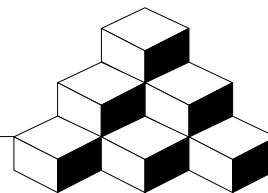


Piazza & Associates

Affordable Housing Services

216 Rockingham Row - Princeton Forrestal Village - Princeton, NJ 08540
Phone: (609) 786-1100 - Fax: (609) 786-1105 - E-mail: WestWindsor@HousingQuest.com



Dear Applicant,

On behalf of the Township of West Windsor, I want to thank you for your interest in this affordable housing program. Piazza & Associates, Inc. has been engaged by the Township to provide you with information regarding its affordable housing; answer your questions; and help you through the application process.

As you will see, there is a variety of opportunities for low and moderate income households to purchase or rent an affordable home in West Windsor. I have provided a brief outline of each below.

TO PURCHASE: Affordable homes in the purchase program are located in Walden Woods, Windsor Haven, Windsor Ponds, Village Grande and the Elements at West Windsor. All of the sales units are built, sold and occupied. From time to time, they become available for resale. By checking the "**Purchase**" option on the Preliminary Application, your name will be put the waiting list to purchase a home in ***all*** of the developments, except those set aside as age restricted (55 years and older). To be eligible for those units, you must also check "**Purchase 55+**." Detailed information regarding specific homes (e.g., floor plans, association fees, etc.) will be available from the seller or their agent as each goes on the market to be resold. Minimum incomes will be determined by the ability of the purchaser to obtain financing for the home. Neither West Windsor Township nor Piazza & Associates provides financing. The actual terms and conditions of the purchase are negotiated with the seller or their Realtor.

TO RENT: Affordable rental opportunities are available in Avalon Watch, The Hamlet, The Mews at Princeton Junction, Windsor Woods and The Gables. For the rental communities, I have also provided the telephone number for the respective leasing offices. You may want to contact them for information regarding floor plans for the apartments, a list of amenities, their community rules, application fees and credit requirements. To apply for affordable apartments at all but The Gables, please check the appropriate box(es) on the Preliminary Application. To apply for The Gables, please contact them, directly, at the telephone number provided below.

- A. **Walden Woods:** 16 single family, detached, owner-occupied homes located on Bear Brook Road, just south of Windsor Haven. This program is in transition and availability has been curtailed.
- B. **Windsor Haven:** 37 one- two- and three- bedroom, owner-occupied condominiums located off Bear Brook Road, across Alexander Road from the southbound side of the train station. Check the **Purchase** option if you would like to be placed on the waiting list.
- C. **Windsor Ponds:** 39 one-, two- and three- bedroom, owner-occupied townhomes located off of Village Road West near the Mercer Oaks Golf Course. Check the **Purchase** option if you would like to be placed on the waiting list.
- D. **Village Grande:** An adult community (55 years of age or older), located on Village Road East, just east of Old Trenton Road, which includes 14 one-bedroom single family detached homes, all of which are restricted to moderate income households. Check the **Purchase 55+** option if you would like to be placed on the waiting list.
- E. **The Elements at West Windsor:** An adult community (55 years of age or older), located on Old Trenton Road. The Elements includes 6 two-bedroom sales homes ,set aside for households in which at least one member is 55 and no one is younger than 19. Check the **Purchase 55+** option if you would like to be placed on the waiting list.

