



Minnesota Department of Natural Resources

How to Conduct a Fire Department Training Burn in Minnesota

Live fire training in a training center burn building, or in a suitable, acquired building awaiting demolition, is an excellent means of training firefighters. In the State of Minnesota, fire departments may be issued Fire Training Burn Permits, through the Minnesota Department of Natural Resources, Division of Forestry, to conduct live training burns of residential structures awaiting demolition. **The burn must be a bonafide training burn**, not a demolition burn with the fire department standing by. In addition, a fire department member must attend the site until the fire is extinguished and ensure proper disposal of the ash.

The following is an outline of steps that shall be followed to conduct a live structure training burn:

- 1) Training burns must be conducted using the techniques described in “[Live Fire Burn Training Procedures](#) for Minnesota State Colleges and Universities and Minnesota Fire Service” at;
http://www.minnesotafireservice.com/pubs_open/1403_structure_burn_manual_01_23_2007.pdf
- 2) Have a Minnesota Department of Health certified inspector conduct an asbestos inspection of the structure to be burned. To obtain a current list of certified asbestos inspectors, call the MDH Asbestos Unit at 651-201-4620 or on the web at; www.health.state.mn.us/divs/eh/asbestos/find_contractor/index.cfm .
- 3) Review the asbestos inspection report provided by the inspector.
 - If there are ANY asbestos-containing materials (ACM) in the structure, contract with a licensed asbestos abatement company to abate the ACM. See the MDH information above to find a licensed asbestos removal contractor.

Note: Homeowners may abate the asbestos themselves; however, all of the ACM must be removed completely with no residue or debris remaining. Fire Department personnel cannot abate ACM.

Go to; www.health.state.mn.us/divs/eh/asbestos/homeowner/index.html for asbestos removal by the homeowner.
- 4) Obtain a “Notification of Intent to Perform a Demolition”, other forms and fact sheets by calling the MPCA or go to;
www.pca.state.mn.us/programs/asbestos_p.html .
 - Mail or fax 651-215-1593 or 651-297-2343 the Notification to the MPCA. The form must be completely filled out or it will be rejected.
 - The MPCA will contact the Fire Department only if there are problems with the completed Notification. No confirmation letter is sent.
 - The Notification must be received or postmarked at least 10 working days (or 14 calendar days) prior to the start date of the training burn.**

Note: The Fire Department shall be listed as the demolition contractor on the “Notification of Intent to Perform a Demolition” form.

- 5) Remove all hazardous materials from the structure to be burned. To obtain a list of examples of hazardous materials, call the MPCA or go to; www.pca.state.mn.us/index.php/view-document.html?gid=4954

