

TOWN OF MILFORD

DIRECTORY OF MUNICIPAL LICENSES, PERMITS AND AUTHORIZATIONS



THIS BROCHURE CONTAINS A GENERAL LISTING OF PERMITS, LICENSES AND OTHER AUTHORIZATIONS WHICH MUST BE OBTAINED FROM MUNICIPAL DEPARTMENTS FOR SPECIFIED PURPOSES. IF ADDITIONAL INFORMATION IS REQUIRED, PLEASE CONTACT THE APPROPRIATE DEPARTMENT.

THE USER OF THIS DIRECTORY IS ADVISED THAT, ALTHOUGH PUT TOGETHER CAREFULLY, THE COMPLETENESS OR ALL-INCLUSIVENESS IS NOT GUARANTEED. IT SHOULD BE FURTHER UNDERSTOOD THAT, BEFORE CERTAIN ACTIVITIES ARE UNDERTAKEN, APPROVAL OF SEVERAL BOARDS OR OFFICIALS MAY BE NECESSARY. FINALLY, IT SHOULD ALSO BE UNDERSTOOD THAT, IN VARIOUS INSTANCES, AN ACTIVITY SOUGHT TO BE "PERMITTED" OR LICENSED MAY BE FORBIDDEN OR CONTROLLED BY ZONING REGULATIONS; OR CERTAIN ZONING APPROVALS OF THE PLANNING BOARD OR ZONING BOARD OF APPEALS MAY BE NECESSARY BEFORE ISSUANCE OF ANOTHER LICENSE OR PERMIT.

THIS BROCHURE IS PROVIDED AS A PUBLIC SERVICE THROUGH THE OFFICE OF THE MILFORD BOARD OF SELECTMEN.

RICHARD A. VILLANI, TOWN ADMINISTRATOR

***THE FOLLOWING LICENSES, PERMITS
OR AUTHORIZATIONS MAY BE OBTAINED FROM:***

Alcoholic Beverages	Selectmen
Alien Print Cards	Police Department
Ammunition (Sale of)	Police Department
Ammunition & Powder (black/smokeless)	
Storage of	Fire Department
Animal Control	Animal Control Officer
Animals/Petting Zoos	Selectmen
Animal Stables	Health Department
Antique Dealer	Selectmen
Assisted Living Facility (Special Permit)	Planning Board
	Planning/Engineering Department
Auctioneer	Selectmen
Automatic Amusements	Selectmen
Automobiles	
Class I - New Car Dealer	Selectmen
Class II - Used Car Dealer	Selectmen
Class III - Junk Dealer	Selectmen
Beano	Selectmen
Beer and Wine	Selectmen
Bicycle Registration	Police Department
Billiards	Selectmen
Birth Certificates	Town Clerk
Blasting Permits	Fire Department
Block Parties	Selectmen
Boarding Houses	Selectmen
Bonfires (Once Yearly)	Fire Department, Selectmen
Bowling Alleys	Selectmen
Building Permits	Dept. of Inspections
...residential, commercial, professional industrial, construction; also miscellaneous (fences, signs, etc.)	
Burial Permits	Health Department
Burning (Open Air Fires)	Fire Department
Cable Television	Selectmen
Caterers	Health Department
Carnival and Circus	Selectmen
Certificate of Zoning Compliance	Dept. of Inspections
Certificates of Inspection	Dept. of Inspections
Children's Work Permits	Superintendent of Schools
Christmas Trees (Sales)	Selectmen
Christmas Trees (Storage)	Fire Department
Cinemas	Selectmen
Clubs, Associations Dispensing Food or Beverages to Members	Selectmen, Board of Health
Coin-Operated Game Machines	Selectmen
Common Carriers	Police Department
Common Victualler (Restaurant)	Selectmen, Board of Health

***THE FOLLOWING LICENSES, PERMITS
OR AUTHORIZATIONS MAY BE OBTAINED FROM:***

Conservation (see Wetlands)
Cream and Milk
Day Care/Home Day Care Centers

Death Certificates
Decorations
Diesel Storage (See Fuel)
Disposal Works (Septic tank cleaners)
Dog Licenses
Drainlayers License
Educational Facilities (Private)

