

DAYTON HOUSING AUTHORITY

PET POLICY

Purpose: The purpose of the pet policy of Dayton Housing Authority is to ensure that those residents who desire pets are responsible pet owners and that those residents who do not desire pets are not inconvenienced by pets on the premises. It also is intended to ensure that pets on premises are properly cared for. Further goals of this policy are to ensure a decent, safe and sanitary living environment for existing and prospective tenants and to protect and preserve the physical condition of the premises and financial interest of Dayton Housing Authority. Pets may not leave the owner's apartments except where noted. Such pets will not be allowed to roam either in the Authority's building or on the grounds.

Owning a pet within the Authority's properties is a privilege that must not be abused.

1. Security Deposit/Pet Permit

A security deposit equal to the amount of two hundred and fifty (\$250.00) dollars for a dog or cat or other domesticated animals approved by the Executive Director or his or her designee will be paid to Dayton Housing Authority at the time the pet permit is issued. The tenant shall not have a pet present on DHA premises prior to obtaining a pet permit.

The security deposit may be paid in full or an initial payment of \$100.00 with three fifty dollar (\$50.00) payments over the next three month period. The security deposit or initial security deposit payment must be paid to Dayton Housing Authority prior to obtaining a pet. The security deposit will not be used for pet damages caused during the tenancy but will be applied to any damages noted during the tenant's move out inspection.

Dayton Housing Authority will refund any unused portion of the pet deposit to the tenant within sixty (60) days after the resident vacates the unit.

Please note that if the resident permanently removes the pet from the unit or the pet dies, the pet deposit will not be refunded until the entire household vacates the unit. Also, any subsequent pet obtained by the tenant must meet the conditions of this policy. Therefore, a new pet permit must be filed with Dayton Housing Authority prior to obtaining a new pet in the household.

2. Damages

Pet owners are responsible for paying the total cost of repairing any damages caused by a pet to any property owned by the Authority whether the damages are within the apartment or outside on the grounds, including any part of the building itself. This includes landscaping, walls, windows, carpet, etc. Residents will be billed for the full repair costs at the time of repair. Tenants shall not alter their unit or outside areas to create an enclosure for the pet. Tenants shall comply with all federal, state and local laws, statutes and ordinances pertaining to pets being kept on a leash. Tenant shall not chain or tie the pet to any outside structure or shall not leave the pet unattended while outside the unit. Dogs must be kept on a leash at all times while outside the unit.

VISITORS AND/OR GUESTS MAY NOT BRING THEIR PETS ONTO DAYTON HOUSING AUTHORITY PROPERTY AT ANY TIME FOR ANY REASON.

3. Application

Prior to obtaining a pet, an application must be filed at Dayton Housing Authority's main office located at 270 Railroad Street, Dayton, Tennessee. If the pet owner is a household member age eighteen (18) years or older, both the head of household and the adult pet owner must sign the application for the pet permit. Both individuals will be held accountable for the provisions of this policy. The resident shall not have a pet present on DHA premises prior to obtaining a pet permit.

4. Definition of Pet

Pets are defined as:

- A. Domesticated dogs, not to exceed twenty five (25) pounds in weight, fully grown, and meeting all other requirements of this policy. Dogs weighing over twenty five (25) pounds are specifically prohibited.
- B. Domesticated cats
- C. If the pet is a fish, the aquarium must be thirty (30) gallons or less and the aquarium must be placed in a safe place in the unit. Tenant is limited to one aquarium but there is no limit on the number of fish as long as the aquarium is kept in a clean and safe manner.
- D. Domesticated caged small birds such as parakeets or canaries.
- E. The Executive Director or his or her designee will approve on a case by case basis other domesticated animals to be kept as pets.
- F. Reptiles, insects, non-domesticated rodents, farm animals and birds of prey are not permitted.
- G. Residents are expressly prohibited from feeding or harboring stray animals.

5. Pet Application Registration

The resident must complete an application for pet ownership and make a minimum payment of \$100.00 toward the \$250.00 pet deposit. The resident must provide a current photograph of the pet prior to the pet permit being issued. Pets may be photographed at the DHA main office if the resident does not have a current photograph. In order for the pet permit to be issued, the resident must at least make the \$100.00 initial payment toward the pet deposit and meet the following conditions:

- A. The resident pet owner must be listed on the most recent lease agreement with the Authority. The rent on the unit must be current with no delinquent balances.

- B. The resident must sign a statement that he/she will assume all personal financial responsibility for damage to any personal or Authority property caused by the pet and will assume personal responsibility and liability for personal injury to any person caused by the pet.

