



CITY OF CAMBRIDGE

CITY HALL, CAMBRIDGE, MASSACHUSETTS 02139 • (617) 498-9013

BUILDING DEPARTMENT

JOSEPH J. CELLUCCI
SUPT. OF BUILDINGS AND
INSPECTOR OF BUILDINGS

October 8, 1982

TO: Robert W. Healy, City Manager
FROM: Joseph Cellucci, Building Dept.
RE: Response to Council Order No. 4, 9/27/82
Report on Lodging Houses

Almost all Rooming Houses in Cambridge do not meet Code requirements by the Massachusetts State Bldg. Code. In addition, the condition of Rooming Houses located in the Cambridgeport area seem to be the most deplorable and neglected. During this past year, the Building Dept. has for the first time initiated inspection and certification of Rooming Houses. In the past the Health Department conducted inspections of these properties. The Building Dept. subsequently has approved Occupancy Certificates for only (5) five of an estimated 80 rooming houses in the City.

Owners of properties in Code violation are being requested to present maintenance plans. These maintenance plans will set procedures and time lines on repairs necessary to gain compliance. This problem has facilitated the need for a consolidated inspection of all Rooming Houses in the City.

Please review the attached memorandum developed during the past several months to improve licensing of Rooming houses.

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CITY MANAGER



CITY OF CAMBRIDGE

INTEROFFICE CORRESPONDENCE

To Mr. Joseph J. Cellucci
Building Commissioner

Date February 17, 1982

From Mr. John Pasquarello
Executive Assistant

Reference

Subject

Certification of Rooming Houses

Many of these rooming houses continue to be a great source of problems to both the community and city government in regards to health and safety.

Problems:

1. At the present a sound administrative policy for combined effort between the Building, Health, Fire and License Departments in certifying rooming houses does not exist.

2. The License Commission almost automatically reissues a rooming house license by May 1st of each year without a check off or input from either the Building or Health Departments. This is often an embarrassment to Building and Health Departments staff conducting inspections months after the license has been issued.

3. It has been ineffective and time consuming for the Building Department in the past to notify rooming houses by certified mail in September for inspection and have almost seventy (70%) per cent not respond.

4. Upon gaining entrance to the rooming house these owners often are not cooperative in making code corrections. The city is then forced to initiate legal action to gain compliance of these violations.

5. There is a lack of clarity in the citing of violations. The Health Department in the past has recommended corrections that come under the Massachusetts State Building Code and not the sanitary code.

Recommendations:

1. . That a copy of this memorandum be forwarded to the Assistant City Manager for a meeting between himself, Kevin Doherty, Mary Calnan, Joseph Cellucci, and William Cantwell. On February 10, 1982 myself and Kevin Doherty met to lay ground work for a closer working relationship between the Building and Health Departments in the certification of rooming houses. .

2. . The License Commission should receive a list of certified rooming houses prepared by a combined effort of the Building, Health and Fire Departments prior to May 1st of each year. At this point the License Commission can legally deny a renewal if the rooming house is in violation of health and safety. Furthermore, any legal action initiated for nonconformance to the MSBC, sanitary code or Cambridge ordinances will become a combined legal pursuit of the above mentioned city agencies with the Solicitor's office. .

3. . The Building and Health Departments per agreement with Kevin Doherty could conduct combined inspections of rooming houses. This means the Health Department would arrange all appointments for entry and inspection during September and October preceeding the May 1st license renewal. The Building Department inspectors would then to the best of their ability arrange inspection schedules to coincide. .

4. . Should any violations exist it is easier to present rooming house owners with the violations of both Health and Building Departments reports at one time. If the city is forced to initiate legal action to gain compliance a consolidation of testimony, documentation and effort is maximized. .

5. . By the Building and Health Departments personnel combining on inspections there will be more clarity in the definition of code violations. The Health Department will site sanitary code regulations and the Building Department the building code. .

