

VILLAGE OF  
BRIARCLIFF MANOR

[www.briarcliffmanor.org](http://www.briarcliffmanor.org)



1111 PLEASANTVILLE ROAD  
BRIARCLIFF MANOR, N.Y. 10510

TELEPHONE: (914) 941-2782

FAX: (914) 941-4837

November, 2018

Re: Moderate Income Housing Program

Dear Applicant:

The Village of Briarcliff Manor operates a Moderate Income Housing program, which has thirty five (35) moderate-income units. Twenty-one (21) are located in Scarborough Glen and fourteen (14) are located in Wyndcrest. The Housing Action Council manages and oversees the occupancy and resale of these units under this program. On occasion owners of affordable units in Scarborough Glen Condominium (across from the Arcadian Shopping Center) and Wyndcrest Condominium (off Route 100) may choose to sell their homes: when this occurs, a list of eligible applicants is to be maintained.

The Housing Action Council maintains a list of applicants who are interested in purchasing resale properties. As homes become available for resale, the list is reviewed in the order of an applicant's priority. The order of priority is listed in the application materials attached.

Families with annual incomes up to \$160,198.00 may be eligible to purchase.

If you are interested in participating, you should complete the attached application and return it to Terry Fleischman at Housing Action Council, 55 South Broadway, Tarrytown, NY 10591. For further questions contact Terry Fleischman at 914-332-4144.

Sincerely,

A handwritten signature in blue ink, appearing to read "P.E. Zegarelli". The signature is written in a cursive style with a large, stylized initial "P".

P.E. Zegarelli  
Village Manager



## VILLAGE OF BRIARCLIFF MANOR, Westchester County, New York

---

### MODERATE INCOME HOUSING PROGRAM

#### NOTICE

Please be advised that the Village of Briarcliff Manor, New York is seeking applicants for the wait list for the moderate-income dwelling units in the Village. Effective September 2018, families with annual incomes up to \$161,264 may be eligible for a moderate-income dwelling. There are currently moderate income housing dwelling units in Scarborough Glen I (9 units), Scarborough Glen IV (12 units) and Wyndcrest (14 units) Condominiums in the Village of Briarcliff Manor.

In order to become part of the wait list you must complete and return the enclosed application.

#### Mail or Hand Deliver Completed Application to:

Housing Action Council,  
55 South Broadway  
Tarrytown, NY 10591  
(914)332-4144

[hac@affordablehomes.org](mailto:hac@affordablehomes.org)

**Applications will be placed on the wait list on a first come first serve basis.**



**1. APPLICANT INFORMATION:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Apt#: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
SSN: \_\_\_\_\_ DOB: \_\_\_\_\_ Gross Income: \_\_\_\_\_  
Email: \_\_\_\_\_

**2. CO-APPLICANT INFORMATION:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Apt#: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
SSN: \_\_\_\_\_ DOB: \_\_\_\_\_ Gross Income: \_\_\_\_\_  
Email: \_\_\_\_\_

**3. LIST ALL PERSONS WHO WILL LIVE WITH YOU, PLEASE START WITH YOURSELF:**

FULL NAME	RELATIONSHIP	DATE OF BIRTH	SEX	ATTENDING SCHOOL
a. _____	___ H.O.H ___	_____	_____	_____
Social Security #:	_____	Occupation:	_____	_____
b. _____	_____	_____	_____	_____
Social Security #:	_____	Occupation:	_____	_____
c. _____	_____	_____	_____	_____
Social Security #:	_____	Occupation:	_____	_____
d. _____	_____	_____	_____	_____
Social Security #:	_____	Occupation:	_____	_____
f. Do you expect any change (s) in your family size?	_____ YES	_____ NO		

If **YES**, EXPLAIN: \_\_\_\_\_



4. **STATISTICAL INFORMATION**

a. **The following information is required for statistical purposes so that the Department of Housing and Urban Development (HUD) may determine the degree to which its programs are utilized by people of different racial & ethnic backgrounds.**

**RACIAL GROUP IDENTIFICATION:** Used for statistical purposes only. (Please check only one from this group for the head of household only).

