

## **PET POLICY**

(Amended February 18, 2009)

### **PURPOSE:**

The purpose of this policy is to allow individual residents and families to keep a pet, while at the same time, ensure that pet ownership does not interfere with the rights of all residents to enjoy a clean, peaceful, and safe surrounding(s).

The East Hartford Housing Authority will allow for pet ownership in developments with written pre-approval of the Housing Authority. Residents are responsible for any damage caused by their pets, including costs of fumigating or cleaning of their units. In exchange for this right, residents assume full responsibility and liability for their pet and agree to hold the East Hartford Housing Authority harmless from any claims caused by action or inaction of the pet.

### **EXCLUSIONS:**

This policy does not apply to animals that are used to assist persons with disabilities. Assistive animals are allowed in all public housing facilities with written Doctor's verification and with no restrictions other than those imposed on all tenants to maintain their units and associated facilities in a decent, safe, and sanitary manner and to refrain from disturbing their neighbors. However, an Application for Pet Permit must be filled out and picture provided as the Application form contains pertinent information in case of an emergency. Assistive dog(s) must still be licensed, neutered, and have all necessary inoculations and cannot pose a threat to other residents, staff or visitors. Assistive animals must be kept under the control of the resident at all times.

The East Hartford Housing Authority will meet Section 504 ADA requirements.

### **PETS IN EAST HARTFORD HOUSING AUTHORITY PROPERTIES**

The East Hartford Housing Authority will allow for dogs, cats, birds, hamsters, gerbils, and fish in aquariums in all of its housing properties that have exterior, individual, private entryways to the unit. However, due to resident density and lack of open space for designated area for animal waste and pet exercise, the following developments are EXCLUDED from having dog(s):

MEADOW HILL APARTMENTS -	13-4
HIGHLANDS APARTMENTS -	13-6
HERITAGE GARDENTS -	13-6
RAYMOND MILLER GARDENS -	13-7

### **APPLICATION FOR PET PERMIT:**

Residents must have the prior approval of the Housing Authority before moving a pet into their unit. Residents must request a Pet Permit form for Pet Ownership that must be fully completed before the Housing Authority will approve the request.

Residents shall provide written proof of the following before a pet will be permitted into the premises: (Specifically cats and dogs)

1. Current dog license
2. Current inoculation against rabies, distemper, parva virus, and other conditions prescribed by local ordinances. Proof of annual physical examination performed by a licensed veterinarian.
3. Evidence/verification that the cat or dog has been spayed or neutered.

**TYPES AND NUMBERS OF PETS:**

The East Hartford Housing will allow only domesticated dogs, cats, birds, hamsters, gerbils and fish in aquariums in units. All dogs and cats must be spayed/neutered.

No more than two (2) pets are allowed in the unit. Animals cannot be kept outside.

The Residents shall provide a written description of the pet and a color photo prior to moving in or obtaining the pet.

No animal may exceed thirty (30) pounds in adult weight.

Pit bulls or any other animal deemed to be potentially harmful to the health or safety of others will not be allowed regardless of weight requirement compliance.

Aquariums may not exceed thirty (30) gallons.

Liability insurance will be required on certain types/breeds of dogs. Regarding any animal that may pose a safety concern to other residents and/or staff, the Housing Authority will contact the local authorities before allowing occupancy. Proof of liability insurance will be required prior to animal occupancy.

**FINANCIAL OBLIGATION OF RESIDENTS:**

Residents shall pay for the costs of repairs for any and all damages caused by the pet or assistive animal to the building, grounds, flooring, trim, finish, tiles, carpeting, screens, and other appurtenances. If damage is in the nature of stains or as a result of using chemicals required for the removal of stains and such damage cannot be restored to the original condition, residents shall pay the full cost and expense of replacing the item.

**NUISANCE OR THREAT TO HEALTH OR SAFETY:**

Pet owners should use every consideration to protect the safety and well being of other residents by keeping the animal under control, quiet, and healthy.

Repeated, substantiated complaints by neighbors or East Hartford Housing Authority personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, or other nuisance will result in the owner having to remove the pets or move him/herself.

The privilege of owning a pet may be revoked at any time subject to the Housing Authority's Grievance Procedure if the animal becomes destructive, a nuisance, or a safety/health hazard to other tenants or if the tenant fails to comply with the Housing Authority's Policy/Agreement governing pets.

**RULES AND REGULATIONS:**

1. Pets must be kept in the owner's apartment or on a leash at all times when outside. No outdoor cages/dog houses may be constructed. Owner must be able to control dogs on a leash at all times. The dogs/cats cannot be tied outside without constant supervision. Dogs must be house-broken/trained. No outside animals will be permitted.
2. The pet and its living quarters must be maintained in a manner to prevent odors and any other unsanitary conditions in the owner's unit and surrounding areas.
3. The pet owner must feed, bathe and care for his/her pet in accordance with established anti-cruelty laws.
4. Pets shall not be allowed out of the apartment unless in the custody of an adult resident and on a leash. If the pet is a bird, hamster or gerbil, it shall be caged at all times.
5. Pets will be allowed only in designated areas on the grounds of the developments.
6. Pets shall under no circumstances be permitted on the playgrounds, wading areas, recreational facilities, community rooms, building hallways, waiting room, or tied outside. Residents must not alter the patio or yard in any way to accommodate pet(s). (i.e. doghouses, fences, or other barriers).
7. Pet owners must clean up after their pets and are responsible for proper disposal of pet waste. Cat litter should be disposed of properly by putting the soiled litter in a bag and placing it in the dumpster or garbage can. Residents with dogs are encouraged to purchase a "pooper-scooper" and to use it to remove animal waste immediately. Solid waste should be placed in a bag and put in the dumpster or garbage can.
8. Residents must take appropriate action to protect their pets from fleas and ticks.