- F. **The Hamlet:** 61 one-bedroom rental apartments for seniors (55 years of age or older), 38 of which are reserved for low income households and the balance for moderate income households. All of these garden apartments are on the first floor. Pets are allowed with restrictions. Check ***The Hamlet*** on the Preliminary Application. For further information, contact D&M Management at (732) 780-8314.
- G. **The Mews at Princeton Junction:** 175 one-, two- and three- bedroom, low and moderate income rental garden apartments, located just off Bear Brook Rd. Check ***The Mews at Princeton Junction*** on the Preliminary Application. For further information, contact the leasing office at (609) 520-1999.
- H. **Windsor Woods:** A total of 50 one-, two- and three- bedroom, low and moderate income rental garden apartments, located on Meadow Road, just east of Rt. 1. Service animals only. Check ***Windsor Woods*** on the Preliminary Application. For further information regarding the apartments and the community, contact the Windsor Woods leasing office at 609-452-2104.
- I. **The Gables at West Windsor:** A federally subsidized apartment community for seniors, (62 years of age or older) consisting of 84 low income, one-bedroom, rental apartments in a midrise building, located just off of Rt. 571 in Princeton Junction, near the northbound side of the train station. Tenant rent is based on 30% of their adjusted gross income. For further information on the apartments, income requirements, waiting list or for an application, please contact The Gables, directly, at (609) 799-8885.
- J. **Avalon Princeton Junction** (formerly Avalon Watch): 103 low and moderate income, one-, two- and three- bedroom rental garden apartments, 53 of which are one-bedroom units set aside for low-income households. Pets are allowed with restrictions. Avalon Watch is located on Clarksville Rd. Check ***Avalon PJ*** on the Preliminary Application. For further information regarding the apartments and the community, contact the Avalon Watch leasing office at (609) 275-9577
- K. **Princeton Terrace at West Windsor:** A brand new rental property under construction, Princeton Terrace will offer 69 two- and three- bedroom apartments, complete with garages. In addition to the low- and moderate- income rents, 7 of the two-bedroom units will be offered at a "very low-income rent. Princeton Terrace is located at the southwest section of Clarksville Road. Check Princeton Terrace on the Preliminary Application.

If you are interested in applying to purchase or rent an affordable home in West Windsor, please complete the Preliminary Application (enclosed) as soon as possible and mail it directly to us, at: **Piazza & Associates, Inc.**, 216 Rockingham Row, Princeton, NJ 08540; or fax it to 609-786-1105.

Within two weeks, you will receive a letter of determination with regard to your preliminary eligibility for the program. Applications will be processed on a "first come, first served" basis. Availability is limited! So don't delay! **Return your application today!**

Sincerely,

Frank Piazza

Please see the following page for information regarding income requirements and some rental rates.

MAXIMUM GROSS ANNUAL HOUSEHOLD INCOME FOR ALL PROGRAMS

To be eligible for the affordable housing programs in West Windsor, the gross annual income of your household can not exceed the limits required by the various programs. The maximum income is based on the total number of persons who will reside in the affordable home. The table, below, sets forth the maximum income to be eligible for the *low income* opportunities and the *moderate income* opportunities. Maximum Incomes are adjusted annually and are subject to change without notice.

Total Number of Persons in Household 2013 Income Level	* One Person	One Person Hamlet Only	** One Person Gables Only	* Two Persons	Two Persons Hamlet Only	** Two Persons Gables Only	Three Persons	Four Persons	Five Persons	Six Persons
Low	\$32,415	\$34,550	\$33,450	\$37,046	\$39,450	\$38,200	\$41,676	\$46,307	\$50,012	\$53,716
Moderate	\$51,864	\$41,460	N/A	\$59,273	\$47,340	N/A	\$66,682	\$74,091	\$80,019	\$85,946

* Includes all purchase and rental programs with the exception of the Hamlet and the Gables.

** The Gables is limited to low income households only. The Gables also takes into account certain expenses when calculating annual income. For more information regarding the Adjusted Gross Income or other requirements at the Gables, contact their office at 609-799-8885.