Quarterly Inspections
Elderly (Assistance to)
Elderly Housing (Special Permit)
Electrical Wiring Permits
Emergency Street Closings
Entertainment (Live)
Explosives (Transportation & Storage)
Fence Permits
Firearms (rifles, shotguns, BB guns, MACE,
Possession of, sale of)

Fire Protection Equipment
Fireworks
Fishing Licenses (www.mass.gov/massfishhunt)
Flammable Fluids (Transportation of)
Flammable Gases (Transportation/Storage of)
Food Service Establishments (Restaurants, etc)
Food Service, Mobile (Canteens, etc.)
Food Service, Temporary (Carnivals, Fairs, etc)
Fortune Tellers
Fuel Storage/Flammable Fluids
Annual renewal certificates

Funeral Directors
Garage/Yard Sales
Gas Permits
Gas Station Self Service
Gasoline Storage (See Fuel)
Hackney Carriages & Drivers
Hawkers and Peddlers
Hazardous Substances (Unattended)
Hazardous Waste Facilities (Special Permits)

Holiday Work Permits

Home Occupation Permits (for small
business within dwelling)

Health Department
Fire Department, Dept. of Inspections,
Board of Health
Town Clerk
Fire Department

Health Department
Town Clerk
Sewer Dept.

Fire Department
Council on Aging
Planning & Engineering Dept.
Wiring Inspector/Dept of Inspections
Police Department
Selectmen
Fire Department
Dept. of Inspections

Police Department
Fire Department, Dept. of Inspections
Fire Department
No longer done here
Fire Department
Fire Department
Health Department, Selectmen
Health Department
Health Department
Selectmen
Fire Dept.
Town Clerk
Health Department
Selectmen
Department of Inspections
ZBA, Planning, Fire, Dept. of Inspections

Police Department
Police Department & Selectmen
Fire Department
Health Department
Planning & Engineering Dept.
Police Department

Dept. of Inspections

***THE FOLLOWING LICENSES, PERMITS
OR AUTHORIZATIONS MAY BE OBTAINED FROM:***

Hospitals (Quarterly Inspections)	Fire Department, Board of Health (food 2x yearly), Selectmen (for food license only)
House Numbers, Assignment of	Assessors, Dept. of Inspections
Hunting Licenses (www.mass.gov/massfishhunt)	No longer done here
Ice Cream	Health Department
InnHolders	Selectmen
Innkeepers (Quarterly Inspections)	Fire Department
Las Vegas Nights	Town Clerk
Limousines & Taxis	Police Department
Liquor Licenses	Selectmen
Lottery Permits	Police Department
Markets, Retail	Health Department
Marriage Licenses	Town Clerk
Massage Therapy	Health Department, Dept. of Inspections
Milk and Cream	Health Department
Motor Vehicles (Accident Reports)	Police Department
Motor Vehicles (Red & Blue Light Permits)	Police Department
Movie Theatres	Selectmen
Nursing Homes (Quarterly Inspections)	Fire Department, Board of Health
Occupancy Inspections	Dept. of Inspections, Fire Department
Occupancy Permits (See Building Permits)	Dept. of Inspections
Oil-Burning Equipment (Installation/Alteration)	Fire Department, Electrical Dept.
Open Air Burning	Fire Department
Paint Booths	Fire Dept., Department of Inspections
Parades	Selectmen
Parking Lots (Municipal only)	Selectmen
Parking (Overnight During Ban)	Police Department
Parks (Use of)	Park Commission
Peddlers & Hawkers	Police Department & Selectmen
Petting Zoos	Selectmen
Pistol Permits	Police Department
Plumbing Permits	Plumbing Inspector/Dept. of Inspections
Pole & Conduit Locations	Selectmen
Pool Tables	Selectmen
Pools (See "Swimming Pools")	
Power Plant (Gas fueled, special permit)	Planning & Engineering Dept.
Propane (Storage of)	Fire Department
Public Speeches	Selectmen
Public Ways (Obstruct and/or Overhang)	Selectmen
Raffle Permits	Town Clerk
Residential Care Facilities (Quarterly Inspections)	Fire Department
Restaurants	Health Department
Retail Markets	Health Department
Recycling	Health Department
Rubbish Removal Haulers	Health Department
School Facilities & Playing Fields (Use/Rental)	School Department
Second Hand/Antique Dealers	Selectmen

