

**Colac Otway Shire**  
**SCHEDULE 13 APPLICATION**



**APPLICATION FOR PERMIT TO BURN BY AN INDIVIDUAL**

(Please allow at least one week from date of application)

MUNICIPAL OFFICES  
2-6 RAE STREET COLAC  
PO Box 283 Colac 3250

PHONE: 52329400  
FAX: 5232 9586  
EMAIL: [inq@colacotway.vic.gov.au](mailto:inq@colacotway.vic.gov.au)

**APPLICANT DETAILS: (Please Print)**

Name: .....

Address: .....

Email: .....

Telephone: ..... FAX: ..... DATE ...../...../.....

To the Municipal Fire Prevention Officer at Colac Otway Shire:

I, the applicant detailed above, being the \*owner / \*occupier (if you are not the owner of the land you must have the owner complete and sign below) of the land described hereunder, within the area of the ..... Fire Brigade, hereby apply for a permit to burn **\*grass \*stubble \*other** ..... on this property, for the purpose of **\*firebreak \*preparation for cropping \*clean-up of property \*rubbish**

Area to be burnt .....Hectares

**Location of the area to be burnt: Map No: ..... Map Reference: .....**

**Road name and No: .....**

**Council Property No: ..... (Information from Rate Notice if known)**

**Date the permit is to commence .... /...../....**

**I agree to comply with all conditions that may be applied in the permit**

Signed .....

**Owner Details** (only complete if applicant is not the owner)

I, the owner of the above mentioned land, provide approval for the applicant to undertake any and all approved actions on my land if a Schedule 13 permit is issued.

Name: ..... Signed .....

***\*Please allow one week from date of application and ensure all information is correct. Application Forms with incorrect or missing information cannot be issued and will be returned to the applicant for completion.***

**OFFICER IN CHARGE OF THE BRIGADE TO COMPLETE PRIOR TO APPLICATION BEING FORWARDED TO M.F.P.O**

I have read the above application – *I have / have not* inspected the location of the proposed burn.  
I recommend that stage .....conditions be applied.

**Further recommendations may be overleaf.**

Signed ..... Officer in Charge ..... Brigade.....

## Complete this side if burning material other than stubble

1. Burning must be for fire management purposes (except rural zone)
2. Must burn general rubbish (not plastic, tyres or materials that may produce harmful smoke/smells)
3. Vegetation must be dry (not green)

Type of material to be burnt:	_____
Volume of material to be burnt:	_____
Suggested burn day(s)/time:	_____
How long will the burn take?	_____

### Please answer the following questions:

Why can't the material be mulched or composted?
Why can't the material be collected by the green waste collection?
Why can't material be transported to land fill?
Will the burn (smoke) inconvenience adjoining residents?
Other comments that may affect application:

Please return this form to:

**Municipal Fire Prevention Officer**  
**Colac Otway Shire**  
**PO Box 283 or 2-6 Rae St Colac**  
**Colac Vic 3250**

<ul style="list-style-type: none"><li>• Applicants in a Designated Township Area should be aware that local by laws prohibit fires being lit or to remain alight other than a Friday or Saturday between 10 am and sunset. Information on Designated Township areas can be found on the Emergency Management and Fire Prevention tab at <a href="http://www.colacotway.vic.gov.au">www.colacotway.vic.gov.au</a></li><li>• Fires must <b>NOT</b> be lit during the Fire Danger Period without a permit and fires <b>must not be lit on a TOTAL FIRE BAN DAY.</b></li><li>• For further information see <b>Emergency Management and Fire Prevention</b> at <a href="http://www.colacotway.vic.gov.au">www.colacotway.vic.gov.au</a> or <a href="#">CFA Website - Can I/Can't I?</a></li></ul>
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