RENTAL RATES AND MINIMUM INCOME REQUIREMENTS FOR RENTALS

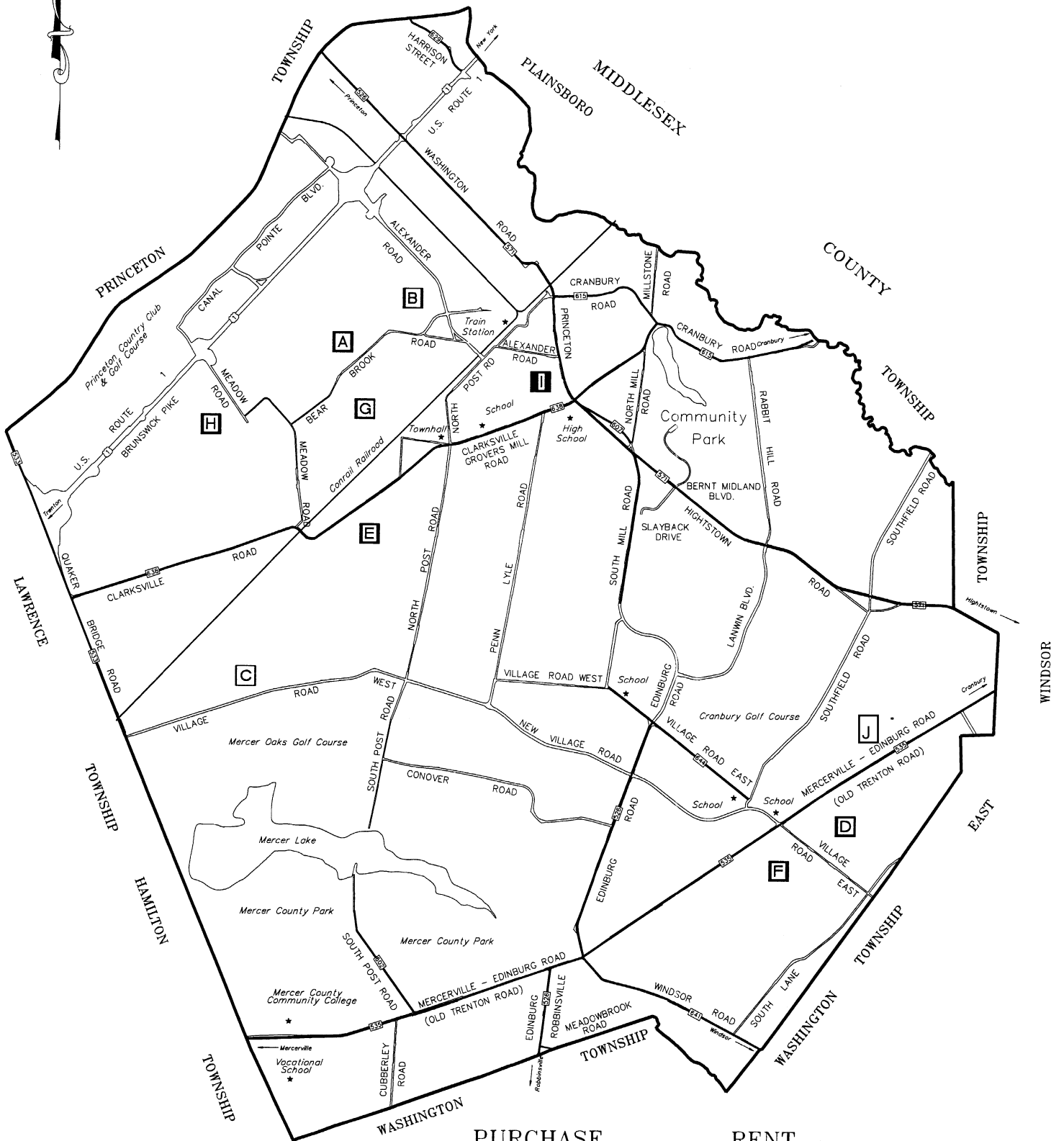
The current rental rates and minimum incomes for certain apartment communities are listed below. The rental rates do not include utilities. The minimum incomes are based on the rents and an estimate of utilities that perspective tenants will pay each month. All rental rates and minimum income requirements are regulated and subject to change without notice. Rental rates do not fluctuate with the income of the residents.

Bed-rooms	Income Category	<u>Avalon Princ Jnct</u>		<u>The Hamlet</u>		<u>Mews at Princ Jnct</u>		<u>Windsor Woods</u>		<u>Princeton Terrace</u>	
		Monthly Rent	Min. Income+	Mo. Rent	Min. Income+	Monthly Rent	Minimum Income+	Monthly Rent	Min. Income+	Monthly Rent	Min. Income+
One	Low	\$557	\$22,354	\$556	\$19,530	\$693	\$27,017	\$755 - \$785.27	\$29,143		
One	Moderate	\$835	\$31,886	\$730	\$24,750	\$1,052	\$39,326	\$1,062.14 - \$1,104.62	\$39,669		
Two	Very Low									\$511	\$24,000
Two	Low					\$890	\$34,903	\$913 - 976.55	\$35,691	\$742	\$31,920
Two	Moderate	\$1,157	\$44,057			\$1,195	\$45,360	\$1,226 - \$1,375.59	\$46,423	\$1,011	\$41,143
Three	Low					\$1,021	\$40,423	\$1,078	\$41,280	\$850	\$36,891
Three	Moderate	\$1,284	\$49,440			\$1,376	\$52,594	\$1,463	\$55,577	\$1,160	\$47,520

+ Minimum Income standards may vary and generally do not apply to applicants with Section 8 Rental Assistance.

