# City of Waltham Massachusetts Community Preservation Act Community Housing Funding Application WCPA-2

Acquisition



# SECTIONI APPLICANT/DEVELOPER INFORMATION Contact Person/Primary Applicant (1) Jonas Willis Parmenter Home, Inc. Organization, if applicable same as above Co-Applicant, if applicable (1) n/a Owner of project (if not developer/sponsor) (2)\_\_\_\_\_ Mailing Address 550 Moody St, Waltham, MA 02453 Daytime Phone (Contact Person/Primary Applicant) Stephany Bannister, Treasurer 781-894-0000 Email address stephany@hjmr-law.com Fax number 781-893-8357 Developer (if different than applicant) Developer mailing address \_\_\_\_\_ Developer daytime phone \_\_\_\_\_ Developer email address \_\_\_\_\_ Developer fax number\_\_\_\_\_ PROJECT INFORMATION SECTION II Project Name Jonas Willis Parmenter Home Address of Project 542 Main Street Assessor's Parcel ID R060 021 0013 (see http://waltham.patriotproperties.com/default.asp to look up parcel ID by address) Type of CPA-funded project (check all that apply): Creation Preservation Support

Rehabilitation and Restoration

Brief project description To replace windows at Jonas Willis Parmenter Home located at 542 Main Street.
To reduce the energy costs and improve energy efficiency. We are seeking funding for replacement of the windows

### **PROJECT FUNDING**

City Funding Sources	\$	Purpose
CDBG/Housing Development		
Community Preservation Fund	\$336,000	
Other Waltham City funds		
Total amount of City funding requested	\$336,000	
Estimated total Development Costs		

# **TYPE OF HOUSING** (check all that apply and provide Number of units)

Housing Target Class	Housing Target	Number of Units
Homeownership	☐ Single Family	
	Condominum	
	Cooperative	
	Other	
Rental	Individual/Family	23
	☐ Group home/congregate	
	Other	
Targeted Population	☐ Individual/Family	
	Special needs/Identify needs	
	Elderly	
	Homeless	
	At risk of homelessness	
	Other	

### **UNITS OF HOUSING**

Unit style	Total # units	# units <= 30% AMI	# units <= 50% AMI	# units <= 80% AMI	# units <= 80-100% AMI	Market Rent(s)	Market Sale Price(s)
SRO							
1 BR	23	We don't ask	for financial	information from	Tenant but all	rents are well	below market rent
2 BR							
3 BR							
4 BR							
Other							

Key: <= is "less than or equal"

SE	CT	10	N	Ш	SIT	EIV	JFO	RIV	IAT	ION

Lot size (ft2	1.359 acres	
Zoning dist	rict(s) Residence B	
Ward <u>5-2</u>		
•		ales Agreement, option to purchase, deed? Note: Community submit evidence of site control with the application.)
	Yes	□ No
	If applicable, explain what zoning	relief is required (e.g. a zoning variance, special permit) and why.
n/a		
-		
	IMENTAL: Please describe any a own environmental hazards, provi	nticipated environmental issues/concerns with the site. If the site ide a remediation plan.
none		
How old is	the existing building (or buildings	), if applicable? 1964
		e age of seven living on the premises?
	Yes	■ No

**DISLOCATION:** Will the project temporarily or permanently displace or require relocation of existing tenants?

City of Waltham

# Community Preservation Committee Community Housing Funding Application WCPA-2

Massachusetts

If yes, pleas	f yes, please describe any outreach efforts and/or notifications to residents to date.						
No							
	Is the property listed in the National Register of Historic Places, located in a local historic district, gister Historic District or eligible for listing in the National Register?						
	Yes; identify district(s):						
	No						

### SECTION IV PROJECT SCHEDULE (AFTER APPROPRIATION OF CPA FUNDS)

Milestone	Date
Inform Ward Councillors and immediate abutters of proposed plans	
Pre-development (design, zoning, permitting)	
Acquisition	
Rehabilitation/construction	
Marketing/outreach	
Expected date of project completion	
Full Occupancy	
Other significant milestone to implementation	
Other significant milestone to implementation	_
Other significant milestone to implementation	_

### SECTION V FINANCING AND OPERATING BUDGET

**PROJECT BUDGET:** Submit proforma development and operating budgets. Include all anticipated sources and uses of financing for the project. The operating budget must detail operating income and expenses. Detail the hard and soft costs. Identify contingencies. Applicants may use their own format or any of those used by Massachusetts affordable housing lenders and agencies. Refer to the attached Developer's Checklist which lists all the information required for submission.