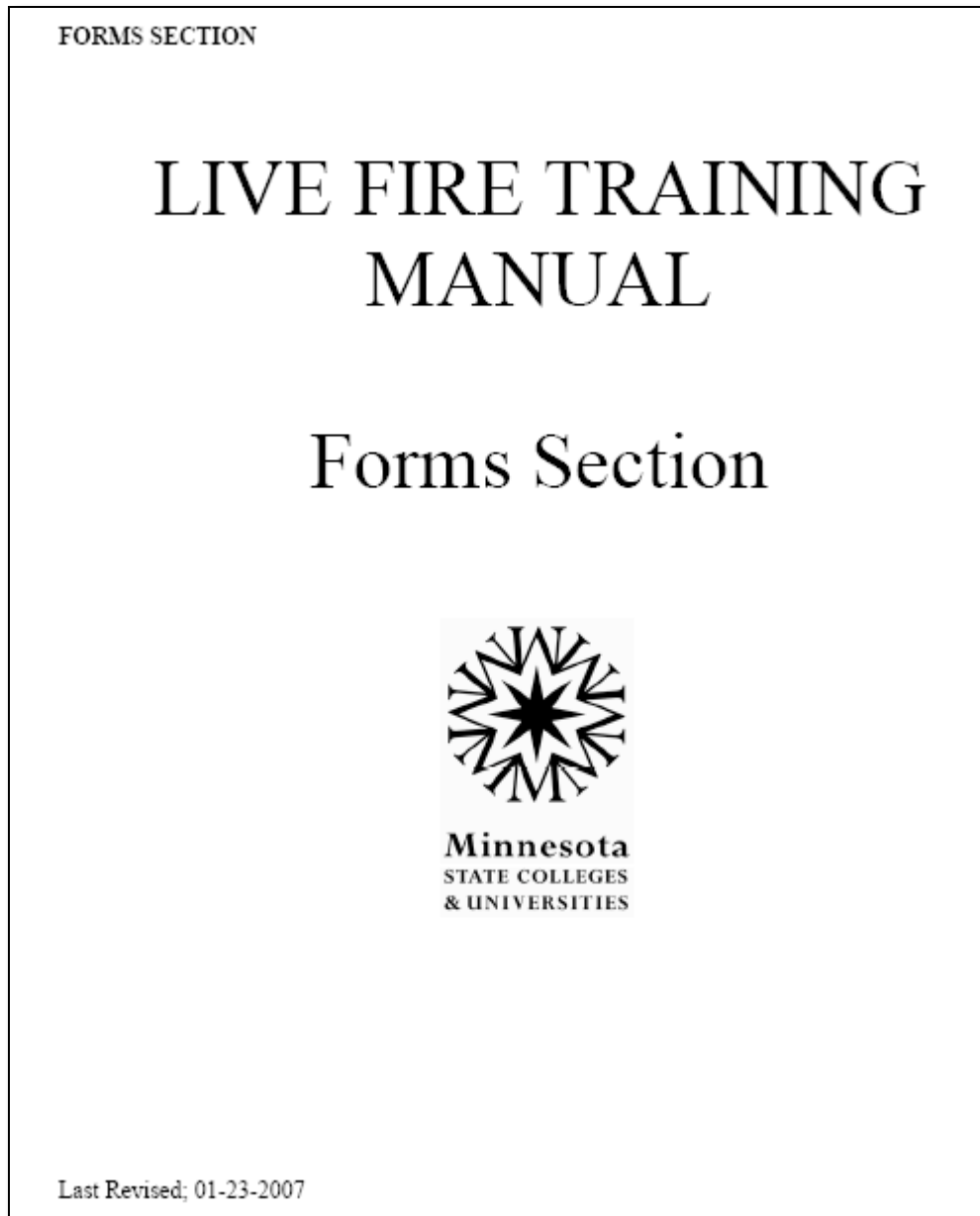
Note: All interior and exterior paint must be tested for lead prior to the training burn.

- 6) Obtain a copy of the “DNR Fire Training Permit Application”. Call your local DNR Forestry Area Office or go to; www.mndnr.gov/grants/ruralfire/resources.html
- Complete the DNR Fire Training Permit Application.
 - Be sure to identify a time period (up to 21 days) when the training may occur. The “Permit to Burn” may be issued for this time period.
 - Submit the Application to your local DNR Forestry Area or field Office at least 10 working days (or 14 calendar days) prior to the training burn for review. Approved applications, along with a “Permit to Burn”, will be returned to the fire department. **Do not send application to the DNR Central Office in St. Paul or to Regional offices. Permits are issued from Forestry Area Offices only.** <http://www.dnr.state.mn.us/contact/locator.html>
- 7) Conduct a final walk-through of the structure prior to the training burn to ensure all prohibited materials have been removed.
- No additional materials can be hauled into the structure, other than clean hay, straw, or wood used to ignite the structure. Liquid petroleum products cannot be used to ignite the structure.

Contacts and Information:

- DNR Forestry offices for questions regarding the Application DNR Fire Training Permit Application or the burning permit www.dnr.state.mn.us/contact/forestry.html.
- MPCA for questions regarding the asbestos survey, asbestos abatement, or the Notification. Information at; www.pca.state.mn.us/programs/asbestos_p.html
- Contact the MDH Asbestos Unit at; www.health.state.mn.us/divs/eh/asbestos/find_contractor/index.cfm to obtain a current list of certified asbestos inspectors and asbestos removal contractors.
- [Live Fire Burn Training Procedures](#) for Minnesota State Colleges and Universities and Minnesota Fire Service: http://www.minnesotafireservice.com/pubs_open/1403_structure_burn_manual_01_23_2007.pdf
- State Law related to training burns: www.revisor.leg.state.mn.us/stats/88/17.html

Utilize forms found in the:



http://www.minnesotafireservice.com/pubs_open/1403_structure_burn_manual_01_23_2007.pdf

FIRE TRAINING BURN APPLICATION

Fire Chief or Training Officer: Complete this application and submit to a local Forestry Office a minimum of 14 days prior to the actual burn training. All training should have a burn plan and be conducted using the techniques described in a publication entitled "Structural Burn Training Manual" of the Minnesota Technical College System.

