



HOW TO GET A SHORT FORM REMOVAL OF STRUCTURE PERMIT

- In order to receive a demolition permit you must first file an Article 85 application with the Boston Landmarks Commission. This procedure is REQUIRED to ensure that you are not demolishing a historic building. For questions related to this process contact the Boston Landmark Commission at (617) 635-1935 [Link](#)
 - Licensed Builder (CSL)
 - Home Improvement Contractor Registration (HIC) [Link](#)
 - Signed Contract between Owner and Contractor with Cost Breakdown
 - State Workers Comp Form [Link](#)
 - Certificate of Liability Insurance
 - Mattocks-Higgins Affidavit [Link](#)
 - Experience Modification Rating (Required for Mattocks-Higgins Form) [Link](#)
 - Site Safety Plan Affidavit [Link](#)
 - Shut Off Notices from all utilities, such as: Gas, Electric, Boston Water & Sewer, Telephone, and Cable Company
 - Department of Environmental Protection (DEP) approval for hazardous materials [Link](#)
 - Dig Safe reference number is required (1-888-DIG-SAFE or 811) [Link](#)
 - City of Boston Fire Department permit for any demolition work (617) 343-3628 [Link](#)
 - Environmental Services Department approval is required (617) 635-5300 [Link](#)
- A letter or bill from a pest control contractor. The pest control work must be done before the job starts and after completion of the job

If you have any questions regarding any of the above please email
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