



MEMORANDUM OF Understanding
between
OLYMPIC REGION CLEAN AIR AGENCY
and
CITY OF MCCLEARY

Purpose:

This Memorandum of Understanding(MOU) is for the purpose of defining the responsibilities for the issuance of Residential Burn Permits within the City of McCleary and Grays Harbor Fire District 12 (GHFD 12).

The Washington Administrative Code (WAC) 173-425-030 defines residential burning as “the outdoor burning of leaves, clippings, prunings and other yard and gardening refuse originating on lands immediately adjacent and in close proximity to a human dwelling and burn on such lands by the property owner or his or her designee.”

WHEREAS, outdoor burning is a hazard from both a fire safety standpoint and a public health and nuisance standpoint, and

WHEREAS, Revised Code of Washington (RCW) 70A.15.5100 of the Washington state Clean Air Act give ORCAA the authority to cooperate in implementing the limited outdoor burning policy authorized by chapter 70A.15 RCW, and

WHEREAS, the City of McCleary and GHFD 12 are capable and willing to participate in the permitting activities set forth in this agreement, and

WHEREAS, it is acknowledged by all parties to this agreement that a cooperative effort is necessary if the public is to be properly served, and

WHEREAS, it is acknowledged by all parties to this agreement that each party must fully understand its respective role, and

WHEREAS, in order to define these respective roles, the following MOU has been established.

NOW, THEREFORE, BE IT AGREED THAT:

Section 1: Public Education

- a) As mutually agreed, to by the City of McCleary, GHFD 12, and Olympic Region Clean Air Agency (ORCAA), all parties will work with local media to inform the public about outdoor burning regulations and alternatives to outdoor burning.
- b) ORCAA will customize informational materials for the City of McCleary and GHFD 12.
- c) ORCAA will distribute appropriate educational materials to the City, GHFD 12, and other interested parties.
- d) The City of McCleary and GHFD 12 will post in locations accessible to the public and otherwise make available to the public the educational/informational materials provided by ORCAA.

- e) The City of McCleary and GHFD 12 will provide residents with information concerning outdoor burning regulations, alternatives to burning, and how to complete the residential burn permit form online. This may be done through a variety of channels, including community newsletters, utility bills, websites, and other social media venues.
- f) Outdoor burning, including residential burning, will be prohibited during any period of impaired air quality as designated by ORCAA or the state Department of Ecology, or during extreme fire danger due to dry weather conditions as designated by the Grays Harbor County Fire Marshal, or the state Fire Marshal. To facilitate this, ORCAA will disseminate pertinent information to those with active permits concerning any burn ban which has been declared for air quality and fire safety. ORCAA will communicate when the burn ban has ended. ORCAA will promptly notify the City of McCleary and GHFD 12 of any impaired air quality episodes.

Section 2: Permitting

- a) The City of McCleary agrees to the use of ORCAA's existing web-based permitting software.
- b) ORCAA will incorporate requested revisions of the permit conditions and application form by the City of McCleary and GHFD 12
- c) ORCAA will provide direct access to the information collected via the application process to the city of McCleary and GHFD 12.

Section 4: Termination

It is acknowledged by the parties hereto that this document is solely an understanding and may be terminated at will by either party by giving ten (10) days written notice to the other of the desire to terminate.

Dated this _____ day of _____, 2021.

 France L. McNair
 Executive Director
 Olympic Region Clean Air Agency

 ((City of McCleary representative name
 title))

 Fire District 12 Commissioner