PROCEDURE FOR GARAGE PERMITS AND FLAMMABLE LICENSE

- 1- YOU MUST BRING IN THE APPLICATION TYPED OR NEATLY PRINTED WITH THE NUMBER OF VEHICLES AND NUMBER OF GALLONS OF GAS IN THE TANKS OF VEHICLES (20 GALLONS PER VEHICLE)
- 2- FOUR (4) COPIES OF THE CERTIFIED PLOT PLAN
 FOUR (4) COPIES OF THE FLOOR PLANS WITH THE SPACES
 NUMBERED CONSECUTIVELY (SHOW ALL HANDICAP PARKING SPACES)
- 3- ALL ROOMS MUST BE LABELED ON THE PLANS IF YOU HAVE A PARKING SPACE NEAR A DOOR YOU MUST SHOW A RAISED CURB OR BALLARD MUST BE PLACED IN ORDER TO MAINTAIN FREE ACCESS TO THE BOSTON FIRE DEPARTMENT

IF YOU HAVE STACKERS OR ELEVATOR PARKING PLEASE ENCLOSE THE INFORMATION REGARDING THE TYPE OF SYSTEM.

SPRINKLERS MUST BE ON THE LOWER LEVEL AND UPPER LEVEL OF THE STACKER SYSTEM

THE UNDERGROUND TANKS MUST BE SHOWN ON PLANS ALL ABOVE GROUND TANKS MUST BE SHOWN ON PLANS.

- ** PRIVATE GARAGES MORE THAN 4 VEHICLES
- ** REPAIR GARAGE MORE THAN 1 VEHICLE

THE PAYMENT FOR THE NEWSPAPER MADE PAYABLE TO THE PROPER NEWSPAPER

BRING IN ALL THE INFORMATION TO BRIGID KENNY-WHITE 5TH FLOOR DOCUMENT ROOM 1010 MASSACHUSETTS AVE BOSTON, MA 02118 617-961-3270 BRIGID.KENNY@BOSTON.GOV

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AFTER YOU DROP OFF THE APPLICATION I WILL LET YOU KNOW THE DATE OF THE HEARING.

I WILL SEND YOU A EMAIL WITH THE NEXT STEP FOR THE HEARING

I WILL SEND YOU A LETTER AND A COPY OF THE LEGAL AD AND THE ABUTTERS LIST OF NEIGHBORS THAT YOU HAVE TO NOTIFY

YOU HAVE TO MAIL THE LETTERS CERTIFIED MAIL RETURN RECEIPT REQUESTED - YOU WILL SEND ME OR DROP OFF THE "MAILED PROOF GREEN CARDS"

YOU MUST ATTEND THE HEARING

IF YOU HAVE ANY QUESTIONS THE BEST WAY IS TO EMAIL BRIGID.KENNY@BOSTON.GOV

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EFFECTIVE SEPTEMBER 2023

THE NEWSPAPER LEGAL AD RATE HAS CHANGED

ONE	WEEK	THREE
WEEK		

BOSTON HERALD \$315.00 \$945.00

BULLETIN NEWSPAPER \$248.00 \$744.00

THE CHECK IS MADE PAYABLE TO THE NEWSPAPER AND TURNED IN WITH YOUR APPLICATION FOR THE COMMITTEE ON LICENSE FOR GARAGE AND FLAMMABLE HEARING.

THANK YOU

CITY OF BOSTON

To the Public Safety Commission Committee on Licenses Inspectional Services Department

BOSTON,

(Date)

APPLICATION

For the lawful use of the herein-described building and other structure , application is hereby made for a permit to erect a private—public—business—garage

and also for a license to use the land on which such building or structure is/are or is/are to be situated for the KEEPING—STORAGE—and SALE of:

Location of land Owner of land	(Street and Number) Address			Ward	
Dimensions of land: Ft. fro		t. deep	Area sq. ft.		
Manner of keeping					
		QI.			
			(Signature of Owner		
(He	ad of Fire Dept.)		(Address)	***************************************	
	the prayer of said petition when f said petition with this order of n and by mailing by prepa utting on the parcel of land on w	of any person objecting there totice thereon in the ild registered mail, not less the which the building proposed	at eto may appear and be heard; ann 7 days prior to such hearing, it to be erected for, or maintain	o'clock, A.M., said notice to be a copy to every owner	
A true copy. Attest:		Secretary.	COMMITTEE	ON LICENSES	
action Taken:		NOTE.—Four certified pl application; the plan to be	NOTE.—Four certified plot plans of land to be licensed must be submitted with this application; the plan to be drawn to scale and clearly showing the following:		

Revised 11/88

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Boundaries of the land to be licensed; all buildings or other structures altuated or to be situated thereon the use of which requires land to be licensed and the distance from boundary lines; size of such buildings or other structures and occupancy thereof, and the material of which they are to be constructed.

The plot plan must shown the outlines of the abutting parcels of land with the name of the owners thereof plainly indicated.