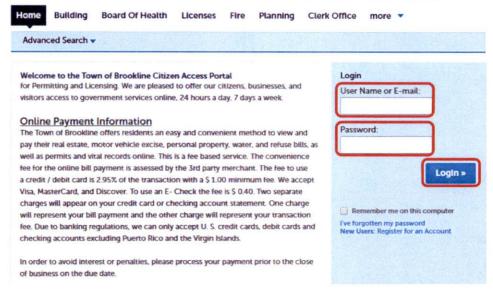
How to Apply for a Building Permit Online:

1. After registering for an account, log in to https://aca3.accela.com/brookline.



2. Click the Building tab. Click Create an Application. Check the box next to I have Read and Accepted the above terms. Click Continue Application.



Online Application

Welcome to the Town of Brookline's Online Permitting System. Using this system you can submit and update information, pay fees, track the status of your application, and print your final record all from the convenience of your home or office, 24 hours a day. This portal will allow access to the services below without registering for an account. In order to apply and pay for a permit online, you must register as a licensed

Please "Allow Pop-ups from This Site" before proceeding. You must accept the General Disclaimer below before beginning your application.

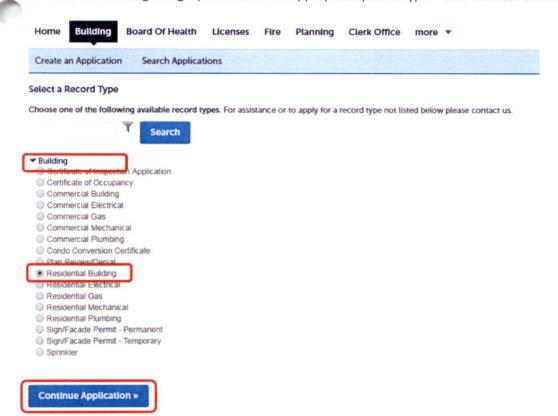
PLEASE NOTE: When an application is submitted online, a number is automatically assigned. You may NOT start work until the permit has been issued.

General Disclaimer

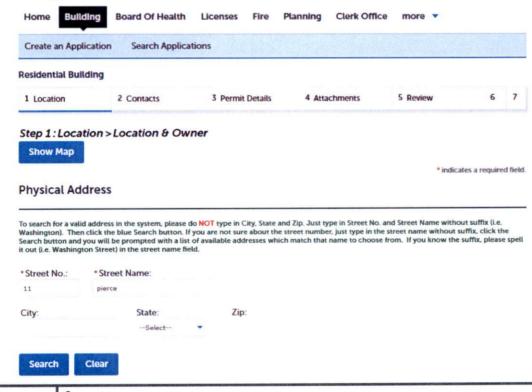
While the Agency attempts to keep its Web information accurate and timely, the Agency neither warrants nor makes representations as to the functionality or condition of this Web site, its suitability for use, freedom from interruptions or from computer virus, or non-infringement of proprietary rights. Web materials have been compiled from a variety of sources and are subject to change without notice from the Agency as a result of updates and corrections.

I have read and accepted the above terms **Continue Application »**

3. Click the Building category and select the appropriate permit type - then click Continue Application



4. Type in a street name (name only – no "way type") and or street number then click Search. Once the valid address is found, parcel ID and owner info will be automatically filled in. Click Continue Application.



Building Department

Directions

Physical Address: V

View Map

333 Washington St.

Third Floor

Brookline, MA 02445

Phone:

617-730-2100

Fax:

617-739-7542

Hours

Monday - Thursday

8 a.m. - 5 p.m.

Friday

8 a.m. - 12:30 p.m.

