



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

133 Holland Street  
Somerville, MA 02144  
Phone: 617-625-6600  
[ParkSomerville.com](http://ParkSomerville.com)

# LANDLORD MAINTENANCE/ VIEWING PERMIT

<b>COST:</b> \$60 per year, \$100 for 10+ properties	<b>DURATION:</b> 12 months
<b>HOURS:</b> 7 a.m.—7 p.m.	<b>LOCATION:</b> 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 [311updates@somervillema.gov](mailto:311updates@somervillema.gov)

or call 617-666-3311