**CAPITAL NEEDS ASSESMENT:** Community Preservation Funds may not be used for housing-related maintenance costs. All applicants seeking Community Preservation Funds for community housing must submit a capital needs assessment with their application, unless the project is new construction or substantial rehabilitation.

**CITY OF WALTHAM ASSESSORS PROPERTY APPRAISAL AND DATA:** Applicants must provide an "as is" appraisal of the project building(s) that provides satisfactory evidence that the purchase price of the project building(s) does not exceed fair market value. In addition, all applicants for housing funds must summarize data from the Waltham Assessors Department identifying the assessed value of the project building(s) and comparable properties in the neighborhood and/or City.

### PROOF OF FINANCIAL COMMITMENT (INCLUDING COMMITMENTS FOR HOUSING

**SUBSIDIES):** If the Applicant does not have financing, describe what sources of financing are planned and the time frame that funds are expected to be available, with conditions, deadlines, limitations, and any and all restrictions related to the commitment of non-City sources of funding. If receiving housing subsidies, submit commitment letters or explain when the applicant will seek housing subsidies and from what source(s).

### SECTION VI PROJECT DESCRIPTION

Attach answers to the following questions. Applications will be returned as incomplete if all requested information is not provided. Include supporting materials as necessary.

**GOALS:** What are the goals of the proposed project?

**COMMUNITY NEED:** Why is this project needed? Does it address needs in existing City plans?

**COMMUNITY SUPPORT:** What is the nature and level of support for this project? Include letters of support and any petitions. Is a neighborhood outreach program planned?

**CREDENTIALS:** In Section IV, some critical steps to completion and success of the project were estimated. How will the experiences of the Applicant(s) contribute to the success of this project?

**SUCCESS FACTORS:** How will the success of this project be measured? Be specific.

**MAINTENANCE:** If ongoing maintenance is required for your project, how will it be funded? (Note that CPA Funds may not be used for maintenance, but maintenance is an important consideration for all projects.)

**ADDITIONAL INFORMATION:** Provide the following additional information, as applicable.

**OTHER CITY AGENCIES:** If actions for acceptance or approval are required from other City Departments, Boards, Commissions, Committees or others, include the reference (s) or proof of the status of their actions. If plans or documents are available from those agencies, provide a reference copy or public location for CPA review.

### COMBINATION COMMUNITY HOUSING/COMMUNITY PRESERVATION PROJECTS:

If seeking Community Preservation Funds for a project combining community housing with any other Community Preservation categories (historic, open space, recreation), also submit a complete **Historic**, **Open Space and Recreation Funding Application WCPA-1**. Items which are common to both Forms can be filled by reference to "WCPA-1".

**LEVERAGED ADDITIONAL BENEFITS:** Provide information indicating how this project can be used to achieve additional community benefits.

### Superscripted Notes:

- (1) City Property: If the proposal is located on City-owned land, either the Primary Applicant or Co-Applicant must be the City Board, Commission or Department that has custody of the land.
- (2) Appraisals: If the requested funds are for a real estate acquisition, an independent appraisal will be required which the non-City Applicant, if applicable, will be required to fund. No funding decisions will be made without an independent appraisal. Additional appraisals may be required for final approval.

City of Waltham

# Community Preservation Committee Community Housing Funding Application WCPA-2

Massachusetts

I verify that all information stated in this application is true and accurate.

Applicant signature	Date
Stephen Damint, Treasurer	12/26/2023

# Community Preservation Committee Community Housing Funding Application WCPA-2

FOR COMMUNITY PRESERVATION COMMITTEE USE ONLY
Application received on \-\2-2024
Application received by Julie Toole
Date Project presented to CPC for Submission Acceptance Process
Was Project accepted for Consideration?
If accepted for Consideration, Project Public Hearing date
Following meeting Date for decision to recommend for funding
Was project recommended for funding to the City Council?
Was project funded by the City Council?
If project funded by the City Council, for how much?
Date funding Contract signed with applicant

### **APPLICATION SUBMISSION REQUIREMENTS**

Proposals for Community Preservation Act funding must be submitted using the City of Waltham's Application forms WCPA-1 and WCPA-2.

If the proposal is exclusively a community housing project, applicants must submit WCPA-2. If the proposal combines community housing with any other funding category, both WCPA-2 and the WCPA-1 must be submitted. Otherwise applicants can submit just WCPA-1.

