



DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

Marc Elrich  
County Executive

Scott Bruton  
Director Executive

July 17, 2023

Dear MPDU Homeowner:

You are receiving this letter because you are listed as the primary homeowner of a Moderately Priced Dwelling Unit (MPDU). Per the terms of the MPDU covenants recorded on your property, there are certain requirements that must be met throughout the control period and upon resale. All MPDU homeowners must not rent their home for the first 10 or 30 years of ownership, depending on when you purchased your home. Selling your home is also subject to certain requirements before and after the control period ends.

To ensure compliance with the covenants, the Department of Housing and Community Affairs is conducting an annual review of MPDU homeowners. **Please complete the attached form and return it to [MPDU.Cert@Montgomerycountymd.gov](mailto:MPDU.Cert@Montgomerycountymd.gov) or by mail to the address below no later than September 30, 2023.**

Additionally, we would like to take the opportunity to let you know of some recent changes to benefit past MPDU purchasers. First, the MPDU department has enhanced their website with more information, including details regarding sale requirements both within and outside of the control period. We encourage you to view the requirements of MPDU ownership by visiting the MPDU website at: [www.montgomerycountymd.gov/MPDU](http://www.montgomerycountymd.gov/MPDU).

Second, we are now offering Post-Purchase Education Workshops multiple times a year, starting this summer. The program will provide information on the resale process, guidance on refinance options, and address other homeowner issues like repairs, maintenance schedules, and neighborhood involvement. Notification will be sent out in the next few months when classes are scheduled.

Also, we would like to remind you that capital improvements may be claimed during resale to increase the value returned to you. Improvements that meet the requirement include those that are:

- 1) permanently installed, and
- 2) are not decorative or aesthetic in nature.

**Division of Housing**

Affordable Housing

Landlord-Tenant Affairs

Multifamily Housing

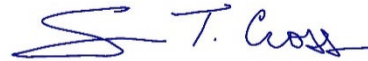
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1401 Rockville Pike, 4th Floor • Rockville, Maryland 20852 • 240-777-0311 • 240-777-3691 FAX • [www.montgomerycountymd.gov/dhca](http://www.montgomerycountymd.gov/dhca)

Finally, you must contact the MPDU office *before* refinancing your home. You will not owe the County any money at the time of refinance but refinancing for more than the value of your MPDU can place you in debt if and when you sell your home.

Thank you for your help to continually improve the MPDU program.

Sincerely,

A handwritten signature in blue ink that reads "Somer T. Cross". The signature is stylized, with a large, sweeping initial "S" and a distinct "T" and "C".

Somer T. Cross, Manager  
Affordable Housing Programs Section



## Certification of Residency Moderately Priced Dwelling Unit Program

2023

### Purpose

As an owner of a Moderately Priced Dwelling Unit (MPDU) (hereafter referred to as "MPDU") the Department of Housing and Community Affairs (DHCA) requires you to certify that you occupy the MPDU as your principal residence.

Kindly return this certification to DHCA at: MPDU Program, 1401 Rockville Pike, 4th Floor • Rockville, Maryland 20852 or by email at MPDU.Cert@montgomerycountymd.gov

### Property Information

Name of Subdivision or Development: \_\_\_\_\_

Address: \_\_\_\_\_

### Certification

I certify under penalty of perjury that the information provided in this form is complete and true to the best of my knowledge and I acknowledge that the making of false statement is punishable under law including the provisions of Chapter 25A of the Montgomery County Code, as amended.

I, as the MPDU owner, certify that I continue to occupy the MPDU as my principal residence.

My MPDU has not been and will not be rented out without prior consent from DHCA

I understand that I am required to contact DHCA's MPDU Program Staff to obtain a maximum resale price and receive further instructions prior to refinancing or selling my MPDU.

**NOTE: To satisfy proof of current residency of the MPDU, you must provide a copy of:**

Your valid Driver's License or REAL ID Non-Driver's Identification Card.

**AND TWO (2)** of the following in which the MPDU Owner's name and Unit address matches EXACTLY on all:

Valid voter registration card

Utility Bill issues in the last 60 days

Valid mortgage statement

(only water, sewer, gas or electric bills are acceptable)

Valid homeowner insurance policy

Pay stub showing address and taxes withheld

Property Tax Bill

(issued in the last 30 days)

(issued within the last 6 months)

### Owner Information

Owner names and signatures should match both the MPDU certificate holder on file with our office at the time of purchase and the homeowners listed on the deed.

Owner Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

Owner Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

#### MARYLAND NOTARY ACKNOWLEDGEMENT

State of Maryland County of \_\_\_\_\_ to wit:

Sworn to and subscribed before me by \_\_\_\_\_ (name of owner) this \_\_ day of \_\_\_\_\_, 20\_\_

Signature of Notary: \_\_\_\_\_

Printed Name of Notary: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_