Staff

Name	Title	Email	Phone
<u>Bennett,</u>	Building	dbennett@bro	<u>617-730-</u>
<u>Daniel</u>	Commissioner	oklinema.gov	<u>2100</u>
<u>Campbell,</u> <u>Paul R.</u>	Deputy Building Commissioner	prcampbell@b rooklinema.gov	617-730- 2104
McDonou gh, Brian	Building Official	bmcdonough @brooklinema. gov	<u>617-730-</u> <u>2094</u>
<u>Noel,</u>	Building Official	enoel@brookli	<u>617-730-</u>
<u>Emily</u>		nema.gov	<u>2109</u>
<u>Granai,</u>	Building Official	jg <u>ranai@brookl</u>	617-730-
<u>Jason</u>		inema.gov	2095
<u>Murray,</u>	Building Official	emurray@broo	<u>617-730-</u>
<u>Ted</u>		klinema.gov	<u>2016</u>
<u>Richard,</u>	Electrical	<u>brichard@broo</u>	<u>617-730-</u>
<u>Brian</u>	Inspector	<u>klinema.gov</u>	<u>2110</u>
<u>Dabritz,</u> <u>Karl</u>	Plumbing and Gas Fitting Inspector	KDabritz@broo klinema.gov	617-730- 2105
<u>Cheng,</u>	Admin Head	g <u>cheng@brook</u>	<u>617-730-</u>
<u>Grace</u>	Clerk	linema.gov	<u>2100</u>
<u>Curtis,</u>	Senior Clerk	kcurtis@brookl	<u>617-</u>
<u>Kristen</u>	Typist	inema.gov	730.2102

Public Buildings Staff

Physical Address:

333 Washington St. Third Floor Brookline, MA 02445

Mailing Address:

333 Washington St. Third Floor Brookline, MA 02445

Phone:

617-730-2420

Fax:

617-739-7542

Hours

Monday - Thursday 8 am to 5 pm Friday 8 am to 12:30 pm

Staff

Name	Title	Email	Phone
<u>Simmons,</u> <u>Charlie</u>	Director of Public Buildings	<u>csimmons@bro</u> <u>oklinema.gov</u>	617-730- 2420
<u>Yan, Lap</u>	Deputy Director of Capital	<u>lyan@brookline</u> ma.gov	<u>617-730-</u> 2044
<u>Masak,</u>	Project	rmasak@brookli	<u>617-264-</u>
<u>Raymond</u>	Manager	nema.gov	<u>6449</u>
<u>Gooding,</u>	Operations	sgooding@broo	<u>617-879-</u>
<u>Sara</u>	Manager	klinema.gov	<u>4799</u>
<u>Comes,</u> <u>Camden</u>	Energy Systems Manager	cgomes@brookl inema.gov	<u>617-264-</u> <u>6484</u>
<u>McDonald,</u>	Admin Head	<u>bmcdonald@br</u>	617-730-
<u>Beth</u>	Clerk	ooklinema.gov	2420
<u>Tolson,</u>	Bookkeeper	jtolson@brookli	<u>617-264-</u>
<u>Joan</u>		nema.gov	<u>6471</u>

Return to Staff Directory

Government Websites by CivicPlus®

Permit & Fee Schedule

Fee Schedule Effective 7-18-22 THE MINIMUM PERMIT FEE IS \$50.00

Permit	Fee
Work started without proper permits	\$50 per \$1,000 of Construction Value or a fraction thereof
Failure to call for a final inspection within ten (10) working days after completion of work	\$50
Re-Inspection Fee	\$50 per inspection
Building permit	\$20 per \$1,000 of Construction Value or fraction thereof
Electrical permit	\$20 per \$1,000 of Construction Value or

fraction_thereof__

Select Language >

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Permit Fee Plumbing permit \$20 per \$1,000 of Construction Value or fraction thereof Gas fitting permit \$20 per \$1,000 of Construction Value or fraction thereof \$20 per \$1,000 of Mechanical permit Construction Value or fraction thereof \$20 per \$1,000 of Sprinkler permit Construction Value or fraction thereof \$20 per \$1,000 of Demolition permit Construction Value or fraction thereof \$20 per \$1,000 of Fire Alarm System Construction Value or fraction thereof \$20 per \$1,000 of **Smoke Detectors** Construction Value or fraction thereof Plan Review Filing Fee: (For **Board of Appeals Cases)** \$75 per 1,000 sq. ft. A) Alteration gross floor area (Min. \$100) \$150 per 1,000 sq. ft. B) New Construction

gross floor area

(Min. \$200)

\$25 per Space C) Off-Street Parking

(Min. \$100)

\$200 D) Subdivision, other

Design Review Approval Filing Fee:

Signs:

