

**PET POLICY
GOVERNING THE KEEPING OF PETS IN HOUSING
FOR THE ELDERLY AND/OR DISABLED**

**DELAWARE COUNTY HOUSING AUTHORITY
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SECTION I: ESTABLISHMENT

This Pet Policy is established to maintain a safe, decent, and sanitary living environment for existing and prospective tenants and to protect and preserve the physical condition of the community and the financial interest of Delaware County Housing Authority (DCHA).

DCHA's Pet Policy does not discriminate based on race, color, religious creed, ancestry, national origin, age, handicap or disability, sex, familial status, affectional or sexual preference, political or union affiliation, or an individual's use of a guide or support animal because of blindness, deafness or physical handicap.

SECTION II: TYPE OF PETS AND NUMBER PER DWELLING UNIT

A common household pet is defined by DCHA to be a dog or cat.

The number of pets will be limited to one per household.

DCHA will not permit pets whose weight exceeds 25 lbs.

SECTION III: PET REGISTRATION

All pets must be registered with the Delaware County Housing Authority (DCHA) Housing Management Office and inoculated in accordance with state and local laws before the pet is brought into the community or building premises and must be updated annually thereafter. Registration must include the following:

- Certification of inoculation
- Information sufficient to identify the pet and to demonstrate that it is a common household pet; and
- Name, address, and phone number of at least one responsible party who will care for the pet if the owner dies or is unable to provide care.

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SECTION IV: PET SECURITY DEPOSIT FOR DOGS AND CATS

Pet owners of dogs or cats must pay a refundable pet deposit. This deposit is in addition to any financial obligation generally imposed on tenants of the community.

The pet deposit will be \$300.00 per unit. The tenant is required to make an initial payment of \$50.00 before the pet is brought onto the premises and subsequent monthly payments of \$10.00 or more, until the total deposit of \$300.00 is paid in full. Disabled residents requesting a reasonable accommodation who require the use of a support animal will not be required to pay a pet deposit.

The Pet Security Deposit shall be used to pay reasonable expenses directly attributable to the presence of the pet in the unit. Including (but not limited to) the cost of repairs and replacements to, and fumigation of the dwelling unit.

DCHA shall refund the unused portion of the Pet Security Deposit to the tenant, within a reasonable time after the tenant moves from the development, or no longer owns or keeps a pet in the dwelling unit. A charge will be made for all pet related damages. In addition, a charge will be made for defleaing, deodorizing, and/or shampooing the dwelling unit, as required to protect future tenants from possible health hazards or allergic reactions, regardless of how long the pet has occupied the premises or when the dwelling unit was last treated. These arrangements will be made by DCHA and charged to the Pet Security Deposit. Any charges in excess of the available balance in the Pet Security Deposit shall be charged to the tenant.

SECTION V: PET OWNER REQUIREMENTS

- (1) Litter boxes are required to be changed at least twice weekly.
- (2) Litter boxes are required to be emptied into sturdy plastic trash bags that are tied securely at the top and must be taken to the building trash room.
- (3) DO NOT empty litter boxes in the toilet or the trash chute.
- (4) All dogs must be exercised outdoors.
- (5) All dog waste must be immediately cleaned-up and placed into tightly closed plastic trash bags and taken to the building trash room.
- (6) In the event that a dog eliminates indoors, you may dispose of the waste either by flushing the waste down the toilet or by placing the waste into a tightly secured plastic bag and taking the bag to the building trash room.
- (7) All dogs and cats must be appropriately and effectively restrained and under control of a responsible person while on the common areas of the community. All cats and dogs must be leashed.

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- (8) Pets are not permitted in lobby areas, laundry rooms, community rooms or any other common area shared by all tenants except upon leaving or returning to the building.
- (9) The length of time that a pet may be unattended is eight (8) hours.

SECTION VI: PROCEDURES FOR PET RULES VIOLATION

If DCHA determines that a pet owner has violated a rule governing the keeping of pets, the following procedure is implemented:

- (1) DCHA will send a written notice to the tenant. This notice will contain a brief statement of the basis of the determination and the alleged pet rule violation. This notice will give the tenant 10 days to correct the violation or to request an informal hearing to discuss the violation. Written notice will also be sent to a pet owner if the owner refuses to register a pet.
- (2) If DCHA and the pet owner are unable to resolve the violation, DCHA will inform the pet owner in writing to remove the pet from the premises within 10 days of the informal hearing. Failure to correct the violation or remove the pet will result in forcible DCHA action to remove the pet, and/or terminate the lease.

REVISED: 08-00
10-01
11-02
04-04
06-05
11-06
09-07
09-15