

Step 1

Enter street, street number and click green arrow.

Address

Street Name Street # Unit

Go

Welcome to the Town of Watertown Online Permit Tracking System

Step 2

If applying for a new permit, find permit type and click 'apply for a new permit'.

Building Permits

149 MAIN ST WATERTOWN, TOWN OF BOYS & GIRL (I) Status: Closed This permit was closed.

Electrical Permits

149 MAIN ST WATERTOWN, TOWN OF BOYS & GIRL (I) Status: Issued [Print Permit](#)

Building Permits

149 MAIN ST	WATERTOWN, TOWN OF BOYS & GIRL (I)	Status: Closed	This permit was closed.
149 MAIN ST	(BP-2015-0326)	Status: Issued	Print Permit
149 MAIN ST	(BP-2015-0402)	Status: Issued	Print Permit
149 MAIN ST	(BP-2015-0785)	Status: Issued	Add to Cart
149 MAIN ST	WATERTOWN, TOWN OF TOWN HALL (E)	Status: Issued	Print Permit
149 MAIN ST	WATERTOWN, TOWN OF TOWN HALL (E)	Status: Voided	
149 MAIN ST	WATERTOWN, TOWN OF TOWN HALL (E)	Status: Application	Edit Application
149 MAIN ST	WATERTOWN, TOWN OF TOWN HALL (E)	Status: Application	Edit Application
149 MAIN ST	WATERTOWN, TOWN OF TOWN HALL (E)	Status: Issued	Add to Cart
149 MAIN ST	WATERTOWN, TOWN OF TOWN HALL (E)	Status: Application	Edit Application
149 MAIN ST	WATERTOWN, TOWN OF TOWN HALL (E)	Status: Issued	Print Permit

[Apply for a new Permit](#)

Step 2A


If editing or paying for an application click 'edit application' or 'add to cart'.


Electrical Permits

56 KEENAN ST

DIGIOVANNI FIORELLA (EPA-20-512)

Status: Add Info Reqd

Edit Application 

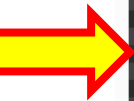
Add to Cart 



Step 3

Fill out fields, expand sections by clicking on heading

PROPOSED WORK
PROPERTY INFORMATION
OWNER INFORMATION
FEES & PAYMENTS



PROPOSED WORK

Complete Description of Project: *

SETBACKS

Dig Safe Number (1-888-DIG-SAFE):


PROPERTY INFORMATION
OWNER INFORMATION
FEES & PAYMENTS

Step 4

If a 'homeowner' permit, email and phone number must be provided

Owner:	WATERTOWN, TOWN OF TOWN HALL
Co-Owner:	
Mailing Address 1:	149 MAIN STREET
Mailing Address 2:	
Mailing City:	WATERTOWN
Mailing State:	MA
Mailing Zip Code:	02472
Owner's Contact Number: *	999 999 9999 ext.
Owner's Email Address:	

(in the format email@example.com)



Step 5

If a contractor pulls the permit, all applicable license(s) must be provided with the assigned PIN.

CONTRACTOR INFORMATION

Indicate who will be conducting the work: *

Contractor
 Owner

HIC Information

Is an HIC required for this Project? *

Yes No


License Holder Login *

Lic/Reg No.

PIN

[Click to Validate](#) [clear](#)

[Forgot PIN?](#)



HIC Registration required for residential permits

CSL Information


License Holder Login *

Lic/Reg No.

PIN

[Click to Validate](#) [clear](#)

[Forgot PIN?](#)



Only enter numbers, no letters

FEES & PAYMENTS

Step 6

Enter estimated project cost, the permit fee will automatically calculate.

FEES & PAYMENTS

Building Cost(s) below are REQUIRED. The Town WILL NOT review your application without Building Cost(s).

Project Costs

Total Estimated Project Cost (\$): *
(in the format 1234.56 or -4325)

Final Project Cost (\$):
(in the format 1234.56 or -4325)

Staff Only: Project Cost Calculator

Permit Fees

Base Application Fee (\$):

STAFF ONLY: Multiplier (base fee doubled if work was begun without permit)

Base Application Fee w/Multiplier:

Step 7

Upload applicable plans, contract, insurance, etc. If you are unsure of documents needed, please contact the Building Department at 617-972-6480 (option 1 or 6).

REQUIRED DOCUMENTS

The following documents are required for the category of building permit selected above. The Town WILL NOT review your application until ALL documents are uploaded.

STAFF ONLY - Required Documents (staff will determine all documents required for this application):

- Building Plan
- Final Close Out Documents
- Plot Plan
- Construction Control Documents
- HERS Rating Documents
- Specifications

The following documents have been determined necessary for the category of building permit selected above. All required documents must be uploaded and/or provided to the Town prior to application review.

Add a Document:

Upload: Building Plan
 No file chosen

Upload: Construction Control Documents
 No file chosen

Step 8

Click either 'owner' or 'contractor' digital signature (depending on who is pulling permit).

Owner's Digital Signature: *

By checking this box, I hereby attest under the pains and penalties of perjury that all of the information contained in this application is true and accurate to the best of my knowledge and understanding.

Contractor's Digital Signature: *


By checking this box, I hereby attest under the pains and penalties of perjury that all of the information contained in this application is true and accurate to the best of my knowledge and understanding.


Step 9

Once you are finished, click 'save' or if editing, 'submit'. You will be directed to the cart to complete the payment for permit fee. In some cases, you may need to add the application to the cart.

149 MAIN ST

WATERTOWN, TOWN OF TOWN HALL Status: Application

Edit Application 

Add to Cart 



Once 'added to cart' is selected, you will see the cart at the bottom of page



Address

Street Name Street # Unit

Go

149 MAIN ST	(GP-2015-0226)	Status: Issued	Add to Cart
149 MAIN ST	WATERTOWN, TOWN OF TOWN HALI	Status: Application	Edit Application
Apply for a new Permit			

Plumbing Permits

149 MAIN ST	(PP-2013-0391)	Status: Issued	Print Permit
149 MAIN ST	(PP-2014-0290)	Status: Issued	Print Permit
149 MAIN ST	WATERTOWN, TOWN OF TOWN HALI	Status: Issued	Print Permit
149 MAIN ST	WATERTOWN, TOWN OF TOWN HALI	Status: Application	Edit Application
149 MAIN ST	WATERTOWN, TOWN OF TOWN HALI	Status: Issued	Print Permit
149 MAIN ST	WATERTOWN, TOWN OF TOWN HALI	Status: Closed	This permit was closed.
149 MAIN ST	WATERTOWN, TOWN OF TOWN HALI	Status: Closed	This permit was closed.
Apply for a new Permit			

Sheet Metal Permits

149 MAIN ST	WATERTOWN, TOWN OF TOWN HALI	Status: Issued	Print Permit
-------------	------------------------------	----------------	------------------------------

Payment Cart Contents:

Item: Building Permit (BPA-20-532)	\$3.00	(remove)
Total:	\$3.00	
Complete your purchase >>		



Click 'complete your purchase, to pay for the permit application.

Step 10

We will contact you if additional information is needed and this is usually done through email. Please also check your 'spam' folder.