\$300 Illuminated Signs

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Permit Fee Non-Illuminated Signs < 10 \$100 sq. ft. in area Non-Illuminated Signs > 10 \$125 sq. ft. in area Commercial Facades: \$300 **Awnings** \$300 Other Certificate of Use and Occupancy \$100 of existing Structures per MSBC + \$15 per Dwelling Unit Certificate of Inspection and \$100 Certificate of Structures per + \$15 per Dwelling Unit MSBC 108.5.1 \$50 per Dwelling Unit Certificate of Use and Occupancy Certificate of Use and Occupancy \$50 for Commercial Units + \$25 per 1,000 sq. ft. Temporary or Partial Certificate of \$50 Use Temporary or Partial Certificate of \$50 per month Use and Occupancy \$100 up to five (5) units Lodging House Inspection + \$5 per additional unit beyond five (5) \$100 per Dwelling Unit Condominium Certificate of Inspection as required in Article XIX Section 34 of the Town of Brookline By-Law

Government Websites by CivicPlus®



Massachusetts

BUILDING DEPARTMENT

AFFIDAVIT FOR FINAL COST OF CONSTRUCTION

To the Building Commissioner, In accordance with 780 CMR section 109.0/R109.3 of the Massachusetts State Building Code, the total estimated cost of construction, including all related construction costs* of the building located at _____ and constructed, reconstructed, altered, repaired or extended under building permit no. amounts to \$ ______. _____, being the person referred to as the owner identified below, do solemnly swear that the statements made herein are strictly true, correct and made in good faith. *Related construction costs include all work done with or concurrently with the work contemplated by the Building Permit including construction, reconstruction, repairs, demolition, heating, air conditioning, misc, site improvements, etc. Furnishings and portable equipment are not part of the total construction costs. Signature and address of Owner Notary Public Signature My Commission Expires Notary Public Print Name **OFFICE USE:** Final Cost: Original Estimate cost of construction: Cost Difference: Additional Fee Required: TO AMEND FEE UNDER PERMIT #



Massachusetts

BUILDING DEPARTMENT

Daniel F. Bennett Building Commissioner

APPLICATION FOR CERTIFICATE OF OCCUPANCY

Certificate of Occupancy No:	Date Issued:	
Fee (calculated from the reverse side): \$	Receipt No:	
I hereby request a Certificate of Occupancy pur Section R110.0 or 111.0, as amended, and that t	rsuant to 780 CMR The Massachusetts State Build he information provided is true and accurate.	ding Code
Signature	Date	
Location:	Unit No: Floor No:	
Proposed Use: Residential Attached I	Detached Commercial Size (sq ft):	
Issue to: □ Property Owner □ Contractor □ I	Lessee/Tenant	
Construction Type: Wood Masonry	Structure Steel Concrete Other	
Applicant's Name:	d/b/a Name:	
Town/City/Zip:	Phone:	
Contractor Name:	License #:	
Address:	Phone:	
Town/City/Zip:	Cell Phone:	
Building Permit Number:	Inspector:	
Plumbing Permit Number:	Inspector:	
Gas Fitting Permit Number:	Inspector:	
Wiring Permit Number:	Inspector:	
Sprinkler Permit Number:	Inspector:	
Mechanical Permit Number:	Inspector:	
Health Dept. Sign Off:	Inspector:	
Fire Dept. Sign Off:	Inspector:	
Engineering Dept. Sign Off:	Approval:	
Water/Sewer Dept. Sign Off:	Approval:	
Planning Dept. Sign Off:	Approval:	
Conservation Sign Off:	Approval:	

CERTIFICATE OF OCCUPANCY FEE CALCULATION

1.	1. Certificates of Occupancy of existing structure:		
	No. of Units	x \$50.00 = \$	
2.	Certificate of Occupancy per dwelling unit	:- \$50.00 each:	
	No. of Units	x \$50.00 = \$	
3.	Certificate of Occupancy for Commercial I gross floor area:	Building/Space, \$50 plus \$25 for each 1,000 sq ft	
	\$50.00 + (\$25.00 x (each 1,000 sq ft)	sq ft) = \$	
4.	Temporary or Partial Certificate of Occupa	incy (min.3 months), \$50 / month per unit:	
	\$50.00 x x no of months)	= \$	



