



**Vacaville Fire Department Prevention Bureau**  
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## Special Permit Process

Special Permits are used for temporary projects or public displays, and are issued a little differently:

- Contact the Fire Prevention Bureau at least 30 days prior starting any construction projects, modifications to fire and life safety systems, open burning, or public events or displays to determine exact permit requirements.
- Once you know a permit is required, applications and payment can be completed at the Fire Administration desk. Please have the project or event location, start and finish dates, and contact information available when you fill out the application.
- An inspection will be scheduled prior to the start of the event/project, at which time the fire inspector will identify discrepancies and ensure applicable fire and life safety requirements are met. All discrepancies will be corrected to the satisfaction of the inspector before the project/event begins. The permit will then be signed by the inspector and given to the event/project representative, and be kept on site for the duration of operation.