



# Chelmsford Housing Authority

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10 Wilson Street, Chelmsford, Massachusetts 01824 –3160  
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## Preliminary Application for Affordable Unassisted Units

This application is for affordable unassisted units at apartment complexes in Chelmsford. A portion of the units at these complexes have been deemed ‘affordable’ and as such command a lower than market rent.

Apartment information and rents for the affordable unassisted units at these complexes are detailed at the end of this application. Applicant’s income must be under the area median income (*see table below page*). A ‘Local Preference’ is given to Chelmsford residents for some of the complexes. **Section 8 voucher holders are encouraged to apply.**

### Approximate Minimum Income

In order to qualify for housing, there is **minimum annual income** of at least:

| Property Name                      | 1BR Minimum | 2BR Minimum | 3BR Minimum |
|------------------------------------|-------------|-------------|-------------|
| Beaver Brook Crossing              | \$35,550    | \$42,630    | \$49,290    |
| Commons at Drum Hill               | \$35,550    | \$42,630    | N/A         |
| Kensington at Chelmsford           | \$35,550    | \$42,630    | N/A         |
| Merrimac Commons                   | N/A         | \$60,360    | N/A         |
| Mill & 3 Apartments                | \$35,550    | \$42,630    | N/A         |
| The Kinloch                        | \$37,890    | \$42,630    | N/A         |
| The Residences at Merrimac Landing | N/A         | \$60,360    | N/A         |
| The Meadows                        | \$37,890    | \$42,630    | N/A         |

However, this minimum may be waived if you already have a subsidy for housing through the Section 8 Program or similar assistance. In addition, if you have assets that exceed the minimum you may also apply.

**\*\*Please note:** This application does not guarantee a unit.

### **\*\*Equal Housing Opportunity\*\***

Applications will be accepted without regard to Race, Color, National Origin, Religion, Sex, Familial Status (i.e children), Disability, Source of Income (i.e a Section 8 Voucher), Sexual Orientation, Gender Identity, Age, Marital Status, Veteran or Active Military Status, Genetic Information

### **Income Limits for participation are as follows/maximum per number of household members:**

#### **Lowell, MA HUD Metro FMR Area Effective May 1, 2022**

|         | 1 Person | 2 Person | 3 Person | 4 Person | 5 Person | 6 Person  |
|---------|----------|----------|----------|----------|----------|-----------|
| 50% AMI | 44,250   | \$50,550 | \$56,850 | \$63,150 | \$68,250 | \$73,300  |
| 80% AMI |          | \$71,550 | \$80,500 | \$89,400 | \$96,600 | \$103,750 |



# Affordable Unassisted Units

Applications can be mailed, faxed or emailed (with verifiable signature).

Currently these affordable units are fully leased; however, applications will be accepted for the waiting list.

## Waiting List Selection (check off your property selection(s) and unit size):

**\*\*Please Note:**

Occupancy standards are a minimum of 1 person per 1 bedroom, 2 person per 2 bedroom and so on.

| Property Name & Location                                | 1BR | 2BR | 3BR |
|---|-----|-----|-----|
| Beaver Brook Crossing, Chelmsford, MA 01824             |     |     |     |
| Kensington at Chelmsford, Chelmsford, MA 01824          |     |     |     |
| Merrimac Commons, Tyngsboro, MA 01879                   |     |     |     |
| The Residences at Merrimac Landing, Tyngsboro, MA 01879 |     |     |     |
| Mill & 3 Apartments, Chelmsford, MA 01824               |     |     |     |
| The Commons at Drum Hill, N. Chelmsford, MA 01863       |     |     |     |
| The Kinloch, Chelmsford, MA 01824                       |     |     |     |
| The Meadows, Chelmsford, MA 01824                       |     |     |     |

## PLEASE PRINT CLEARLY

**\*\*Please note:**

Incomplete applications will not be accepted, all questions **MUST** be answered.