Massachusetts

BUILDING DEPARTMENT

Daniel F. Bennett Building Commissioner

Paul R. Campbell
Deputy Building Commissioner

DEMOLITION APPROVALS

DATE			
LOCATION			
FIRE DEPARTMENT			
HEALTH DEPARTMENT _			
PREȘERVATION COMMISS	SION		
WATER/SEWER DIVISION			
BUILDING DEPT. REFUSE/	DEBRIS APPLICATION		
APPLICANT IS RESPONSIBLE FOR WRITTENRELEASE OF THE FOLLOWING:			
NATIONAL GRID	(800) 232-5325		
EVERSOURCE	(800) 592-2000		
VERIZON	(800) 870-9999		
COMCAST (CABLE)	(888) 633-4266		
RCN (CABLE & PHONE)	(800) 746-4726		

WRITTEN RELEASE REQUIRED FROM EACH OF THE ABOVE BEFORE DEMOLITION PERMIT MAY BE ISSUED

Massachusetts

B ÜILDING DEPARTMENT

To:	FIRE DEPARTMENT	Date:	
An applic	cation has been received to demolis	sh the building at:	
It is requi	ired that the Fire Department appro	oves same.	
•	gn and return to this department aft Building Permit may be issued.	er above has been approved in order	
APPRO	VAL OF FIRE DEPARTMENT		
Fire Chi	ef	——————————————————————————————————————	

Massachusetts

BUILDING DEPARTMENT

To:	HEALTH DEPARTMENT	Daté:
An applic	ation has been received to demolish the	building at:
It is requir	red that the Health Department approves	s same.
	n and return to this department after abouilding Permit may be issued.	ve has been approved in order
APPROV	AL OF HEALTH DEPARTMENT	
Health Do	ěňařtmeňť	Date

Massachusetts

B UILDING DEPARTMENT

10: PRESERVATION COMMISSION	Date:
An application has been received to demolish the b	uilding at:
	
It is required that the Preservation Commission app	roves same.
Please sign and return to this department after above that the Building Permit may be issued.	e has been approved in order
APPROVAL OF PRESERVATION COMMISS	ION
1	
Preservation Commission	Date

Massachusetts

B UILDING DEPARTMENT

To:	WATER & SEWER DEPARTMENT	Dațe:
An a	pplication has been received to demolish the b	uilding at:
It is 1	required that the Water & Sewer Department a	pproves same.
	se sign and return to this department after abov the Building Permit may be issued.	e has been appröved in order
APP:	ROVAL OF WATER & SEWER DEPART	MENT
Dire	ctor of Water & Sewer Department	Date

Massachusetts

B UILDING DEPARTMENT

SOLID WASTE DISPOSAL FORM

As a condition of issuing a permit, 780 CMR Sec 105.3.1 #4 for the construction, demolition, renovation, rehabilitation or other alteration of a building or structure, M.G.L. c. 40, § 54, requires that the debris resulting there from shall be disposed in a properly licensed solid waste disposal facility as defined by M.G.L. c. 111, § 150A.

I hereby acknowledge that the referenced building permit issued to construct, demolish, renovate, rehabilitate or after a building or structure is conditioned on compliance with M.G.L. c. 40, § 54.

Building Permit Number (to be completed by office staff)				
Construction Site Address	<u> </u>			
•				
Name and Location of Solid Waste Dis	osal Facility			
		<u></u>		
Signature of Permit Applicant				
		•		
Date	<u>!</u>			



TOWN OF BROOKLINE

PERMIT NO BP-2024-000703

ISSUE DATE 5/21/2024

APPLICANT Paul McDonald **Building Department** (617) 730-2100

Area Insp.: Jason Granai

Insp. Phone: 617-730-2095

JOB WEATHER CARD

BUILDING

PERMIT

AT (LOCATION) 400 HEATH STREET ZONING DISTRICT S-40 SINGLE-FAMILY

CO Required:

Type: Commercial Building

United States

CONTRACTOR

MAP BLOCK LOT 440-39-01

BUILDING IS TO BE: CONST TYPE II A

USE GROUP Educational

LICENSE

TO PERFORM THE FOLLOWING WORK:

Bathroom upgrades at Messina College West Village Bldgs. 1,2,4,5,6 COMPLIANT WITH 780 CMR AND BROOKLINE ZONING BY LAWS