Rental rates are subject to change without notice. Information regarding the rents at The Gables can be obtained by contacting their leasing office at (609) 799-8885. Information regarding sales prices are calculated and published when homes are placed on the market for resale.

WEST WINDSOR TOWNSHIP AFFORDABLE HOUSING



PURCHASE

- A. - Walden Woods
- B. - Windsor Haven
- C. - Windsor Ponds
- D. - Village Grande
- J. - Elements at West Windsor

RENT

- E. - Avalon Watch
- F. - The Hamlet
- G. - The Mews At Princ. Junct.
- H. - Windsor Woods
- I. - The Gables

Preliminary Application for Affordable Housing



Township of West Windsor New Jersey

This is a Preliminary Application only. Do not send supporting documentation at this time. You will be notified as to the status of your preliminary eligibility based on the information that you provide in this application. When an affordable home becomes available, eligible candidates will be contacted. At that time, we will provide you with a list of documentation required to support and verify the information submitted in this application. We can not and do not guarantee housing based on the approval of this Preliminary Application. All of the affordable housing in West Windsor is privately owned. Application services are provided by Piazza & Associates, Inc., an affordable housing services corporation. This is an Equal Housing Opportunity. This program is subject to municipal and state affordable housing regulations, but no guarantee can be made that these homes are affordable to all applicants. This program is subject to availability. Prices, terms and conditions are subject to change without notice.

Piazza & Associates, Inc. ♦ Affordable Housing Services

216 Rockingham Row ♦ Princeton Forrestal Village ♦ Princeton, NJ 08540
Telephone: 609-786-1100 ♦ Facsimile: 609-786-1105 ♦ E-mail: HousingQuest@cs.com



Affordable Housing Policies and Requirements

Township of West Windsor
New Jersey

For All Applicants

- ◆ It is unlawful to discriminate against any person making application to buy or rent a home with regard to age, race, religion, national origin, sex, handicapped or familial status.
- ◆ This affordable housing must be the intended primary residence of the applicant.
- ◆ All household members who intend to reside at the affordable homes must be listed in the Preliminary Application. If changes in household composition occur during the application process, or if there is a change of address, the applicant is required to notify Piazza & Associates, Inc. in writing, immediately.
- ◆ Applications must be truthful, complete and accurate. Any false statement makes the application null and void, and subjects the applicant to penalties imposed by law.
- ◆ Annual Income includes, but is not limited to, salary or wages, alimony, child support, social security benefits, unemployment benefits, pensions, business income, and actual or imputed earnings from assets (which include bank accounts, certificates of deposit, stocks, bonds, or other securities), and real estate.
- ◆ If you own a home in which you are currently residing and which you intend to sell prior to living in an affordable home, compute your income from this asset by taking the market value of your home, subtracting any applicable broker fees AND the current principal of your mortgage, and multiply the balance by 2%. Income from other real estate holdings is determined by the actual income you receive from the asset (less expenses, but not less your mortgage payment).
- ◆ Specific documentation to verify income and assets will be required at a later date, during the final portion of the application process.
- ◆ Please understand that the pricing and rental rates for this affordable housing are established and governed by Federal, State and / or municipal regulations. Although consideration is made for low- and moderate- categories of household incomes, sales prices and rental rates do not fluctuate on the basis of each individual applicant's income. Therefore, we can not and do not guarantee that any home, for sale or rent, will be affordable to YOU or YOUR household.
- ◆ The owners and managers of affordable apartments will set forth additional requirements, including, but not limited to an application fee, a lease agreement, security deposit and minimum credit standards.
- ◆ Once leased, rents will NOT be adjusted to accommodate fluctuations in household income. Rental rate increases may occur annually, but are subject to limitations.
- ◆ We do not provide financing to purchase affordable homes.
- ◆ If you need assistance completing this application, please contact us at 609-786-1100.

DO NOT SEND SUPPORTING DOCUMENTATION WITH THIS APPLICATION.
Please mail your application to the address, below, or fax it to us at 609-786-1105.

Piazza & Associates, Inc.