### **PART A: GENERAL INFORMATION**

Applicant Name: \_\_\_\_\_

Current Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Mailing address: \_\_\_\_\_

*(only if different from current address)*

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Home phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_ Daytime phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

### **PART B: INFORMATION ABOUT MEMBERS OF THE HOUSEHOLD**

| NAME | Relation to Head | Date of Birth | SSN | Sex M or F | Full-time Student?<br><i>Circle one</i> |
|------|------------------|---------------|-----|------------|---|
| 1.   | Head             |               |     |            | Yes / No                                |
| 2.   |                  |               |     |            | Yes / No                                |
| 3.   |                  |               |     |            | Yes / No                                |



|    |  |  |  |  |          |
|----|--|--|--|--|----------|
| 4. |  |  |  |  | Yes / No |
| 5. |  |  |  |  | Yes / No |
| 6. |  |  |  |  | Yes / No |

List all persons who will be living in the home, beginning with the head of household. Each box must be completed for each member. No one except those listed on this form may live in the unit.

Do you require a wheelchair accessible / handicapped unit? .....  Yes  No  
 (If yes, you must provide a letter from a medical practitioner that someone in your household uses a wheelchair, walker or double canes)

Has any household member ever been arrested / convicted for any crime? .....  Yes  No  
 If yes, please explain. (Include when arrested, where arrested and the reason for the arrest. Attach a separate sheet if needed)

**PART C: INCOME & ASSETS OF FAMILY MEMBERS**

(Income includes money or contributions from any and all sources paid to or on behalf of a family member.)

- Does anyone in the household work in Chelmsford? .....  Yes  No  
 If yes, who? \_\_\_\_\_ Name & address of employer: \_\_\_\_\_
- Did you or any family member file a federal income tax return for the past year? .....  Yes  No  
 If yes, who? \_\_\_\_\_
- List the sources and amounts of all income (money) expected for the coming 12 months for all family members from any and all sources.

| Family Member | Income source or employer name | Amount \$ | Frequency— (Circle one) |         |       |      |
|---------------|--------------------------------|-----------|-------------------------|---------|-------|------|
|               |                                |           | Week                    | Bi-Week | Month | Year |
|               |                                |           | Week                    | Bi-Week | Month | Year |
|               |                                |           | Week                    | Bi-Week | Month | Year |
|               |                                |           | Week                    | Bi-Week | Month | Year |
|               |                                |           | Week                    | Bi-Week | Month | Year |
|               |                                |           | Week                    | Bi-Week | Month | Year |

- Do you or any family member own or have access to any of the following?  
 Savings account? .....  Yes  No      Checking account? .....  Yes  No

| Family Member | Bank Name: | Checking or Savings | Last 4 Account | Balance |
|---------------|------------|---------------------|----------------|---------|
|               |            |                     |                |         |
|               |            |                     |                |         |
|               |            |                     |                |         |
|               |            |                     |                |         |

- Do you or any family member own or have access to any of the following?  
 Certificate of deposit? .....  Yes  No      Money market account? .....  Yes  No  
 Stocks? .....  Yes  No      Bonds? .....  Yes  No  
 Real property (land)? .....  Yes  No      Trust Funds? .....  Yes  No  
 Pensions? .....  Yes  No      Individual retirement accounts? ....  Yes  No  
 Inheritances? .....  Yes  No      Life insurance policies? .....  Yes  No  
 Any other type of capital investment? .....  Yes  No



5. Do you or any member of your household have housing assistance from this or any housing agency or group? This includes Rental Assistance programs (Section 8, HCV, MRVP). YES ( ) NO ( )

If Yes:

Name of housing assistance holder: \_\_\_\_\_ Relation to present applicant: \_\_\_\_\_

Name of Housing Agency: \_\_\_\_\_ Is there an end date? \_\_\_\_\_

Type of Assistance: \_\_\_\_\_

Did you leave as a tenant in good standing? YES ( ) NO ( ) STILL THERE ( )

If no, please explain: \_\_\_\_\_

**PART D: APPLICANT CERTIFICATION**

I understand that it is my responsibility to inform the Chelmsford Housing Authority in writing of any change of address, income or household composition. I understand that I must respond promptly to all Chelmsford Housing Authority inquiries or my application may be closed.

I hereby certify that all of the information I have provided on this application is true and complete. I understand that any false statement or misrepresentation may result in the cancellation of my application. I authorize the Chelmsford Housing Authority to make any inquiries from any parties and will submit proof upon request of the Authority for the sole purpose of verifying the truth of the statement contained herein.

