



TOWN OF CONCORD
Zoning Board of Appeals
 141 Keyes Road, Concord, MA 01742
 (978) 318-3295

Town of Concord

Eligibility Criteria for Moderate Income Units

In Zoning Bylaw (ZBL) Section 10 Planned Residential Development (PRD), moderate income households are defined as households earning over 80% to 150% of the Area Median Income (AMI). The Zoning Board of Appeals has adopted eligibility criteria for moderate income units and all non-SHI ownership units for Planned Residential Developments based on input from the Regional Housing Services Office, the Concord Housing Development Corporation, the Concord Housing Foundation, and the Planning Board. Adoption of these criteria provides prospective developers with information on the Town’s expectations for a PRD project. It allows the developer to factor these guidelines into their project proposal from the beginning, thereby reducing the potential for issues during the public hearing process.

Parameter	Description	Criteria
Affordability Window	10% Window for greater affordability in the Sales Price. The sales price is calculated using income levels 10% less than the income eligibility of the buyer.	10% Affordability Window
Asset Limits	The DHCD standard includes retirement assets, and limit non-seniors to \$75k, and allow purchasers in a senior development an additional \$200k. Excluding the down payment (or some portion whereof) allows greater assets as long as they are applied to the property.	Exclude retirement assets, and the down payment up to 5% of the purchase price. Calculate the asset limit based on the DHCD standard limit (currently \$75,000) and the AMI percentage. Allow seniors an additional \$200,000 in assets.
First Time Home Buyer	The DHCD affordable housing program is designed for first-time homebuyers with some allowable exceptions. An eligible FTHB is a household that has not owned a home within three years, with the exception of displaced homemaker, single parents and senior households (at least one household member is 55 or over). Those with exceptions must sell their home prior to purchase of this unit.	Do not require buyer to be a FTHB. Buyer cannot own other residential property (primary or secondary) at purchase. They must sell their primary residence, and cannot own a secondary unit (either vacation or investment property).
Local Preference Definition	DHCD allowable categories include current resident, town/municipal employee, family of student in the Town, employee in the Town, and the pool is balanced for minorities. The categories are designed to comply with Fair Housing and constitutional law.	Adopt DHCD Local Preference categories

Parameter	Description	Criteria
Mortgage Terms	<p>DHCD does not allow mortgage co-signers, and requires mortgages from institutional lenders</p> <p>DHCD does not allow variable rate mortgages to purchase, refinance, or as home equity lines of credit, and requires fixed rate fully amortizing loans. *</p> <p>DHCD requires interest rates within 2% of a similar MassHousing mortgage.*</p> <p>DHCD limits loans to 2 points or less. *</p> <p>DHCD limits the maximum payment toward principal, interest, taxes and insurance to 38% on purchase loans. *</p> <p>DHCD allows up to 97% loan to value on purchases and refinancing. *</p>	Adopt DHCD guidelines for all mortgage terms.
Household Size preference	DHCD requires that units awarded to larger households first	Do not require household size preference.
Minimum Down Payment	The DHCD standard is 3% of the purchase price with 1.5% of the purchase price from the buyers' own funds. *	Adopt DHCD guideline

* Planning Board recommended May 8, 2018

* Zoning Board of Appeals adopted July 12, 2018