



State of Vermont
PERMIT AND LICENSE INFORMATION

**SMALL BUSINESS FACT SHEET
BEAUTY OR HAIR SALON**

Hair styling, beauty shops, barbershops, and salons can be categorized together for the purposes of these informational guidelines.

DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Wastewater System & Potable Water Supply Permit ([Sheet #1](#))* A hair salon is a public building since the public is served in it, and uses the building's water supply and wastewater disposal systems.

Generally, a **Wastewater System & Potable Water Supply Permit** will be needed under the following conditions:

- New building construction or renovation of existing space
- Changes in the water supply and wastewater disposal systems
- Increases in the number of chairs, or haircutting stations or an increase in employees
- Change of use of a building to a hair salon

Applications are available on line at <http://www.anr.state.vt.us/dec/ww/EngServ.htm>, portions of which may have to be completed by a licensed designer. Depending upon the type and condition of waste disposal system and water supply you have, an evaluation of the systems may be required by a Professional Engineer.

The application fee for the **Wastewater System & Potable Water Supply Permit** is based on \$0.50 per gallon of design water/sewage flow with a \$210 minimum fee. For hair salons, each chair is presumed to require 150 gallons per day of water and to generate 150 gallons per day of wastewater, with an additional 10 gallons per operator per day. It normally takes three or four weeks to obtain the permit once the application is submitted and considered complete, but it can take longer. It is a good idea to apply early in the process. Please contact the Permit Specialist in your Regional Office to further discuss the project.

OTHER GOVERNMENT OFFICES YOU SHOULD CONTACT:

- Act 250 ([Sheet #47](#)*) Construction of improvements for a commercial purpose may trigger Act 250 jurisdiction. Call a district coordinator at a regional office.
- Department of Public Safety, Fire Safety Division (Sheets [#49](#), [49.1](#), [50](#), [50.1](#), [50.2](#), [50.3](#)*) For all plumbing, wiring, construction, fire prevention, propane tank installation and accessibility

DISTRICT FIRE SAFETY DIVISION OFFICES

Barre 802-479-4434

Rutland 802-786-5867

Springfield 802-885-8883

Williston 802-879-2300

- Vermont Department of Health ([Sheet #54](#)) for renovations involving asbestos containment or removal
- Local municipal offices for zoning and building permits
- Vermont Department of Taxes ([Sheet's #91](#))
- Secretary of State ([Sheet #90.1](#)*) and Office of Professional Regulation, Board of Cosmetology ([Sheet #90.2](#))

This is not an all-inclusive list, but identifies the permits and licenses that will most likely be required prior to operating a hair salon.

The Department of Environmental Conservation provides a unique service to anyone with questions about state permits. Permit Specialists are available to assist you in Springfield, Essex Junction, Rutland and Barre Regional Environmental Offices, as well as part time in St. Johnsbury, St. Albans, Bennington, Middlebury and Morrisville. Call them at the numbers listed below for assistance. They will guide you through the process by completing a Project Review Sheet that identifies state programs that may require a permit or license for your project. It could save you time, money and headaches.

Permit Specialist Locator: <http://www.anr.state.vt.us/dec/ead/pa/index.htm>

PERMIT SPECIALISTS

Rick Oberkirch	Rutland, Bennington, Middlebury	(802) 786-5907
John Miller	Barre, Morrisville	(802) 476-0195
	St. Johnsbury (Tuesdays)	(802) 751-0127
Jeff McMahan	Essex Junction, St. Albans	(802) 879-5676
Jackie Carr	Springfield	(802) 885-8850

*Sheet #'s refer to summary sheets in the Permit Handbook which offer a brief description of the permit program. The Handbook is available at most Town Offices and State Libraries, and on the Internet at:

http://www.anr.state.vt.us/dec/permit_hb/index.htm