
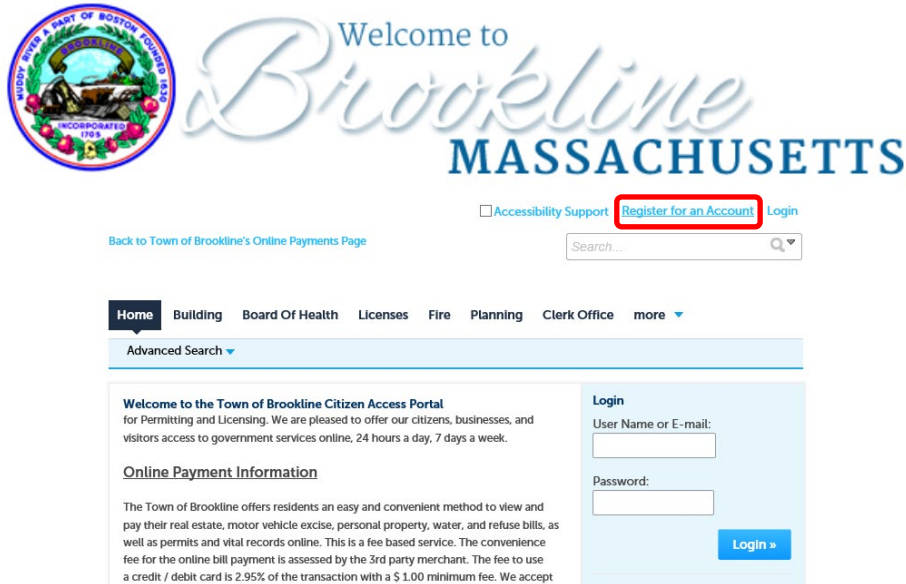
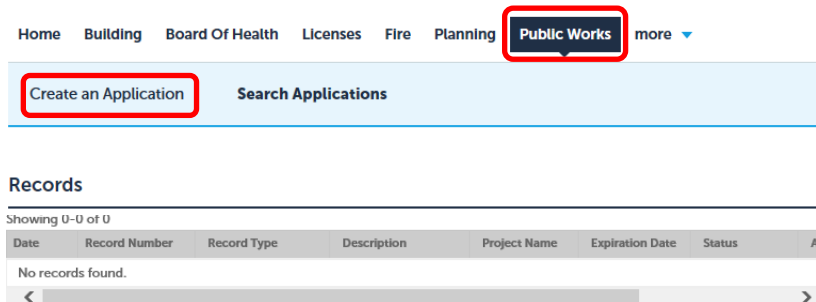


How to apply for a Commercial Landscaping License online

1. Using your web browser, go to <https://www.brooklinema.gov/Permit>
2. Once you have reviewed the online application guide click the  button:
3. If you have not registered with the online system yet, click the [Register for an Account](#) link. For instructions on registering, please see <https://www.brooklinema.gov/DocumentCenter/View/12298>



4. Once you have logged in, choose **Public Works** from the menu and click the **Create an Application** option. **IMPORTANT:** If you already have a license issued by the Town, please renew - do not re-apply.



5. Please review the terms and check the "I have read and accepted the above terms." checkbox – then click **Continue Application**:

Please "Allow Pop-ups from This Site" before proceeding. You must accept the General Disclaimer below before beginning your application.

General Disclaimer

While the Agency attempts to keep its Web information accurate and timely, the Agency neither warrants nor makes representations as to the functionality or condition of this Web site, its suitability for use, freedom from interruptions or from computer virus, or non-infringement of proprietary rights. Web materials have been compiled from a variety of sources and are subject to change without notice from the Agency as a result of updates and corrections.

I have read and accepted the above terms.

Continue Application »

6. Expand Public Works and select Commercial Landscaping Application, then click **Continue Application**

Home Building Board Of Health Licenses Fire Planning **Public Works** more ▾

Create an Application Search Applications

Select a Record Type

Choose one of the following available record types. For assistance or to apply for a record type not listed below please contact us.

Search

▼ Public Works

- Commercial Landscaping Application
- Commercial Recycling Plan
- DPW Site Plan Review
- Drainlayer Application
- Waste Hauler Application
- WSD Street Opening Permit

Continue Application »

7. Enter the **Applicant**– to use the information provided upon registering, click **Select from Account**

Commercial Landscaping Application

1 Step 1 2 Review 3 Pay Fees 4 Record Issuance

Step 1: Step 1 > Company Information * indicates a required field.

Applicant

To add new contacts, click the Select from Account or Add New button. To edit a contact, click the Edit link.

Select from Account Add New Look Up

The system will require that you provide all 3 contacts: Applicant, Mailing Address and Agent. Use the Add New button to fill in as appropriate and please be sure to include phone and email information.

8. Enter all application information **Please note:** any field with a red asterisk is required:

Custom Fields

COMPANY INFO

Website:

* Number of Stickers Requested:

Custom Lists

VEHICLES

Showing 0-0 of 0

Vehicle Plate Number	Sticker Number
No records found.	

Add a Row Edit Selected Delete Selected

LEAF BLOWERS

Showing 0-0 of 0

Make	Model
No records found.	

Add a Row Edit Selected Delete Selected

Save and resume later Continue Application »

9. After reviewing all information provided, read the Certification and check the “I agree” box. Then click **Continue Application**

I hereby certify under the pains and penalties of perjury that if the permit is granted I, or my designee, will train all employees as to the provisions of Article 8.31 and the corresponding Rules and Regulations.

I submit this application with an attestation that all of the information is true and accurate and sign under the pains and penalties of perjury.

By checking this box, I agree to the above certification.

Date: 03/24/2023

[Save and resume later](#) [Continue Application »](#)

10. Pay for your application

Step 3: Pay Fees

Listed below are preliminary fees based upon the information you've entered. Some fees are based on the quantity of work items installed or repaired. Enter quantities where applicable. The following screen will display your total fees.

Application Fees

Fees	Qty.	Amount
Commercial Landscaping Permit	1	\$25.00

TOTAL FEES: \$25.00

Note: This does not include additional inspection fees which may be assessed later.

[Continue Application »](#) [Continue Shopping »](#)

11. Once you click the green **Process Payment** button, your application is submitted.