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Thomas J. Harrington

Christopher H. Heep  
Jennie M. Merrill  
Marguerite D. Reynolds  
Brian R. Falk  
Jonathan E. Simpson

May 6, 2011

Littleton Board of Selectmen  
Littleton Town Offices, Room 306  
37 Shattuck Street  
P.O. Box 1305  
Littleton, MA 01460

**Re: Subsidized Housing Inventory**

Dear Board Members:

The purpose of this letter is to offer my opinion on what projects should be included in the Subsidized Housing Inventory (SHI) for the Town of Littleton. The Department of Housing and Community Development (DHCD) has prepared a chart of the SHI that it currently recognizes. See DHCD Chart attached hereto as "Exhibit A." According to DHCD, the SHI is 245 units or 8.12% of the total year-round housing units. I believe there are 17 additional units currently eligible to be included in the SHI. This brings the total to 262 low or moderate income housing units or 8.68%.

The chart below outlines the various projects, the number of SHI units in each project and the total SHI units for the Town. The projects highlighted in gray are not currently recognized by DHCD in the SHI but are eligible to be included.

Subsidized Housing Inventory				
DHCD ID#	Project	Address	Type	SHI
1619	Pine Tree Park	19 Shattuck	Rental	48
1620	Patriot Circle	19 Shattuck	Rental	8
1621	N/A	King Street	Rental	2
1622	Patriot Circle	19 Shattuck	Rental	10
1624	Mill Pond Apartments	50 Mill Rd	Rental	50
1625	Minuteman Housing	550 Newtown	Rental	8
1626	Pond Side	147 King St	Rental	90
4340	DMR Group Homes	Confidential	Rental	21
4373	DMR Group Homes	Confidential	Rental	8
6824	Charles Ridge	Beaver Brook	Owner	11
	Mannion Place	Mannion Place	Owner	3
LAU	Shelburne Village	50 White	Owner	3
<b>TOTAL</b>				<b>262</b>

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The Charles Ridge and Mannion Place projects were developed through comprehensive permits under *M.G.L. c.40B*. Both projects have already been constructed and are occupied. To include these 40B Projects on the SHI, the Town must submit a form to DHCD. This form must include the date building permits were issued, the date Occupancy Permits were issued, and documentation evidencing: (1) the permitting mechanism under which the housing development is authorized; (2) the eligibility for subsidization by a state or federal program; (3) the duration of the use restriction limiting occupancy to income eligible households; and (4) the application of an Affirmative Fair Housing Marketing Plan to the units.

The Shelburne Village project is a Local Action Unit created through local municipal action other than comprehensive permits. DHCD has notified the Town that Shelburne Farms will be added to the SHI as soon as it receives copies of the building permits for the project. See Letter from DHCD to J.Knox re: Shelburne Village, May 21, 2008 attached hereto as "Exhibit B."

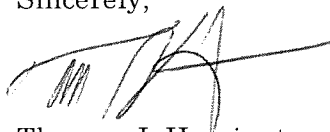
In addition to the projects I have listed in the chart above, there are also projects that I do not believe are eligible to be included in the SHI at this time. First, the Littleton Green Project at 423 King Street currently includes 24 affordable units. For reasons unknown, DHCD omitted Littleton Green from its SHI after 2008. Our research as to why DHCD no longer views Littleton Green as eligible for the SHI is inconclusive. We will continue to research this issue moving forward.

Next, The Village on the Common project was formerly on the SHI with DHCD but was removed after the Town rescinded the building permits issued to the developer. While this project was also developed through a comprehensive permit, filing the standard Requesting New Units Form will not be sufficient to include it on the SHI. Until the building permits are reissued and occupancy permits are issued for Village on the Common, it would be premature to include this project in the SHI. Finally, for the Village at Reed Meadow project, which is a Local Action Unit, it not clear that the Town has initiated the application process to include it on the SHI. Because the application process to include a Local Action Unit on the SHI is extensive, I did not find it appropriate to include this project in my estimate at this time.

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If you have any further questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to be 'THA' with a long horizontal stroke extending to the right.