9. All dogs and cats must wear identity collars bearing the resident's name, phone number and date of the latest rabies inoculation.
10. Pets cannot be bred or used for any commercial purpose.
11. A pet owner must physically control or confine his/her pet during the times when Housing Authority personnel, agents of the Housing Authority, or others must enter the pet owner's apartment to conduct business, provide services, enforce lease terms, etc.
12. Residents owning cats shall maintain waterproof litter boxes for cat waste. Refuse from litter boxes shall not accumulate or become unsightly or unsanitary. Litter shall be disposed of in an appropriate manner by putting the soiled litter in a bag and placing it in the dumpster or garbage can. **At no time shall litter be disposed of through plumbing fixtures or flushed down the toilet. Litter boxes cannot be stored in the bathtub/shower.**
13. Residents may not sit pets belonging to nonresidents, or allow other pets to visit the development.
14. Residents shall not feed strays. Feeding strays shall be considered having a pet without proper authorization.
15. If a pet causes harm to any person, the pet's owner shall be required to permanently remove the pet from the East Hartford Housing Authority property within twenty-four (24) hours of written notice from the Housing Authority. The pet owner may be subject to termination of his/her dwelling lease.
16. A pet owner who violates any other condition of this policy may be required to remove his/her pet from the development within ten (10) days written notice from the East Hartford Housing Authority. The pet owner may also be subject to termination of his/her dwelling lease.

#### **REMOVAL OF PETS:**

In the event of illness, death of pet owner, or in case of emergency which would prevent the pet owner from properly caring for the pet or any situation in which the animal may be left unattended for 24 hours or more, the East Hartford Housing Authority reserves the right to remove the pet to the proper authorities. The Housing Authority accepts no responsibility for the pets so removed. The pet owner assumes all responsibility for all expenses incurred.

Management and resident agree to utilize the Grievance Procedure described in the lease to resolve any dispute between the resident and management regarding a pet.

Any willful, repeated violation of the Housing Authority pet rules may constitute the removal of the pet and/or eviction of resident.

**I have read the above Pet Policy, understand same, and agree to abide by all conditions. I have also received a copy of the Pet Policy and the Application for Pet Permit.**

**Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.**

\_\_\_\_\_  
Resident's signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Address  
\_\_\_\_\_

2/18/2009

**APPLICATION FOR PET PERMIT**

I have read the Pet Policy and understand same. I hereby make application for a Pet Permit.

Date: \_\_\_\_\_  
 Resident Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Resident Address: \_\_\_\_\_

<u>Type of Pet</u>	<u>Weight</u>	<u>License</u>	<u>Evidence of Spaying/Neutering</u>	<u>Date &amp; Evidence of Rabies/Distemper Shots</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

If Aquarium, Size in gallons \_\_\_\_\_ (may not exceed 30 gallons)  
 If Birds, Type \_\_\_\_\_ # Requested \_\_\_\_\_

Description of pet(s): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**REFERENCES:**

- How long have you had your pet(s)? \_\_\_\_\_
- Name, Address, and Phone number of your Veterinarian: \_\_\_\_\_  
 \_\_\_\_\_
- If you previously rented and owned this pet, please give name, address, and phone number of your Landlord: \_\_\_\_\_  
 \_\_\_\_\_

**Please list two people who will be responsible to assist us in the event your pet requires care while you are not able to care for it due to vacation, hospitalization, abandonment, etc.**

_____	_____
<b>Name and Address</b>	<b>Phone Number</b>
_____	_____
<b>Name and Address</b>	<b>Phone Number</b>

\_\_\_\_\_  
**Applicant/Resident Signature**

\*\*\*\*\*

**(FOR HOUSING AUTHORITY USE ONLY)**

**Resident Name:** \_\_\_\_\_

**Resident Address:** \_\_\_\_\_

**Interviewed by:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Form completed:** Yes \_\_\_\_\_ No \_\_\_\_\_

**Evidence of all required vaccinations, licenses, spaying/neutering attached and size limit has been verified?** Yes \_\_\_\_\_ No \_\_\_\_\_

**References verified?** Yes \_\_\_\_\_ No \_\_\_\_\_

**Comments:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Pictures attached:** Yes \_\_\_\_\_ No \_\_\_\_\_

**I have reviewed the above information and APPROVE/DISAPPROVE the application for Pet Permit.**

**If disapproved, reason(s) therefore:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Management Signature**