



CITY OF SOMERVILLE, MASSACHUSETTS

DEPARTMENT OF PARKING

133 Holland St, Somerville, MA 02144

Tel: 311 or from outside Somerville (617) 666-3311

## Landlord/Landlord Maintenance Permit

**Cost: \$60.00 per year** 1-9 property address  
**\$100.00 per year** 10+ property addresses

**Duration:** 12 months

**Hours:** 7:00AM-7:00PM

**Location:** On-street or adjacent street to address indicated on permit

### FAQ

#### Who is eligible?

- A landlord whose primary residence is outside of Somerville.
- Landlord Maintenance Company.
- One permit may list multiple properties and up to two license plate numbers.

#### What information is required?

- Copy of vehicle(s) valid registration(s)
- Copy of recent tax or water bill for each property or bill of sale for recently purchased property.
- Letter from landlord on letterhead for with name of Maintenance Company.

#### How do you apply?

- Applicants may hand deliver or mail completed application and copies of all needed documentation to Parking Office at 133 Holland Street.
- All permits will be picked up at Parking Office or mailed to landlord's address.

#### How long does the process take?

- A single Permit obtained at window will be processed immediately. Multiple permits may take 1-2 days to process.
- Permits requested by mail will be processed within 15 business days after receipt of paperwork and payment.

#### Additional Questions?

- Email us at [311requests@somervillema.gov](mailto:311requests@somervillema.gov) or call 617-666-3311