

VILLAGE OF BRIARCLIFF MANOR, Westchester County, New York

MODERATE INCOME HOUSING PROGRAM

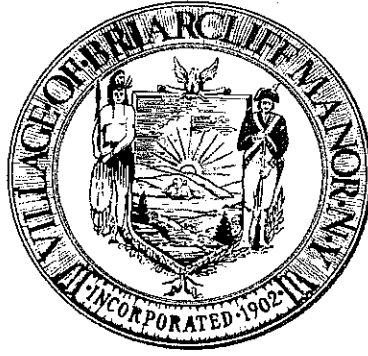
APPLICATION

MATERIALS

FOR ADDITIONAL INFORMATION

Please contact Housing Action Council at (914) 332-5229 (FAX: 332-4147)

*Completed applications must be mailed or delivered
To: Housing Action Council
55 South Broadway
Tarrytown, NY 10591*



NOTICE

Please be advised that the Village of Briarcliff Manor, New York, is seeking additional applicants for moderate-income dwelling units in the Village consistent with Local Law 1-1988. Effective August 2006, families with annual incomes up to \$130,788.00 may be eligible for the Village's Moderate Income Housing Program.

As dwelling units become available, the selection priority will be given in order of the following groups:

1. Village of Briarcliff Manor municipal employees.
2. Briarcliff Manor and Ossining School District employees.
3. Residents of the Village of Briarcliff Manor.
4. Active members of the Briarcliff Manor Fire Department where such member has at least two years of such active service.
5. Former residents of the Village of Briarcliff Manor who owned or still own property in the Village of Briarcliff Manor.
6. Other persons employed in the Village of Briarcliff Manor.
7. Relatives of residents of the Village of Briarcliff Manor.
8. Other residents of Westchester County.
9. All Others.

Persons interested should contact Terry Fleischman, Home Ownership Director of Housing Action Council, 55 South Broadway, Tarrytown, NY 10591 (914) 332-5229.

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MODERATE INCOME HOUSING

ZONING ORDINANCE INFORMATION

The Village of Briarcliff Manor's Zoning Ordinance Section 4(f) creates the Moderate Income Housing Zone in the Village of Briarcliff Manor. This ordinance outlines the legal restrictions on this type of housing. Please read the rules carefully; they apply to potential owners as follows:

- A.) **PRIMARY RESIDENCE**
These units may not be rented; the unit must be the owner's primary residence

- B.) **DEED RESTRICTIONS**
The deed for each unit will carry a restriction, which will prevent the owner from selling the unit at a greater price than allowed by the Ordinance. Each year, maximum sales prices for units will be established based upon the median income of Village employees. When units are sold, they may either be sold at the greater of the maximum sales price for that particular year, or the original purchase price plus the value of added improvements as approved by the Village.

- C.) **APPLICATION SUBMISSIONS**
Every applicant who is not able to purchase a unit in a given year, must resubmit her/his application annually. The Village will notify the applicant of this update by approximately June 1st of each year.

- D.) **NOTIFICATION OF INTENT TO SELL**
A unit owner who plans to sell a unit must promptly contact the Village Manager's Office as a first step.

- E.) **COMMON CHARGES**
Common charges shall be distributed equally among all units in the development as set forth in the offering plan of the development.

- F.) **AMENITIES**
Every moderate income unit will be of equal quality, appearance, amenities and construction as comparable to market-rate dwelling units and development on the site.

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INSTRUCTIONS

This application form is divided into four (4) sections, all of which must be completed to enable the application to be fairly evaluated.

SECTION I – This section asks for employment information about the applicant and her/his family. Income from every member of the family must be included in the total income figure.

SECTION II – This section requires that the applicant state under which category she/he is qualifying for moderate income housing and how you qualify under that category. For example, if you are eligible because you are a relative of a resident of the Village of Briarcliff Manor, you must tell us who that person is, how you are related and where she/he lives. If you are qualified by more than one category, please indicate this in the appropriate spaces. All eligible priorities and special priorities are listed in *Section II* of this package.

SECTION III – The financial information required to review the application must be completed in this section. All information that applies to the applicant's Federal income tax return must be taken from the most recent filed in relation to the date of the application.

SECTION IV – This section requires that both you and your spouse sign the form, certifying that all information submitted is true and correct and that you understand any false statement shall be cause for immediate rejection of the application. Any purchase contract executed will be subject to verification of this information. By signing the form, the applicant(s) also certifies that he/she understands all provisions of the Moderate Income Housing Program, including the oath on page 6 that an eligible applicant cannot anticipate that family income will increase by more than 1.5 times greater than the limits set forth for the year of the application.

REQUIRED ATTACHMENTS – If an applicant is stating that they are applying under the handicapped provision, she/he must produce a certified physician's statement. Applicants must show proof of eligibility (e.g., pay stubs from the school district which employs the applicant). *You must provide with this application a copy of your two most recent Federal income tax returns (including schedules and all attachments). Applications are not considered complete without the required tax returns.*

SPECIAL NOTES – Successful applicants must utilize the residential moderate income units as their principal place of residence. Rental or subleasing of moderate income units shall not be permitted except under extenuating circumstances as determined and approved by the Village's Moderate Income Housing Review Board.

