

Linden Square Apartments
An Affordable Housing Lottery
For Linden Square Apartments, Wellesley, MA

Included in this packet is information relating to the rental units being offered and about the application process. The developer/owner and the Town of Wellesley urge you to read this material and submit an application if you feel you qualify for the program.

Four of the seven units will be ready for occupancy in summer of 2008. Information and applications will be distributed during the period of April 17, 2008 through June 18, 2008. There will be an information session for interested lottery candidates on Saturday, June 7, 2008 at 1:30 p.m. in the Conference Room at the Wellesley Police Station, 485 Washington Street, Wellesley. Completed applications must be postmarked no later than Wednesday, June 25, 2008 and mailed to Housing Options, Inc. 20 Ledyard Street, Wellesley, MA 02481.

The lottery will be held in the Great Hall at the Wellesley Town Hall at 7:30 p.m. on Wednesday, July 2, 2008.

The applications are available at Wellesley Town Hall (Planning Department), Wellesley Public Library (Reference Desk) and on the town of Wellesley web site, www.wellesleyma.gov.

Lottery administrator is Housing Options, Inc. Call Steve Burt with any questions at (781) 235-4120.



Information Packet

Linden Square Apartments
170 Linden Street, Wellesley
5, 5A & 7 Oak Street, Wellesley

As part of the Linden Square Development, seven affordable rental units are being offered under the town of Wellesley's inclusionary zoning bylaw. Four of these units, located at 170 Linden Street are under construction and will be completed in the summer of 2008. They will each be two bedroom, 1 ½ bath units of approximately 1500 square feet. Each unit will have garage parking for two cars. The other three units are located at #5, 5A and 7 Oak Street. Numbers 5 and 7 Oak Street are two bedroom, one bath units of approximately 1400 square feet and #7 has 700+ square feet of living space, with one bedroom and one bath.

This is an affordable housing opportunity. It is not subsidized housing and rents do not change based on income. These units will be rented to households with incomes at or below 80% of the area median income in the Boston defined area. Rents will be reset annually based on that median income average.

| # Bedrooms | Estimated Rents per month |
|------------|---------------------------|
| one 1 BR @ | \$1126.00 |
| six 2 BR @ | \$1351.00 |

Utilities are included in these rental figures.

Since it is possible that there will be more interested and eligible applicants than available units, the town and the developer will be sponsoring an application process and lottery to rank the eligible applicants for the program. The application and lottery process as well as the eligibility requirements, are described in this information packet.

Maximum income allowable under this program is:

| <u>Household size</u> | <u>Income Limit</u> |
|-----------------------|---------------------|
| 1 | \$46,300 |
| 2 | \$52,950 |
| 3 | \$59,550 |
| 4 | \$66,150 |

The combined annual income from all income sources of all income earning members of the household must fall within the above guidelines. **Additionally, 5% of the value of total household assets will be added to a household's income.**

While there is no minimum income requirement in this program, there will be a determination made by the developer/managing agent of the applicant's ability to pay the rent.

The managing agent will look at the income figure; employment history; credit score/reports and former lease history of the applicant. Therefore, households can be found eligible under the guidelines of the program but not eligible by the managing agent.

The lottery agent will project a household's income over the next 12 months based on their current income and assets. Historical income data will be reviewed to provide a basis for future income estimates. All current and projected income from all sources for all household members must be detailed. However, income from employment of children under 18 years will not be counted. If someone outside the household is going to help pay the rent, the amount paid must be include as a "Periodic Payment," on the income statement in the program application.

Applicants do not have to be a resident of Wellesley to apply for the program. All households who meet the guidelines for this program may apply for an affordable unit. There will be Local Preference given, however, for four of the seven units. Details of the Local Preference will be described in the lottery description.

Under the Massachusetts Department of Housing and Community Development guidelines, priorities are given to households requiring the number of bedrooms based on the following:

- A. There is at least one occupant and no more than two occupants per bedroom.
- B. A husband and wife, or those in a similar living arrangement, shall be required to share a bedroom. Other household members may share but shall not be required to share a bedroom.

