



Off Hours Permit Application

This application is required to receive approval for work beyond regular construction hours (7:00 AM-6:00 PM, and holidays).

You must submit no later than 12:00 PM on the Thursday prior to the proposed date for work.

Onsite Point of Contact:

Name: _____ Phone: _____
Ward: _____ Address: _____ Permit Number: _____

Proposed Time and Date for Construction Work:

Monday _____ Tuesday _____
Wednesday _____ Thursday _____
Friday _____ Saturday _____
Sunday _____

Detailed description of off hours work to take place:

Off-Hours Work Justification (Check All That Apply):

- Emergency Repairs** – Immediate threat to public safety/property (e.g., fire, flood, structural or utility failure, hazardous materials).
- Essential Utility/Infrastructure Work** – Time-sensitive utility work (water, gas, electric, telecom) coordinated with City/public safety.
- Critical Public Services Support** – Work tied to hospitals, shelters, transportation, schools, or public/affordable housing requiring off-hours to avoid disruption.
- Interior Work (Low Impact)** – Interior-only, no significant noise, dust, or light, and minimal disturbance to nearby residents.
- Other (Commissioner Discretion)** – Must show off-hours work is the only reasonable option for safety or public benefit. *Project delays or contractor availability not valid justification.*

Justification for how the project meets the criteria above:

Mitigation plan for noise, light, or other disruptions:



16-26.4 Regulation of Construction Hours.

No erection, demolition, alteration, or repair of any building and excavation in regard thereto, except between the hours of 7:00 a.m. and 6:00 p.m., on weekdays or except in the interest of public safety or welfare, upon the issuance of and pursuant to an Off Hours Permit from the Commissioner, Inspectional Services Department, which may be renewed for one or more periods of not exceeding one week each. Any person violating this section hereof shall be punished by a fine of Three Hundred Dollars (\$300.00) for each offense. All fines issued under this section may be recovered by the noncriminal disposition procedures promulgated in G.L. c. 40, s. 21D. Each day shall constitute a new offense. (Ord. 1984 c.10 § 1 [354c]; Ord. 1991 c. 5 § 38; Ord. 2016 c. 8 §§ 1-4)

Permission must be granted for each event, with a fee of \$100.00 per event.