



# St. Albert Fire Services

Administration Office  
100 Giroux Road  
St. Albert, Alberta  
Phone: (780) 418-6069, Fax: (780) 459-7636  
Email: firepermits@stalbert.ca

## PART A

### PERMIT APPLICATION

#### Installation and Use of Fire Containing Device

(Please print clearly)

<b>Name:</b>		<b>Address:</b>	
<b>Telephone:</b>		<b>Owner</b> <input type="checkbox"/> <b>Occupant</b> <input type="checkbox"/> (see Note#1)	
		<b>Permitted by Owner / Condominium Association</b> <input type="checkbox"/>	
<b>Have you read and do you understand the Fire Pit Terms and Conditions?</b> Yes <input type="checkbox"/> No <input type="checkbox"/> (see reverse side)			

#### DEVICE / EQUIPMENT INFORMATION:

<b>Permanent</b> <input type="checkbox"/>	<b>Portable</b> <input type="checkbox"/>
<b>New Installation:</b> <input type="checkbox"/>	Complete and ready for inspection? <input type="checkbox"/>
<b>Existing Installation:</b> <input type="checkbox"/>	Not yet completed <input type="checkbox"/>
<b>TYPE:</b> Firepit <input type="checkbox"/> Chiminea <input type="checkbox"/> Other <input type="checkbox"/>	
<b>Do you have any pets that may impact access during a final inspection?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	

#### SPECIAL INSTRUCTIONS:

<b>Application Date:</b>	<b>Applicant Signature:</b>
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**Note#1: If occupant, written authorization from property owner/condo association where applicable.**

## PART B

### PERMIT APPROVAL

#### Installation and Use of Fire-Containing Device

**FDM**

**Spreadsheet**

The City of St. Albert hereby approves the above-described fire-containing device for the use at the above noted location subject to the terms and conditions set out in the REQUIREMENTS FOR THE INSTALLATION AND USE OF FIRE CONTAINING DEVICES IN THE CITY OF ST. ALBERT ("Terms & Conditions").

The Owner/Occupant hereby acknowledges receipt of the Terms & Conditions and agrees to abide with such Terms & Conditions as a condition of use of the fire-containing device.

**Compliance Review:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

#### Site Inspection:

**Assigned to Platoon #:** \_\_\_\_\_ **Station #** \_\_\_\_\_

**Inspected by:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## PART C

### NOTICE OF NON-COMPLIANCE

You are hereby notified that the above noted device does not comply with the requirements for fire-containing devices Terms & Conditions. Prior to using this device, you must correct all non-compliance aspects and have the device re-inspected to ensure that the fire containing device meets all Terms & Conditions.

**USE OF THE DEVICE IS PROHIBITED UNTIL ALL NON-COMPLIANCE ISSUES LISTED BELOW HAVE BEEN CORRECTED AND A PERMIT APPROVAL HAS BEEN ISSUED.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**Attending Officer**                      **Position**                      **Signature**                      **Date**

**FOR RE-INSPECTION CALL (780) 418-6069**

# **TERMS & CONDITIONS:**

## **REQUIREMENTS FOR THE INSTALLATION AND USE OF FIRE-CONTAINING DEVICES IN THE CITY OF ST. ALBERT**

Open fires or campfires, including fire containing devices, on public or private property within the City of St. Albert are **NOT ALLOWED** except and unless **APPROVED BY THE ST. ALBERT FIRE CHIEF OR DESIGNATE**. Prior to being approved a fire containing device such as a fire pit or chiminea **MUST SATISFY THE FOLLOWING CONDITIONS:**

### **LOCATION:**

A: Public Property

1. No fire is allowed on public property except in a pit or container that has been approved by the Fire Department for such use.

B: Private Residential Yards

Fire containing devices can only be approved for fires if they are situated:

1. In the Back yard only. Front and side yard installation and use are not permitted.
2. No less than 3 metres (10 feet) from all property lines.
3. No less than 3 metres (10 feet) from any structure (including but not limited to: fences, decks, garages, sheds, houses or any other permanently installed or hard to move structures such as benches, play stations, etc.).
4. No less than 3 metres (10 feet) from any vegetation such as trees or shrubbery.

NOTE: DISTANCE REQUIREMENTS APPLY IN HORIZONTAL AND VERTICAL DIRECTIONS

### **SEATING**

All seating around fire containing devices must be easily movable and constructed of material that do not readily catch fire or burn.

### **CONSTRUCTION/DESIGN**

All fire-containing devices must be constructed and designed as follows:

1. The base must consist of gravel or concrete and be no less than 10 centimetres (4 inches) greater in size than the outside diameter or measurement of the fire-containing device.
2. The fire must be enclosed in a rock, concrete block, cured or fired ceramic/clay, or metal fire container (the "fire container") no greater than 61 centimetres (24 inches) inside diameter or measurement and no less than 45 centimetres (18 inches) in height. Small variations with respect to these dimensions may be acceptable.
3. All openings in the fire-containing device must be covered with a metal spark arrestor with an approximate hole size of 0.7 centimetres (1/4 inch).

### **USAGE**

Public or private containing devices may only be used for:

1. Cooking of food for human consumption.
2. Warmth.
3. Fire must be attended at all times by an adult who is competent to supervise it.
4. Material capable of extinguishing the fire must be located no farther than 2 metres (6.5 feet) from the fire-containing device. Acceptable extinguishing capability would consist of a container of water or sand of not less than 20 litres (5 gallons) or a garden hose connected to a reliable water outlet.
5. Only clean dry wood is to be used for fuel.

### **PROHIBITIONS**

The following material may **NOT** be burned in the fire-containing device:

1. Garbage or painted/treated wood.
2. Yard or garden refuses such as tree trimmings, leaves, grass etc.
3. Construction materials.
4. Any material made of or containing rubber, plastic, tar, etc.

Persons desiring to install a fire-containing device such as a fire pit or chiminea are required to submit a design drawing of the proposed installation and placement of the device by email [firepermits@stalbert.ca](mailto:firepermits@stalbert.ca), fax: 780-459-7636, Attn: St. Albert Fire Services; or in person to Fire Services Headquarters: 100 Giroux Road. Hours of operation: Mon. to Fri. - 8 a.m. to 12:30 p.m. & 1:30 p.m. to 5 p.m. Closed statutory holidays.

Despite the fire-containing device being approved, the Fire Department may require that a fire be extinguished if the fire creates a hazard for reasons which include but are not limited to the fire not being tended properly; the fire, or smoke emanating from the fire, creating a nuisance for other property owners, or the fire creating a risk of spreading outside of its approved container.

These guidelines represent the minimum requirements concerning the installation and use of fire containing devices such as fire pits or chimineas. They will be reviewed periodically and may be subject to change from time to time. Requests for further information or questions can be directed to the St. Albert Fire Department at (780) 418-6069 during regular business hours (Mon – Fri 8:00 a.m. to 12:30 p.m.; 1:30 p.m. to 5:00 p.m.; closed statutory holidays).