VILLAGE OF BRIARCLIFF MANOR, Westchester County, New York

MODERATE INCOME HOUSING PROGRAM

SECTION 1 - PERSONAL INFORMATION

Name of Applicant

Present Resident Address

Time at Present Address (Yrs.)
(Mos.)

Telephone Number: (H)
(W)

Present Employer

Address of Employer

Length of Employment

Other Occupants of Unit

1) Name Relationship DOB

Employer Address

2) Name Relationship DOB

Employer Address

3) Name Relationship DOB

Employer Address

4) Name Relationship DOB

Employer Address

5) Name Relationship DOB

Employer Address

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SECTION II - ELIGIBILITY PRIORITIES

A.) All eligibility priorities are listed below. State the category(ies) under which you qualify & attach proof of eligibility to your application:

Part I: Eligibility Priority Categories (1 is highest priority, 9 is lowest priority)

1. Village of Briarcliff Manor Municipal Employees
 2. Briarcliff Manor and Ossining School District Employees
 3. Residents of the Village of Briarcliff Manor
 4. Active members of the Briarcliff Manor Fire Department (minimum of 2 years active service)
 5. Former residents of the Village of Briarcliff Manor who owned or still own residential property in the Village of Briarcliff Manor.
 6. Other persons employed in the Village of Briarcliff Manor.
 7. Relatives of residents of the Village of Briarcliff Manor.
 8. Other residents of Westchester County.
 9. All Others.
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B.) All eligible parties under each of the above priorities shall be subject to the additional priorities, as stated below. All special priorities are listed below. State the category(ies) under which you qualify and attach proof of your eligibility.

Part II: Special Priorities

- 1) Active (2 years minimum) member of the Briarcliff Manor Fire Department (for categories 1, 2 and 3 above).
 - 2) Families displaced by governmental action.
 - 3) Families of which the head of household or spouse is 62 years or older.
 - 4) Families of which the head of household or spouse is handicapped (certified by a physician).
 - 5) The year of initial application.
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SECTION III – FINANCIAL INFORMATION

Information provided in this section should be taken from the applicant's most recent Federal income tax return.

	Applicant (1)	(2)	Other Occupants (3)	(4)
Wages, Salaries				
Interest Income (Taxable)				
Interest Income (Non-Taxable)				
Dividends				
Alimony				
Business				
Capital Gains				
Pensions				
Rents				
Social Security Benefits				
Other				
TOTAL				

Other Family Property and Investments:

- a) Do you own your own home? Yes No
- b) If yes, please indicate the fair market value of your net investment:
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- c) Do you have other investments (such as real estate, IRA, Keogh, business, etc.) where dividends, rents or other income, if any, are not included in "Family Income" above? (Y / N)
- d) If yes, what is the fair market value of your other investments?
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SECTION IV – CERTIFICATION

“I hereby certify that all of the information included as part of this application package is true and complete. I understand the Review Board reserves the right to obtain additional information from me or make inquiries to other sources. A copy of my two most recent Federal income tax returns including schedules and attachments will be required if I am deemed eligible for the program. Furthermore, I understand the rules and process of the selection of buyers under the Village of Briarcliff Manor’s Zoning Ordinance and agree to abide by all applicable ordinances and the determinations of the Village of Briarcliff Manor Board of Trustees or the Moderate Income and Affordable Housing Review Board as to priority and determination of qualification and eligibility. *A false statement on this application shall be cause for immediate rejection.*”

Signatures:

Applicant: _____

Spouse: _____

Date: _____

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UNIT PRICES AND INCOME TABLES - August 2006

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.

PRICE OF UNIT

UNIT SIZE	VILLAGE EMPLOYEE MEDIAN INCOME	MULTIPLIER	SALE PRICE
800 square feet	\$65,394.00	2.60	\$170,024.40
900 square feet	\$65,394.00	2.70	\$176,563.80
1,000 square feet	\$65,394.00	2.90	\$189,642.60
1,100 square feet	\$65,394.00	3.10	\$202,721.40
1,200 square feet	\$65,394.00	3.325	\$217,435.05
1,300 square feet	\$65,394.00	3.575	\$233,783.55
1,400 square feet	\$65,394.00	3.85	\$251,766.90
1,500 square feet	\$65,394.00	4.16	\$272,039.04

FAMILY ELIGIBILITY

UNIT SIZE	MEDIAN INCOME	MULTIPLIER	MAXIMUM FAMILY INCOME
800 square feet	\$65,394.00	1.65	\$107,900.10
900 square feet	\$65,394.00	1.70	\$111,169.80
1,000 square feet	\$65,394.00	1.75	\$114,439.50
1,100 square feet	\$65,394.00	1.80	\$117,709.20
1,200 square feet	\$65,394.00	1.85	\$120,978.90
1,300 square feet	\$65,394.00	1.9	\$124,248.60
1,400 square feet	\$65,394.00	1.95	\$127,518.30
1,500 square feet	\$64,394.00	2.00	\$130,788.00