

Mitchel Manor Housing Must-Know Information

Our mission is to provide housing support for all families and unaccompanied personnel assigned to the East Meadow, NY area. Our goal is to help our customers locate suitable and affordable housing whether they are unaccompanied or accompanied with family.

Contact the Mitchel Manor Housing Service Center to get started with your housing needs.

Mitchel Complex Housing

82B Mitchel Avenue
East Meadow, NY 11554-2266

Office Hours: Mon-Fri 0900-1600

Toll Free: (877) 843-5236

Fax: (860) 694-3154

eMail: MitchelHousing@navy.mil

Must Know

Mitchel Complex Housing, in East Meadow New York, is part of the Navy Region Mid-Atlantic Fleet and Family Readiness Program. The Family Housing at Mitchel Manor is privatized with Balfour Beatty Communities as our managing partner.

DITY Move:

If you are moving yourself, please be advised that there are vehicle restrictions in the surrounding area as follows: Holland Tunnel - Height 12'6". Commercial vehicles in classes 4, 5 and 6 (four-, five- and six-axle trucks) are prohibited from using the Holland Tunnel. Please use the Lincoln Tunnel or George Washington Bridge instead.

Commercial vehicles in classes 1, 2 and 3 (two- and three-axle single-unit trucks) may use the Holland Tunnel in either direction.

Tractor-trailers and trucks in classes 4, 5 and 6 (four-, five- and six-axle trucks) are prohibited from using the tunnel in either direction at all times.

Trailers and towed vehicles are prohibited from using the tunnel in either direction at all times.

Lincoln Tunnel - Height 13'

Southern State Parkway - No commercial vehicles allowed.

PRIVATIZED HOUSING INFORMATION

Balfour Beatty Communities has completed renovation of 250 housing units in Mitchel Complex Housing, which includes wall to wall carpeting, all new appliances, dishwashers, central heating and air conditioning. The two-bedroom units have 1½ baths, 3 & 4 bedroom units have 2½ baths. A community center and swimming pool are on site at Mitchel Complex. Local school bus transportation is provided. Exchange, Commissary and Bailey Seton Clinic are located in Mitchel Complex, Garden City, NY. Public transportation is available and convenient to Mitchel Manor.

Wait Times for Family Housing

Wait times can fluctuate during peak seasons. It is highly recommended to contact the Housing Service Center (HSC) for the most up-to-date wait times for your family composition.

Applying for Privatized Housing:

You may apply for housing by faxing, mailing, or e-mailing an application package to the housing office. An application package consists of a Housing Information Release Form, DD-1746 (Application for Assignment to Housing), your PCS Orders (or Change of Homeport Certificate), the Sex Offender Disclosure Form (SOD), and your up-to-date Record of Emergency Data sheets. These Emergency Data sheets are known as the NAVPERS 1070/602 (Page-2) for Navy and the DD Form 93 (RED) for Army, Air Force and Marines. Coast Guard personnel will use the CG-4107A (BAH/Dependency Worksheet).

When available, bona fide and geographical bachelors may reside in privatized housing. Contact our office for details.

Upon detaching we will need a copy of your detaching documentation. When we receive your application package, you will receive a confirmation from our office by phone, fax or email. If you send your package without your detaching documentation, you will be placed on the waiting list for your bedroom/rank entitlement using the last day of the detaching month on your orders as an estimated control date. Once you provide the detaching documentation to us, your control date on the waiting list will be adjusted. Your control date is determined by the date of detachment from your last permanent duty station. In order to keep this date, you must report to the Housing Service Center within 30 days of check-in to your new Command. Reporting after the 30 days will result in your waitlist date reverting to the date you walk into the office. Please keep us updated of any changes in your contact information.

Powers of Attorney:

If you plan to have your spouse sign for you they will need a Special Power of Attorney (POA) giving authority to conduct real estate transactions for you.

Pet Policy:

The following dog breeds are considered aggressive and are not permitted:

- Akita
- Doberman
- Rottweiler
- Pit Bulls (*American Staffordshire Bull Terriers or English Staffordshire Bull Terriers*)
- Presa Canario (*Canary Mastiff*)
- Any breed with dominate traits geared toward aggression
- Chow
- Wolf hybrids
- American Bull Dog

PPV Resident Complaint Process

For current residents of Balfour Beatty Communities, please follow the below procedures:

1. If you have a complaint please submit it in writing to the Balfour Beatty Communities Office and carbon copy (cc) the Navy Housing Service Center.
2. A Balfour Beatty Communities Representative should contact you to discuss your complaint.
3. The Navy Housing Service Center will be happy to assist you in a liaison capacity if your complaint was not resolved with the Community Manager and you have submitted a written complaint to the Balfour Beatty Communities Office.

Lease Review:

Our office will review your community lease to insure you have an adequate military clause. We can also explain information that may change from state to state, i.e.: renters insurance, deposits and fees, etc., to insure you are informed of local landlord/tenant laws.

Community Liaison Assistance:

Once you have moved into your home, your landlord should manage all of your needs. Should any concerns arise, you should address them in writing directly with your landlord and retain a copy for your records. The Housing Service Center will be happy to assist you in a liaison capacity if your needs have not been met.

Renters Insurance:

If you rent, your landlords insurance does not cover your personal items therefore, it is strongly recommended you purchase renters insurance. Renters insurance is reasonable in cost and not only covers your personal effects but the family, pets and in some cases visitors from accidents/injuries while in your home. You should discuss with an insurance agent what coverage is best for you. Protect yourself by protecting your family and your personal property.

Liability Insurance:

A policy for renters insurance may not protect you if you should accidentally damage the rental unit or if you should suffer some type of a lawsuit resulting from your negligence within the home. A general liability policy is inexpensive and well worth the cost. All renters are encouraged to take the need for a supplemental liability policy seriously. An accident resulting in damage and determined to be caused by you, your family, or a guest may leave you with repair costs that become your financial burden.

We look forward to assisting you during your transition to the New York area. Please let us know how we can help to make your transition a smooth one.

Local Housing Market and Community Resources



www.HOMES.mil



www.MLSLI.com



Automated Housing
Referral Network

www.AHRN.com



www.Apartments.com



www.HomeSnap.com



www.MilitaryByOwner.com



www.Rent.com

Disclaimer: Please be advised that neither the SUBASE New London Housing Service Center nor the Dept. of the Navy endorse the listings obtained from the above sites. Listings provided by the Housing Service Center are strictly for informational purposes and in no way guarantees satisfaction with properties and/or Landlords. The service member must take full responsibility for any choices made in accepting and occupying accommodations in the civilian community.

Related Links

- Balfour Beatty Communities at Mitchel Field Complex (<http://mitchelhomes.com/>)
- BAH Calculator (<http://www.defensetravel.dod.mil/site/bahCalc.cfm>)
- East Meadow School District (<http://www.eastmeadow.k12.ny.us/>)

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