In conclusion, this combined cooperative effort by the above mentioned departments will effect a better supervision of rooming houses in Cambridge. .

cc: Richard Rossi
Assistant City Manager

JP:f



CITY OF CAMBRIDGE

CITY HALL, CAMBRIDGE, MASSACHUSETTS 02139 • TEL. 498-9021

LICENSE COMMISSION

MARY E. CALNAN
Chairman

November 23, 1982

To: Robert W. Healy, City Manager

From: Mary E. Calnan, Chairperson, License Commission *MEC*

Subj: Council Order No. 4 - 9/27/82

This Order wishes clarification on three matters, namely:

1. Whether all Cambridge lodging houses meet the regulations of all city and state departments.

Ans. The License Commission issues renewal licenses to all licensees who receive OK's from the Housing Code. If we receive complaints from the Building Department, we do not issue licenses to these licensees. The Fire Department inspects these premises when the original license is granted but we do not receive a report from that department annually.

2. How will the License Commission tighten and monitor its regulations so as to insure that all codes and regulations are fully complied with at all times?

Ans. The License Commission intends to request inspection approvals from the Building and Fire Departments in addition to the Housing Code. Perhaps one inspection form could be devised requiring signatures of approval of all these departments.

3. The City Council desires the License Commission to discontinue its practice of routinely relicensing lodging houses.

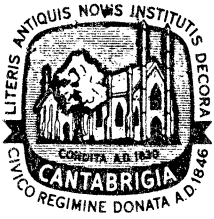
This department does not routinely relicense lodging houses. We follow, in each case, the procedure outlined in #1 above.

A copy of our Procedure for new lodging house applications is attached.

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CITY MANAGER

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LICENSE COMMISSION

MARY E. CALNAN
Chairman

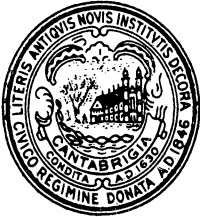
LEO F. DAVENPORT
Police Chief

DANIEL J. REAGAN
Fire Chief

PROCEDURE TO BE FOLLOWED FOR A LODGING HOUSE LICENSE

No application shall be accepted or filed until the following steps have been completed:

- a. Applicant shall present a plan, in triplicate, showing the street and number, the layout of each floor, and all emergency exits.
- b. The applicant will be given a blue Building Department Inspection Card, in duplicate which he will present to the Building Department along with a copy of the plan. The zoning will be checked and if approved, the applicant will file for a Certificate of Occupancy. The premises will be inspected by the Building Department and if approved a Certificate of Occupancy will be issued.
- c. The applicant will also be given a Housing Code Inspection card and a copy of the plan which he will bring to the Housing Code Enforcement Division on Camelia Avenue by the City Hospital. A Code Enforcement officer will inspect the premises and if approved will return the plan and the card marked approved.
- d. The applicant will also be given a Safety Inspection card along with a copy of the plan which he will take to the Fire Prevention Bureau of the Fire Department. Upon the inspection and approval by said department, the card will be returned to the License Commission. It is suggested that the applicant contact the Fire Prevention Bureau at 876-0125 and make an appointment.
- e. The applicant must then come to the License Commission office and fill out the necessary application. If the applicant is not going to live on the premises, he must appoint a resident manager who will live on the premises.
- f. The applicant will be notified to appear before the Board of License Commissioners at a public hearing. The hearing fee is \$10. The License fee is on a sliding scale based on the number of lodgers.
- G. A hearing fee of \$10.00 must accompany the application.



CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139
Tel. 498-9011

EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

January 10, 1983

To the Honorable, the City Council:

With respect to Awaiting Report Item No. 8 relative to compliance by lodging houses throughout the City, especially in the Cambridgeport area, with all health, fire & building regulations on the state and city levels, enclosed please find copy of a report from Joseph Cellucci, Building Commissioner, and a report from Mary E. Calnan, Chairperson of the License Commission.

Very truly yours,

Robert W. Healy
City Manager

RWH/mbf
Encs. 2

Re: response to Awaiting Report Item No. 8
regarding compliance by lodging houses with
all health, fire & building regulations on
the state and city levels.

A. Kinnear

Referred to
Housing and Land
Committee

copy sent to Councilor Graham, Chairperson
Comm. on Housing & Land 1/11/83mk

In City Council,

January 10, 1983

1/10/1983
Not
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on
File