I understand that my eligibility for housing will be based on applicable income limits and by the Chelmsford Housing Authority's selection criteria. The Chelmsford Housing Authority will also run a criminal background check for each applicant household member 18 years or older. I understand that when my name comes to the top of the list, the Chelmsford Housing Authority will request additional information from me to determine eligibility.

I understand that any person who attempts to obtain housing assistance or rent reduction by making false statements, by impersonation, by failure to disclose or intentionally concealing information, or any act of assistance to such attempt is a crime under Federal and State law.

**WARNING: TITLE 18, SECTION 1001, OF THE UNITED STATES CODE STATES THAT A PERSON IS GUILTY OF A FELONY FOR KNOWINGLY AND WILLINGLY MAKING FALSE OR FRAUDULENT STATEMENTS TO ANY DEPARTMENT OR AGENCY OF THE UNITED STATES AND SHALL BE FINED NOT MORE THAN \$10,000 OR IMPRISONED FOR NOT MORE THAN FIVE YEARS OR BOTH.**

SIGNED UNDER THE PAINS AND PENALTIES OF PERJURY.  
IF YOU HAVE FALSIFIED ANY PART OF THE APPLICATION, IT WILL BE DEEMED INELIGIBLE.

**All adult applicants, 18 or older, must sign application.**

|                                |       |      |       |
|--------------------------------|-------|------|-------|
| Signature of Head of Household | _____ | Date | _____ |
| Other adult                    | _____ | Date | _____ |
| Other adult                    | _____ | Date | _____ |
| Other adult                    | _____ | Date | _____ |



## **Affordable Unassisted Units:**

*Brief Description of each property, please contact the property if you have further questions about the property.*

### **Beaver Brook Crossing – 198 Littleton Road, Chelmsford, MA 01824**

- ❖ **17 affordable apartments – 1 one-bedroom, 15 two-bedroom units & 1 three-bedroom. (utilities not included)**

- ❖ **Rents: (effective May, 2022, subject to change): one BR: \$1,010, two BR: \$1,185, three BR: \$1,352**

This 2020 development include amenities such as central air, washer and dryer in each unit, stainless appliances, granite countertops, dishwasher and disposal. There is a fenced in playground and park, dog walking area, bike storage and professionally landscaped grounds.

The affordable apartments at Beaver Brook Crossing currently are fully leased; however, applications will be accepted for the waiting list.

All applications are subject to review by the Management of Beaver Brook Crossing, Beaver Brook Crossing, LLC.

### **Kensington at Chelmsford – 225 Littleton Road, Chelmsford, MA 01824**

- ❖ **29 affordable apartments – 13 one-bedroom and 16 two-bedroom units. (heat & hot water included)**

- ❖ **Rents: (effective May, 2022, subject to change): one BR: \$1,082, two BR: \$ 1,282**

This 2001 development includes amenities such as an easy accessible elevator, central air, washer and dryer in each unit, dishwasher and disposal, swimming pool and exercise room.

Currently the affordable units at Kensington are fully leased; however, applications will be accepted for the waiting list.

Preference will be given to applicants who are local residents or who work in Chelmsford.

All applications are subject to review by the Management of Kensington at Chelmsford, DOLBEN.

### **Merrimac Commons – 128-135 Middlesex Road, Tyngsboro, MA 01879**

- ❖ **16 affordable two-bedroom townhomes (utilities not included)**

- ❖ **Rents: (effective May, 2022, subject to change): The rent is based on 80% of median income = \$1,815**

Merrimac Commons is a 64-unit development of duplexes constructed in 2020 in Tyngsboro. Sixteen of these 2-bedroom units are set aside for income-eligible households. These homes are outfitted with central air, a stove, dishwasher, microwave and refrigerator. A washer and dryer hookup will also be provided. Tenants will pay for gas and electricity. Merrimac Commons is a pet-friendly community. Two pets per apartment are allowed, with a weight restriction of 25 pounds per pet. Breed restrictions apply.

The affordable units at Merrimac Commons currently are fully leased; however, applications will be accepted for the waiting list.

