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Smoke Management Program Checklist for Individual Waiver Requests

On some occasions, burners may need an individual waiver. Under SMP I, waivers may be granted for time of day, distance from an occupied structure or other area where people congregate, or for ventilation category. Under SMP II, waivers may be granted for use of emission reduction techniques or for ventilation category. The Statewide Waiver includes conditions for each of these requirements. However, there may be situations when the Statewide Waiver will not meet the needs of a particular burn project.

For those occasions when an individual waiver is required, please submit detailed information about the specific burn project. Use this checklist when preparing your waiver request.

- Explanation of how the Statewide Waiver is insufficient (which conditions of the Statewide Waiver cannot be met and why).
- Vicinity map showing communities, drainages, and sensitive receptors and distance of these from the burn.
- Project area map showing the project boundaries, drainages, wind patterns, and other unique features.
- Wind direction, if any, from the burn plan. If no specific wind direction is prescribed, please state that, or specify if you would like to set a specific wind direction for burning under the individual waiver.
- Plans for notifying the public explaining how you plan to notify nearby residents or communities of potential smoke impacts.
- Smoke mitigation plan – a contingency plan for smoke impacts. Describe how you plan to mitigate smoke should smoke begin impacting any communities or other sensitive receptors.

If your request for an individual waiver is approved, make sure you understand the conditions of the waiver and that you adhere to ALL the conditions as well as any deadlines for submitting any documentation. If you do not understand, please call to get clarification. For help in submitting an individual waiver, please call the smoke desk for assistance at (505) 476-4330.