



**CITY OF HOLYOKE MASSACHUSETTS
BUILDING PERMIT REQUIREMENTS
ENGINEERING DEPARTMENT**

The following is a list of permits or other items that in general will be required or issued from the Department of Public Works / Engineering Department prior to the issuance of a Building Permit:

- 1. ASSESSORS MAP-BLOCK-LOT #**
- 2. ASSIGN STREET ADDRESS**
- 3. DRIVEWAY PERMIT/CURB CUT**
(refer to driveway standards)
- 4. SEWER ENTRANCE FEE PAYMENT**
(refer to sewer entrance fee schedule)
- 5. STORMWATER PERMIT (LARGE/SMALL)**
(refer to stormwater regulations)
- 6. EASEMENTS**
- 7. LICENSE OF ENCUMBERANCE**
- 8. ROAD OPENING PERMIT/TRENCH PERMIT**
- 9. RIGHT OF WAY OCCUPANCY PERMIT**
- 10. GROUNDWATER / STORMWATER DISCHARGE PERMIT**
- 11. PROJECTIONS IN OR OVER STREET OR SIDEWALK PERMIT**

Please contact the City Engineer to review each item's applicability.