



Thomas Groff
Fire Chief

FIRE DEPARTMENT

City of Gloversville

5 Frontage Rd.
Gloversville, NY 12078
Ph. (518) 725-3124
Fax (518) 725-3732

William Nealon
Captain/Fire Marshal

RECREATIONAL FIRE PIT PERMIT FACT SHEET

You can apply for a fire pit permit at the Gloversville Fire Department, Monday through Friday between the hours of 8 AM and 4 PM. You will receive a copy of the Open Burning Ordinance and be scheduled for your inspection once the application is complete and paid for.

If you are a tenant, the owner will need to sign and notarize the application or show up in person with the applicant to sign.

- Once the application is complete and the inspection is scheduled, bring the application to the City Clerk's Office to pay the \$25 permit fee. Please note that this is an annual fee and you are required to renew your permit each year.
- The City Clerk will keep the application and issue a receipt that the payment was made.
- A copy of your permit will be mailed to you after the approved inspection.

Please remember – The inspection is to ensure that the fire pit is a minimum of 15 feet away from any combustible materials, such as homes, garages, fences, sheds etc. If the fire pit does not meet these criteria, then the inspection will not pass. The \$25 fee is nonrefundable for denied permits.

Some examples of fire pits are requiring a permit are:



Please contact the Gloversville Fire Department with any questions: 518-725-3124



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Fire Chief

David Fox
Building Inspector

RECREATIONAL FIRE APPLICATION / PERMIT # _____

PLEASE TYPE OR PRINT

Date of Application _____ / _____ / _____

Applicant: _____

Property Address: _____

Telephone Number: _____

_____ I am the property owner

Property Owner's Signature

RENEWAL
I ACKNOWLEDGE THE FIRE PIT REMAINS
IN THE PREVIOUSLY APPROVED LOCATION

INITIALS: _____

All of the above information is accurate and complete. I hold the City of Groversville harmless from any damages caused by my recreational fire. **I have received a copy of the Open Burning Ordinance. I understand and I agree to comply with all provisions of the Open Burning Ordinance.** In addition to any other penalties authorized by law, this may be revoked at any time for noncompliance with the Open Burning Ordinance.

Applicant Signature

Date

Fire Chief / Designee

Date

For City of Groversville Office Use

Annual Fee of Twenty-Five Dollars (\$25) collected on _____ / _____ / _____

Recreational Fire Permit expiring on _____ / _____ / _____