216 Rockingham Row - Princeton, NJ 08540



Preliminary Application for Affordable Housing



Township of West Windsor
New Jersey

A. Head of Household Information

1. Last Name: _____	Soc. Sec. No: _____ -- _____ -- _____
2. First Name: _____	Home Phone: () _____ -- _____
3. Home Address: _____	Work Phone: () _____ -- _____
4. P.O. Box or Apt. No.: _____	County: _____
5. City: _____	State: _____ ZIP: _____

B. Household Composition and Income (List ALL sources of income, including, but not limited to Salary, Dividends, Social Security, Child Support, Alimony & Pensions. DO NOT include income from Assets listed in Section C.)

Full Name (First, Middle & Last) List everyone who will occupy the apartment.	Relation To	Date of Birth	Sex	Gross Annual Income
#1	Head of Household			\$
#2				\$
#3				\$
#4				\$
#5				\$
#6				\$

Do you **PAY** child support or alimony to someone outside of the household? _____ How much Per Year? \$ _____
Do you receive Section 8 Rental Assistance that will apply to the affordable apt.?: _____

C. Assets (Bank Accounts, Cert. of Deposit, Mutual Funds, Real Estate, Etc. If you own the home in which you live, clearly indicate BOTH the market value & your equity in the home Your equity equals the market value less any outstanding mortgage Principal.)

Type of Asset	Current Market Value of Asset	Estimated Annual Income	Annual Interest	
				%
				%
				%
				%

D. Areas of Interest

Check **all** of the housing opportunities that apply.

- Purchase**
- Purchase 55+ Rent**
 - Avalon Princeton Junct.
 - Hamlet (55+)
 - Mews at Princeton Junct.
 - Windsor Woods
 - Princeton Terrace (new)

F. Important Information (Must be signed by everyone over the age of 17.)

I(We) hereby authorize the Township of West Windsor, Owners and Managers of Apartments referenced herein and/or Piazza & Associates, Inc., their agents and/or employees to obtain information regarding the status of my(our) credit, and to check the accuracy of any and all statements and representations made in this application. I(We) certify that all information in this application is accurate, complete and true. I(We) understand that if any statements made are willingly false, the application is null and void, and I(we) may be subject to penalties imposed by law. Void if not signed.

Signed: _____ Date: _____

Signed: _____ Date: _____

Please use back of application for additional information.

E. Preferences

No. of Bedrooms (limited by household):

- One?
- Two?
- Three?

Do you require a handicapped-accessible home?: _____

Additional Information

Please use this page to provide us with any additional information about your application.



**MULTIPLE DWELLING REPORTING
APPLICANT INQUIRY**



TO THE APPLICANT: The information regarding race, national origin, and sex designation solicited in this application is requested in order to assure the Federal and/or State governments that laws prohibiting discrimination against tenant applicants on the basis of race, color, national origin, religion, sex, familial status, age, and handicap are complied with. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating your application or to discriminate against you in any way. However, if you choose not to furnish it, the owner may be required to note the race/national origin and sex of individual applicants on the basis of visual observation or surname.

Applicant Name: _____

Address _____

City _____ State _____ ZIP _____

Race/Ethnicity: Please check all that apply to all applicants. Percentages may be used to more clearly define the composition of the applicant household (e.g., 50% African American & 50% Hispanic).

_____ **Black or African American:** a person having origins in any of the original peoples of Africa.

_____ **Hispanic or Latino:** a person of Cuban, Mexican, Puerto Rican, South or Central American or other Spanish origin or culture, or a person having a Spanish surname.

_____ **Asian:** a person having origins in any of the original peoples of the Far East, Southeast Asia, or Philippine Islands, Thailand and Vietnam.

_____ **American Indian or Alaska Native:** a person having origins in of the original peoples of North or South America.

_____ **Native Hawaiian or Other Pacific Islander:** a person having origins in any original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

_____ **White or Caucasian:** a person having origins in any of the original peoples of Europe, the Middle East or North Africa.

The information requested above is for tracking purposes only. It will not be used to make any determination regarding your application. Moreover, the personnel who process your final application for this affordable housing program will not have access to the information that you supply to us on this page.

If you have any questions regarding this inquiry, you may contact Division of Civil Rights, Multiple Dwelling Unit at 609-984-3138 between the hours of 9:00 to 5:00 Monday through Friday.

We thank you for your cooperation and assistance!