



CITY OF MELROSE

OFFICE OF THE CITY CLERK

MARY-RITA O'SHEA
City Clerk

City Hall, 562 Main Street
Melrose, Massachusetts 02176
Telephone - (781) 979-4114
Fax - (781) 979-4149

INSTRUCTIONS TO APPLICANT

APPLICATION FOR GASOLINE/ FUEL LICENSE

- PLEASE FILL OUT AND SIGN THE TOP PORTION ONLY OF THE ATTACHED APPLICATION FOR LICENSE
- APPLICANT MUST CONTACT THE OFFICE OF FIRE PREVENTION FOR INSPECTION OF PREMISES. (*SEE PAGE 2 FOR TELEPHONE NUMBER)
- COMPLETE THE STATE TAX ID FORM
- ENCLOSE PAYMENT – PAYABLE TO THE “CITY OF MELROSE” (*SEE PAGE 4 TO CALCULATE FEE)
- PLEASE COMPLETE AND RETURN ALL FORMS TO:

CITY CLERK'S OFFICE
562 MAIN STREET
MELROSE, MA 02176

UPON THE PROCESSING OF DOCUMENTS, YOUR LICENSE WILL BE MAILED TO YOU.



The Commonwealth of Massachusetts
DEPARTMENT OF FIRE SERVICES –
OFFICE OF THE STATE FIRE MARSHAL

FEE: _____ **CITY OF MELROSE** **DATE:** _____, 20____
APPLICATION FOR LICENSE

Directions: Complete top of the form and forward both sections and fee to local City or Town Clerk. **Do not return form to the Department of Fire Services. Return to: City Clerk’s Office, 562 Main St., Melrose, MA 02176.**

For the lawful use of the herein building...or other structure...application is hereby made in accordance with provisions of Chapter 148 of the General Laws, for a license to use the land on which such building...or other structure... is/are or is/are to be situated, and only to such extent as shown on plot plan which is filed with and made a part of this application.

Location of Land: _____ Nearest Cross Street: _____

Owner of Land: _____ Address: _____

Number of buildings or other structures to which this application applies: _____

Occupancy or use of such buildings: _____

Total capacity of containers in gallons: Aboveground: _____ Underground: _____ Waste Oil: _____

Kind of fluid to be stored in containers: _____

() Approved () Disapproved Order No: _____

 Head of Fire Department

 Signature of Applicant

 Date

 Address



The Commonwealth of Massachusetts
DEPARTMENT OF FIRE SERVICES –
OFFICE OF THE STATE FIRE MARSHAL

CITY OF MELROSE **DATE:** _____, 20____
LICENSE

In accordance with the provisions of Chapter 148 of the General Laws, a license is hereby granted to use the land herein described for the lawful use of the building...or other structure...which is/are or is/are to be situated thereon, and as described on the plot filed with the application for this license.

Location of Land: _____ Nearest Cross Street: _____

Owner of Land: _____ Address: _____

Number of buildings or other structures to which this application applies: _____

Occupancy or use of such buildings: _____

Total capacity of containers in gallons: Aboveground: _____ Underground: _____ Waste Oil: _____

Kind of fluid to be stored in containers: _____

Restrictions – if any: _____

 Signature of Licensing Authority

 Title

This License or a photostatic or certified copy thereof must be conspicuously posted in a protected place on the land for which it is granted.



CITY OF MELROSE

OFFICE OF THE CITY CLERK

MARY-RITA O'SHEA
City Clerk

City Hall, 562 Main Street
Melrose, Massachusetts 02176
Telephone - (781) 979-4114
Fax - (781) 979-4149

TO BE COMPLETED BY APPLICANT

APPLICATION FOR GASOLINE/FUEL STORAGE LICENSE

Date: ____ / ____ / ____

Name of Applicant _____

Street Address _____

City _____ State _____ Zip code _____

DOB: ____ / ____ / ____

Home Telephone: _____

Cell phone: _____

Departmental Report of Investigation relative to petition for Gasoline/Fuels Storage License

Approval: _____
Office of Fire Prevention (781-979-4405)

