

# Oyster Bay Gardens



857B South Oyster Bay Road  
Bethpage, NY 11714

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Dear Applicant,

Thank you for your interest in Oyster Bay Gardens. We provide 48 one-bedroom units of LIHTC (Low Income Housing Tax Credit) affordable housing for those that meet the specified income criteria. There are 36 units that are designated for those 62 years of age or older and 12 units for people with developmental disabilities who can live in a non-certified setting with appropriate supports, 3 of the 12 units will be designated for individuals who are 55 years of age or older.

We encourage all people to apply regardless of race, color, creed, religion, employment or occupation, national origin, ethnicity, gender, gender identity, marital status, familial status, sexual orientation, and status with regard to public assistance, or physical disability.

Enclosed you will find an application and information about housing. (Please note that the information is not all-inclusive and is subject to change.) Please read and complete the application. Due to our financing for the development of the building, we may require more information than you have had to provide before when renting.

Applications for Oyster Bay Gardens are now being accepted via U.S.Mail.

**Please mail applications to:** JMD/Einsidler Management Corporation  
535 Broadhollow Road - Suite A 15  
Melville, New York 11747

**Applications are available on-line:** [www.jmdeinsidler.com](http://www.jmdeinsidler.com)

Applications are now available with occupancy expected in January 2020. We will only accept applications by **mail only**, no hand delivered applications will be accepted. Applications will be time and date stamped as they are received.

All applications will be placed on the waiting list in the order received and will be accepted on an ongoing basis.

Questions about Oyster Bay Gardens should be addressed to JMD/Einsidler Management Corp at (631) 752-1414 extension 326 or via email to [jmeyerson@einsidler.com](mailto:jmeyerson@einsidler.com).

Please read through the entire application and carefully complete it in its entirety.

Once applications have been received and screened, you will be contacted to begin the qualification process.

The qualification process begins with a screening of all household members for credit, criminal, and sex offender checks. Once these reference checks are completed by an independent company and reviewed by management you will be contacted to begin the income qualification process.

To allow for a smooth qualification process please be sure that you have the following information/documentation readily available:

- Birth Certificate
- Social Security Number
- Tax Identification Number or Prior Address History maybe used in lieu of a Social Security Number
- Driver's License, Passport or other photo identification
- If employed, 6 most recent paystubs
- If on Social Security/SSI, unemployment, disability or any government assistance, a copy of the most recent award letter from the agency.
- If receiving a pension or a distribution from an annuity, a copy of the most recent document indicating the amount being received.
- Copies of your bank statements for the last 6 months, that includes account number and address of bank.
- Copies of your most recent statement of investments, such as stocks, bonds, IRA's, CD's, 401(k), Money Market funds, etc. that includes the account number and address of the bank.
- Copy of most recent tax return.
- A copy of any real estate contracts for sale or rental the applicant may be holding that identifies the term, the amount and the interest rate. An amortization schedule, if available, would also be helpful.
- A copy of the closing statement if any real estate has been bought or sold within the past 2 years.
- Documentation of any assets that have been disposed of over the past 2 years for less than market value.
- Records of a divorce decree if alimony is received
- Other documents that may be required based on your individual circumstances

The process of verification may take several weeks to complete. Once it has been determined that your household is income qualified to reside at Oyster Bay Gardens management will notify you and you will proceed with the leasing process.

If it is determined that your household is not income qualified to reside at the property, management will notify you as soon as possible and you will be given an opportunity to meet to discuss the reason for the denial.

**IMPORTANT:**

Please **do not** give notice to your current landlord until you have received final notification of acceptance from management that you have been approved for occupancy at Oyster Bay Gardens.

**AFFORDABILITY RESTRICTIONS:** (This Information may be subject to change), Oyster Bay Gardens was made possible with financing that encourages affordable housing. As a result, units are restricted to residents who must meet certain income limitation and other requirements.

- **SOLE RESIDENCE:** The unit must be the applicant's sole residence in order for the applicant to be eligible for housing.
- **INCOME LIMITS:** The following income guidelines are set for all residents. They reflect the current maximum amounts of household income for residents and are updated on an annual basis by information provided to management from NYHFA (New York Housing Finance Agency). If your household income exceeds these guidelines at initial occupancy, you will not be eligible for residence. Due to the financing commitments in place, management will not qualify any households that exceed the limits noted below. Oyster Bay Gardens, LLC has the legal responsibility to ensure that all residents are in compliance with the income limits at the time of move-in and are required to annually recertify each household before the household's anniversary date of occupancy.