- C. A person described in the first sentence of (B) shall not be required to share a bedroom if a consequence of sharing would have a severe adverse impact on his or her mental or physical health and the lottery agent receives reliable medical documentation as to such impact of sharing. For example, 4 or 3 member households would be appropriate for a two bedroom unit. Also, a 2 member household under (C) above would be appropriate for a two bedroom unit. Also, a 2 member household with one head of household and an additional member would be appropriate for a 2 bedroom or a 1 bedroom unit. A 2 person household with 2 heads of household and a 1 person household would only be appropriate for a 1 bedroom unit.

Application Number

If the applicant is determined to be eligible for the lottery, they will receive an Application Number. The purpose of this number is simply to keep all household names unknown when the numbers are drawn at the lottery.

There will be two pools of applicants, a Local Preference Pool and an Open Pool. An applicant who qualifies for the Local Preference Pool will be entered in the lottery for both pools.

Households that are deemed ineligible by the lottery agent will be notified by mail. **All applications must be complete for the applicants to be entered into the lottery.**

The Lottery

Applicants will qualify for the Local Preference Pool if they are:

1. Current residents of the town.
2. Family of current residents of the town.
3. Current or retired employees of the town.
4. Parents of children in the Wellesley school system.

The categories are equal in priority. Four of the seven units will be offered to qualified Local Preference applicants.

Should the number of minority Local Preference applicants be less than 20.7% as defined by the Commonwealth of Massachusetts regulation; 760 CMR 47.00, minority applicants from the Open Pool will be added to the Local Preference Pool until the 20.7% figure is reached.

Minorities are defined as follows:

- Native American or Alaskan Native. A person having origins in any of the original peoples of North America and who maintain cultural identification through tribal affiliations or community recognition.
- Asian or Pacific Islander. A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes, for example, China, India, Japan, Korea, the Philippine Islands and Samoa.
- Hispanic/Latino. A person of Mexican, Puerto Rican, Cuban, Dominican, Central or South American origin.

- Afro-America. A person having origins in any of the black racial groups of Africa.
- Cape Verdean. A person having origins in the Cape Verde Islands.

A lottery will be held at the Wellesley Town Hall, 525 Washington Street, on Wednesday, July 2, 2008 at 7:30 p.m. Attendance is not required but you are encouraged to attend.

A representative of the town will pull Application Numbers from a box for both the Local Preference and Open Lotteries. These numbers will be placed in the order drawn on two Lottery Results Lists. Smaller household numbers will be mixed in with larger sized household numbers. Regardless of the order drawn, all households of appropriate size for each unit size will be given the opportunity to lease a unit before any smaller households.

To help clarify the actual order in which the applicants will be given the opportunity to lease units, a Unit Selection List will be created from the Lottery Results lists.

The position each household has on the Unit Selection Lists is determined by the order in which their Application Number is drawn in each lottery relative to households of similar qualifications.

Only the households in the top positions on each Unit Selection List are guaranteed the opportunity to lease the respective unit if they are found eligible by:

- All income and assist guidelines for the affordable housing program.
- All lease qualification guidelines used by the Leasing Office/Managing Agent.

All other households will have to wait for the removal of households with a higher position on the Unit Selection Lists before given an opportunity to lease a unit. All qualifying households must meet documentation submitted and lease signing deadlines.

Yearly Eligibility and Rent Review

Approximately 90 days before lease renewal, you will need to submit reported income and asset documentation to the Leasing Office so they can ensure you are still under the maximum income guidelines. Maintain all records while you are living in the affordable unit.

As a current resident you may stay in your unit as long as your household income does not exceed 140% of the present applicable income limit of the Area Median Income (AMI) for a household of your size. For example, the present AMI for the Boston area, which includes Wellesley, is \$85,800. Eighty percent (80%) of that figure for a household of three is \$59,550. Therefore, to maintain the affordability of the unit for the succeeding years, a tenant's income could not exceed \$83,384.

Any future rental increases will be tied to the Boston AMI. This figure has not changed for the last two years.

To be entered in the lottery, applications must be completed and must be postmarked no later than June 25, 2008. Return the application to:

**Housing Options, Inc.
20 Ledyard Street
Wellesley, MA 02481**