

# Section 1 PROJECT DESCRIPTION

Name and Address of Project			
1 . Project Name:	<input style="width: 100%;" type="text"/>		
1a . Application Completed By:	<input style="width: 100%;" type="text"/>		
1b . Original Application Date:	<input style="width: 100px;" type="text"/>	Application Revision Date:	<input style="width: 100px;" type="text" value="4/24/2019"/>
2 . Project Address:	<input style="width: 100%;" type="text"/>		
3 . Neighborhood	<input style="width: 100%;" type="text"/>		
4 . City/ Town	<input style="width: 500px;" type="text"/>	MA	<input style="width: 100px;" type="text"/>
	<small>(state)</small>		<small>(zip code)</small>
5 . County	<input style="width: 200px;" type="text"/>		
6 . <input type="checkbox"/> Scattered sites			
7 . Is this a qualified census tract?	<input type="text" value="No"/>	Enter a census tract	<input style="width: 80px;" type="text"/>
8 . Difficult to develop area	<input type="text"/>	QCT information last updated on:	<input style="width: 100px;" type="text" value="4/24/2019"/>
Development Plan			
9 . Development Type (Please check all that apply.)			
<input type="checkbox"/> No	New construction		
<input type="checkbox"/> No	Acquisition, substantial rehab of existing housing		
<input type="checkbox"/> No	Acquisition, moderate rehab of existing housing		
<input type="checkbox"/> No	Acquisition, minimal or no rehab of existing housing		
<input type="checkbox"/> No	Adaptive re-use of non-residential structure		
10 . Proposed Housing Type	<input style="width: 300px;" type="text"/>		
11 . <b>Project Description:</b>	Number of buildings:	<input style="width: 100px;" type="text"/>	
<div style="border: 1px solid black; width: 100%; height: 100%;"></div>			
12 . <b>Development Schedule:</b>			
	<i>Original</i>	<i>Revised</i>	<i>Optional user comments</i>
Application Date	1/0		<div style="border: 1px solid black; width: 100%; height: 100%;"></div>
Construction Loan Closing			
Initial Loan Closing (MHFA only)			
Construction Start			
50% Construction Completion			
Construction Completion			
First Certificate of Occupancy			
Final Certificate of Occupancy			
Sustained Occupancy			
Permanent Loan Closing			

13 . **Unit Mix:**

	<i>Low-Income Rental Assisted</i>	<i>Low-Income below 50%</i>	<i>Low-Income below 60%</i>	<i>Other Income (User-defined)</i>	<i>Market Rate</i>	<i>Total Units</i>
SRO						0
0 bedroom						0
1 bedroom						0
2 bedrooms						0
3 bedrooms						0
4 bedrooms						0
<b>Total Units</b>	0	0	0	0	0	0
<b>Home Units*</b>						0

\*HOME units included in the above totals. Other Income=Below of median income

14 . Unit Size in square feet:

	<i>Low-Income Rental Assisted</i>	<i>Low-Income below 50%</i>	<i>Low-Income below 60%</i>	<i>Other Income (User-defined)</i>	<i>Market Rate</i>	<i>Average All Incomes</i>
SRO						N/A
0 bedroom						N/A
1 bedroom						N/A
2 bedrooms						N/A
3 bedrooms						N/A
4 bedrooms						N/A

15 . Number of bathrooms in each unit:

	<i>Low-Income Rental Assisted</i>	<i>Low-Income below 50%</i>	<i>Low-Income below 60%</i>	<i>Other Income (User-defined)</i>	<i>Market Rate</i>	<i>Average All Incomes</i>
SRO						N/A
0 bedroom						N/A
1 bedroom						N/A
2 bedrooms						N/A
3 bedrooms						N/A
4 bedrooms						N/A

16 . **Funding Applied For:**

Please check all the funding that is being applied for at this time, with this application:

DHCD Tax Credit Allocation .....

Category .....

Category .....

HOME Funding through DHCD .....

Massachusetts Housing Finance Agency (select all that apply):

Official Action Status .....

Construction Financing/Bridge Financing.....

Permanent Financing .....

Massachusetts Housing Partnership (MHP) Fund:

Permanent Rental Financing Program .....

Massachusetts Housing Investment Corporation (select all that apply):

Debt Financing .....

Tax Credit Equity Investment .....

Boston Department of Neighborhood Development (DND):

Other

Other.....

Other.....

Other.....

Financing from MassDevelopment

	<i>Total</i>	<i>New</i>	
		<i>Construction</i>	<i>Rehabilitation</i>
17 . Number of buildings planned:			
a. Single-Family	0		
b. 2-4 Family	0		
c. Townhouse	0		
d. Low/Mid rise	0		
e. High-rise	0		
f. Other	0		
TOTAL	0	0	0
18 . Number of units:	0		
19 . Gross Square Footage			
a. Residential	-		
b. Commercial	-		
20 . Net Rentable Square Footage:	<i>Total</i>		<i>Percent of Gross</i>
a. Residential	-	s.f.	%
b. Commercial		s.f.	N/A
21 . Number of handicapped accessible units		Percent of total	#DIV/0!
22 . Fire Code Type	Concrete frame		
23 . Will building(s) include elevators?	No		
24 . Are the following provided with the housing units:			
a. Range? .....	No		<i>Optional user comments</i> <div style="border: 1px solid black; height: 150px; width: 100%;"></div>
b. Refrigerator? .....	No		
c. Microwave? .....	No		
d. Dishwasher? .....	No		
e. Disposal? .....	No		
f. Washer/Dryer Hookup? .....	No		
g. Washer & Dryer? .....	No		
h. Wall-to-wall Carpet? .....	No		
i. Window Air Conditioner? .....	No		
j. Central Air Conditioning? .....	No		
25 . Are the following included in the rent:			
a. Heat? .....	No		
b. Domestic Electricity? .....	No		
c. Cooking Fuel? .....	No		
d. Hot Water? .....	No		
e. Central A/C, if any? .....	No		
26 . Type of heating fuel:			
27 . Total no. of parking spaces:	0	Outdoor: <input style="width: 50px;" type="text"/>	Enclosed: <input style="width: 50px;" type="text"/>
28 . Number of parking spaces exclusively for the use of tenants:			
a. Residential	Total: <input style="width: 50px;" type="text"/>	Outdoor: <input style="width: 50px;" type="text"/>	Enclosed: <input style="width: 50px;" type="text"/>
b. Commercial	Total: <input style="width: 50px;" type="text"/>	Outdoor: <input style="width: 50px;" type="text"/>	Enclosed: <input style="width: 50px;" type="text"/>