All information requested on the application forms must be included with the proposal at the time of submission or it will not be accepted for consideration. Applications may not include any handwritten information.

Applications and all supporting documentation must be submitted as hardcopy with eleven (11) copies (including one unbound for reproduction) to the official mailing address as specified in Article VI. If an Application is recommended for funding by the CPC, then an additional 17 copies must be provided for use by the City Council.

Applicants are encouraged to include any maps, diagrams, and/or photographs pertaining to the project. Letters of support for the project from community organizations or other sources may also be submitted.

Applicants will also submit an electronic version of each and every document submitted in their application if available, either on CD or USB flash drive, preferably in Portable Document Format (PDF) or other commonly used file formats (eg. .doc, .docx, .xls, .xlsx, .jpeg).

Applicants should include actual quotes for project costs whenever possible. If not available, estimates may be used, provided the basis of the estimate is fully explained.

Applicants should pursue matching or supplemental funds from state, federal and/or private sources when available.

Applicants should detail who will be responsible for project implementation and management. Their relevant experience should be included in the narrative. Please be sure that project management costs have been included in the overall project budget.

### DEVELOPER CHECKLIST

		LK CITECKLIST				
	Submi r <b>ic, Ope</b> tted to:	t the information required for <b>Community Housing Application WCPA-2</b> and if necessary <b>en Space and Recreation Funding Application WCPA-1</b> . Applications for CPA funding should be				
	Community Preservation Committee (CPC) C/O Community Preservation Act Program Manager Waltham City Hall 610 Main St. Waltham MA 02452					
		with an appointment, to the Community Preservation Act Program Manager at 11 Carter St 1-314-3117				
REQU	JIRED	FOR ALL HOUSING PROJECTS:				
	reproc	Completed WCPA-2 funding requires: ten (10) bound copies, one (1) unbound copy for luctions, and one electronic copy (CD or thumb drive not in Read-Only status).				
	內	Development pro forma and operating budgets				
	Ż	Preliminary site plan locating existing buildings and parking.				
		Letters of community support, if available.				
		Site approval (eligibility) letter if project requires City applicant or co-applicant.				
	nviro	Remediation plan approved by the Conservation Commission if site contains known nmental hazards.				
		Appraisal of the property (required for acquisition only).				
	□ subsid	Commitment letter for housing subsidies or explanation when applicant will seek housing ies and from what source(s).				
		Plan to cultivate community support.				
		Proof of hazard insurance (required at closing).				
		FOR COMMUNITY HOUSING PROJECTS REQUESTING COMMUNITY FION FUNDS:				
	മ	Evidence of site control.				
	the pro	Capital needs assessment if applicant is applying for funds to create community housing, unless oject is new construction or substantial rehabilitation.				
	open s	Description of project involving other Community Preservation categories (historic preservation, pace, recreation).				

### **FUNDING TERMS**

Community Preservation Funds:

- Deferred loans
- Deed restrictions

Housing Development Funds:

- Deferred loans
- Deed restrictions

Housing Rehabilitation Funds:

- Direct loans limited to funding construction.
- Grants for lead paint, asbestos, and other hazard remediation; and removal of architectural barriers for the disabled.

### **NOTES:**

For informational purposes only. Terms are subject to change without notice.

Terms acceptable to the CPC, City Mayor and City Council may vary widely and have not been determined for FY 2007-08 at this time.

### JONAS WILLIS PARMENTER HOME, INC. WINDOW REPLACEMENT 542 Main St, Waltham, MA

Windows			
4000 Series DH All-Weld	224	\$	93,856.00
Picture/Fixed Lite (84-130 UI)	16	\$	12,784.00
Awning	2	\$	1,018.00
Almond	242	\$	16,698.00
Glass Options			
SolarZone U-Factor .27 or lower	242	\$	91,718.00
Window Options			
Tempered DH Sash (BSO) (TSO)	16	\$	2,704.00
Miscellaneous			
Mull to Form Mulit Unit	89	\$	8,811.00
New Const. Ext. Retro Fit/Remov	242	\$ 1	108,658.00
Site Set Up, Permit, Disposal & De	elivery Fees	\$	499.00
г	Cotal	\$3	336,746.00



