



**CHELMSFORD HOUSING AUTHORITY**  
 10 Wilson Street  
 Chelmsford, Massachusetts 01824 –3160  
 TEL# 978-256-7425 x16 FAX# 978-256-1895

**AFFORDABLE HOUSING RE-SALE APPLICATION**

On behalf of the Town of Chelmsford, the Chelmsford Housing Authority is accepting applications for its waiting list for individuals/families interested in purchasing an affordable home. Because of the diversity of the affordable housing units the CHA oversees, details about each program are included. The current income limits are: 1-person household, \$46,000; 2-person household: \$52,600; 3-person household: \$59,150; 4-person household: 65,700; 5-person household: \$71,000; 6-person household: \$76,250. There is also an asset limit of \$75,000. Exceptions apply to persons over the age of 55 interested in a home at Windemere Estates. Even though the current income limits are in place, the Authority will accept applications from anyone earning up to 120% of median income.

**WHEN SUBMITTING THIS APPLICATION, YOU MUST PROVIDE A PREAPPROVAL LETTER NO MORE THAN THREE MONTHS OLD FROM A BANK OR MORTGAGE COMPANY. YOUR APPLICATION WILL NOT BE PROCESSED WITHOUT THIS.**

Please note that this waiting list is for units that come up for resale. The units are located at Lamplighter Green, Robin Hill Meadows, and Amelia Way (three- and four-bedroom single-family free-standing units), the Courtyard (two- and three-bedroom condominiums), Windemere (two-bedroom age-restricted single-family condominiums), Glen Isle, Orchard Woods, The Residences at Stedman, Princeton Ridge, and Woodland Square. There are also two-bedroom condominiums located at the Whispering Pines development in Tyngsboro and a three-bedroom single family home in Pepperell. When your name reaches the top of the waiting list, you will need to provide proof of income and assets. Eligible households will be matched to available units according to household size and the number of bedrooms in the unit.

Name \_\_\_\_\_ Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**Minority (Optional):**

White  Black  American Indian/Alaskan Native  Asian/Pacific Islander  Other

**Ethnicity (Optional):** Hispanic  Non-Hispanic

Please list all members of your household including yourself.

Occupant Number	Names of all Persons to Reside in Dwelling (First Name, Middle Initial, Last Name)	Relation	Sex	Age	Date of Birth	Social Security Number
1		SELF				
2						
3						
4						
5						
6						
7						
8						

**INCOME:** List all income of all household members listed on application, such as wages, child support, Social Security benefits, all types of pensions, employment, Unemployment Compensation, Worker's Compensation, alimony, disability or death benefits and any other form of income; including rental income from property:

No.	Source of Income, Address of Source	Amount per Year
_____	_____	_____
_____	_____	_____
_____	_____	_____

**ASSETS:**

Do you own real estate, land and/or mobile home? Yes ( ) No ( ) Current Value: \_\_\_\_\_

Have you ever owned real estate, land or mobile home? Yes ( ) No ( ) If yes, when \_\_\_\_\_

Please list all checking, savings accounts, CDs, stocks, bonds and any other investments below:

Name of Bank	Address	Account No.	Present Balance
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

I hereby certify that the above statements are true and any false statements or misrepresentation may result in the cancellation of my dwelling application. I will report any changes in the above information as soon as they occur. I authorize the Chelmsford Housing Authority to make any inquires from any parties and will submit any proof upon request of the Authority for the sole purpose of verifying the truth of the statement contained herein.

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

Signature of Head of Household \_\_\_\_\_ Date \_\_\_\_\_

**NO FAXED COPIES WILL BE ACCEPTED. THIS IS ONLY FOR PLACEMENT ON A WAITING LIST**

Placement on the waiting list will be based upon the date your application is received, preference points associated with your application and the size of your family in comparison to unit available. Verification of eligibility will be determined when a name nears the top of the waiting list. All individuals placed on the list must notify the Authority in writing of any changes in their address, as annual updates will be sent out. **YOU MUST SUBMIT A PREAPPROVAL LETTER FROM A BANK OR MORTGAGE COMPANY WITH THIS APPLICATION.**

**STANDARDS FOR NEW MORTGAGE LOANS**

- The loan must have a fixed interest rate through the full term of the mortgage. (i.e., 30-year fixed.)
- The loan must have a current fair market interest rate. (No more than 2 percentage points about the current MassHousing Rate).
- The loan can have no more than 2 points.
- The buyer must provide a down payment of at least 3 percent – which is allowable under the Massachusetts Housing Partnership's Soft Second Program.
- At least one half of the down payment must be from the buyer's own funds.

## AFFORDABLE RE-SALE UNITS COVERED BY THIS APPLICATION

### Please select the developments you are interested in:

\_\_\_\_\_ **The Courtyard** – Two- and Three-Bedroom Town Home and Garden Style Condominiums. **Sometimes there are units that become available that are priced higher and the Authority is able to allow applicants to earn up to 120% of median income. This means that even if you earn more than the 80% of median income, you may still apply.** The Authority will contact you if a unit comes up with an asset/income waiver. The prices for these units range from \$140,000 to \$175,000. Location: 360 Littleton Road, Chelmsford.

\_\_\_\_\_ **Lamplighter Green, Robin Hill Meadows, Amelia Way and Lowell Place** – Three- and Four-Bedroom Free-Standing Family Units. The prices for these units are \$165,000 and up. Location: Lamplighter Green is off Richardson Road in North Chelmsford, Robin Hill Meadows is off Robin Hill Road, Amelia Drive is off Main Street and Lowell Place is located in Pepperell.

\_\_\_\_\_ **Glen Isle, Orchard Woods, The Residences at Stedman, Princeton Ridge, Woodland Square and Whispering Pines** – Two-bedroom Town Homes for Families. These five developments are similar in layout. They are three-story units with a garage. The prices for these units are \$140,000 and up. Location: Glen Isle is on Glen Ave., Orchard Woods is on Turnpike Road, The Residences at Stedman are on Stedman Street, Princeton Ridge is on Princeton Street and Woodland Square is on Littleton Road. Whispering Pines is located off Lakeview Avenue in Tyngsboro.

\_\_\_\_\_ **Windemere Estates** – Two-Bedroom Free Standing Units. This is an over-55 senior development consisting of 14 affordable free-standing condominiums. The requirements for this development are different from the others as they are specifically for people over the age of 55. There is no asset limit to apply for this waiting list, but your current home must be sold before you can purchase a home at Windemere Estates. No more than three people may live in a unit and at least one resident must be over the age of 55. The price for these units is approximately \$200,000. Location: Off of Princeton Street, North Chelmsford.

**If you do not indicate which location you are interested in, you will be considered for all that you qualify for.**

Below is a list of the Area Median Income Limits for Chelmsford: Income Limits 2016

Persons	80%	100%	120%
1	\$46,100	\$57,000	\$68,400
2	\$52,600	\$65,750	\$78,900
3	\$59,150	\$73,938	\$91,113
4	\$65,700	\$82,125	\$98,550
5	\$71,000	\$88,750	\$106,500
6	\$76,250	\$95,313	\$114,376