

# CONDOMINIUM REVIEW BOARD

Somerville City Hall Annex  
50 Evergreen Ave., Somerville, MA 02145  
(617) 625-6600 x 2575

## NEW CONSTRUCTION COURTESY CONVERSION PERMIT APPLICATION

Property Address: \_\_\_\_\_

### I. Owner Information

Owner Name \_\_\_\_\_

Address, City, Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

### II. Agent/Applicant Information

Name \_\_\_\_\_

Address, City, Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

### III. Property Information

Purchase Date (Month/Year) \_\_\_\_\_

Prior use of property \_\_\_\_\_

Did you purchase the property as a vacant lot? [ ] yes [ ] no

How many units total \_\_\_\_\_

How many new construction units \_\_\_\_\_

Unit numbers for new construction units \_\_\_\_\_

### III. Verification – attach Building Permit and Certificate of Zoning Compliance

I SWEAR UNDER THE PAINS AND PENALTIES OF PERJURY, THAT ALL OF THE INFORMATION  
SUPPLIED HEREIN IS TRUE.

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Agent/Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Type/Print Name

\_\_\_\_\_  
Type/Print Name