The resident must submit the name, address and telephone number of the attending veterinarian to Dayton Housing Authority either annually or whenever there is a change of veterinarian.

- C. The resident must certify and agree to the terms and conditions of the management of said pet and acknowledges that the pet permit can be revoked after two (2) warning notices for failure to follow the pet policy. Upon revocation of this permit, the resident must remove permanently the pet from the premises within seven (7) calendar days from the date of notice. Failure to do so may result in termination of the apartment dwelling lease.
- D. No more than one (1) animal shall be permitted per unit with the exception of fish.
- E. All pet permits are valid for a maximum of one (1) year only. The permit must be renewed at annual recertification, however a new security deposit will not be required. Failure to renew the pet permit at annual recertification will result in the automatic revocation of the pet permit. All of the conditions of this policy must be met prior to the issuance of a new permit. Residents must file evidence, in the form of an acceptable certificate from the veterinarian that the pet is in good health and that the animal has had the proper current medical shots. For the cats and dogs, the inoculation must include, but not limited to, distemper and rabies. Other inoculations may be required, as recommended by the veterinarian or that may be required by state or local law, ordinance or regulation. The resident must also ensure for proper grooming, exercise and nutrition of the pet.
- F. Tenant must comply with all public health, animal control, and animal anti-cruelty laws and regulations.

6. Pet Management Plan

- A. Dogs and cats must be spayed or neutered. Evidence of spaying or neutering must be provided by a written statement from the veterinarian, animal shelter, or humane society. Any exception to this requirement must be approved, in writing, by a DHA representative.
- B. No pet, already pregnant, may be introduced into any unit.
- C. Any pet that is unruly, aggressive, or destructive will not be allowed.
- D. Birdcages and fishtanks must be kept clean.
- E. All authorized pets must be under the control of an adult. An unleashed pet, or one tied to a fixed object, is not under the control of an adult. Dogs or cats may not be tied to any outside fixture such as clothes lines or porch rails. Any pet found outside unleashed or leashed and unattended on DHA property, may be impounded and taken to the animal shelter. It shall be the responsibility of the resident to reclaim the pet at the expense of the

resident. Pets shall be restrained when DHA personnel must enter the apartment for maintenance, inspections, or other business.

- F. Pet(s) may not be left unattended for more than twenty four consecutive hours. If it is reported to DHA that a pet(s) has been left unattended for more than a twenty four hour period, DHA staff may enter the unit and remove the pet and transfer the pet to the animal shelter. Any expense to remove and reclaim the pet from any facility will be the responsibility of the resident.

A pet emergency care plan must be filed with the authority naming an alternate caregiver for the pet should an emergency arise that would render the resident unable to care for the pet. If an alternate caregiver cannot be located, the pet may be transferred to the animal shelter. Any expense to reclaim the pet from the facility will be the responsibility of the resident.

- G. The resident is solely responsible for cleaning up the waste of the pet within the dwelling and on the grounds of the public housing development. All dogs must be properly housebroken and cats must be provided with a litter box that is kept clean and sanitary. Any waste left outside the unit (in the yard or common areas) must be disposed of in a plastic bag, securely tied and placed in the garbage. If the DHA staff is required to clean any waste left by a pet, the resident will be charged for the removal.
- H. Cats are not permitted to roam at will and may not be left unattended on the housing authority grounds. Cats must use litter pans that are waterproof and leakproof and they must be kept clean and odor free. Cardboard boxes shall not be used as litter pans. Litter must be disposed of in plastic bag and may not be stored, flushed down toilets, sinks, bathtubs or dumped on DHA grounds. The resident will be responsible for the cost of repairs of any damaged plumbing or clean up of litter dumped on grounds. These actions can also result in the revocation of the pet permit.
- I. The resident agrees to manage the pet in such a way that it does not contribute to complaints from other tenants regarding behavior and activities of said pet.
- J. Absence of Owner. No pet may be unattended for more than twenty four hours, except in the case of a dog, which shall be for no more than twelve hours. If a resident owner is going to be away from the unit or becomes ill, arrangements must be made in advance for the proper care of the pet. If Dayton Housing Authority staff finds the pet unattended or not properly cared for, the pet will be immediately removed from the unit after twenty four hours and taken to the animal shelter, kennel, or other animal control authorities. The resident will be responsible for any and all costs associated with the care of the pet due to the absence of the owner.
- K. In the event of an emergency which would render the resident unable to care for the pet, the resident agrees to provide Dayton Housing Authority with the name and contact information for an alternate caregiver of the pet. If the alternate caregiver cannot be reached within twenty four hours, Dayton Housing Authority will follow the same steps as detailed in Section J. Absence of Owner.

