



CITY OF SOMERVILLE, MASSACHUSETTS
MAYOR'S OFFICE OF STRATEGIC PLANNING & COMMUNITY DEVELOPMENT
KATJANA BALLANTYNE
MAYOR

THOMAS F. GALLIGANI JR.
EXECUTIVE DIRECTOR

Friday, April 12, 2024

Inclusionary Program Lease Requirements

1. Inclusionary tenants must have at least a 30-day notice to quit.
2. Inclusionary tenants may not be made responsible for attorneys' fees. Court costs such as filing fees may remain in the lease.
3. Inclusionary tenants cannot be required to purchase personal liability, renter's insurance or pet insurance as a condition of tenancy.
4. Rent payments for Inclusionary tenants must be due by the 5th of the month.
5. Late fees cannot be charged unless the tenant's payment is more than 30 days late.
6. Inclusionary tenants cannot be charged a fee to add an occupant to their unit.
7. Inclusionary tenants cannot be required to clear snow on the property unless they have a separate entrance and a written agreement acknowledging their responsibility.
8. Inclusionary tenants cannot be charged a holdover fee, nor switch to month-to-month rent at a different rate, should their lease lapse before their next scheduled recertification.
9. Inclusionary tenants cannot be charged exorbitantly high costs to replace keys or their key fob (i.e. in excess of the cost to the property management).