AREA (SQ FT) 1.559.430.00 EST COST(\$) 1900000 PERMIT FEE(\$) 38,000.00

CSL

Paul McDonald

OWNER: TRUSTEES OF BOSTON COLLEGE ADDRESS: 140 COMMONWEALTH AVE

CHESTNUT HILL, MA 02467

Lee Kennedy Co Quincy, MA 02171 PHONE: |6179086234|

POST THIS CARD SO IT IS VISIBLE FROM STREET

BUILDING INSPECTION APPROV	VALS		
Electric	Gas	Plumbing	Building /
Rough: Final:	Rough: Final:	Rough: Final:	Excavation: Footings: Foundation:
D.P.W.	Fire	Health	Rough Frame:
Water:	Smoke:		Firestopping/Fireblocking:
Sewer:	Alarm:	Misc. Dept / Insp	Insulation:
	Sprinklers:	Final:	Final:

THIS PERMIT MAY BE REVOKED BY THE TOWN OF BROOKLINE UPON VIOLATION OF ANY OF ITS RULES AND REGULATIONS. THIS CARD IS THE PROPERTY OF THE TOWN OF BROOKLINE AND MUST BE RETURNED TO THE BUILDING DEPARTMENT AT THE TIME OF JOB COMPLETION.

MGL CH142A HOME IMPROVEMENT CONTRACTOR REGISTRATION. PERSONS CONTRACTING WITH UNREGISTERED CONTRACTORS DO NOT HAVE ACCESS TO THE GUARANTY FUND IN THE EVENT OF A DISPUTE.

Signature:

Jason Granai

ALL WORK SHALL CONFORM TO THE STAMPED OR ENDORSED APPLICATION AND PLANS FOR WHICH THIS PERMIT HAS BEEN ISSUED (107.4). THIS PERMIT WILL BECOME NULL AND VOID IF CONSTRUCTION IS NOT STARTED WITHIN 180 DAYS FROM THE DATE THE PERMIT WAS ISSUED (105.5). APPROVED PLANS MUST BE RETAINED ON THE JOB AND THIS CARD MUST BE DISPLAYED UNTIL FINAL INSPECTION (105.7, 107.3.1), SEPARATE PERMITS ARE REQUIRED FOR PLUMBING, GAS, ELECTRICAL, SHEETMETAL, MECHANICAL AND SPRINKLER INSTALLATIONS. THIS PERMIT CONVEYS NO RIGHT TO OCCUPY ANY STREET, ALLEY OR SIDEWALK. A DEBRIS REMOVAL FORM AS REQUIRED BY THE STATE BUILDING CODE MUST BE ON FILE WITH THE PERMIT (105.3.1.4)

- A. EXCAVATION BEFORE POURING OF CONCRETE
- (24 hr. notification before time of delivery)
- B. FOOTING SOIL REBAR (if applicable)
- C. FOUNDATION BEFORE BACKFILLING (Foundation drain / damproofing in place)
 - ** FOUNDATION AS-BUILT **
 - ** MUST BE SUBMITTED PRIOR TO PLACING SILL**
 - (Failure to submit at this time, contractor/homeowner cont. at own risk)
- E. ROUGH WIRING ROUGH PLUMBING / GAS ROUGH FRAME (drywall fire rated assembly / rated recessed lighting if applicable) ROUGH MECHANICAL - SPRINKLER
- (WEATHER TIGHT SHELL & FIRESTOPPING IN PLACE)
- F. INSULATION
- G. FINISH WIRING, PLUMBING / GAS, MECHANICAL AND SPRINKLER

§8.15.6 CONSTRUCTION HOURS 7 A.M. to 7 P.M. Monday thru Friday, and 8:30 A.M. to 6:00 P.M. Saturdays, Sundays and Holidays. \$7.5.8 IDLING OF MOTOR VEHICLES: No person shall permit the unnecessary operation of the engine of a motor vehicle while said vehicle is stopped in excess of five minutes.

FEE DESCRIPTION	RECEIPT NUMBER	DATE PAYMENT	CHECK NUMBER	AMOUNT
Building Permit (Enter BLDG Portion of Value ONLY - \$)	1715619	5/20/2024		\$38,000.00