



# Electric Vehicle Charging Equipment Municipal Permitting Information

## City of Winooski

<http://www.winooski.vt.gov/>

### Contact person

- Planning & Zoning Manager:
  - Eric Vorwald
  - [evorwald@winooski.vt.gov](mailto:evorwald@winooski.vt.gov)
  - 802.655.6410 x.25

### Resources

- Zoning and Building Permit Information:  
<http://www.winooski.vt.gov/338/Building-and-Zoning-Permits>
- Fee schedule:  
<http://www.winooski.vt.gov/DocumentCenter/View/2819/Chapter-28-Fees>

## STATE PERMIT REQUIREMENTS

The Vermont Department of Fire Safety Division of Fire Safety administers the State Electrical Safety program, which includes permit requirements for EV charging equipment located on commercial or residential multi-family properties. Single family residential installations are exempted. The State electrical work notice form is available at <https://firesafety.vermont.gov/buildingcode/permits>

State environmental permits may be necessary depending on site specific potential environmental impacts (e.g. wetlands, stream crossings). For erosion or sediment control plans to be necessary, the area of disturbance needs to be 1 acre or greater.

Act 250 permits would only be required for larger developments. If a property has an existing Act 250 permit, any construction or change triggers the need for an amendment. This process is streamlined for minor amendments - EVSE could be considered minor depending on the level of construction necessary.

A VTrans highway permit may be necessary if the charging station will be located in the state right-of-way or if construction will encroach on the right-of-way:

<https://vtrans.vermont.gov/planning/permitting>

State permit specialists are available for guidance on what may be required for specific locations:

<https://dec.vermont.gov/environmental-assistance/permits/specialists>

## LOCAL PERMIT REQUIREMENTS

*Owner Occupied Single Family Residential*

### a) *Zoning Requirements / Cost / Time / Process*

- Any structure or installation of equipment for operation of a structure may require a zoning permit, with a few exceptions. With that in mind, an EV charging device would be considered a structure, and depending on the specific property characteristics and the location of the installation, would require a zoning permit. If EV charging is installed inside an existing structure (such as a garage), it would not require a separate zoning permit, but would most likely still require a building permit. Check with Planning and Zoning staff for details on fees and other requirements.

*b) Permitting Requirements / Cost / Time / Process*

- A City building permit may be required. Check with Planning and Zoning staff for details on fees and other requirements.

*Multi Family / Commercial / Public Charging:*

*a) Zoning Requirements / Cost / Time / Process*

- If charging installation will require changes to parking, traffic, etc. Then a site plan approval is necessary, and this will likely need to go before the Development Review Board (DRB).
  - Time: 5-6 week process to go before DRB and a 30 day appeal process after approval
  - Cost: approximately \$350 but can vary depending on level of detail
- Building permit needed
  - Cost: \$75 for up to \$15,000 in project costs. See City fee schedule for more expensive projects.

*b) Permitting Requirements / Cost / Time / Process*

- A City building permit may be required. Check with Planning and Zoning staff for details on fees and other requirements.
- State codes also apply for building codes and electrical work permits.