# Window World of Boston Offices & Showrooms

☐ 655 Iyanough Rd. Christmas Tree Promenade Hyannis, MA 02601 (508) 257-7022

MA HIC Registration Number: 197574 Federal ID # 82-4898432

□ 15A Cummings Park
Woburn, MA 01801
(781) 932-4805

□ 295 Old Oak Street
□ 1000 Boston Turnpike
Pembroke, MA 02359
Shrewsbury, MA 01545
(781) 826-6281
(508) 845-6676
www.WindowWorldofBoston.com

Customer: Jonas Willis Paramenter ho	ome inc			Ph	one (h)			
Install Address: 542 Main st Phone (c)								
City: Waltham	State: MA	7in	02452	E-mail		eney@hj	mr-law	com
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6000 Series DH All-Weld \$4	459			WINDO	W OP	TIONS		
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3 Lite Casement (1/3, 1/3, 1/3) (1/4, 1/2, 1/4) \$15	509	-		le (40/60 or			\$79_	
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Bow Window - Soffit Mount / INS Seat \$39	and the same of th			MISCE	LLANE	ous		
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Rich Maple )				nd Cladding			\$30_	
	299			erior/Exterio			\$79_	
Speciality Window \$			Install Inte	erior/Exterior	Casing	Starts At	\$119_	
Window Color Almond / Alm	nond		Repair Sil	I, Jamb or re	place sil	I nosing	\$89_	
William Color			Full Sub-	Sill (Single)	replacer	ment	\$189_	
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-		Е	-	e Day of Inta				.694.00
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Window World of Boston anticipates starting this work on	8-Plus wks_ar	nd being s	ubstantially (	completed in 28-	2! days. Se	ecurity Inter	est: Yes _	No X
Any deposit required in advance of the start of the work SHALL NOT exceed 33 1/3% of the total contract price or the actual cost of any material or equipment of a special order or custom made nature, which must be ordered in advance of the start of the work to assure that the project will proceed on schedule. No final payment								
shall be demanded until the contract is completed to the satisfaction of both parties.								
All home improvement contractors and subcontractors shall be registered and that any inquires about a contract or subcontractor relating to a registration should be directed to: Office of Consumer Affairs and Business Regulation, Ten Park Plaza, Suite 5170 Boston, MA 02116. Phone: (617) 973-8700								
No work shall begin prior to the signing of the contract and transmittal to the owner of a copy of such contract.								
Window World of Boston under provision of Chapter 142A of the general laws is required to apply for and obtain all construction-related permits. Window World of Boston shall not be deemed responsible for delays in the work described in this agreement caused by regulatory, permit granting agencies, authorities or individuals.								
Notice: If the PURCHASER(S) obtains his own construction related permits for the work described under this agreement or deals with unregistered contractors,								
the PURCHASER(S) is hereby advised that in the event of a dispute, judgement and nonpayment, the PURCHASER(S) will not be entitled to make a claim or collection from the guaranty fund established by chapter 142A, M.G.L.								
You the buyer may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction.								
Notice of cancellation must be in writing postmarked no later than midnight of the following third business day.								
THIS IS A C	USTOM ORD	DER N	OT FOR F	RESALE!				
This Window World® Franchise is independently owned	and operated by L	. & P Bo	ston Opera	ting, Inc. under	license fro	om Window	World, Inc.	
Olti Mimani								
Tel. (617) 792-5531			unor: Do ro	t sign if there a	200 Day L	lank coor	s. Date	
121	26/2023	O.		s argii ii ulere i	ne any Di	ank space	s. Date	

Design Consultant: Do not sign if there are any blank spaces. Date

Owner: Do not sign if there are any blank spaces. Date



### WINDOWS . DOORS . ROOFING . SIDING

### QUOTE

Patrick Canty James Faro
236 Cabot St
Beverly, Ma 01915
978-304-0495
Contractor ID: MA 174725
PCanty@Mycoastalwindows.com
JFaro@Mycoastalwindows.com
978-790-1113 Call/Text

