

Memorandum of Understanding
VDEQ & VDOT
Centralized Burning of Vegetative Debris from VDOT Roadside Maintenance Operations

Attachment 1 - Notification of Proposed Burn (form)

Notification of Proposed Burn

This notification is made pursuant to the *Memorandum of Understanding (MOU)* between the Virginia Department of Environmental Quality and the Virginia Department of Transportation for *Centralized Burning of Vegetative Debris from VDOT Roadside Maintenance Operations*.

Vegetative Debris is defined by this MOU as naturally occurring plant material generated during on-site maintenance of the right-of-ways maintained by VDOT. Vegetative Debris is limited to tree cuttings, limbs, branches, sticks, twigs, bark, stumps, roots, leaves, shrubs, bushes, weeds, grass, and grass clippings generated (in raw or reduced form) from VDOT right-of-ways.

To: VDEQ Regional Air Compliance Manager & VDEQ Regional Waste Program Manager
 Blue Ridge Regional Office Northern Regional Office
 Piedmont Regional Office Southwest Regional Office
 Tidewater Regional Office Valley Regional Office

From: VDOT _____ District,
_____ Residency
_____ Area Headquarters

Date of proposed burn: _____ Estimated duration (not to exceed 72 hours): _____

Type of Burn Site: Regular Burn Site Infrequent Burn Site

Specific location of proposed burn: _____

Activity generating vegetative debris:
 Routine Roadside Maintenance Emergency Roadside Maintenance
 Bridge Maintenance Other (Describe: _____)

Estimated quantity of vegetative debris to be burned: _____ cubic yards

Is there any other material not included in the definition of vegetative debris included? Yes No

Will an Air Curtain or other Special Incineration Devices be used? Yes No

If Yes, Describe: _____

I certify that all adjacent property owners have received notification of burning activity at this location, that required notifications have been made to the local office of the Virginia Department of Forestry and local City or County fire Marshall, and that all other conditions of the aforementioned *Memorandum of Understanding* have been and will continue to be met in relation to this burn event.

Signature: _____ Date: _____
Name: _____ Phone: _____
Title: _____

TO BE COMPLETED FOLLOWING THE BURN EVENT. THE COMPLETED FORM MUST BE MAINTAINED ON FILE.

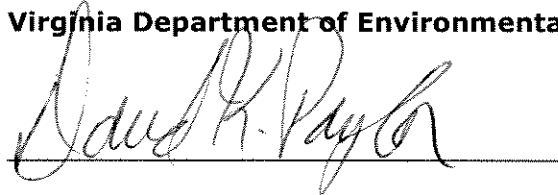
Estimated quantity of ash and incompletely burned vegetative debris generated by the burn: _____ cubic yards

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Article 4: Signatures

The undersigned do hereby agree to the terms and conditions contained in this MOU.

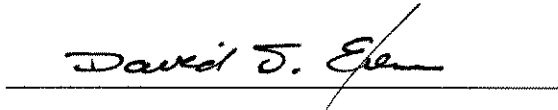
Virginia Department of Environmental Quality



David K. Paylor, Director

Date 12/22/2009

Virginia Department of Transportation



David S. Ekern, P.E., Commissioner

Date 12/15/2009

Attachment 2 - Notification of Proposed Burn (form)

Notification of Proposed Burn

This notification is made pursuant to the *Memorandum of Understanding (MOU)* between the Virginia Department of Environmental Quality and the Virginia Department of Transportation for *Centralized Burning of Vegetative Debris from VDOT Roadside Maintenance Operations*.

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To: VDEQ Regional Air Compliance Manager & VDEQ Regional Waste Program Manager

- Blue Ridge Regional Office
 Piedmont Regional Office
 Tidewater Regional Office

- Northern Regional Office
 Southwest Regional Office
 Valley Regional Office

From: VDOT _____ District,
_____ Residency
_____ Area Headquarters

Date of proposed burn: _____ Estimated duration (not to exceed 72 hours):

Type of Burn Site: Regular Burn Site Infrequent Burn Site

Specific location of proposed burn:

Activity generating vegetative debris:

- Routine Roadside Maintenance Emergency Roadside Maintenance
 Bridge Maintenance Other (Describe: _____)

Estimated quantity of vegetative debris to be burned: _____ cubic yards

Is there any other material not included in the definition of vegetative debris included? Yes No

Will an Air Curtain or other Special Incineration Devices be used ? Yes No

If Yes, Describe:

I certify that all adjacent property owners have received notification of burning activity at this location, that required notifications have been made to the local office of the Virginia Department of Forestry and local City or County fire Marshall, and that all other conditions of the aforementioned *Memorandum of Understanding* have been and will continue to be met in relation to this burn event.

Signature: _____ Date: _____

Name: _____ Phone: _____

Title: _____

TO BE COMPLETED FOLLOWING THE BURN EVENT. THE COMPLETED FORM MUST BE MAINTAINED ON FILE.

Estimated quantity of ash and incompletely burned vegetative debris generated by the burn: _____ cubic yards

Table 1 - Siting Criteria

Siting Criterion	Vegetative Debris Storage	Vegetative Debris Burning	Ash*** Storage
Storage pile area not to exceed 1/3 acre	√		√
Storage pile not to exceed 15' in height above base grade	√		√
Minimum of 50-foot firebreak (e.g., a clear zone absent of any structure or tree line, etc.) maintained between storage pile and any structure or tree line	√	√	√
Minimum 50-foot setback from any property line	√		√
Minimum 100-foot setback from any regularly flowing surface water body, river, floodplain*, or wetland	√	√	√
Minimum 200-foot setback from water wells or other drinking water sources	√	√	√
Maximum 4:1 slope within the area of the vegetative debris; and within 50 feet of the vegetative debris	√	√	√
Minimum 300-foot setback from any roadway** or residential structure		√	

* VDOT and VDEQ agree that the floodplain (as it relates to this MOU) is defined by the edge of "bank full" condition which is generally referred to as the 2-year floodplain.

** Or as distant as practical provided no significant smoke is allowed to create deleterious driving conditions.

*** Ash storage provisions also apply to incompletely burned vegetative debris.