29 . Will rehabilitation require the relocation of existing tenants? Not applicable

30 . Scope of rehabilitation: Please describe the following (or type N/A).

a. Major systems to be replaced:

Not applicable

b. Substandard conditions and structural deficiencies to be repaired:

Not applicable

c. Special features/adaptations for special needs clients to be housed:

Not applicable

31 . Are energy conservation materials in excess of the Building Code?

a. Insulation .....	No	
b. Windows .....	No	
c. Heating system .....	Yes	<i>R-Value or type?</i> <span style="border: 1px solid black; display: inline-block; width: 60px; height: 15px; vertical-align: middle;"></span>

**Information On Site And Existing Buildings**

	<i>Square Feet</i>	<i>Acres</i>
32 . Size of Site:		
33 . Wetlands area:		
34 . Buildable area:		

**Existing Conditions:**

35 . What is the present use of the property?

36 . Number of existing structures:

37 . Gross s.f. of existing structures: -

38 . If rehabilitation:

	number of units	num. of bedrooms
a. Number of existing residential units/bedrooms:		
b. Number of units/bedrooms currently occupied:		

39 . If site includes commercial space:

a. Square footage of existing commercial space:  square feet

b. Square footage currently occupied:  square feet

40 . What are the surrounding land uses?

**Utilities:**

41 . Are the following utilities available on the site:

a. Sanitary sewer?	No	Distance from site (ft.)	
b. Storm sewer?	No	Distance from site (ft.)	
c. Public water?	No	Distance from site (ft.)	
d. Electricity?	No	Distance from site (ft.)	
e. Gas?	No	Distance from site (ft.)	

If any of the above are not available, is plan attached explaining how such service will be extended to the site?

**Zoning:**

*Please include information on the property zoning in Exhibit 3. This should include a zoning map, highlighting any special use or dimensional restrictions on the property. If the present zoning does not allow for the proposed use, please explain current status and how approvals will be obtained.*

42 . Does the present zoning allow the proposed development?  Yes  No

43 . Have you applied for a zoning variance, change, special permit or subdivision?  Yes  No

44 . Do you anticipate applying for a comprehensive permit under Chapter 774  Yes  No

**Site Control:**

45 . What form of site control do you have?

*Include copies of the appropriate site control documents as part of Exhibit 4.*

46 . Please provide details about your site control agreement.

- a. Name of Seller:
- b. Principals of seller corporation:
- c. Type of Agreement:
- d. Agreement Date:
- e. Expiration Date:
- f. Purchase price if under agreement:
- g. Is there any identity of interest between buyer and seller?

47 . In the past three years, have there been any defaults on any mortgage on the property or any other forms of financial distress?

48 . Are there any outstanding liens on the property?

**Amenities and Services:**

49 . Please indicate distance from site and locate on city/town map (Exhibit 1).

	<i>Distance</i>	
a. Shopping facilities .....	<input type="text"/>	miles
b. Schools .....	<input type="text"/>	miles
c. Hospitals .....	<input type="text"/>	miles
d. Parks and recreational facilities .....	<input type="text"/>	miles
e. Police station .....	<input type="text"/>	miles
f. Fire station .....	<input type="text"/>	miles
g. Public transportation .....	<input type="text"/>	miles
h. Houses of worship .....	<input type="text"/>	miles
i. City/Town Hall .....	<input type="text"/>	miles

**Environmental Information**

- 50 . Is there any evidence of underground storage tanks or releases of oil or hazardous materials, including hazardous wastes, on the site or within close proximity to the site?
- 51 . Has a Chapter 21E assessment been performed?
- 52 . Does the project consist of either: (a) new construction of more than 100 units; or (b) substantial rehabilitation of more than 200 units, or where more than 10% new floor space is added?
- An Environmental Notification Form (ENF) will most likely be required.  
Has an ENF been filed?
- 53 . Does the building require lead paint abatement?
- 54 . Does the building require asbestos abatement?
- 55 . Do radon tests show radon levels exceeding four picocuries/liter?
- 56 . Is there any evidence that the premises are insulated with urea formaldehyde foam (UFFI)?
- 57 . Is the site located in an historic district, or contain buildings listed or eligible for listing in the State Register of Historic Places?
- 58 . Are there any above ground storage containers with flammable or explosive petroleum products or chemicals within 1/2 mile of the site?
- 59 . Is the site located in a floodplain or wetlands area?
- 60 . Does the site contain endangered animal or plant species?
- 61 . Is the site subject to noise impact from jet airports within five miles, major highways within 1,000 feet, or rail traffic within 3,000 feet?