

The Administrative Staff is proposing a transition from the current annual burn permit system to utilizing the Oregon Department of Forestry's **"Before You Burn"** program. This change would improve efficiency, reduce administrative burden, and better utilize district resources while continuing to provide a process for residents who require burn inspections.

Currently, annual burn permits are managed through JotForm because the District's website does not support permit issuance. This requires an ongoing subscription expense that could be redirected toward core fire district operations, training, equipment, or public safety programs. In addition to the cost, staff time is spent managing permit records and processing applications that may not provide significant value beyond notifying residents of burn regulations.

The "Before You Burn" program has become widely used and recognized throughout Oregon. It provides residents with current information regarding burn restrictions, air quality considerations, and legal burning requirements before they ignite a fire. By directing residents to this established resource, the District can ensure that the public receives timely and accurate information from a centralized system.

To continue serving residents who need additional assistance, the District can maintain a simple online form integrated into its website for individuals requesting a burn inspection or seeking guidance regarding their specific situation. This approach allows the District to focus staff attention on higher risk or special circumstances rather than processing annual permits for every resident.

Benefits of the Change

- Eliminates the ongoing cost of maintaining JotForm for annual burn permits.
- Reduces administrative workload for staff.
- Utilizes a well-established and commonly used statewide resource.
- Provides residents with up-to-date burn information and restrictions.
- Maintains a pathway for inspections and special requests through an online website form.
- Allows District resources to be redirected toward fire prevention, emergency response, and community services.

This transition would modernize the District's approach to open burning while continuing to support public safety, regulatory compliance, and customer service for district residents.