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# Unit Assignment, Transfer and Relocation Plan

LB Johnson Apartments – February 17, 2010

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## What We Know:

- ✓ **Everyone is affected.** The planned modernization of L.B. Johnson (LBJ) Apartments will require all residents to vacate their current LBJ Apartments for some period of time.

? **Still waiting for information from contractor.** We still do not know exactly how long residents will need to vacate their apartments or if resident belongings can stay in their apartments during construction. Skanska is due to report back to CHA and LBJ residents by March 3<sup>rd</sup>.

- ✓ **No one needs to move from LBJ.** No one needs to move from LBJ Apartments because of the modernization work. Residents will need to temporarily move to another LBJ apartment when major construction work occurs in their apartment.
- ✓ **Some residents prefer to move from LBJ.** CHA recognizes that some residents for various reasons prefer to move from LBJ Apartments to avoid construction. In response to these requests, CHA will offer these tenants either a transfer to another CHA development or access to a Section 8 voucher. Residents who move from LBJ Apartments will have the option to return to LBJ Apartments at the end of construction if they choose. If you move off-site you will need to sign a new lease, and change your mailing address.
- ✓ **Work will proceed in phases; one or two stacks at a time.** The contractor will work in 12 or 24 units (depending upon what is available), and will complete all the work in an apartment before turning it back to the CHA.
- ✓ **Residents can return to same unit.** Residents (with the exception of those who live in apartments being made wheelchair accessible) can return to their current apartment after the temporary move. Some of the first moves may need to be for a longer period of time so units may serve as “hotel” units.

**However,** any resident who wishes to continue to have a balcony, a bathtub, and/or prefers to move from a studio to a new one bedroom may move to such a unit as may be available during the modernization program or when such a unit becomes available after the modernization program. LBJ residents will have priority for placement in available units above applicants on the waiting list until all LBJ residents are accommodated.

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**Handicapped Accessible Units.** The current proposed location of the new handicapped accessible units are in the -03 stack.

- ✓ **CHA will pay moving costs.** CHA will provide a moving company, will provide packing boxes and materials, and will pay for all costs associated with moving. Assistance with packing will be provided for those who need help.
- ✓ **Residents will receive ample notice.** Residents will not be surprised by when they need to move. CHA will keep residents informed monthly about the work progress. About 60 days before work is scheduled to begin in your apartment, the CHA will meet with you to discuss moving logistics. About 30 days before the work is scheduled to begin, the CHA will send a notice that packing boxes are available, and discuss your choices for apartments, movers, and your moving date.
- ✓ **New leases.** Residents moving to another CHA development, a Section 8 unit, or a permanent new LBJ unit will need to sign new leases. Residents who only temporarily move from one LBJ unit to another will need to sign a lease addendum indicating that they will abide by the terms of their lease while an occupant in the temporary unit. All residents residing at LBJ beginning approximately January 1, 2012 will need to sign a lease addendum incorporating specific provisions of the low-income housing tax credit program similar to the addendum CHA has used at JFK Apartments.

## **What We Need to Know:**

- ❖ **How will moves to other CHA developments or with a Section 8 voucher work?** Residents can state a preference for specific developments. Unit assignments will be based upon initial preferences, construction phasing (e.g. emptying out the first one or two stacks), and medical needs. CHA will seek to accommodate such preferences to the greatest extent possible. Since some residents have stated preferences for the same developments, CHA proposes that we will conduct a lottery to determine the order in which residents will be offered apartments.
  - Approximately 15 LBJ residents would like to move to another CHA development if possible, and 10 LBJ residents would like to obtain a Section 8 voucher apartment and look for an apartment themselves.

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❖ **When will Section 8 resources be made available to LBJ residents?**

The CHA will make Section 8 resources available once there is an approved relocation plan. CHA estimates that this will be in mid-to-late March.

❖ **When will moves to other CHA developments begin?** CHA will begin making offers once there is an approved relocation plan. CHA estimates that this will be in mid-to-late March.

❖ **Will CHA allow residents to use another reasonable, workable relocation option?** CHA is willing to consider other reasonable, workable relocation options that individual LBJ residents may wish to suggest. For example, some residents may prefer to stay with relatives for the period needed to renovate a household's apartment rather than move to another LBJ apartment.

❖ **How will assignments to temporary LBJ "hotel" units work?** Residents can state a preference for a specific hotel unit from what is available. Unit assignments will be based upon initial preferences with priority given to residents who want a hotel unit on the same floor, and those residents with documented medical needs.

❖ **Can LBJ residents move just one time to a newly renovated unit?** CHA will make every effort to accommodate such a preference to the greatest extent possible and feasible based upon the construction-phasing plan. Since it is CHA's desire to permit as many households as possible the opportunity to move just one time into a renovated apartment, permanent unit assignments will take priority over temporary assignments, with the exception that all residents (except those impacted by handicapped accessibility), are guaranteed the right to return to their original units.

❖ **How will LBJ residents end up in the right type of unit (such as: one with a balcony, a bedroom and/or a bathtub)?** CHA will make every effort to accommodate each preference to the extent possible and feasible based upon the construction-phasing plan. As noted, CHA will give preference to permanent assignments whenever possible. All residents will end up in the type of unit they prefer, but may need to wait until such a unit becomes available. CHA will give LBJ residents priority for placement in available units until all LBJ residents are accommodated.

? **Still waiting for information from architect.** CHA is awaiting a recommendation for the A/E regarding the location of bathtubs. Tise Design is due to report back to CHA and LBJ residents by March 3<sup>rd</sup>.

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- ❖ **How will the hotel units work?** Right now since we are still waiting for information from the contractor, CHA anticipates that we will use the first two stacks of units completed as “hotel” units. CHA will furnish these units like a hotel with bedding, furniture, dishware and linens. CHA will have the locks changed and the unit professionally cleaned between residents. A television with standard cable, an internet connection, and a telephone with local service will be provided.

## **What Are The Next Steps:**

- 1. Determine how to draft the relocation plan. Determine approach: February 17 if possible.**
- 2. Find out from the contractor the details regarding the approach to construction, and the length of time they expect to work in each unit. Find out from the architect the proposed locations of bathtubs. Incorporate this information into the relocation planning. Date: March 3**
- 3. CHA and LBJ residents draft a written unit assignment, transfer and relocation plan. Tentative Dates: First draft by February 23 with final draft by March 16.**
- 4. Any resident who wants to change their preference to an off-site move or Section 8 voucher or has not completed a Questionnaire should meet with LBJ Management staff as soon as possible.**
- 5. We ask residents to have patience with the relocation process. A relocation plan must be completed before the CHA can offer residents Section 8 vouchers or offer a unit at another CHA development. Please do not contact CHA’s Section 8 program. The relocation plan should be approved by mid-to-late March.**

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