

The intent of this brochure is to provide an overview and highlight important parts of the ordinance that have been adopted by both Cities. This is not intended to give you all of the rules and regulations that are in the actual ordinance.

When you obtain a permit you will be given a copy of the actual ordinance from the municipality that you reside in. Please make sure you review this in its entirety.

Permits can be obtained from the City Hall in the City that you reside in.

The Treasurer's Office in the City of Neenah is located at 211 Walnut St. Their office can be reached at 886-6144.

The Treasurer's Office in the City of Menasha is located at 140 Main St. Their office can be reached at 967-3630.

If you have any questions regarding open burning, please do not hesitate to call City Hall in the municipality that you reside in or Neenah-Menasha Fire Rescue.

As a reminder, you will need:

- A permit from the municipality that you reside in. Permits are only good for the calendar year and you must obtain a new one each year. The current cost for a permit in the City of Menasha is \$20.00 and the City of Neenah is \$15.00.
- You must have your permit and copy of the ordinance available for anyone who wishes to see it.
- Adequate fire suppression equipment.



Open Burning

Guidelines

Neenah-Menasha
Fire Rescue

125 E. Columbian Ave.
Neenah, WI 54956
(920) 886-6200

Outdoor fires are prohibited in the Cities of Neenah and Menasha, unless you have a recreational fire permit. You must obtain a permit before any burning occurs.

The intent of both Cities is to give the citizens the opportunity to have recreational fires at single-family and two family dwellings provided that such fires are in strict compliance with restrictions relating to recreational fires. The City of Neenah Police Department, The City of Menasha Police Department and Neenah-Menasha Fire Rescue are in charge of enforcing these restrictions to insure that fires do not compromise safety nor annoy neighbors.

Enforcement will require an investigation into all complaints and an independent determination by either Police Departments or Neenah-Menasha Fire Rescue as to whether a particular recreational fire is in compliance with the regulations.

Recreational fires are only allowed from 4:00 p.m. to Midnight.



A recreational fire is defined as a campfire for the purpose of recreation and personal enjoyment. **Bonfires are strictly prohibited in both municipalities.**

- Recreational fires shall be a minimum of 10 ft. from any building, structure, shed, garage, fence or any combustible material.
- Fires shall be burned in a portable fire pit, which is defined as a structure or device intended to contain and control outdoor wood fires. This includes a structure, which although not portable, is designed to contain or control outdoor wood fires.
- Fires may be burned in a fire pit and shall be surrounded on the outside by a non-combustible surface.
- All recreational fires shall not have a diameter larger than 2 ft. or may the fire extend more than 2 ft. above the pit.
- You are not allowed to burn garbage, recyclable items, trash or any material made of petroleum-based materials and shall not contain any flammable or combustible liquids.

Outdoor cooking is allowed without a permit. However, this must be in devices or structures for such use, like a grill.

If you are planning an outdoor fire, wind speed is an important thing to take note of. You may not burn at anytime when wind speeds are more than 7 mph.



Recreational fires must be attended to at all times by at least one responsible person of age 18 years or older until the fire is completely extinguished.

Adequate fire suppression equipment must be immediately available to control or extinguish the recreational fire. This includes a fire extinguisher or garden hose. If the fire seems to be getting out of control, **please call 911 immediately.**

