

Commonwealth of Massachusetts  
DEPARTMENT OF HOUSING &  
COMMUNITY DEVELOPMENT

Deval L. Patrick, Governor ♦ Timothy P. Murray, Lt. Governor ♦ Gregory Bialecki, Secretary, EOHED

December 8, 2011

Hank Manz  
Chair, Board of Selectmen  
Town of Lexington  
1625 Massachusetts Avenue  
Lexington, MA 02420

RE: Local Action Units Approval - Scattered Site Rental Acquisition Program - 1 Wilson Road

Dear Mr. Manz:

We approved LexHab's Scattered Site Rental Acquisition Program on December 11, 2009. We are pleased to inform you that your application for one additional rental unit of one total located at 1 Wilson Road in Lexington has been approved. We congratulate the Town of Lexington for working to bring affordable housing to the area.

The Local Initiative Program staff has reviewed your application and determined that:

1. The unit will serve households with incomes at or below 80% of the area median income.
2. The Town has taken action to aid in the development of the unit.
3. The affordable unit is restricted, ensuring it will remain affordable in perpetuity.
4. The unit is subject to an affirmative and fair marketing plan.

The Department of Housing and Community Development has received documentation supporting these findings. The Town should submit an Annual Certification of Qualified Occupancy to the DHCD Division of Housing Development as required by the Regulatory Agreement.

In order to have the unit added to the Subsidized Housing Inventory, please refer to the enclosed instructions and submit the required documents to our legal department.

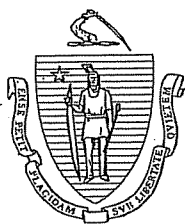
Again, let us congratulate you on your continued efforts to bring affordable housing to Lexington. If you have any questions please feel free to contact Janice Lesniak at 617-573-1327. We look forward to working with you again.

Sincerely,

Catherine Racer  
Associate Director

Enc.

Ec: Carl Valente, Town Manager  
William L. Leahy, Town Counsel, Anderson & Kreiger  
Maryann McCall-Taylor, Town Planner ✓  
Aaron Henry, Senior Planner  
Robert Bicknell, Chairman, Housing Partnership



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**Request LIP Local Action Units (LAU) be Added to the Subsidized Housing Inventory (SHI)**

To request that new eligible units be added to the inventory, please submit

a copy of the **LAU approval letter**, including information on the total number of units in the development

- the **zoning approval decision** (under chapter 40A) if applicable
- copies of **building and occupancy permits**. Please note that building permits are permits to construct units for SHI purposes; foundation permits are *not* to be included as building permits.

When building or occupancy permits do not apply because it is an existing property or unit, please submit documentation that an income eligible household resides in the unit – (e.g., copy of the first page of recorded **deed rider** or signed **lease** showing tenant name and unit address).

If a zoning approval decision has been issued more than 12 months ago and building permits have not been issued, Local Action units are no longer counted on the SHI until such time as building permits are issued. Therefore, please provide a listing of issued building permit numbers and corresponding unit numbers and addresses to ensure or restore inclusion of units on the SHI.

Pursuant to the regulations at 760 CMR 56.03(2)(c), if more than 18 months elapse between issuance of the building permits and issuance of the certificate of occupancy, the units will become ineligible for the SHI until the date that the certificate of occupancy is issued.

Complete information and required documentation must be submitted to ensure units will be newly added. Please send the information to:

DHCD Office of the Chief Counsel  
100 Cambridge St., Suite 300  
Boston, MA 02114  
Attention: Subsidized Housing Inventory.

If you have any questions, please contact Margaux LeClair at DHCD at 617-573-1526.