

The Watertown Department of Community Development and Planning is now accepting and reviewing Building Permit applications through our on-line portal and through the mail.

Please note the following:

1. **No new permits will be issued until the Governor lifts the State of Emergency.** Reviewing applications now, will forgo any more delay when permits can be issued. Applications will be reviewed on a first come, first serve basis and no exceptions will be made. We currently have a que of applications submitted prior to the shut-down which will take priority, the only exception will be emergency situations such as an active roof leak.
2. Any application that is incomplete will not be reviewed until all necessary documents are provided. We will communicate through email and/or by phone. Once we have a complete package, the application will go into the que – we will not ‘move to the front of the line’.
3. Any application requiring DPW approval must be submitted to DPW prior to being submitted to the Building Department. 617-972-6420
4. Be patient. We will get to every application as quickly and safely as possible. We know you want to get back to work but we must continue to follow guidelines set forth.

We thank everyone for their patience

*Peter McLaughlin*  
*Building Commissioner*  
*617-972-6480*