All applications are subject to review by the Management of Merrimac Commons, Rental Assoc. Realty Trust.



## **Mill & 3 Apartments – 276 Mill Road, Chelmsford, MA 01824**

- ❖ **22 affordable apartments – 9 one-bedroom and 13 two-bedroom units. (utilities not included)**
- ❖ **Rents: (effective May, 2022, subject to change): one BR: \$966, two BR: \$1129**

This 2018 development include amenities such as central air, washer and dryer in each unit, dishwasher and disposal. There is a clubhouse on site with a great room, a community kitchen outdoor pool and 24-hour fitness room. There is one building with an elevator in the community.

The affordable apartments at Mill & 3 currently are fully leased; however, applications will be accepted for the waiting list.

All applications are subject to review by the Management of Mill & 3 Apartments, Princeton Properties.

## **The Commons at Drum Hill – 1 Technology Drive, North Chelmsford, MA 01863**

- ❖ **22 affordable apartments – 8 one-bedroom and 14 two-bedroom units. (utilities not included)**
- ❖ **Rents: (effective May, 2022, subject to change): one BR: \$1026, two BR: \$1,206**

This 2007 development include amenities such as central air, washer and dryer in each unit, dishwasher and disposal. There is a clubhouse on site with a great room, a community kitchen and exercise room. There are no elevators in this complex.

The affordable apartments at The Commons at Drum Hill currently are fully leased; however, applications will be accepted for the waiting list.

Preference will be given to applicants who are local residents or who work in Chelmsford. All applications are subject to review by the Management of The Commons at Drum Hill, Corcoran Mgmt.

## **The Kinloch Apartments – 104 Turnpike Road, Chelmsford, MA 01824**

- ❖ **35 affordable apartments – 15 one-bedroom and 20 two-bedroom units. (utilities not included)**
- ❖ **Rents: (effective May, 2022, subject to change): one BR: \$1,044, two BR: \$1,129**

This 2019 development include amenities such as central air, washer and dryer in each unit, dishwasher and disposal. There is a clubhouse on site with a great room, a community kitchen outdoor pool and 24-hour fitness room. There is one building with an elevator in the community.

The affordable apartments at The Kinloch currently are fully leased; however, applications will be accepted for the waiting list.

All applications are subject to review by the Management of The Kinloch Apartments, Lincoln Property Company.

## **The Meadows – 82 Brick Kiln Road, Chelmsford, MA 01824**

- ❖ **36 affordable apartments – 18 one-bedroom and 18 two-bedroom units (all utilities included)**
- ❖ **Rents: (effective May, 2022, subject to change): one BR: \$1,263, two BR: \$1,421**

The Meadows provides the comfort and convenience you have been seeking. This pet-friendly community offers 1- and 2- bedroom floor plans, each with a fully equipped kitchen, spacious closets, storage space and private balconies. Only minutes from Rt-3, I-495 and the Commuter Rail Station, the location is a commuter's dream. Also offering a 24/7 fitness center, swimming pool, on-site laundry facility and a clubhouse.



The affordable apartments at The Meadows currently are fully leased; however, applications will be accepted for the waiting list.

All applications are subject to review by the Management of The Meadows, Jones Street Residential.

## **The Residences at Merrimac Landing – 352 Middlesex Road, Tyngsboro, MA 01879**

❖ **11 affordable two-bedroom townhomes (utilities not included)**

❖ **Rents: (effective May, 2022, subject to change): The rent is based on 80% of median income = \$1,815**

Residences at Merrimac Landing where you can rent a luxury townhome at very competitive prices. This community is conveniently located in Tyngsboro, MA just 28 miles north of Boston and minutes from major highways and tax free shopping, dining and entertainment in South Nashua, NH and a short ride to downtown Lowell which offers sports, theater, fine dining and more. These 2 bedroom townhomes feature designer interiors with standard features that include; granite kitchen countertops, Frigidaire appliances, hardwood and ceramic tile flooring, crown molding and much more all blended with contemporary open concept floor plans.

The affordable units at Merrimac Commons currently are fully leased; however, applications will be accepted for the waiting list.

All applications are subject to review by the Management of Merrimac Commons, Rental Assoc. Realty Trust.