**Single Race**

- White
- Black or African American
- Asian
- American Indian or Alaska Native
- Native Hawaiian or Other Pacific Islander

**Multi-Race**

- American Indian or Alaska Native & White
- Asian & White
- Black or African American & White
- American Indian or Alaska Native & Black or African American
- Other Multi Racial

b. **ETHNICITY:** (check **only one** from this group)

- Hispanic       Non-Hispanic

5. **ACCESSIBILITY/ADAPTABILITY**

**Do you need a handicapped accessible/adaptable apartment?**  YES     NO

6. **RENT:**

**What is your Current Monthly Rent \$** \_\_\_\_\_

Check Utilities paid by you now:

- Heat      \$ \_\_\_\_\_ per month
- Electricity    \$ \_\_\_\_\_ per month
- Gas      \$ \_\_\_\_\_ per month
- Water      \$ \_\_\_\_\_ per month
- Other      \$ \_\_\_\_\_ per month



**7. INCOME:**

List **ALL** full-time, part-time, seasonal and/or temporary employment for **ALL** household members. Include overtime pay, commissions, fees, tips, bonuses and/or self-employed earnings.

HOUSEHOLD MEMBER	EMPLOYER'S NAME/ADDRESS	GROSS EARNINGS (Pre-Tax)	
		CURRENT	ANTICIPATED
_____	_____	\$ _____	\$ _____
		Weekly/ biweekly/ monthly (circle one)	
_____	_____	\$ _____	\$ _____
		Weekly/ biweekly/ monthly (circle one)	
_____	_____	\$ _____	\$ _____
		Weekly/ biweekly/ monthly (circle one)	
_____	_____	\$ _____	\$ _____
		Weekly/ biweekly/ monthly (circle one)	

**8. OTHER SOURCES OF INCOME:**

(EXAMPLES: welfare, social security, SSI, pensions, disability compensation, unemployment compensation, interest, baby-sitting, care-giving, alimony, child support, annuities, dividends, income from rental property and/or Armed Forces Reserves.)

HOUSEHOLD MEMBER	SOURCE	AMOUNT
_____	_____	\$ _____
		Weekly/ biweekly/ monthly (circle one)
_____	_____	\$ _____
		Weekly/ biweekly/ monthly (circle one)
_____	_____	\$ _____
		Weekly/ biweekly/ monthly (circle one)



9. **HOUSEHOLD ASSETS:**

**Checking Accounts:**

Bank: \_\_\_\_\_ Acct. No.: \_\_\_\_\_ Amt.: \_\_\_\_\_

Bank: \_\_\_\_\_ Acct. No.: \_\_\_\_\_ Amt.: \_\_\_\_\_

**Savings Accounts:** *(includes Passbook/Statement and Christmas/Vacation Clubs)*

Bank: \_\_\_\_\_ Acct. No.: \_\_\_\_\_ Amt.: \_\_\_\_\_

Bank: \_\_\_\_\_ Acct. No.: \_\_\_\_\_ Amt.: \_\_\_\_\_

Bank: \_\_\_\_\_ Acct. No.: \_\_\_\_\_ Amt.: \_\_\_\_\_

**Certificates of Deposit (CD's):**

Bank: \_\_\_\_\_ Acct. No.: \_\_\_\_\_ Amt.: \_\_\_\_\_

Bank: \_\_\_\_\_ Acct. No.: \_\_\_\_\_ Amt.: \_\_\_\_\_

**Credit Union Shares:**

Credit Union Name: \_\_\_\_\_ Amt.: \_\_\_\_\_

Address \_\_\_\_\_

Stocks/Bonds (value): \$ \_\_\_\_\_ Savings Bonds (value): \_\_\_\_\_

Other Amt.: *(includes IRA's, mutual funds, etc.)* \$ \_\_\_\_\_

Does the applicant or co-applicant **NOW** own real estate: \_\_\_\_\_ YES \_\_\_\_\_ NO

