

LOCAL INITIATIVE PROGRAM APPLICATION FOR LOCAL ACTION UNITS

Introduction

The Local Initiative Program (LIP) is a state housing initiative administered by the Department of Housing and Community Development (DHCD) to encourage communities to produce affordable housing for low- and moderate-income households.

The program provides technical and other non-financial assistance to cities or towns seeking to increase the supply of housing for households at or below 80% of the area median income. LIP-approved units are entered into the subsidized housing inventory (SHI) pursuant to Chapter 40B.

Local Action Units (LAUs) are created through local municipal action *other than* comprehensive permits; for example, through special permits, inclusionary zoning, conveyance of public land, utilization of Community Preservation Act (CPA) funds, etc.

The Department shall certify units submitted as Local Action Units if they meet the requirements of 760 CMR 56.00 and the Local Initiative Program Guidelines, which are part of the Comprehensive Permit Guidelines and can be found on the **DHCD website at www.mass.gov/dhcd**

To apply, a community must submit a complete, signed copy of this application to:

**Department of Housing and Community Development
100 Cambridge Street, Suite 300
Boston, MA 02114**

Attention: Janice Lesniak, LIP Program Coordinator

Telephone: (617) 573-1327

Email: Janice.Lesniak@state.ma.us

Community Support Narrative, Project Description, and Documentation

Please provide a description of the project, including a summary of the project's history and the ways in which the community fulfilled the local action requirement.

Quail Ridge is a one hundred and fifty-three unit townhome unit development that is being constructed in Acton, MA. This project was granted a Special Permit in 2008 and an Amendment to the Special Permit in 2011 to allow the developers to build units on half of a public golf course for residents age 55 or older. These townhomes will have a first floor master bedroom and bath with another bedroom and bath on the second floor. There will be a loft area that can be finished for another bedroom on the second floor if desired. The townhomes will occupy 61 out of 149 acres with the balance of 88 acres remaining as open space and as a public nine hole golf course. The homes will be arranged in a mix of attached and detached plans. There are extensive amenities in addition to the golf course at this site, including a 7,400 Sq. Ft. clubhouse four tennis courts, and a swimming pool. The units will be constructed in four phases over the next two to three years.

The Special Permit requires that five percent of the units be sold to applicants who qualify as Moderate Income buyers with an income at or less than eighty percent of the Area Median Income. All affordable units will be Deed Restricted under the Local Action Units program at DHCD.

Signatures of Support for the Local Action Units Application

Chief Executive Officer:

defined as the mayor in a city and the board of selectmen in a town, unless some other municipal office is designated to be the chief executive officer under the provisions of a local charter

Signature: _____

Print Name: Pam Harting-Barrat

Date: _____

Chair, Local Housing Partnership:
(as applicable)

Signature: _____

Print Name: Nancy Tavernier, Acton Community Housing

Date: _____

Municipal Contact Information

Chief Executive Officer:

Name Pam Harting-Barrat
Address Acton Town Hall
472 Main Street
Acton, MA 01720
Phone 978-929-6611
Email bos@acton-ma.gov

Town Administrator/Manager:

Name Steven Ledoux
Address Acton Town Hall
472 Main Street
Acton, MA 01720
Phone 978-929-6611
Email manager@acton-ma.gov

City/Town Planner:

Name Roland Bartl
Address Acton Town Hall
472 Main Street
Acton, MA 01720
Phone 978-929-6631
Email planning@acton-ma.gov

Town Counsel:

Name Stephen D. Anderson
Address Anderson & Kreiger LLP
One Canal Park, Suite 200
Cambridge, MA 02141
Phone 617-621-6550
Email _____

Chair, Local Housing Partnership (if any):

Name _____
Address _____
Phone _____
Email _____

Community Contact Person:

Name _____
Address _____
Phone _____
Email _____

The Project

Developer: Pulte Homes of New England, LLC
115 Flanders Road, Suite 200
Westborough, MA 01581

Telephone and Email: Mark.Mastroianni@pulte.com
508-621-0876

Project Site: Quail Ridge

Address: 354 B Great Road
Acton, MA 01720

Is your municipality utilizing any HOME or CDBG funding for this project? Yes _____ No X_____

Local tax rate per thousand \$ 18.55 For Fiscal Year 2012

Site Characteristics: proposed or existing buildings by design, ownership type, and size.

<u>Project Style</u>	<u>Total Number of Units</u>	<u>Number of Units Proposed for Local Action Units Certification</u>
Detached Single-family house	_____	_____
Row house/townhouse	153 _____	8
Duplex	_____	_____
Multifamily house (3+ family)	_____	_____
Multifamily rental building	_____	_____
Other (specify)	_____	_____

Unit Composition

Type of Unit:	# of Units	# of BRs	# of Baths	Gross Square Feet	Livable Square Feet	Proposed Sale Prices/ Rent	Proposed Condo Fee
Condo Ownership Fee Simple Ownership Rental							
Affordable:	8	2	2.5	1948-2148	All	\$171,100	\$125
Market:	145	2	2.5	1948-2148	All	\$420,000 and up	\$350

Please attach the following documents to your application:

1. Documentation of municipal action (e.g., copy of special permit, CPA funds, land donation, etc.)
2. Long-Term Use Restrictions (request documents before submission):

For ownership projects, this is the Regulatory Agreement for Ownership Developments, redlined to reflect any proposed changes, and/or the model deed rider.

For rental projects, this is the Regulatory Agreement for Rental Developments, redlined to reflect any proposed changes.

For HOME-funded projects, this is the HOME covenant/deed restriction. When attaching a HOME deed restriction to a unit, the universal deed rider cannot be used.

3. Documents of Project Sponsor's (developer's) legal existence and authority to sign the Regulatory Agreement:
 - appropriate certificates of Organization/Registration and Good Standing from the Secretary of State's Office
 - mortgagee consents to the Regulatory Agreement
 - Trustee certificates or authorization for signer/s to execute all documents
4. For Condominium Projects Only: The schedule of undivided interest in the common areas in percentages set forth in the condominium master deed
5. For Rental Projects Only: A copy of the Local Housing Authority's current Utility Allowances
6. MEPA (Massachusetts Environmental Policy Act) environmental notification form (ENF)--for new construction only (request form before submission)
7. Affirmative Fair Marketing and Lottery Plan, including:
 - ads and flyers with HUD logo
 - informational materials for lottery applicants
 - eligibility requirements
 - lottery application and financial forms
 - lottery and resident selection procedures
 - request for local preference and demonstration of need for the preference
 - measures to ensure affirmative fair marketing, including outreach methods and venue list
 - name of Lottery Agent with contact information

See Section III of the Comprehensive Permit Guidelines at www.mass.gov/dhcd for more information.

PLEASE contact our office if you have any questions: 617-573-1327.