Huntington Community Development Agency

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Serving Huntington's residents since 1977

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December 2015

Creekside by the Harbor Affordable Housing Lottery Information & Program Guidelines

Dear Applicant:

Welcome to the Creekside by the Harbor Affordable Housing Lottery!

Creekside by the Harbor, together with the Town of Huntington and Huntington Community Development Agency (HCDA), are pleased to announce the availability of three affordable rental units located at 22 & 26 Creek Road, Huntington New York. These three units have been made possible under the Town of Huntington's Affordable Housing Program, administered by HCDA.

The Creekside rental units will be offered to applicants who comply with all of the program guidelines, including the income criteria appearing below. Before you submit an Intake Form, please be certain that you qualify and understand all of the terms of the program.

Rents and income criteria are initially set as follows:

One 2-bedroom unit (for 1-4 persons) offered @ $1,248./month
Maximum income** for the two-bedroom unit is $54,500.; minimum income** is $29,952.

Two 3-bedroom units (for 3-6 persons) offered @ $1,623./month
Maximum income** for three-bedroom unit is $63,250.; minimum income** is $38,952.

**Includes all income – overtime, bonuses, pensions, social security, 401K distributions, tips, etc.
Your gross income cannot exceed the maximum annual income for the specified unit.

INCOME REQUIREMENTS ARE ADJUSTED ANNUALLY BASED ON HUD'S MEDIAN HOUSEHOLD INCOME FOR NASSAU/SUFFOLK COUNTIES AND WILL BE CALCULATED AFTER A UTILITY ADJUSTMENT
(Creekside tenants are responsible for paying their own electric, gas, phone and cable)

RECERTIFICATION OF INCOME IS REQUIRED ANNUALLY AT LEASE RENEWAL

If you meet the program income qualifications, please follow the directions below (and on the Intake Form) to enter the January 28, 2016 Creekside lottery.

Lottery:
Complete the Creekside by the Harbor **Intake Form** and Creekside **Rental Application** and return to HCDA at 100 Main Street, Suite 309, Huntington, NY 11743 (located in Huntington Town Hall) on or before 5:00 p.m. on Friday, January 15, 2016 together with your fee of $25 payable to Huntington Community Development Agency.

> Please Note: only **one** Lottery Intake Form per household is allowed. Applicants who submit more than one Intake Form will be disqualified. The Lottery will be held on Thursday, January 28, 2016 at 5:00 p.m. at Huntington Town Hall, 100 Main Street, Huntington, NY 11743. You do not need to be present to receive a lottery rank number. Lottery ranking results will be posted at the Town of Huntington website at: http://www.HuntingtonNY.gov

At lottery, all applicants will receive a rank number based on the random order in which their card is pulled. Your rank number in no way guarantees you will be offered a unit. The lottery process is the means by which to establish an order for the processing of applications.

Credit Check:
Once HCDA reaches your rank number the first thing required is a credit check. The credit check will be done by Creekside through a company known as Core-Logic at a cost of $38, payable to Creekside by the Harbor, per credit check. Any person listed on the lease must receive a credit check and provide a working email address to Creekside needed to process the credit check. Applicants are responsible for paying Creekside by the Harbor directly for required credit check/s.

If credit is approved, an applicant will next submit a formal program application including all required financial documentation, together with a $100 administrative fee payable to Huntington Community Development Agency for review of the formal submission. Applicants will be given two weeks to return their formal submission to HCDA. HCDA will respond to the formal application within 30 days of receipt of all required documentation.

Due to the different income levels and apartment and family sizes, the unit an applicant qualifies for may not necessarily be available based on rank number from the lottery. If this occurs, the applicant will be placed on a waiting list for future vacancies. Applicants are placed on the waiting list in the order in which they are ranked in the lottery.

Once HCDA determines an applicant to be eligible under these program guidelines and that applicant is offered an apartment, the following will be required at lease-signing:

1. One month's rent payable to Creekside by the Harbor
2. One month security deposit payable to Creekside by the Harbor
3. $1,000 payable to Huntington Community Development Agency
4. Proof of Renter's Insurance

If the approved applicant owns a pet:

1. $650 per pet (one time non-refundable) 30 lb. maximum, 2 per pet apartment maximum, cats and dogs accepted; certain dog breeds may be restricted) as well as a $50 monthly per pet fee added to your monthly rent by Creekside.

The following amenities are included with the tenant's rent at no additional fee:

1. Membership to Crest Hollow Country Club (1st year only)
2. Parking spaces: 2 spaces for upper level units and garage plus 1 space for lower level units.

Please be advised that all Fair Housing laws will be followed. HCDA staff is available to answer any questions you may have about the Intake Form, Formal Application and eligibility guidelines. We can be reached at (631) 351-2884.

Remember, the **Intake Form** and Creekside **Rental Application** are due on or before January 15, 2016 by 5:00 p.m. here in the offices of the Huntington Community Development Agency.

Wishing you good luck!

Very truly yours,

JOAN CERGOL, Director
Huntington Community Development Agency

Disclaimer: It is understood that this is not an offer and that the terms and conditions may be changed at any time by Huntington Community Development Agency and Affiliates. It is further understood that notices by Huntington Community Development Agency and Affiliates may be made in such manner as Huntington Community Development Agency and Affiliates may determine, including solely by advertisement.