



**CITY OF SOMERVILLE
TRAFFIC AND PARKING DEPARTMENT
OFFICE OF THE PARKING CLERK**

133 Holland Street
Somerville, MA 02144
Phone: 617-625-6600
ParkSomerville.com

LANDLORD MAINTENANCE/ VIEWING PERMIT

COST: \$60 per year, \$100 for 10+ properties	DURATION: 12 months
HOURS: 7 a.m.—7 p.m.	LOCATION: On street or adjacent street to any property indicated on permit

WHO IS ELIGIBLE?

- Any landlord who already owns a Landlord Permit and would like an additional permit to facilitate property maintenance/viewings with potential lessees.
- Landlords can purchase one Viewing Permit.

WHAT INFORMATION IS NEEDED?

- Copy of a recent water or tax bill for each property owned in Somerville or a bill of sale for a recently purchased property.
- Copy of vehicle(s) registration.

HOW DO YOU APPLY?

- You may apply in person OR mail the completed application, needed information and payment to the Traffic and Parking Office.

HOW LONG DOES THE PROCESS TAKE?

- Individual permits requested at the window will be processed immediately.
- Permits requested by mail will be available for pickup within 10 business days after receipt of paperwork.

QUESTIONS?

Email us at 311requests@somervillema.gov

or call 617-666-3311