Jonas Willis Parmenter Home 542 Main st. Waltham, Ma 02452

Description	Quantity	Unit Price		Cost	
Restorations DH (8x 24" x 36") UI	480	\$	21.25	\$10,200.00	
Restorations DH (26x 36"x48")UI	2184	\$	21.25	\$46,410.00	
Restorations DH (12x 24"x48")UI	864	\$	21.25	\$18,360.00	
Restorations DH (8x 24"x50")UI	592	\$	21.25	\$12,580.00	
Restorations DH (60x 33"x48")UI	4860	\$	21.25	\$103,275.00	
Restorations DH (54x 36:x48")UI	4536	\$	21.25	\$96,390.00	
Restorations DH (26x 24"x60")UI	2184	\$	21.25	\$46,410.00	
Restorations PW(15x 38"x60")UI	1274	\$	21.25	\$27,072.00	
Restorations DH(34x 24"x80")UI	3536	\$	21.25	\$75,140.00	
Restorations PW(17x 38"x80")UI	2006	\$	21.25	\$42,627.00	
Restorarions PW(8x 12"x24")UI	208	\$	21.25	\$ 4,420.00	
Restorations PW(4x 32"x78")UI	440	\$	21.25	\$ 9,350.00	
Restorations PW(4x 33"x80")UI	452	\$	21.25	\$ 9,605.00	
Restorations PW(4x 36"x50")UI	344	\$	21.25	\$ 7,310.00	
Restorations PW(3x 36"x84")UI	369	\$	21.25	\$ 7,841.00	
Restorations PW(2x 38"x78")UI	232	\$	21.25	\$ 4,930.00	
Restorations PW(1x 38"x69")UI	107	\$	21.25	\$ 2,274.00	
Restorations PW(2x 39"x80")UI	238	\$	21.25	\$ 5,185.00	
Restorations PW 1 lite(4x 5"x80")UI	340	\$	21.25	\$ 7,225.00	
Obscure frosted/unit	8	\$	115.00	\$ 920.00	

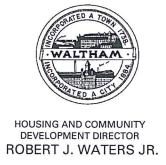
Description	Quantity	Unit Price	Cost
Tempered Glass/UI	2961	\$ 3.25	\$ 9,623.00
		Subtotal	\$547,147.00
		30%	\$164,144.00
		Total	\$383,003.00

Pain points: Drafty windows, improper function of windows, a/c units do not sit correctly.

Lifetime, Non-prorated warranty

Scope of work: Replace old sliding windows with Sunrise Restorations white interior, white exterior, double pane, argon Double hung and Picture windows. Larger windows will be double hung side by side or quarter, half quarter orientation: Double hung, picture, double hung. Bathrooms will have frosted glass to maintain privacy. Tempered glass will be provided as necessary. All construction related debris will be removed and property cleaned. Price includes Mass sales tax, Permits, installation and disposal. \$3M liability insurance and full workers compensation.

DH=Double hung PW=Picture window UI=United inches



# CITY OF WALTHAM HOUSING DEPARTMENT

25 LEXINGTON STREET, FLOOR 2A WALTHAM, MASSACHUSETTS 02452 Phone: 781-314-3380 Fax 781-314-3385

January 3, 2024

Community Preservation Committee M. Justin Barrett, Jr., Chairperson 610 Main Street Waltham, MA 02452

RE: CPA Applications for Jonas Willis Parmenter Home, Inc.

Dear Mr. Barrett:

The Housing Office is in support of the Jonas Willis Parmenter Home, Inc. applications to the Community Preservation Committee (CPC) for funds to replace the windows at their 321 Crescent Street and 542 Main Street properties.

