

Housing Authority of Beaver Dam – Pet Policy Agreement

Board Resolution 042024-1

Effective April 11, 2024

Section I: Pet Ownership

A tenant may own one or more common household pets (a common household pet is defined as being a cat, dog, goldfish or tropical fish, canary, parakeet, or lovebird.) If one of the pets is a dog or cat, the second pet must be contained in a cage or an aquarium for fish. Each bird or other animal, other than fish, shall be counted as one pet.

Section II: Prohibited Animals

Animals or breeds of animals that are considered by the Housing Authority to be vicious and/or intimidating will not be allowed. Some examples of animals that have a reputation of a vicious nature are: reptiles, amphibians, insects, Rottweilers, Doberman Pinschers, Pit Bulldogs, and/or any animal that displays vicious behavior. This determination will be made by a Housing Authority representative prior to the execution of this lease addendum.

Section III: Pet Fee

A pet fee must be paid prior to the execution of the lease addendum. **No pet shall be allowed in the unit prior to the completion of the terms of this pet policy.** There shall be NO REFUND of the pet fee.

TYPE OF PET	FEE
Dog	\$250.00
Cat	\$150.00
Fish aquarium (3-20 gallons)	\$100.00
Caged pets	\$100.00
Fish bowl (requires no power, no larger than 2 gallons)	\$0.00

****The above schedule is applicable for each pet; therefore, if a tenant has more than one pet, he or she must pay the applicable Pet Fee for each pet.***

If the pet is a dog, it must have received rabies and distemper inoculations or boosters, as applicable, and be neutered/spayed by the age of six (6) months. The evidence can be provided by a statement/bill from veterinarian and/or staff of the humane society. The evidence must be provided **prior** to the execution of this agreement and/or within ten (10) days of the pet becoming of the age to be neutered/spayed. A dog may not exceed 50 pounds in weight (fully grown). A statement containing the weight of the pet must be provided to the Housing Authority prior to the execution of this agreement and upon request by the Housing Authority. When inoculations expire, the tenant will be responsible for updating the paperwork with the office.

If the pet is a cat, it must have received rabies and distemper inoculations or boosters, as applicable, be neutered/spayed by the age of six (6) months and declawed by the age of three (3) months. The evidence can be provided by a statement/bill from veterinarian and/or staff of the humane society. The evidence must be provided **prior** to the execution of this agreement and/or within ten (10) days of the pet becoming of the age to be neutered/spayed. The tenant **must** provide waterproof and leak proof litter boxes for cat waste, which must be kept inside the dwelling unit. Cardboard boxes are not acceptable and will not be approved. The tenant shall

not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. When inoculations expire, the tenant will be responsible for updating the paperwork with the office.

If the pet is a caged animal, it shall be housed in a proper cage and cannot be let out of the cage at any time.

If the pet is a fish, the aquarium must be twenty gallons or less, and the container must be placed in a safe location in the unit. The tenant is limited to one container for the fish; however, there is no limit on the number of fish that can be maintained in the container as long as the container is maintained in a safe and non-hazardous manner.

Section IV: Responsibilities

Responsible Pet Ownership: Each pet must be maintained responsibly and in accordance with this pet ownership lease addendum and in accordance with all applicable ordinances, state and local public health, animal control, and animal anti-cruelty laws and regulations governing pet ownership.

All pets must be housed within the unit and no facilities can be constructed outside of the unit for any pet. No animal shall be permitted to be loose and if the pet is taken outside, it must be on a leash at all times and kept off other tenant's lawns. All pets must always wear collars with identification.

All authorized pet(s) must be under the control of an adult. An unleashed pet, or one tied to a fixed object, is not considered to be under the control of an adult. Pets which are unleashed, or leashed and unattended, on Housing Authority property may be impounded and taken to the local Humane Society.

The tenant is solely responsible for cleaning up the waste of the pet within the dwelling and on the premises of the public housing development. If there is any visible waste by the pet, it must be disposed of in a plastic bag, securely tied, and placed in the garbage receptacle for their unit. Violation of this section is grounds for the termination of this Pet Policy and authorization of the pet.