***THE FOLLOWING LICENSES, PERMITS
OR AUTHORIZATIONS MAY BE OBTAINED FROM:***

Security Print Cards	Police Department
Senior Citizen Activities	Council on Aging
Septic Systems	Health Department, Planning Dept.
Septic System Installers	Health Department, Planning Dept.
Sewer Drain Layer License	Sewer Commission
Sewer Service Connection Permit	Sewer Commission
Sewer Use or Fee (Payments or information)	Sewer Commission
Sidewalks & Streets (Permit to open)	Highway Department
Sidewalks & Streets (To obstruct or overhang)	Selectmen, Police Dept.
to erect signs	
to display merchandise	
to repair or renovate building	
Sign Permits	Dept. of Inspections
Signs (Traffic aids)	Selectmen
Site Plan Reviews (Or Waivers)	Planning & Engineering Dept.
for Commercial/Industrial sites	
Smoke Detectors (Residential; upon sale of Property)	Fire Department
Soil Testing (Perk tests, deep hold tests)	Health Department
Speeches in Public	Selectmen
Sprinkler Systems	Fire Department, Dept. of Inspections
Stop-work Order	Dept. of Inspections
Storage of Combustible Materials	Fire Department
Stoves (Solid Fuel) Permits	Dept. of Inspections
Street Acceptance & Layouts	Selectmen
Street Closing (Emergency)	Police Department
Streets (Dwelling numbers)	Dept. of Inspections, Assessors
Sub-Divisions (Plans and approvals)	Planning & Engineering Dept.
Sunday Work Permits	Police Department
Swimming Pools	Health Department & Dept. of Inspections
public (e.g., municipal & State pools)	
semi-public (e.g., hotels & apartment complexes)	
Tabaco	Board of Health
Tag Days	Selectmen
Tank Removal	Fire Department
Tank Trucks (Inspection of)	Fire Department
Tanning Facilities	Health Department
Taverns	Selectmen
Tax Abatements	Assessors
..age, financial conditions, infirmity	
..over valuation of real estate or personal property	
Tax Exemptions	Assessors
..veterans (service-connected disabilities)	
..blind (certified)	
..elderly (over 70 years)	
Tax Increment Financing Agreements (TIF)	Selectmen/Town Meeting
Tax Liens, Municipal Certificates	Tax Collector
Tax Titles	Town Treasurer

***THE FOLLOWING LICENSES, PERMITS
OR AUTHORIZATIONS MAY BE OBTAINED FROM:***

Taxis and Limousines
Traffic Signs & Other Aids
Transfer Facility - Permits
Transient Vendors
Trash Removal
Town Meeting (Articles for inclusion in warrant)
Underground Storage Tanks (U.S.T.)
Veterans (Assistance)
Voter Registration
Well Installer
Wetlands Permits (Per Wetlands Protection Act)

Wine and Malt Licenses
Wiring Permits
Work Permit (Children)
Yard Sales/Garage Sales
Zoning Amendments (Petitions)
Zoning (Special Permit/Variance application)
Zoning Information (By-laws, maps, general)

Police Department
Selectmen
Highway Department
Police Department & Selectmen
Health Department
Selectmen
Fire Department
Veterans Agent
Town Clerk
Health Department
Conservation Commission/Planning
& Engineering Dept.
Selectmen
Wiring Inspector/Dept of Inspections
Superintendent of Schools
Selectmen
Selectmen
Clerk's Office
Zoning Enforcement Officer/Dept.
of Inspections