Based on current information, your gross annual household income must be below either of the following at the time of final certification for occupancy in Oyster Bay Gardens:

AMI	1 Person	2 Persons
60%	64,680	73,920
50%	53,900	61,600

**RENTAL RATE INFORMATION** (This Information may be subject to change)

Monthly rent for the following units (after Utility Allowance)

AMI	One Bedroom
60% AMI Units	\$1,282
50% AMI Units	\$1,042
50 % AMI Unit (Developmentally Disabled)	\$1,114

**OCCUPANCY STANDARDS:**

The occupancy policy for Oyster Bay Gardens shall be: Minimum occupancy of 1 person per bedroom and a maximum occupancy of 2 persons per bedroom.

**FAIR HOUSING:** We encourage all people to apply regardless of race, color, creed, religion, national origin, ethnicity, gender, gender identity, occupation, marital status, familial status, sexual orientation, political ideology, age, retaliation, and status with regard to public assistance, or physical disability.

**SMOKE FREE COMMUNITY:** Oyster Bay Gardens is a smoke-free facility. Resident, authorized occupants, guests, and other persons on the Property shall refrain from smoking in the unit and in any common areas of the Property.

**SECURITY DEPOSIT:** Management will require all applicants to provide a security deposit equal to one month's rent.

**WAITING LIST:** If there are no available units, an applicant will be placed on the waiting list based on the date and time of receipt of the enclosed preliminary application materials.

**IN-HOUSE TRANSFERS:** In-House moves are not permitted except for those required based upon the need for a reasonable accommodation and/or in accordance with the requirements of VAWA.

**PET POLICY:** Pets are not permitted. Service Animals will be permitted as a reasonable accommodation.

**NOISE GUIDELINES:** Quiet hours have been set for after 10 PM Sunday through Thursday evenings, and after 12 a.m. Friday and Saturday nights until 8:00a.m. Saturday and Sunday mornings. If you think noise from your unit may disturb your neighbors, it is best to notify neighbors of expected duration of noise and negotiate an acceptable time for noisy activity. Neighbors may ask you to keep noise down during "non-quiet" hours. Both "noisier" households and "quieter" households need to be reasonable in their respective uses or requests during "non-quiet" hours.

**PARKING:** Parking spaces are available on-site. One parking spot will be available to each unit. Additional spaces will be assigned by Management.

## Oyster Bay Gardens - Frequently Asked Questions

### *Where is Oyster Bay Gardens?*

Located on South Oyster Bay Road in Bethpage. These are newly constructed 3- story buildings including 48 one-bedroom units of LIHTC (Low Income Housing Tax Credit) affordable housing.

### *Who can apply to live at the Oyster Bay Gardens?*

We encourage all people to apply regardless of race, color, creed, religion, national origin, ethnicity, gender, marital status, familial status, sexual orientation, and status with regard to public assistance, or physical disability. All applicants are required to meet the income eligibility requirements.

### *How many units are there; what size are they; and what will the range of rents be?*

There are 48 one-bedroom units of approximately 600 square feet. The rents range from \$1,081 to \$1,244 and are subject to change. Residents will be responsible for paying their own telephone, electric, cable, and internet bills in addition to their rent. Units have electric heat and residents can install room air conditioners, if they wish. One parking space per unit is provided.

### *What amenities are in the area?*

The apartments are on South Oyster Bay Road in Bethpage and are close to banks, restaurants, the local library, CVS, and the NICE Bus service is available.

### *How do you define low income?*

There are entry-qualifying income guidelines imposed on our projects due to the sources of financing we use. As of 2019, the annual maximum income for an individual is \$52,080 and \$59,520 for 2 people. These income guidelines are based on the area median family income of Nassau County and can change yearly. You must submit income information annually. You will not be required to move if your income increases, but you may be required to pay a higher market rate rent. This must be your only residence.

### *How is income determined?*

If self-employed, we will use Schedule C and use your net income after business expenses. If employed, your annual gross income and 6 consecutive pay stubs will be used to determine current income. Gross income from all sources must be included and verified via employer, with copies of pay stubs and/or a W-2 and tax return.

### *What about assets, pensions, spousal and child support, homeownership, temporary income, disability income and Section 8 Vouchers?*

All income from assets is added as part of the family annual income. Income also includes any disability, SSI, child support payments, etc. Applicants who own real estate may also qualify, depending on the net income generated from the real estate asset.