Pet(s) may not be left unattended for more than twenty-four (24) consecutive hours. If it is reported to the Housing Authority staff that a pet(s) has been left unattended for more than a twenty-four (24) consecutive hour period, the Housing Authority staff will notify the Responsible Party you have provided to come and remove the pet. In the case of an emergency, the Housing Authority will work with the resident to allow more than 24 hours for the resident to make accommodations for the pet.

Pet(s) shall not disturb, interfere, diminish the peaceful enjoyment of other tenants, become destructive, create a nuisance, represent a threat to the safety and security of other persons, or create a problem with cleanliness and sanitation. Pets should not bark, howl, or chirp continuously or incessantly for an extended period that would disturb any person at any time of the day or night. Pets should also not be biting, scratching, or any other activities inside the unit, in other tenant's yards, or other persons. If there is a violation of this section, the Housing

Authority will notify the tenant, in writing, that the animal must be removed from the Housing Authority development, within ten (10) days of the date of the notice and terminate the authorization of the pet. The tenant may request a hearing, which will be handled according to the Housing Authority's established grievance procedure. The pet may remain with the tenant during the hearing process **UNLESS** the Housing Authority determines that the pet may be a danger or threat to the safety and security of other persons.

The tenant shall have pets restrained so that maintenance can be performed in the unit.

The tenant shall, whenever an inspection or maintenance is scheduled, either be at home or shall have all animals restrained or caged. ***The Housing Authority of Beaver Dam shall NOT be responsible if any animal escapes from the residence due to maintenance, inspections, or other activities of the landlord due to not being restrained or caged.*** If multiple occurrences take place where a pet escapes or prevents maintenance work from being completed, the Housing Authority of Beaver Dam may terminate your Pet Policy and authorization of the pet.

Breeding – Pets may not be bred or used for any commercial purposes.

Fleas and Ticks – Tenants must take appropriate actions to protect their pets from fleas and ticks.

Feeding – All pets are to be fed inside the unit. Feeding is not allowed on porches, sidewalks, patios, or other outside areas.

Pet Sitting – Housing Authority tenants are NOT ALLOWED to pet sit for others.

Visiting Pets – Pets that are not owned by a tenant can be permitted as long as the owner is present. Pet must abide by all Pet Policy rules.

Unauthorized Animals – Tenants are prohibited from feeding or harboring unauthorized pets.

Section V: Animals that Assist Persons with Disabilities

If an animal is needed for a person with disabilities, the tenant must fill out an Assistance Animal Request and be approved **prior** to completing an Assistance Animal Policy.

Section VI: Pet Removal

If the death or incapacity of the pet owner threatens the health or safety of the pet, or other factors occur that render the owner unable to care for the pet, the situation will be reported to the Responsible Party designated by the resident/pet owner.

If the responsible party is unwilling or unable to care for the pet, or if the Housing Authority of Beaver Dam, after reasonable efforts cannot contact the responsible party, the Housing Authority of Beaver Dam may contact the appropriate State or Local agency and request the removal of the pet.

It shall be a serious violation of the lease for any tenant to have a pet without proper approval and without having complied with the terms of this policy.

Such a violation shall be considered to be a violation of the lease and the Housing Authority of Beaver Dam will issue a termination notice. The tenant will be entitled to request a Grievance Hearing.

Tenant must provide name, address, and telephone number of an agency or individual responsible for the removal of the pet if the owner dies, is unable to care for the pet, etc.

Agency / Responsible Party: _____

Address: _____

Phone Number: _____

All terms and conditions of this policy are incorporated into the dwelling lease and outline the rules and regulations as set forth by the Housing Authority of Beaver Dam. The possession of an unauthorized animal and the refusal to divest oneself of the animal upon written request by the Housing Authority constitutes material noncompliance with the lease. Furthermore, tenants shall also be held in material noncompliance if the animal causes serious or repeated damage to unit or common areas and/or repeated interference with the right to quiet enjoyment of other residents. Such material noncompliance shall constitute grounds for termination of the lease.

I have read and understand the above policy provisions regarding the keeping of a pet and agree to abide by these provisions. In witness whereof, Resident and Management have signed this policy (which is incorporated into the dwelling lease) upon the date indicated below.

Head of Household: _____ Date: _____

Other Adult Member: _____ Date: _____

Other Adult Member: _____ Date: _____

Other Adult Member: _____ Date: _____

HABD Representative: _____ Date: _____