



CAMBRIDGE LICENSE COMMISSION

831 Massachusetts Avenue, First Floor, Cambridge, Massachusetts 02139

Affidavit of Notice to Abutters - Instructions and Form

Please submit the Affidavit of Notice of Abutters simultaneously **with applying for a Special Noise Variance**:

1. Send a copy of the application and/or an explanation of the variance sought to all legal abutters¹ (those on adjoining property including front, back, side and across the street) – the notice has to include a statement informing the abutter the application for the variance has been submitted to Board of License Commissioners for its consideration/approval and that the abutter can submit any support/opposition as to the variance sought to the Board via email to noise@cambridgema.gov; and
2. Attach to your record a notarized Affidavit of Notice to Abutters – it must include the list of all the abutters noticed, and a copy of the notice sent to the abutters. You may attach this to your application record or email to noise@cambridgema.gov

If you are unable to submit the Affidavit when you file the application, please make a note on your record informing us when you will be submitting it.

If you have any questions, please do not hesitate to contact the investigations team at the License Commission at 617-349-6149 or email noise@cambridgema.gov.

¹ For condominiums you may notice the property management company.

AFFIDAVIT OF NOTICE TO ABUTTERS

To the License Commission for the City of Cambridge:

I, _____, applicant/applicant's representative for a Special
Noise Variance pursuant to Cambridge Municipal Code 8.16.090, to be operated at

_____ hereby certify that the following is a true
list of the owners of the abutting property(ies) per the Assessor's most recent valuation list:

I also certify that notice of the application/petition, which included details of the work to be performed during the requested date(s) and time(s) of the variance, was given by (explain how given, i.e. leaflet, letter, mail, meeting):

Signed and subscribed to under the pains and penalties of perjury on _____.
Date

Sign Name: _____

Print Name: _____

Relation to Applicant: _____

Signature of Notary Public: _____

(Notary Public Seal)

Name of Notary Public: _____

Commission Expires: _____