Fire Department/Other Agency	Address	Zip
Applicants Name	Title	Work Telephone
		Home Telephone

Type of Fire Training to be Conducted: Structure Liquid Fuels Others _____

Street Address	City	Zip
Name of Technical College Assisting With Training or Lead Instructor:	Training Officer Name	Telephone Number

If structure is to be burned, indicate: (check) County of the Training Burn _____

Commercial Structure Private Structure Approximate Size _____ Ft. by _____ Ft.

Number of Structures to be burned under this plan _____ Asbestos surveys must be done on all structures.

Training burn will be conducted between the dates of _____ **and** _____.

Asbestos Inspector	
Address	Telephone Number

If Flammable Liquid or Gas:

Liquid Fuel (type)	Amount	Compressed Gas or Other	Amount
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Pre-Burn Requirements - Initial to verify you have read and will comply with the following:

- Written consent of burn site owner must be secured before training is conducted _____
- If structure, utilities must be disconnected before training is conducted _____
- Local emergency dispatcher(s) must be notified prior to burn _____
- Notification of Intent to Perform a Demolition form sent to MN PCA _____

Post-Burn Requirements - All debris remaining after burn requiring disposal must be disposed of in a manner that meets all solid waste ordinance requirements:

- Attached is your Burn Permit for this training. The permit must be signed prior to the training exercise.
- Both the Burn Permit and Application must be on site at the time of the burn training exercise.

I attest, by my signature, that I have read and will comply with the above requirements, Minn. Stat.ch.88, any attachment to this application and permit, and that I am the authorized training officer or fire chief for the above fire department/agency.

Applicant's Signature	Date:
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Application Approved **Application Denied**

By	Date:
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3. Company and/or individual that conducted the building inspection and the procedure used to determine the presence or absence of ACM (including analytic method): **Prior to demolition all buildings must be inspected by an U. S. Environmental Protection Agency (EPA) accredited inspector.*

4. Description of planned demolition and the specific method(s) that will be used:

5. If the demolition was ordered by a government agency, please identify the agency and attach a copy of the order:

Name: _____ Title: _____ Authority: _____

Date of Order (M/D/Y): _____ Date Ordered to Begin (M/D/Y): _____

* Notification for an emergency demolition must be submitted as early as possible before demolition begins, but not later than the following working day. A demolition is considered an emergency ONLY when the facility has been deemed structurally unsound and in danger of imminent collapse. If the structurally unsound building is known to contain any regulated ACM or is suspected to contain any regulated ACM, special procedures MUST be followed. If you are unaware of the special procedures, instructions/regulations can be obtained by contacting the MPCA at the address or phone number listed below.

6. Description of procedure to be followed in the event that unexpected RACM is found or Cat. II nonfriable ACM becomes crumbled, pulverized or reduced to powder:

7. Demolition Waste Transporter(s) Information:

Transporter Name: _____
Transporter Contact: _____
Transporter Address: _____
City, State, Zip: _____
Phone Number: _____

8. Demolition Waste Disposal Information:

Landfill Name: _____
Owner/Operator: _____
Address/Location: _____
City, State, Zip: _____
Phone Number: _____

9. I certify that the above information is correct and I am a bonafide representative of the demolition contractor or building owner and have authority to enter into agreements for my employer.

Signature of Contractor/Owner _____ Date _____

<p>Send to: Minnesota Pollution Control Agency Municipal Division 520 Lafayette Road North St. Paul, MN 55155-4194</p>	<p>For questions call: 651-296-6300 or 1-800-657-3864 FAX: 651-215-1593 or 651-297-2343</p>
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PCB Removal Information Polychlorinated biphenyls (PCBs) must be removed from the building prior to demolition. PCBs may be found in light ballasts, small capacitors found in old appliances, and transformer oils. For questions call the MPCA Hazardous Waste (HW) business assistance unit at 1-800-657-3724.

PCB remover name/address/phone number: _____

PCB receiver name/address/phone number: _____

Mercury Removal Information Mercury containing material must be removed from the building prior to demolition. Mercury containing materials may include fluorescent, metal halide, high pressure sodium, neon, mercury vapor lamps, mercury switches, thermostat probes, manometers, and gages. For questions call the MPCA HW business assistance unit at 1-800-657-3724.

Mercury remover name/address/phone number: _____

Mercury receiver name/address/phone number: _____

Refrigerants/CFCs/HCFCs Recovery Information A certified technician must recover refrigerants from refrigeration equipment and systems in the building prior to demolition. For questions call the CFC program at 1-800-657-3864.

Refrigerant recoverer name/address/phone number: _____

Refrigerant receiver name/address/phone number: _____