Date: ____ / ____ / ____



CITY OF MELROSE

OFFICE OF THE CITY CLERK

MARY-RITA O'SHEA
City Clerk

City Hall, 562 Main Street
Melrose, Massachusetts 02176
Telephone - (781) 979-4114
Fax - (781) 979-4149

TAX CERTIFICATION FORM

License Year: _____

License # _____

Licensee: Name _____

Address _____

D/B/A: _____

ID# _____

Manager: _____

By signing below I hereby certify under the penalties of perjury that I have, to the best of my knowledge and belief, filed all state tax returns, paid all state taxes, paid all local taxes, paid all water, sewer and solid waste disposal bills, paid all tax titles, paid all utilities, and paid all motor vehicle excise taxes to the City of Melrose required by law.

Signature of Applicant or
Corporate Name*

By: Corporate Office
(Mandatory, if applicable)

Social Security # (voluntary) or Federal Identification Number**

*This license *will not be used or renewed* unless this certification clause is signed by the applicant.

**Your Social Security number or Federal Identification number will be furnished to the Massachusetts Department of Revenue (DOR) to determine whether you have met tax filing or tax payment obligations. Licensees failing to correct their non-filing or delinquency *will be subject to license suspension or revocation*. This request is made under the authority of Massachusetts General Laws, Chapter 62C, Section 49A.

Sec. 137-1. License for keeping, storage or sale required; fees; approval of application.

- A. The Board of aldermen may grant licenses, in accordance with the provisions of MGL c. 148, Sec. 13, to suitable persons to use land for the construction or maintenance thereon of buildings or other structures for the keeping, storage or sale of any of the articles named in Sec. 9 of such chapter, except fireworks, firecrackers or torpedoes, and for the keeping of vehicles with gasoline or other inflammable fluid, as defined in Sec. 14 of such chapter, in the same. The fee for any license granted under this section shall be in accordance with the following schedule:
- (1) for a license for keeping in a designated building or structure one to five cars, inclusive: \$50; six to 25 cars, inclusive: \$100; and 25 cars and up: \$150
 - (2) For a license or licenses to keep and store crude petroleum, or any of its products, or other inflammable fluids: for the first 10,000 gallons at the rate of \$20 for each 1,000 gallons or fraction thereof; and for all over 10,000 gallons at the rate of \$1 for each 1,000 gallons or fraction thereof.
 - (3) For a license or licenses to keep, store and sell crude petroleum, or any of its products, or other inflammable fluids: for the first 10,000 gallons at the rate of \$15 for each 1,000 gallons or fraction thereof; and for all over 10,000 gallons at the rate of \$1 for each 1,000 gallons or fraction thereof.
 - (4) For licenses for keeping, storing and selling ammunition in a designated building or Structure: \$2.
- B. No license shall be granted under this section unless the application thereon is approved by the Chief of the Fire Department, nor shall any license be granted for the keeping for sale at any retail filling station of more that 40,000 gallons of gasoline or more that 500 gallons of other flammable fluids.

(Rev. Ords. 1976, Sec. 8-33; Ord. No 1655, 4-6-1987; Rev. Ords. 1989, Sec. 7-66; Ord. No. 05-084, EN(3) 11-15-2004; Ord. No. 05-213, 5-16-2005)

State law requires—Granting of licenses, after notice and hearing, for storage of petroleum and its products, filing of certificates of registration thereof annually, revocation by Aldermen and reinstatement by State Fire Marshall, MGL chapter 148, Sec. 13; explosives, MGL Chapter 148, Sec. 9 et seq.

Sec. 137-2. Annual registration of license; notice to Aldermen of failure to file.

- A. Licenses granted under Sec. 137-2 shall be subject to the provisions of MGL Chapter 148, Sec. 13, requiring the filing of a certificate of registration thereon annually, and the fee for the filing of such certificate shall be ½ the amount of the fee for the license.
- B. The City Clerk shall, on the first day of May in each year, notify the Board of Aldermen of all owners or occupants of land used under licenses hereinbefore referred to who have failed to file a certificate of registration as herein required, and, upon receipt of such notification, the Board of Aldermen may, in the manner provided by law, revoke such license.

(Rev. Ords. 1976, Sec. 8-23; Rev. Ords. 1989, Sec. 7-67)