



OUTDOOR FIREPLACE GUIDELINES

All outdoor fireplace installations must be inspected and approved by the Smiths Falls Fire Department prior to being used. All permit holders must read and understand the 8792-2015 Open Air & Outdoor Fireplace By-Law. Any alteration or modification to the original installation will require the approval of the Fire Department.

Outdoor Fireplace: A manufactured, non-combustible, enclosed container designed to hold a small fire with a chimney of a minimum of 30cm (1 ft.) in height and is equipped with a spark arrester.

Clearance: The outdoor fireplace is located at a minimum distance of 6m (20 ft.) from any building, hedge, fence, overhead wiring or other combustible material, or a highway; located on a non-combustible surface extending beyond the outdoor fireplace to a dimension equal to the height of the outdoor fireplace.

Fuel: Only wood products may be used, excluding pressure-treated or creosote wood; other prohibited materials include grass, leaves, garbage, debris from a demolished structure, or any combustibles that produce toxic fumes other than those produced by the burning of untreated wood, tree limbs or branches.

Fire Protection: Equipment capable of extinguishing the fire, such as rakes, shovels, water, suitable fire extinguisher, must be immediately available and accessible; while burning, the appliance shall be under constant supervision; no person shall set or maintain an outdoor fireplace between 23:00 and the sunrise.

Complaints: When the fire department receives a legitimate complaint about smoke, odour or abnormal warm temperature coming from the outdoor fireplace, the permit holder must extinguish the fire without any delay; for more than 2 legitimate complaints against a permit holder within a year, the fire chief will revoke the permit, and a fine will be issued under section 13.4 of the 8792-2015 By-Law.

Process:

Step 1: Obtain a Permit Application and read thoroughly the 8792-2015 Open Air & Outdoor Fireplace By-Law, both downloaded from the Town of Smiths Falls website or obtained from the reception desk at the Town of Smiths Falls municipal office at 77 Beckwith St. North.

Step 2: If in compliance with the By-Law, install an outdoor fireplace and fill out permit application.

Step 3: Submit permit application and appropriate fee online through your registered account, to the reception desk or black drop box at the Town of Smiths Falls municipal office; applications are then transferred to the fire department for processing.

Step 4: An on-duty firefighter will visit the site for inspection Monday through Friday during the day and will determine if a permit will be issued based on the inspection and the 8792-2015 By-Law.

Step 5: An on-duty firefighter will issue the permit under the direction of the Fire Chief and will e-mail a copy or it may be picked up at the reception desk at the Town of Smiths Falls municipal office.

Fees: The cost is \$15 for a permit application, and \$15 for a renewal permit application each year when the outdoor fireplace is in use. **REMINDER:** The permit is valid for the **fiscal year** from January 1 until December 31.

For any questions, e-mail firedispatch@smithsfalls.ca or call on duty firefighter at 613-283-5869, ext. 0

Acceptable Models Examples:



NOT Acceptable Models Examples:

