

DO I NEED A WATER / WASTEWATER CAPACITY LETTER?



ACTIONS THAT REQUIRE A WATER/WASTEWATER CAPACITY LETTER:

- Any time a State Water/Wastewater Supply Permit is required - to find out if you need a state permit, visit: dec.vermont.gov/water/programs/ww-systems/program-education
- Construction of a new building or structure requiring water & sewer service connections
- Adding an Accessory Dwelling Unit (ADU) on your property
- Changing the use of an existing building or structure
 - Examples:
 - Converting a space used as a retail store to a restaurant
 - Expanding the number of seats in an existing restaurant
 - Adding food service to a beer/wine/spirits tasting room
 - Adding showers to an office space
 - Opening a business out of your residence that has employees and is regularly visited by the public
- Adding *new* bedrooms to existing dwelling

DO I NEED TO HIRE AN ENGINEER FOR THIS?

Not necessarily. If the project is solely residential, or if it's a multi-family dwelling with fewer than 5 units, you should be able to navigate the application on your own. For larger, more complex projects, or installations of new water or sewer lines, you will likely need to hire a licensed designer. You can find a list of Licensed Designers on the State of Vermont's website at dec.vermont.gov/water/licensed-designers

HOW DO I APPLY?

You can submit a request for a Water/Wastewater Capacity Letter through the City's OpenGov permitting platform. Go to: burlingtonvt.viewpointcloud.com to set up a user account and apply today.

STILL HAVE QUESTIONS?

Call us at (802) 863-4501 or

Email us at water-resources@burlingtonvt.gov