burning permit for Fire Department access.
- 5. Permit required.**
 - 5.1.1. A permit is required for Trench burning within the City of La Porte.
- 6. Plot plan required.**
 - 6.1.1. A Plot Plan of the proposed Trench burning site containing the address of the site, length, width, and depth of the property, location of the trench on the property, distance to building exposures, and length, width, and depth of the trench shall be submitted with the permit application.
- 7. Permit at location.**
 - 7.1.1. An approved Trench burning permit shall be at the site any time burning is in progress.
- 8. Length of permit approval.**
 - 8.1.1. Trench burning shall only be approved for 90 continuous days at a time, including permanent sites, and a renewal application for burning shall be submitted for each 90-day period.
- 9. Operation shut down.**
 - 9.1.1. The trench burning operation shall be shut down if wind direction or other atmospheric conditions cause the operation to become a nuisance or hazardous to the public or it is determined that emissions are offensive to occupants of surrounding property. The operation shall be shut down upon the order of any fire or police officer. Failure to do so shall result in the permit being revoked.
- 10. Operation after dark.**
 - 10.1.1. There shall be no open burning operations after nightfall. Any operation after dark shall void the fire department permit and shall result in the permit being revoked.
- 11. Distance to exposures.**
 - 11.1.1. No site nearer than 600 feet to any school, residence (apartment, condominium, etc.) or medical facility shall be approved. Trench burning shall be operated at least 300 hundred feet from any recreational area, residence or other structure not occupied or used solely by the owner of the trench burner or the owner of the property upon which the trench burner is located.
- 12. Ground opening.**
 - 12.1.1. The trench shall be opened in undisturbed soil not previously excavated, built up, compacted, or used in any type of landfill operation.
- 13. Trench size.**
 - 13.1.1. The trench shall be no wider than 12 feet with a minimum depth of 10 feet. The maximum length of the burning area as measured along the bottom of the trench shall not exceed by more than 5 feet the length of the manifold. The walls of the trench must be maintained such that they will remain vertical.
- 14. Operating hours.**

14.1.1. Operation of the trench burner is limited to the hours between 8:00 a.m. and 6:00 p.m. (daylight hours only) and is limited to a total of 8 hours per day and 1,000 hours per year. A written record or log of the hours of operation of the trench burner shall be maintained at the burn site and made available at the request of Fire Marshal.

15. Added material.

15.1.1. Material shall not be added to the trench after 4 p.m. and debris shall have been consumed to ash residue by sunset or 6 p.m.

16. Blower operation.

16.1.1. The blower shall remain on until all material is consumed so that any remaining material in the trench will not smoke when the blower is turned off or the material shall be completely extinguished.

17. Material to be burned.

17.1.1. Material not being consumed by the fire and material being stock piled to be burned at a later date must be kept at least 75 feet from the trench. If water is not available for firefighting, this distance shall be increased to 200 feet.

18. Material height in trench.

18.1.1. Material shall not be added to the trench in such a manner as to be stacked above the air curtain at any time.

19. Removal of ash.

19.1.1. Ash generated by this operation shall be removed from the trench as often as necessary in order to maintain the minimum trench depth of 10 feet. The ash shall be removed in such a manner as to minimize becoming airborne. All material removed from the trench must be completely extinguished before being land filled or placed in contact with combustible material to prevent combustion outside of the trench or in the land fill.

20. Operating instructions.

20.1.1. Operating instructions provide in this standard for the trench-burning device shall be posted at the burn site and all operators shall read and have knowledge of these instructions. The operating instructions shall be made available at the request from the Fire Marshal.

21. Trench burner operator.

21.1.1. The trench burner operator shall remain with the trench burner at all times when the burner is in operation.

22. Wind speed.

22.1.1. Trench burning operations shall not be operated when surface wind speed is predicted to be less than 6 miles per hour or greater than 23 miles per hour.

23. Weather stagnation advisories and Burn Bans.

23.1.1. Burning shall not be conducted during periods of actual or predicted persistent (12 hours or more) low level atmospheric temperature inversions (non-surface based) or in areas covered by a current county 'Burn Ban' warning, or State or National Weather Air Stagnation Advisory.

FIRE MARSHAL'S OFFICE USE ONLY	
Date of Review: _____	Reviewed By: _____
Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Require Follow-up: <input type="checkbox"/> Yes <input type="checkbox"/> No Explain: _____	
Fee's Due: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Amount Paid: _____	
Date Paid: _____	