

INCLUSIONARY HOUSING SPECIAL PERMIT APPLICATION

Four copies (4) of this application must be completed and submitted with three (3) copies of One of the following (a through e) and f, in order of preference:

- a. The Memorandum of Understanding (MOU) between the Developer and the Plymouth Housing Authority as described in the Town of Plymouth's *Developing Affordable Housing in Plymouth* guide, **OR**
- b. The information requested for submittal to the Plymouth Housing Authority and the Plymouth Office of Community Development under "Review Process for Developers" in the *Developing Affordable Housing in Plymouth* guide, **OR**
- c. The following information:
 - i. The location, structure, proposed tenure (rental or ownership) and size of the proposed Market Rate and Affordable Units;
 - ii. The calculations used to determine the number of required Affordable Units;
 - iii. A floor plan or site plan depicting the location of the Affordable Units;
 - iv. The income level targets for each Affordable Unit;
 - v. The mechanisms that will be used to assure that the Affordable Units remain affordable for the required term;
 - vi. for phased developments, a phasing plan;
 - vii. a description of any requested incentives as allowed in Paragraph C (8); and
 - viii. a marketing plan for the process by which qualified households will be reviewed and selected to either purchase or rent affordable units, consistent with the Local Initiative Plan requirements of the Massachusetts Department of Housing and Community Development; **OR**
- d. A written request for waivers of this requirement stating the reasons for this request, **OR**
- e. A written explanation of reasons Petitioner seeks confirmation of exemption from said requirements, **AND**
- f. Any other information requested by the Special Permit Granting Authority.

** Applicant must submit a certified list of abutters and three sets of mailing labels with this application.*

PLAN RECEIVED BY: _____ DATE: _____

OWNER: _____

ADDRESS: _____

PETITIONER: _____

ADDRESS: _____

SURVEYOR: _____ (for Office use only)

ADDRESS: _____ Registration No: _____

ADDRESS OF PROPERTY: _____ MAP(S): _____

LOT(S): _____

General Information

of Proposed Units: _____ Type of Units: _____

Engineering Division Approval of Proposed Lot Number(s): _____ DATE: _____

THE PETITIONER/APPLICANT CERTIFIES THAT THERE IS NO INFRINGEMENT OF WORK OR STRUCTURES ON PLYMOUTH TOWN PROPERTY OUTSIDE OF THE RIGHT-OF-WAY AND/OR THE PROJECT DOES NOT REQUIRE ACCESS ON/OVER/THROUGH TOWN PROPERTY. IF WORK, ACCESS, OR STRUCTURES ARE PROPOSED ON TOWN PROPERTY, YOU MUST NOTIFY THE TOWN MANAGERS OFFICE, IN WRITING, IMMEDIATELY. FAILURE TO OBTAIN THE TOWN'S PERMISSION OR ACKNOWLEDGMENT OF PLANS THAT INCLUDE WORK, ACCESS, OR STRUCTURES ON TOWN PROPERTY WILL RESULT IN THE DELAY OF THE PERMIT REVIEW PROCESS.

Signature of Owner / Applicant: _____