



**MEMORANDUM**

**Diane N. Tradd**  
*Assistant City Manager/DPD Director*

**R. Eric Slagle**  
*Director of Development Services*

**Shaun Shanahan**  
*Building Commissioner*

TO: Kevin Murphy, City Manager  
Diane Tradd, DPD Director  
Christine P. O'Connor, City Solicitor

FROM: R. Eric Slagle, Director of Development Services

**RE: MOTION BY COUNCILOR LEAHY - REQ. CITY MGR. HAVE PROPER DEPARTMENT PROVIDE AN UPDATE REGARDING PROPERTY AT 29 FROTHINGHAM ST.**

This memorandum addresses the request from Councilor Leahy regarding the status of the property located at 29 Frothingham St. This property is a two-family home currently owned by Wilmer Mendoza.

The property first came to the attention of Development Services for potential zoning violations in September of 2017, with a complaint of an illegal third unit at the property. After an inspection by Development Services staff which determined that there was, in fact, an illegal third unit in the basement, a violation was issued by the prior Board Enforcement Agent and the Senior Building Inspector.

Neighbors continued to lodge complaints against the property during this time, complaining of the illegal unit and overcrowding. Subsequent to the issuance of the violation, the property owner came to pull plans to consolidate the basement space with the first floor unit, thus maintaining the status as a two-family. The owner came to pull permits to accomplish this renovation. However, the work at the site may have exceeded the scope of the permits pulled by the applicant.

At this time, the property has been issued a stop work order by Development Services staff. The plans are undergoing plan review to ensure they comply with zoning. Once the plans are in compliance with zoning, the property owner will be allowed to install the basement windows and will be removing the bedrooms from the basement.

Additionally, Development Services has received a complaint regarding the parking of an oversized construction vehicle at the property. A violation notice was issued to the property owner for this violation, which was observed by an inspector.

Development Services has been monitoring this property since the complaints, and will continue to work to make sure the property is brought into compliance with the relevant ordinances.

ES

10/19/2017