

TOWN OF BELMONT

**SIGN-OFF SHEET ADDENDUM FOR
OCCUPANCY/CHANGE of OCCUPANCY/CHANGE of OWNERSHIP/DEMOLITION
(Circle one of the above)**

Property Address _____ Single – 2Family – 3 Family – Condo (circle one)

Business Name _____

Contact Person _____ Phone # _____

Type of Work _____

Contractor Signature _____ Date ____/____/____

Owner Signature _____ Date ____/____/____

Building Permit # ____-____ Map ____ Parcel ____ Date Building Permit Issued ____/____/____

Building Construction Type _____ Use Group _____ Maximum Occupant Capacity _____

Final approval for work completed under the jurisdictions listed below is hereby approved, subject to minor conditions, limitations or disclaimers as noted.

Police (617-993-2501) 460 Concord Avenue - Across from Town Hall _____ ____/____/____

Fire Dept. Headquarters (617-993-2210) 299 Trapelo Road _____ ____/____/____

Wiring Inspector (617-993-2800) 40 Prince Street – Directions listed below _____ ____/____/____

DPW-Water Div. (617-993-2700) 35 Woodland Street – Directions listed below _____ ____/____/____

DPW-Highway Div. (617-993-2680) 19 Moore St. - Homer Municipal Building _____ ____/____/____

Treasurer/Tax Collector (617-993-2770) 19 Moore St. - Homer Municipal Building _____ ____/____/____

Assessors (617-993-2630) 19 Moore St. - Homer Municipal Building _____ ____/____/____

Health Dept. (617-993-2720) 19 Moore St. - Homer Municipal Building _____ ____/____/____

Community Development (617-993-2650) 19 Moore St. - Homer Municipal Building

 Plumbing-Gas (617-993-2662) _____ ____/____/____ Historic _____ ____/____/____

 Engineering (617-993-2665) _____ ____/____/____ Conservation _____ ____/____/____

 Planning (617- 993-2666) _____ ____/____/____

After obtaining the above signatures, this application, along with any support documents, will be reviewed by the Inspector of Buildings prior to final approval.

Please allow an additional 7 business days for preparation of final certificate.

Inspector of Buildings (617-993-2664) _____ Date _____

Directions to: Light Department

Concord Ave – **Right** under bridge on to Common St. towards Cushing Square

Keep Delta on your **Right**

At the first set of lights, turn **Right** onto Waverley St.

Stay on Waverley, through 1 set of lights

5th Street on the Right – Prince St. – Light Department