If "yes", what is the value: \_\_\_\_\_

Has the applicant or co-applicant **EVER** owned real estate? \_\_\_\_\_ YES \_\_\_\_\_ NO

If "yes", when? \_\_\_\_\_

10. **DECLARATIONS**

**I DECLARE THAT THE STATEMENTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. WARNING: WILLFUL FALSE STATEMENTS OR MISREPRESENTATIONS ARE A CRIMINAL OFFENSE.**

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Applicant Signature

\_\_\_\_\_  
Date



## CONSUMER CREDIT INFORMATION

I/ We hereby authorize Housing Action Council to use any consumer reporting agency, credit bureau or other investigative agencies employed by such, to investigate references, or statements or other data obtained from me or from any person pertaining to my employment history, credit, prior tenancies, character, general reputation, personal characteristics and mode of living, to obtain a consumer report and such other credit information which may result thereby, and to disclose and furnish such information to Housing Action Council, to the owner, and to agencies that made or will make funding available in connection with this property listed above in support of this application. I have been advised that I have the right, under 606B of the Fair Credit Reporting Act, to make a written request, within reasonable time, for a complete and accurate disclosure of the nature and scope of any investigation.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Co-Applicant Signature

\_\_\_\_\_  
Date

### 12. HOW DID YOU HEAR ABOUT THIS DEVELOPMENT?

- Friend      If friend, how did your friend hear about this? \_\_\_\_\_
- Employer
- Sign Posted on Site
- Website/ Internet \_\_\_\_\_ (list site)
- Newspaper (Identify): \_\_\_\_\_ On-line Version? \_\_\_\_\_
- Church/ Synagogue (Identify): \_\_\_\_\_
- Community Organization (Identify): \_\_\_\_\_
- Other (Identify): \_\_\_\_\_

Note:

1. Applications must be signed in all requested places.
2. Applications must be returned by mail or hand delivered with supporting documentation.
3. No payment should be given to anyone in connection with the preparation or filing of this application

**Mail or Hand Deliver Completed Application to:**

Housing Action Council,  
55 South Broadway  
Tarrytown, NY 10591



# VILLAGE OF BRIARCLIFF MANOR, Westchester County, New York

## MODERATE INCOME HOUSING PROGRAM

### **UNIT PRICES AND INCOME TABLES - September 2018**

The maximum sale price and maximum family income figures are based upon the median salary of Village of Briarcliff Manor employees in a given year. Once the median salary is determined, a multiplier is applied and the rates below are established. Each year, these numbers will be updated to reflect the median salary.

An eligible applicant cannot anticipate that family income will increase by more than 1.5 times greater than the limits set for the year of application. These limits are defined by the tables below.

#### MAXIMUM PRICE OF UNIT

Unit Size	Median Income - Village Employee	Multiplier	Maximum Price
800 square feet	\$ 80,632	2.600	\$ 209,643
900 square feet	\$ 80,632	2.700	\$ 217,706
1,000 square feet	\$ 80,632	2.900	\$ 233,833
1,100 square feet	\$ 80,632	3.100	\$ 249,959
1,200 square feet	\$ 80,632	3.325	\$ 268,101
1,300 square feet	\$ 80,632	3.575	\$ 288,259
1,400 square feet	\$ 80,632	3.850	\$ 310,433
1,500 square feet	\$ 80,632	4.160	\$ 335,429

#### MAXIMUM HOUSEHOLD INCOME

Unit Size	Median Income - Village Employee	Multiplier	Maximum Household Income
800 square feet	\$ 80,632	1.650	\$ 133,043
900 square feet	\$ 80,632	1.700	\$ 137,074
1,000 square feet	\$ 80,632	1.750	\$ 141,106
1,100 square feet	\$ 80,632	1.800	\$ 145,138
1,200 square feet	\$ 80,632	1.850	\$ 149,169
1,300 square feet	\$ 80,632	1.900	\$ 153,201
1,400 square feet	\$ 80,632	1.950	\$ 157,232
1,500 square feet	\$ 80,632	2.000	\$ 161,264

