Mitchel Complex 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 Complex 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 0800-1630
Phone: (516) 486-2022
Toll Free: (877) 843-5236
Fax: (516) 486-5135
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 Field Complex 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 Field Complex.

Estimated Wait Times for Family Housing (# of Months)

Description	E1-E3	E4-E6	E7-E9	W1-O3	O4-O5	O6
2-Bedroom	1-3	1-3	N/A	N/A	N/A	N/A
3-Bedroom	1-3	1-3	1-3	1-3	1-3	N/A
4-Bedroom	1-3	1-3	1-3	1-3	1-3	1-3
5-Bedroom	N/A	N/A	N/A	N/A	N/A	N/A

Last updated: January 1, 2014

Average Community Housing Costs

Rent	Deposit	1-BR	2-BR	3-BR	4-BR	5-BR	Utilities
Apartment	2 Months	1,300	1,700	2,100	2,500	N/A	250 – 300
Condominium	2 Months	1,200	1,700	3,000	3,500	N/A	250 – 350
Townhouse	2 Months	1,350	1,750	2,200	3,000	N/A	350 – 450
House	2 Months	N/A	1,800	2,200	3,000	3,150	350 – 450

Last updated: 23 May 2012

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 DD-1746 (Application for Assignment to Housing), your Orders, 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). Additionally, 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.

When available, bonafied 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 reporting 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.

Letter of Exception (LOE):

LOEs are granted on a case by case basis. You will need to fill out the Balfour Beatty Communities Exception to Policy Form and send/fax it along with your application package so that it can be reviewed for consideration. Reasons for this request may be that you request housing for your family before detaching your current duty station, medical circumstances, etc.

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.

Estimated Wait Times:

Wait times can be found at the top of this page. Please see the designated times for your rank and bedroom entitlement. Wait times are subject to change, so check periodically for updates. If you have any questions, we can be reached at (516) 486-2022; Fax (516) 486-5135 or Toll Free (800) 498-1084.

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.

Local Housing Market and Community Resources

Automated Housing Referral Network	www.ahrn.com
	www.apartments.com
	www.homeseekers.com
	www.militarybyowner.com
	www.rent.com
	www.sargeslist.com
	www.mlsli.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.

Lease Review:

Our office will review your community lease to insure you have an adequate military clause and a reasonable buy-out 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 landlord's 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 goods.

Liability Insurance:

A renter's insurance policy may only cover your personal property. It may not protect you if you should accidentally damage the home/apartment/condominium you are living in or if you should suffer some type of a lawsuit resulting from your negligence within your home. All families are encouraged to take the need for a supplemental general liability policy seriously. An accident which results in fire or flood damage could result in monetary damages, which could become a financial burden to you for the rest of your life. A general liability policy is inexpensive and well worth the cost.

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.

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/)

This document last updated: January 10, 2014