Public Building Definition—In its simplest terms, a public building can be defined as any building in the State of Vermont with the exception of single-family owner-occupied homes, registered home daycares, and some agricultural buildings. Some examples of structures that are considered public buildings are:

- Apartment buildings
- Inns and B&B’s
- Restaurants / Bars
- Town / Municipal buildings
- One- and Two-family Rentals
- Hotels / Motels
- Ski houses
- Store / Retail buildings
- Businesses
- Schools
- Repair Garages
- Storage buildings

For additional information regarding permitting requirements, safety codes or to obtain information out more about additional programs and services offered by the division, please contact your regional Division of Fire Safety office.

### HOW TO OBTAIN A STATE CONSTRUCTION PERMIT

1) Develop a project scope and construction documents, such as plans and specifications relating to the proposed construction work or equipment installation under consideration
2) Fill out a State DFS Construction Permit Application form in its entirety, and submit it to the DFS regional office with the required permit fee and above-mentioned plans and specifications
3) The project will be reviewed by division staff and work can commence on the proposed project once the applicant receives a plan review letter and permit poster back in the mail.
4) It is always important to consult with your local town office to ensure compliance with any required local permits.

### ADDITIONAL STATE PERMIT AND LICENSING REQUIREMENTS

<table>
<thead>
<tr>
<th>Permit Type</th>
<th>State Construction Permit</th>
<th>State Electrical Permit</th>
<th>State Plumbing Permit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Family Owner-Occupied</td>
<td>No</td>
<td>No</td>
<td>Yes*</td>
</tr>
<tr>
<td>All Public Buildings</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Excluding One- and Two-family Rentals</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>

* Permit ONLY required for those on Public Water and/or Sewer. Those on private systems are not required to obtain a state permit.

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**Williston Regional Office**
3380 Hurricane Lane, Suite 101
Williston, VT 05495
Phone: (800) 366-8325, or 802-879-2300
Fax: (802) 879-2312

**Waterbury Regional Office**
45 State Drive,
Waterbury, VT 05671-8200
Phone: (888) 870-7888, or 802-479-4434
Fax: 479-4446

**Rutland Regional Office**
56 Howe Street Bld. A, Suite 200
Rutland, VT 05701-3449
Phone: (888) 370-4834, or 802-786-5867
Fax: (802) 786-5872

**Springfield Regional Office**
100 Mineral Street, Suite 307
Springfield, VT 05156-3168
Phone: (866) 404-8883, or 802-216-0500
Fax: (802) 885-8885