

This is an important notice. Please have it translated.  
Este es un aviso importante. Por favor, tradúzcalo.  
这是一个重要的通知。请翻译一下。  
Đây là một thông báo quan trọng. Xin vui lòng có nó dịch.  
នេះជាព័ត៌មានសំខាន់ៗ សូមប្រែសម្រួល។  
nih chea kar choundamnoeng da saamkhan. saum bre samruol.  
Este é um aviso importante. Por favor, traduza.

## Preliminary Application for Affordable Unassisted Units

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

Apartment information and rents for the affordable unassisted units at these apartment communities 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 local residents for some of the apartment communities. **Section 8 and MRVP holders are encouraged to apply.**

### Approximate Minimum Income

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

Property Name	Income Tier	1BR Minimum	2BR Minimum	3BR Minimum
Beaver Brook Crossing	50% AMI	\$38,520	\$46,230	\$53,400
Commons at Drum Hill	50% AMI	\$38,520	\$46,230	N/A
Kensington at Chelmsford	50% AMI	\$38,520	\$46,230	N/A
Merrimac Commons	80% AMI	N/A	\$70,560	N/A
Mill & 3 Apartments	50% AMI	\$38,520	\$46,230	N/A
The Kinloch	50% AMI	\$41,100	\$46,230	N/A
The Residences at Merrimac Landing	80% AMI	N/A	\$70,560	N/A
The Meadows at Brick Kiln	50% AMI	\$41,100	\$46,230	N/A
935 Main Street	80% AMI	N/A	\$70,560	N/A
Sherburne Ave	80% AMI	N/A	\$70,560	\$81,540
Meeting House Road	50% AMI	\$41,100	\$46,230	N/A

\*However, this minimum may be waived if you already have a subsidy for housing through the Section 8 or MRVP Program or similar rental assistance program. In addition, if you have assets that exceed the minimum you may also meet the minimum income requirement.

Income Limits for participation are as follows/MAXIMUM per number of household members: Lowell, MA HUD Metro FMR Area Effective April 1, 2024						
	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person
50% AMI	\$47,950	\$54,800	\$61,650	\$68,450	\$73,950	\$79,450
80% AMI		\$83,650	\$94,100	104,550	\$112,950	\$121,300

### **\*\*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, or Genetic Information.

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## Affordable Unassisted Units

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

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

**\*\*Please Note: Occupancy standards are a minimum of 1 person per bedroom.**

	Property Name & Location		1BR	2BR	3BR
	Beaver Brook Crossing, Chelmsford, MA 01824	50% AMI			
	Kensington at Chelmsford, Chelmsford, MA 01824	50% AMI			
	Merrimac Commons, Tyngsboro, MA 01879	80% AMI			
	The Residences at Merrimac Landing, Tyngsboro, MA 01879	80% AMI			
	Sherburne Avenue, Tyngsboro, MA 01879	80% AMI			
	Mill & 3 Apartments, Chelmsford, MA 01824	50% AMI			
	The Commons at Drum Hill, N. Chelmsford, MA 01863	50% AMI			
	The Kinloch, Chelmsford, MA 01824	50% AMI			
	The Meadows, Chelmsford, MA 01824	50% AMI			
	935 Main Street, Tewksbury, MA 01876	80% AMI			
	Meeting House Road, Chelmsford, MA 01824	50% AMI			

### **PLEASE PRINT CLEARLY**

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

#### **PART A: GENERAL INFORMATION \*\*MUST PROVIDE CONTACT INFORMATION**

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

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

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

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

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

*(only if different from current address, see next page for mailing address)*

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

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

## Preferences and Priorities

Some of the developments have preferences and priorities.

Preference	YES	NO	Priority	YES	NO
Live or work in Chelmsford			Veteran (provide DD-214)		
Live or work in Lowell, Westford, Dracut, Groton, Tyngsboro, Townsend, Littleton, Dunstable, Carlisle ( <b>Please circle the city</b> )					

## PART B: INFORMATION ABOUT MEMBERS OF THE HOUSEHOLD

List all the people 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.

NAME	Relation to Head	Date of Birth	SSN	Gender Identity	Full-time Student? Circle one
1.	Head				Yes / No
2.					Yes / No
3.					Yes / No
4.					Yes / No
5.					Yes / No
6.					Yes / No

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.)

- 1 Did you or any family member file a federal income tax return for the past year? ..... ☐ Yes ☐ No  
If yes, who? \_\_\_\_\_
- 2 List the sources and amounts of all gross (before taxes) income (money) expected for the coming 12 months for all family members from any and all sources.