### *How do student loans, bankruptcies and credit ratings affect qualification?*

Background checks are completed to verify applicants' credit and establish a history of past credit problems. We adhere to NY HCR's Credit Policy for Applicants to State-Funded Housing.

*How is family defined?*

Each adult in the household must supply qualifying information, one application per unit. The total household income must fall below the maximum amount. A family may be adults who choose to live together.

*Can I sublet my unit?*

No, subletting is not allowed in the Low Income Housing Tax Credit program.

*What about insurance?*

Tenants will be encouraged to carry renters' insurance.

*Who will manage the property?*

JMD/Einsidler Management Corporation will oversee general operations and maintenance of the property.

# OYSTER BAY GARDENS APPLICATION

## **MAIL TO:**

JMD/Einsidler Management Corp.  
535 Broadhollow Road – Suite A15  
Melville, NY 11747

Mail only one (1) application per family by  
regular mail.

**(DO NOT SEND BY REGISTERED OR CERTIFIED MAIL)**

Each application received will be recorded based upon the date and time received.

## **THIS INFORMATION IS TO BE FILLED OUT BY THE APPLICANT:**

Name:			
Address			Apt. No.
City		State	Zip
Date of Birth		Driver's License Number	
Home Phone	Cell Phone		Work Phone
Email address			
<i>Previous Address</i>		<i>From</i>	<i>To</i>
Address			
City		State	Zip
Landlord Name		Landlord Phone	
<i>Previous Address</i>		<i>From</i>	<i>To</i>
Address			
City		State	Zip
Landlord Name		Landlord Phone	
Please provide us with the name and phone number of an alternate contact if we are unable to reach you			
Name		Phone	

## **FUNCTIONAL STATUS**

Check if applicable:

<i>Are you applying for and eligible to receive OPWDD services?</i>			<i>Yes</i>	<i>No</i>
Does any member of your family require special accessibility features?	Yes	No	Features desired:	



**FAMILY COMPOSITION**

List all persons who will live with you in this apartment (list yourself as "HEAD")

Name	Relationship to Head	Date of Birth	Sex	Student Yes/No	Social Security Number	Occupation
1	<b>Head</b>					
2						

**RACIAL GROUP IDENTIFICATION - VOLUNTARY (USED FOR STATISTICAL PURPOSES ONLY)**

Please check one group which identifies the *HEAD OF HOUSEHOLD*.

White (non-Hispanic)		Black (non-Hispanic)	
Hispanic		American Indian or Alaska Native	
Asian or Pacific Islander			

**INCOME**

List all full and/or part-time employment for all household members who are applying for this apartment. Include self-employed earnings.

Household Member	Name and Address of Employer	Gross Earnings per Week

**OTHER SOURCES OF INCOME**

Welfare, Social Security, SSI, pension disability compensation, unemployment compensation, interest, babysitting, caretaking, alimony, child support, annuities, dividends, income from rental property, Armed Forces Reserves, scholarships and/or grants, etc.

Household Member	Type of Income	Amount

**CURRENT ASSETS**

<i>Accounts</i>	<i>Bank</i>	<i>Amount</i>
<i>Checking</i>		
<i>Checking</i>		
<i>Savings</i>		
<i>Savings</i>		
<i>Certificates of Deposit</i>		
<i>Certificates of Deposit</i>		
<i>Stocks and Bonds</i>		
<i>Stocks and Bonds</i>		
<i>IRA/401K</i>		
<i>IRA/401K</i>		
<i>Investments</i>		
<i>Investments</i>		

**OTHER ASSETS**

Do you own Real Estate?	Yes	No	If yes, indicate address and value:
<b>Other Assets</b>			
Type of Asset			Value

Has any family member disposed of any assets during the past two years? If Yes, complete the information below.			Yes	No
Asset	Market Value at time of Disposition	Date of Disposition	Amount Received	

How did you hear about Oyster Bay Gardens? (check all that apply)

Newspaper		Local Organization		Website	
Friend/Family		Other			

I DECLARE THAT THE STATEMENTS CONTAINED IN THIS APPLCIATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.

WARNING: WILLFUL, FALSE STATEMENT OR MISREPRESENTATION IS A CRIMINAL OFFENSE UNDER SECTION 1001 OF TITLE 18 OF THE UNITED STATES CODE.

Signature \_\_\_\_\_ Date \_\_\_\_\_