

MINUTES

MEETING OF THE

CONDOMINIUM REVIEW BOARD

MONDAY AUGUST 25, 2008

**Board Members Present: William Medeiros, John Cangiamila
Marlene Smithers, Elizabeth Medeiros**

The Following Hearings Were Conducted:

Ward Five Precinct Three

Application of Anthony Loftis and Jane Callachan, a Certificate of Exemption for Two Units located at 10-10A Hall Street – The \$1,000.00 application fee has been paid and no real estate taxes or water bills are owed to the City.

Two family – Purchased 2000

Seeking Two Certificates of Exemption

Unit at 10 Hall Street – owner occupied

Unit at 10A Hall Street – owner occupied

On a motion duly made and seconded, it was

VOTED: to grant a Certificate of Exemption for the Unit located at 10 Hall Street and the Unit located at 10A Hall Street – location 10-10A Hall Street, Somerville, MA.

Ward Seven Precinct Three

Application of Clint A. Worden, a Removal Permit for Two units located at 33 Fairfax Street – Sean Callahan represented the applicant – The \$1,000.00 application fee has been paid, and no real estate taxes or water bills are owed to the City.

Two family – Purchased vacant July 2008

Seeking Two Removal Permits

On a motion duly made and seconded, it was

VOTED: to grant a Removal Permit for Unit One and Unit Two located at 33 Fairfax Street, Somerville, MA.

9 James Street, Somerville – Attorney Steven A. Grant – 5 Middlesex Avenue, Wilmington, MA

An application for conversion of the above named property was submitted to the Condominium Review Board for approval – The application was presented – a check for the conversion fee was accepted - the Final Water Bill showed a credit - a Municipal Lien Balance Worksheet showing monies owed November 2008 -

This property was a single family dwelling - converted into two units – the Assessing Department shows property still as a single family – a call was placed to the Inspectional Services Department – An Occupancy Certificate was not available for this property showing Two Units until the Fire Department had gone to this building and signed off on the fire alarm systems – until this was completed – ISD would not give an Occupancy Permit for the property – The Client was seeking the Removal Permits at the Meeting – One of the units was being sold Friday August 29,2008 – The Board listened to Attorney Grant asking that the Removal Permits be granted at the Meeting so that the sale of the Unit could happen on the upcoming Friday – The Commissioners voted that Removal Permits for this address could not be granted until an Occupancy Certificate was received by this office from the Inspectional Services Department showing an Occupancy of Two – until the Certificate was received no Removal Permit would be granted - once received the Removal Permit would be given to client.

A call had been received in the Condo Office regarding – converting a 3 family building into three condo units – the property is located on Cedar Street – it was explained that the first step was to decide if the property was to be converted – if so the next step would be to notify the tenants in the Units – depending on the notification period of either One year or Two year – notification had to be by either certified return receipt mail or by a constable – not just speaking in person to the tenant – also that the tenant had right of first refusal to purchase their unit – if the owner wished to convert the conversion of the Units could take place after the notification period had expired – the owner felt that as long as the notification had taken place and if the owner wanted to wait longer after the notification had taken place to convert – the owner could do so – I mentioned that if new tenants moved in and no conversion had been completed – the notification would have to be given again to the new tenants – the owner felt that this did not need to happen since the notification had happened with old tenants - I also stated that if conversion did not happen that there is an article in the Ordinance dealing with abandoning of conversion and that this could be looked upon as a situation regarding the property – I instructed the owner of where to look on the web site for the City Ordinance – and if there were any questions regarding the ordinance and procedures to please call again – I also told the owner that there were monthly Meetings of the Board and that the Meetings are open to the Public and that they could attend the Meeting and

ask the Commission rules regarding notification – I had been under the impression that the Owner would be attending this Meeting – but the owner never attended. The Commissioners stated that they would explain to the owner the notification process at whatever Meeting that the owner may attend.

The Commissioners stated they were still going over the Printouts given to them at the July 2008 Meeting –

As Secretary to the Board I am hoping that at some point I will be able to give a list of all Condos in the City

In a letter to the Board from Attorney Anne Thomas and Chief Counsel John Gannon – responding to a question regarding monies due on other properties by an owner in the City – it was discovered that there is an Ordinance in place regarding such monies and that all monies owed to the City must be paid before any permit or license may be issued to a client. Changes will have to be made to the Condominium application and updated information must be added to the application on the web site – Attorneys must be notified and this Certificate in Good Standing must be part of the Conversion process for the September 2008 Meeting of the Board.

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On a motion duly made and seconded, it as

VOTED: to accept the Minutes of the July 2008 Meeting.

There being no further business to come before the Board, the Meeting was adjourned.

The next scheduled Meeting of the Board will be Monday September 22, 2008.

Respectfully Submitted,

Mary Walker