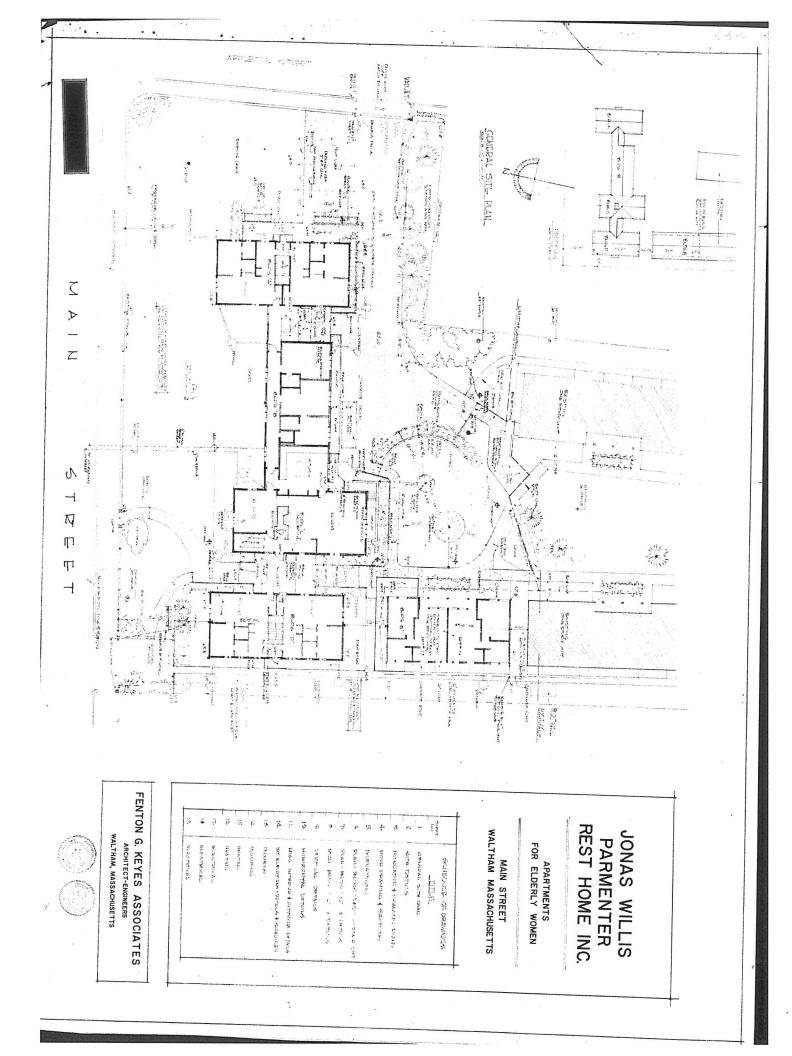
The replacement of these aging windows will greatly improve energy efficiency at both sites while reducing the cost of their utilities. This will benefit all the residents in those apartments. These 51 units provide affordable housing units for elderly Waltham residents.

In the past this office has administered CPC funding awards and we are very willing to assist the CPC with the administration of any funding award you may approve for the Jonas Willis Parmenter Home, Inc. Please feel free to contact me if I can be of any further assistance.

Sincerely,

Robert J. Waters, Jr.

Housing and Community Development Director



# Unofficial Property Record Card - Waltham, MA

# **General Property Data**

Parcel ID R060 021 0013

**Account Number 71585** 

Prior Parcel ID --

Property Owner PARMENTER, JONAS

WILLIS Property Location 542 MAIN ST

**RESTHOME INC. C/O** 

JOSEPH

**Property Use CHARITY** 

Mailing Address 550 MOODY STREET

Most Recent Sale

**Legal Reference** 

City WALTHAM

Zip 02453

Grantor
Sale Price 0

**ParcelZoning** 

# of 3/4 Baths 0

Mailing State MA

Land Area 1.359 acres

# of Other Fixtures 0

## **Current Property Assessment**

Card 1 Value	Building 1,031,800 Value	Xtra Features 0 Value	Land <sub>1,511,200</sub> Value	Total 2,543,000 Value
Total Parcel Value	Building <sub>1,888,</sub> 900 Value	Xtra Features 0 Value	Land 1,511,200 Value	Total <sub>3,400,</sub> 100 Value

# **Building Description**

<b>Building Style APARTMENTS</b>	Foundation Type CONCRETE	Flooring Type CARPET
# of Living Units 11	Frame Type CONCRETE	Basement Floor CONCRETE
Year Built 1964	Roof Structure GABLE	Heating Type FORCED H/W
<b>Building Grade AVERAGE</b>	Roof Cover ASPHALT	Heating Fuel GAS
Building Average Condition	Siding BRICK VENR	Air Conditioning 0%
Finished Area (SF) 11662.00003	Interior Walls DRYWALL	# of Bsmt Garages 0
Number Rooms 44	# of Bedrooms 19	# of Full Baths 12

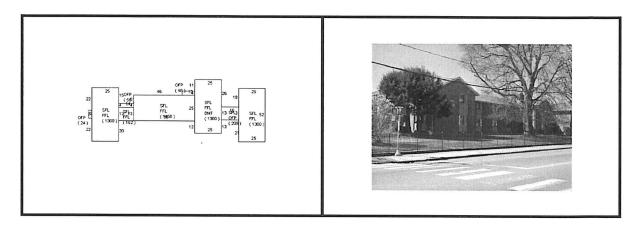
# **Legal Description**

# **Narrative Description of Property**

This property contains 1.359 acres of land mainly classified as CHARITY with a(n) APARTMENTS style building, built about 1964, having BRICK VENR exterior and ASPHALT roof cover, with 11 unit(s), 44 room(s), 19 bedroom(s), 12 bath(s), 1 half bath(s).

# of 1/2 Baths 1

# **Property Images**



Disclaimer: This information is believed to be correct but is subject to change and is not warranteed.