



TOWN of BROOKLINE

Massachusetts

BUILDING DEPARTMENT

Daniel F. Bennett
Building Commissioner

CONDOMINIUM CONVERSION APPLICATION

Date: _____

In accordance with the provisions of the Town of Brookline By-Law, Article 5.2, I hereby apply for a Certificate of Inspection for Condominium Unit located at the following address, or addresses.

CONDOMINIUM ADDRESS: _____ Unit No: _____

Owner: _____ Owner's Cellphone: _____

Condominium Name: _____

Certificate to be issued to: Owner Applicant

Name of Contact Person for Inspection: _____

Address/Town/Zip: _____

Location of Condo within Building: _____
(i.e. 1st floor, 2nd floor, left or right unit, rear)

Does property contain Commercial Units: YES NO How many? _____

Signature of Applicant: _____

Master Deed Bk: _____ Page: _____

INSTRUCTIONS:

- 1) Make check payable to Town of Brookline.
- 2) Return this application with your check to Building Department for EACH UNIT as well as a copy of the Master Deed and Plans with BK & Page to the Town of Brookline, 333 Washington Street, Brookline Massachusetts 02445.

FEE: \$100.00/Unit RECEIPT NO: _____

CERTIFICATE NO: _____ ISSUED: _____

By-Laws of the Town of Brookline
Article 5.2 through 5.2.6 inclusive

Within forty-eight hours after the recording of a master deed, under General Laws C. 183A the owner or owners who create a condominium shall file a copy of the Master Deed with the Building Department of the Town of Brookline and the Town shall inspect the condominium premises in the following manner:

- (A) The Health Department shall make an inspection within a reasonable time of said premises.
- (B) The Building Department shall make an inspection within a reasonable time of said premises to determine if the same are in compliance with all applicable provisions of the State and local codes, ordinances and the rules and regulations of all appropriate regulatory agencies.
 - 1. Condominium Master Deed Registered with Building Dept. Date; _____
 - 2. Condominium Certificate of Inspection Issued Date; _____
 - 3. This Building was not a building of four or more units on August 20th 1982.