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North Andover Housing Authority
Air Conditioner Policy
Board Adopted March 2016

For all residents that live in a development that does not have a permanent air conditioner sleeve, window air conditioning units are allowed to be installed in apartments under the following conditions:

The a/c unit cannot be installed prior to May 15th each year.

The a/c unit must be un-installed no later than October 1st of each year.

When the A/C unit is not in use it cannot be stored in the hallways, outside the buildings or in common areas of the building.

Each individual a/c unit cannot be more than 8,000 btu. If only one means of egress exits in a bedroom (one window and no back door in bedroom) an a/c cannot be placed in bedroom. Only one a/c unit is allowed per apartment.

All residents must contact one of the contractors listed below to install and uninstall the a/c unit in your building. These contractors have an agreement with the Housing Authority and have the proper methods for installing the unit. The Maintenance Department does not have the capacity to install/un-install air conditioners for all the NAHA residents. The contractor may have specific guidelines regarding the timing in which they are available to install/uninstall the unit. All contractors are aware of the rules and guidelines for installing/uninstalling the a/c units. Residents must make appointments/arrangements directly with the contractor you choose.

1. A and M Appliance- \$50 per install/uninstall 978-480-0032
2. N and B General Contracting-\$30 per install/uninstall 978-689-9019

It is very important for window units to be installed correctly to prevent damage to windows as well as for the safety of residents in the building. Failure to comply by the Air Conditioner Policy will result in a lease violation and procedures following lease violations. If you have any questions, please contact the main office.

