



# Lexington County Fire Service

Standard Operating Procedures  
Outdoor Burn Ordinance ADM-010  
Outdoor Burn Ordinance ADM-010.01

**EFFECTIVE:** September 27, 2007    **ISSUED BY:** Russell R. Rawl, Fire Service Coordinator

---

**RECINDS:** Previous Policy

**SCOPE:** All Lexington County Fire Service personnel

**POLICY:** This procedure addresses the response to burn complaints and violations of the Lexington County Burn Ordinance.

The Lexington County Fire Service will utilize Duty Chiefs to ensure the appropriate response to burn complaint(s) and violation(s) of the Lexington County burn ordinance. A Duty Chief is available 24 hours a day, seven days a week, to ensure proper response to complaints and to enforce the burn ordinance.

## I. NOTIFICATION PROCEDURES

### A. Calls/Complaints made directly to the Fire Stations:

Fire stations that receive telephone calls or complaints should ask the following questions:

1. Is the fire out of control?
2. Is the fire threatening any property?

If the answer to either question is YES, the address, caller's name and phone number will be taken and the caller asked to call 911. The fire station should then respond the appropriate equipment.

If the answer is NO, the caller should be referred to County Dispatch for code enforcement.

B. Calls Made Directly to County Dispatch

Upon receipt of a burn complaint to County Dispatch, the following questions should be asked:

1. Is the fire out of control?
2. Is the fire threatening any structures?

If the answer is YES to either question, appropriate equipment should be dispatched.

If the answer is NO, the Duty Chief (code enforcement) will be notified by County Dispatch and the Duty Chief will make a decision on the appropriate type of response. The Duty Chief shall utilize Code Enforcement Officers available through the Lexington County Sheriff's Office, South Carolina Forestry Commission, etc.

When fire stations respond to fires not in compliance with the Lexington County Burn Ordinance, the Incident Commander shall either ask the owner/occupant to extinguish the fire, advise the owner/occupant of the burn ordinance and issue a warning OR notify the Duty Chief.

Notification to the Duty Chief shall be made based on the following criteria:

1. Fire has crossed property lines
2. Owner/occupant will not extinguish controlled fires that are in violation of County Ordinance
3. Construction and land clearing burns
4. Fires started as a result of fireworks where the fire has crossed property lines and damage has been done to a structure, vehicle or real property.
5. Fires that are in violation of County Burn Ordinance and DHEC laws where no one is present to take responsibility.
6. Any fire related to outdoor burning in which the incident commander feels notification should be made.

**Incident Command will notify County Dispatch at the completion of each call and give a disposition code of either: approved burn, unauthorized burn or citation issued.** The disposition codes will be utilized to categorize calls to track responses in Computer Aided Dispatch (CAD). This history will identify frequent violators and will be available to all responders.

In an effort to be proactive in educating citizens of the Burn Ordinance as well as reducing unauthorized burning, the areas in the County with high occurrences of

unauthorized burns will be identified. Through a joint effort with the Lexington County Sheriff's Department, the South Carolina Forestry Commission and the Lexington County Fire Service will conduct periodic burn education and enforcement saturation in these areas.



# Lexington County Fire Service

Standard Operating Guidelines  
Outdoor Burn Ordinance ADM-010  
Outdoor Burning Ban Operations ADM-010.02

**EFFECTIVE:** August 20, 2009

**ISSUED BY:** Russell R. Rawl, Fire Service Coordinator

---

**RECINDS:** All Previous Policies

**SCOPE:** All Lexington County Fire Service Personnel

**PURPOSE:** The purpose of this policy is to ensure the effective and efficient communication of a burn ban issuance to the citizens of Lexington County and the procedures that Lexington County Fire Service personnel shall follow upon the issuance and lifting of an outdoor burning ban.

**POLICY:** **Burning Ban Issuance Procedures**

Upon the issuance of a county wide outdoor burning ban by the Lexington County Fire Chief notification shall be made to all fire service personnel by use of the fire service's dispatch in the manner of an all call form. Upon the all call alert being transmitted the following standardized message shall be transmitted.

*"Attention all fire service personnel. The Lexington County Fire Chief has issued a ban on general debris burning for the unincorporated areas of Lexington County until further notice. This ban includes all outdoor burning with the exception of burns related to forestry, wildlife and agriculture burns and fires for cooking of food for immediate consumption. All fire stations shall display their no burning signs until further notice."*

Following the notification of the burning ban issuance all fire stations that operate within the Lexington County Fire Service shall place the red in color departmental issued "Burning Ban Notification Sign" in a prominent area roadside in front of

each respective fire station. The notification sign shall be displayed in a manner that it is made fully visible and is unobstructed from view by the general public.

Also upon the issuance of the county wide outdoor burning ban notification will be made to all available local media resources by use of the following standardized press release.

*“The Lexington County Fire Chief has issued a ban on general debris burning for the unincorporated areas of Lexington County until further notice. This ban includes all outdoor burning with the exception of fires related to forestry, wildlife and agriculture burns and fires for cooking of food for immediate consumption.”*

**\*\* The red flag issued by the South Carolina Forestry Commission shall no longer be used as a notification device in response to a burn ban issuance. Any station still in possession of a SCFC issued red flag must return the flag to the Fire Service Headquarters immediately. \*\***

### **Burning Ban Lift Procedures**

Upon the burning ban being lifted notification shall be made to all fire service personnel once again by the use of the department’s dispatch in an all call manner form. Communications will use the following transmitted message:

*“ The Lexington County Fire Chief has rescinded the outdoor burning ban for the unincorporated areas of Lexington County. All fire stations should remove their no burning signs and may resume normal operations”*

Upon receiving notification of the burn ban being lifted fire station personnel shall promptly remove the burning ban notification signs from the view of the public and secure the sign in a place of safe keeping in preparation for future use. Also notification of the burn ban being lifted shall be communicate to all media resources via press release form.