



**Commonwealth of Massachusetts
Division of Occupational Licensure
Office of Public Safety and Inspections
Architectural Access Board**

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Docket Number

(Office Use Only)

GENERAL BUILDING COMPLAINT FORM

**PLEASE BE ADVISED THAT THIS FORM IS A MATTER OF PUBLIC RECORD AND
WILL BE DISCLOSED UPON REQUEST.**

1. What is the name and address of the building believed to be in violation of the Rules and Regulations of this Board?

Building Name or Description:

Street Address:

City/Town:

2. Does it appear that the building was recently constructed or renovated? _____
3. What date were you most recently at the building? _____
4. How many floors? _____

OPTIONAL INFORMATION

The following information is optional, and your complaint will be processed regardless of whether the information is provided. **However, you should be aware that the less information that is provided, the longer it will take this office to process your complaint.**

a. Name and address of the building owner or manager:

Name: _____

Mailing Address:

b. The Board only considers complaints with respect to buildings which are:

- 1.) constructed by the state, city or town, and construction, reconstruction, alteration or remodeling occurred after December of 1968; or
- 2.) privately financed buildings that are open to or used by the public and construction, reconstruction, alteration or remodeling occurred after June 10, 1975.

c. Do you have reason to believe the element(s) subject to this complaint have been recently renovated?

Yes: _____ No: _____

If you answered yes, please indicate the date and extent of the work below, and if possible attach a copy of the associated building permit to this complaint.

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2.) Do you have reason to believe that in any continuous 3-year period the spending on construction, reconstruction, alteration, or remodeling was more than:

\$100,000 _____

30% of the building's assessed value _____

If you answered yes, please indicate the date and extent of the work below, and if possible attach a copy of the associated building permit to this complaint.

Assessed value of the building only (do not include the value of the land):

If possible, please attach a copy of the property card to your complaint.