



TOWN OF WINTHROP

OFFICE OF THE BUILDING COMMISSIONER

Al Legee, Building Commissioner/Inspector
100 Kennedy Drive, Winthrop, MA 02152 Telephone: 617-846-4344 Fax: 617-539-5826
Email address: buildingdept@town.winthrop.ma.us

APPLICATION for CERTIFICATE of OCCUPANCY

In accordance with the Commonwealth of Massachusetts State Building Code, you are required by Section 119 to obtain a Certificate of Occupancy for the structure or portion of same that has been built, altered or change of use. The work has to be completed before the certificate can be issued.

Return this letter or copy of same to this office with a check in the amount of \$100 (One Hundred Dollars) per dwelling unit made payable to the Town of Winthrop for the issuance of the Certificate of Occupancy or mail to Inspectional Services/Building Department at the above address.

Please Print or Type Below information

Date: _____

Owner's
Name: _____

Owner's
Address: _____

Property
Location: _____

Number of dwelling units in structure _____ Condominium Unit# _____

Name & Tel. of person to contact for an Inspection: _____

E-Mail Address of contact person: _____

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For office use only:

Use before construction _____ Use after Construction _____

Date Received _____

Fee Received _____

Building Inspector _____ Electrical Inspector _____

Fire Inspector _____ Plumbing /Gas Inspector _____

Board of Health _____ DPW _____