Thomas J. Harrington

cc: K. Bergman  
M. Toohill

Enclosures

Littleton

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency
1619	Pine Tree Park	19 Shattuck St.	Rental	48	Perp	No	DHCD
1620	Patriot Circle	19 Shattuck St.	Rental	8	Perp	Yes	DHCD
1621	n/a	King Street	Rental	2	Perp	Yes	DHCD
1622	Patriot Circle	19 Shattuck St.	Rental	10	Perp	Yes	DHCD
1624	Mill Pond Apartments	50 Mill Rd.	Rental	50	2024	Yes	HUD
1625	Minuteman Housing	500 Newtowne Rd. /Nashoba Rd	Rental	8	2022	No	HUD
1626	Pond Side at Littleton	147 King St.	Rental	90	perp	Yes	DHCD
4340	DMR Group Homes	Confidential	Rental	21	N/A	No	DMR
4573	DMH Group Homes	Confidential	Rental	8	N/A	No	DMH
6824	Charles Ridge	Off of Beaver Brook Road	Ownership	0	perp	Yes	DHCD
8891	Village on the Common	off Greal Road	Ownership	0	perp	YES	DHCD
Littleton Totals				245	Census 2000 Year Round Housing Units		3,018
					Percent Subsidized		8.12%

5/5/2011

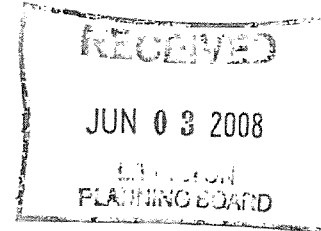
This data is derived from information provided to the Department of Housing and Community Development (DHCD) by individual communities and is subject to change as new information is obtained and use restrictions expire.



Commonwealth of Massachusetts  
**DEPARTMENT OF HOUSING &  
COMMUNITY DEVELOPMENT**

Deval L. Patrick, Governor ♦ Timothy P. Murray, Lt. Governor ♦ Tina Brooks, Undersecretary

May 21, 2008



Joseph Knox, Chair  
Board of Selectmen  
3<sup>rd</sup> Floor, Shattuck Street Municipal Building  
P.O. Box 1305  
Littleton, MA 01460

RE: Local Initiative Program Approval – Shelburne Village

Dear Mr. Knox:

The Local Initiative Program recently received a Local Action Units application for three (3) age-restricted units located at Shelburne Village, 40 White Street, Littleton. I am pleased to inform you that the units have been approved. The application demonstrates that:

1. The units 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 units.
3. The affordable units will be restricted, ensuring they will remain affordable in perpetuity.
4. The units will be subject to an affirmative and fair marketing plan.

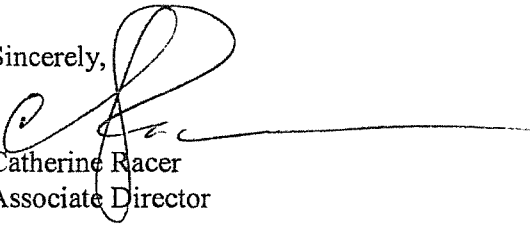
The Department of Housing and Community Development has received documentation supporting these findings. The Town will be responsible for monitoring the units on a yearly basis to certify their compliance with all occupancy restrictions as outlined in the deed rider.

The units will be added to the Subsidized Housing Inventory as soon as we receive copies of their building permits. Please send these to Erin Bettez.

At least two weeks prior to the sale of each home, DHCD must receive the buyer's signed Purchase and Sale Agreement, loan commitment letter, and contact information for the closing attorney. These items are used to prepare the deed rider and resale price certificate for the closing and should be sent directly to Elsa Campbell. Please call her at 617-573-1321 with any questions.

Again, let me congratulate you on your efforts to bring affordable housing to Littleton. If you have any questions please feel free to contact Erin Bettez at (617) 573-1309. We look forward to working with you in the future.

Sincerely,

A handwritten signature in black ink, appearing to be 'Catherine Racer', with a long horizontal flourish extending to the right.

Catherine Racer  
Associate Director

cc: Maren Toohill, Town Planner  
Sherrill R. Gould, Esq.  
Michael Borsuk, Executive Director, Littleton Housing Authority  
Margaux LeClair, Office of the Chief Counsel