



Mayor Michelle Wu

Dear Business Owner,

In accordance with the City of Boston's Auto Shop Ordinance all businesses that store, repair or sell cars/products must apply for a license and pay the \$100 fee at the Boston Inspectional Services Department, Environmental Services Division 1010 Massachusetts Ave. 4th Floor, Boston, MA 02118. The Auto Shop Ordinance ensures the reduction of the impact on neighborhoods and the environment through education of all applicable codes.

In addition, the City of Boston's Site Cleanliness Ordinance requires all automotive establishments and businesses who use bulk refuse containers to obtain a Site Cleanliness license and pay the \$50.00 fee. This Ordinance requires businesses that maintain bulk refuse [apply](#) for a license from the [Boston Inspectional Services Department](#)

Your application for the license needs to include:

- a completed [Site Cleanliness Application](#) and your payment
- a site plan indicating the location of the dumpster and how close it is to neighboring properties or public ways
- the location of any required fencing or screening
- a maintenance plan and schedule
- a solid waste proposal plan that includes a copy of the solid waste disposal contract
- a rodent or pest control contract, and
- a license from Public Works only if the dumpster is on a public way. [Learn how to get a street occupancy permit.](#)

*Completed Applications and payments can be mailed or dropped off to the Inspectional Services Department, Environmental Services Division, 1010 Massachusetts Ave. Boston, MA 02118. Please note: **The above mentioned licenses do not automatically renew.***

Failure to comply may result in a violation

Failure to comply with the above mentioned licenses may result in fines of up to \$1000 per day or the forfeiture of your business license.

Sincerely,

John Ulrich, Assistant Commissioner