Family Member	Income Source or Employer Name	Gross Amount	Frequency (Circle one)
			Week Bi-Week Semi-Month Month Year
			Week Bi-Week Semi-Month Month Year
			Week Bi-Week Semi-Month Month Year
			Week Bi-Week Semi-Month Month Year
			Week Bi-Week Semi-Month Month Year
			Week Bi-Week Semi-Month Month Year

3 Do you or any family member own or have access to any of the following?

Asset (Account) Type	Yes	No	Asset (Account) Type	Yes	No
Savings account			IRA/401K		
Checking account			Certificate of deposit		
Money market			Stocks		
Pension/Annuity			Bonds		
Inheritance			Trust Funds		
Life Insurance			Real Estate		
Any other type of capital investment, Digital Wallet (Cash App, Venmo, PayPal, etc.)					

Input Assets (Account) Type checked "YES" in the above chart:

Family Member	Bank Name for Asset	Account Type	Last 4 Account	Balance

4 Do you or any member of your household currently have housing assistance from the following programs: Section 8, HCV, MRVP, and HomeBASE? YES ☐ NO ☐ \*\*\*\*RAFT assistance is not rental assistance \*\*\*\*

If Yes:

Name of applicant with assistance:

Relation to present applicant:

Name of Housing Agency:

Is there an end date?

Type of Assistance: Section 8 (HCV, VASH), MRVP, HomeBASE, RAFT



**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 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 April 2025, subject to change): one BR: \$1,052, two BR: \$1,226, three BR: \$1,391**

This 2020 development includes 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 April 2025, subject to change): one BR: \$1,157, two BR: \$1,370**

This 2001 development includes amenities such as an easily 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.

#### **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 April 2025, subject to change): one BR: \$987, two BR: \$1,147**

This 2018 development includes 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 April 2025, subject to change): one BR: \$1,068, two BR: \$1,249**

This 2007 development includes 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 are currently 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 April 2025, subject to change): one BR: \$1,073, two BR: \$1,147**

This 2019 development includes 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 April 2025, subject to change): one BR: \$1,370, two BR: \$1,541**

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.

**935 Main Street – 935 Main Street, Tewksbury, MA 01876**

❖ **4 affordable two-bedroom; one townhome and three garden style (utilities not included)**

❖ **Rents: (effective April 2025, subject to change): The rent is based on 80% of median income = \$2,091**

935 Main Street, newly developed in 2024, is spacious. The square footage of the living area is approximately 1350SF and features a kitchen with quartzite counters, bedroom, living room, and full bath with ceramic tile, hardwood floors throughout, washers and dryers provided and Navien continuous hot water heaters and energy efficient heating and cooling systems. There are two parking spaces allocated to each unit and visitor parking is also provided.

The affordable units at 935 Main Street are currently fully leased; however, applications will be accepted for the waiting list.

All applications are subject to review by the Management of MDR@935, LLC.



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

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

❖ **Rents: (effective April 2025, subject to change): The rent is based on 80% of median income = \$2,079**

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.

The affordable units at Merrimac Commons are currently 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.

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

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

❖ **Rents: (effective April 2025, subject to change): The rent is based on 80% of median income = \$2,079**

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 Residences at Merrimac Landing 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.

**Sherburne Avenue – 60-62 Sherburn Ave, Tyngsboro, MA 01879**

❖ **4 affordable apartments- 3 two-bedroom and 1 three-bedroom (utilities not included)**

❖ **Rents: (effective April 2025, subject to change): two BR: \$2,214, three BR: \$2,547**

Sherburne Avenue, newly developed in 2024, in one of Massachusetts's most sought-after towns. Situated in the incredible Tyngsborough, Massachusetts, this new apartment community offers garden style, one-story apartment homes with a 1 car garage.

The affordable units at Sherburne Ave 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.

**Meeting House Road – 3 Meeting House Road, Chelmsford, MA 01824**

❖ **2 affordable apartments- 1 one-bedroom and 1 two-bedroom (utilities not included)**

❖ **Rents: (effective April 2025, subject to change): one BR: \$1,073, two BR: \$1,147**

Meeting House Road, newly developed in 2025. This is an existing property which in being converted from an existing commercial/office building into a mixed-use. Ownership proposed to maintain the commercial use (office condominiums) on the first floor and convert the existing eight (8) underutilized office condominiums into residential units.

All applications are subject to review by the Management of J&C Property Management, LP.

