

**DELAWARE COUNTY HOUSING AUTHORITY  
PET POLICY FOR NON-ELDERLY AND NON-DISABLED PERSONS**

**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.

All new admissions who sign a lease for family units on or after July 1, 1998, will be permitted to have one pet reside in their unit.

Any tenant who signed a lease prior to July 1, 1998 and does not own a pet prior to July 1, 1998 will only be permitted to have one pet in their unit.

**SECTION II. TYPE OF PETS AND NUMBER PER DWELLING UNIT**

- (1) A common household pet is defined by DCHA to be a dog or cat.
- (2) The number of pets will be limited to one (1) per household.
- (3) DCHA will not permit pets whose weight exceeds 25 lbs.

All tenants residing in DCHA's property prior to July 1, 1998 and currently own one or more pets will be allowed to keep them. When those pets are removed from the household or die, only one pet will then be permitted.

**SECTION III. UNAUTHORIZED PETS**

Pets owned by tenant guests and/or visitors are not permitted in the community. Tenant may not keep a non-owned pet temporarily or permanently in their unit.

**SECTION IV. PET PERMIT APPLICATION**

Tenants who own a pet prior to July 1, 1998, must apply for a permit and file an application with DCHA's Housing Management Department before permission to keep the pet is granted. If a pet is not registered with DCHA, it is considered a violation of the lease and the pet must be

removed from the premises.

The application shall contain the type of pet, name, age, license number, if applicable, current inoculation information, name and address of pet's veterinarian plus a signed pet responsibility form showing the name of at least two local persons to contact to remove the pet in the event of the tenant's absence.

Tenant will be denied permission to have a pet if DCHA determines the tenant is unable to fulfill obligations as a pet owner, has been unable to adhere to the terms of the lease, or the temperament of the animal is considered dangerous.

## **SECTION V. PET SECURITY DEPOSIT FOR DOGS AND CATS**

A security deposit in the amount of \$300.00 per household will be required for a dog or cat. A \$50.00 deposit will be required at the time of submission of the Pet Permit Application. Tenant will be billed \$10.00 per month until the total amount of the security deposit 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.

DCHA shall comply with State Law concerning the use of the Pet Security Deposit funds, there placement in an interest-bearing account and all other obligations.

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. Charges deducted from the security deposit for or because of a pet, must be reimbursed by the tenant. A Pet Security Deposit must be maintained at a \$300.00 level. If tenant fails to maintain the \$300.00 security deposit, tenant agrees to remove the pet from the 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 hazardous or allergic reactions, regardless of how long the pet has occupied the premises or when the dwelling unit was last treated. Charges for defleaing, deodorizing, and/or shampooing will be arranged for 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 VI. PET OWNER REQUIREMENTS**

- (1) A dog must be licensed by the proper authority. Proof of license must be submitted to DCHA prior to issuance of the pet permit. Proof of license renewal

must be furnished at time of annual re-examination.

- (2) Pets must wear a collar at all times showing license, if applicable, and owner's name and address.
- (3) Prior to issuance of the permit, and at annual re-examination, tenant must show verification that the dog has had the proper Parvo shots for distemper and rabies and the cat has had the proper FVR-CP, rabies and distemper shots. This verification must be signed by a veterinarian.
- (4) Pets must be tied to a proper size stake outside the dwelling unit for no more than two (2) hours.
- (5) If a pet deposits waste anywhere on DCHA's property, tenant shall be responsible for immediate removal. Dog waste must be put in a plastic bag, tied and placed in a trash container.
- (6) Tenant may not leave pet unattended for more than eight (8) hours. After 8 hours pet must be taken out of the development until tenant returns.
- (7) Cat owners shall be required to maintain a litter box within the dwelling unit. Litter box should be kept in the bathroom and/or laundry area. Cat litter must be kept clean and odorless at all times. When disposing of litter from box, it must be put in a plastic bag, tied and placed in the trash container. Cat litter shall not be disposed of by flushing down the toilet.
- (8) Cats shall be kept under tenant's supervision when outside the dwelling unit while on DCHA's property.
- (9) Pets shall be kept parasite free, e.g. fleas, ticks, worms, etc. Dogs and cats must remain inside a tenant's dwelling unit unless they are on a leash and under the control of a responsible individual.
- (10) In the event of an emergency or building evacuation, it is the responsibility of the pet owner to remove the animal.
- (11) A sick pet must be taken to a veterinarian for diagnosis and treatment within two (2) days. A pet suspected of symptoms of rabies or other diseases, considered to be a health threat, must be immediately removed from the premises and may not be returned until tenant provides a statement from a veterinarian stating that the animal is not afflicted. If requested by DCHA, tenant must provide a statement from a veterinarian indicating diagnosis and treatment.

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- (12) Pet owners must control the noise of their pet so that it does not constitute a nuisance to other tenants. Failure to control pet noise may result in the removal of the pet from the premises.
  - (13) DCHA shall contact the proper officials to remove any pet that causes bodily injury to any tenant, guest, visitor, or DCHA staff member.
  - (14) All pet owners shall provide adequate care, nutrition , exercise and medical attention for their pet. Pets which appear to be poorly cared for, or which are left unattended, will be reported to the proper officials and may be removed from the premises at the owner's expense.
  - (15) Pet owners acknowledge that other tenants may have chemical sensitivities or allergies related to pets, or are easily frightened by animals. The tenant, therefore, agrees to exercise common sense and common courtesy with respect to other tenant's rights to peaceful and quiet enjoyment of the premises.
  - (16) Tenant shall be present when service or maintenance is being done in their dwelling unit by DCHA or services contracted by DCHA.
  - (17) Tenant shall not alter the interior or exterior of their dwelling unit to create enclosure for any pet.
  - (18) DCHA may require the removal of a pet from the premises on a temporary, or permanent basis, for the following reasons:
    - (a) Continued creation of a nuisance after notification to tenant by DCHA of such nuisance;
    - (b) Excessive pet noise or odor;
    - (c) Unruly or dangerous pet behavior;
    - (d) Damage to the tenant's dwelling unit;
    - (d) Problems with vermin or flea infestation;
    - (e) Failure of the tenant to provide adequate and appropriate vaccination and/or medical treatment of the pet;
    - (f) Leaving a pet unattended for more than 8 hours;

- (h) Serious illness or death of tenant; and
  - (i) Failure to observe any rule contained in this policy.
- (19) If tenant's guest and/or visitor tends to the pet, tenant and tenant's guest and or visitor shall be jointly liable for damages and other obligations set forth herein.
  - (20) As a condition of accepting the Pet Permit, tenant agrees to allow DCHA to conduct an inspection of their unit with one hour's notice if there is reason to believe that an emergency pet-related situation exist.
  - (21) In the event a tenant's pet dies, the tenant is responsible for arranging the burial or other mean of disposal of the deceased pet off DCHA's property.

By Resolution #1228 adopted by the Board of Commissioners of Delaware County Housing Authority on 6/23/98 the following Pet Policy became effective on July 1, 1998.

REVISED 3-99  
8-00  
9-08  
10-08  
09-15