

SARASOTA HOUSING AUTHORITY

PET POLICY

This policy applies to the keeping of pets at SHA and shall apply to residents living at McCown Towers Annex building who are currently in or begin occupancy after the Pet Policy implementation date and wish to have a pet in their unit.

The Housing Manager shall meet with each pet owner to explain specific procedures in the development, review pet rules and distribute a Pet Owner's packet containing helpful materials, such as documents listing telephone numbers of community resource groups that can assist pet owner.

In the event of complaints against pet owners, the Housing Manager shall work with the pet owner to resolve the complaints.

If the complaints are not resolved informally and if there haven three (3) violations of the pet rules requiring further involvement, management shall inform the tenant that procedures will be initiated within (10) days to have the pet removed, terminate the pet owner's tenancy or both. Any unresolved complaints may be the subject of a grievance by the tenant under established grievance procedures.

Animals use to assist persons with disability who live in SHA'S general occupancy developments are also covered by majority of these rules SHA will require proof that residents are eligible for any exclusions. See No. 21 and 22 below.

This rule may be change at any time by SHA, providing new rules instituted are reasonable and tenants are given at least 30 days advance notice and opportunity to comment.

RULES

1. All residents living at McCown Tower Annex who wish to keep a pet shall request permission in writing to the Housing Manager and submit a photo of the pet and other required documentation.
2. A Pet Permit and Agreement (Amendment of Dwelling Lease) shall be signed immediately by the tenant, with original to the tenant file. This Dwelling Lease Amendment contains the rights and responsibilities of the tenant and management with respect to pet ownership.

3. Only common household pets are permitted. Common "household" pet is defined as those traditionally kept in the home and shall include only domesticated animals such as dogs, litter box trained cats, small-caged rodents, fish, birds, and turtles. No type of pet is permitted in a resident's apartment without SHA's written approval. **Guests are not permitted to bring any type of pet on SHA property.**
4. The number and size of pets is limited as follows:
 - a) Dogs and cats – limit of one pet per household, with a maximum weight of 20 lbs at maturity.
 - b) Birds – limit of two per household, no larger than a parakeet. Birds must be kept in a cage all the times.
 - c) Fish – limit of one tank per household with a maximum capacity of 10 gallons.
 - d) Turtles - no more than two per household, small in size. Turtles must be kept in a cage or other container at all times.
 - e) Small caged rodents – no more than one per household. Small caged rodents must be kept in a cage or other container at all times.
5. The tenant must be able to maintain control over their pets .
6. Dogs and cats must remain within the unit and no be allowed outside or brought into public gathering areas of left unattended, at any time.
7. No chaining or unattended dogs is permitted at any time.
8. Dogs must be walked while on a leash and all droppings must be removed and disposed of by the person walking the animal. Units, patios and yards must be kept free of odors, insect infestation and pet feces, urine, waste and litter. PHCS will designate a space to be used for the purpose of exercising dogs.
9. Pets must be neutered or spayed with proof of licensing and inoculations and the name of the veterinarian provided. Owners must provide a certification each year at the time of their annual reexamination that the pet continues to be in good health and has all vaccinations required by Federal, State or local law.
10. Cats must be declawed or have "soft-claws" prior to occupancy.
11. Any dog which threatens either people or other animals will be deemed "vicious" and barred from the development.
12. SHA, at its sole discretion, may randomly and periodically inspect the units of pet owners to ensure compliance.
13. Pets must be restrained and prevented from digging, gnawing, scratching or otherwise defacing doors, wall, windows, floor coverings, other units,

common areas, buildings, landscaping or shrubs, or from damaging PHCS Property in any way, including flea or tick infestation.

14. Pet owners shall be liable for all damage caused by their pets. SHA shall require of the tenant payment of a pet deposit of \$200.00 for each dog or cat. \$50.00 is to be paid at the time of pet move-in and the remainder paid in increments of \$10.00 per month for each succeeding month until the sum of \$200.00 is paid. If the tenant's pet deposit does not cover the damages, management and the tenant may agree on a payment plan to pay for the damage in addition to any security deposit held on behalf of the tenant SHA. The Pet deposit will be refunded to the pet owner within 30 days of the day the pet is removed or within 30 days of the day the tenant vacates the unit, whichever comes first, less deduction detailed in writing and reasonably related to the damage caused by the pets.
15. Pet owners must demonstrate to the satisfaction of the SHA proof of an exterminating contract and must keep all pets free of fleas and ticks.
16. Although pet liability insurance is not required by SHA, it is suggested that such insurance be considered.
17. Tenants must board their pets away from the development or make other arrangements for the care of their pets when they intend to leave their unit for 24 hours or more. If a pet owner wishes to leave a pet with another PHCS resident, that resident must comply with all terms of the Pet Policy. The Pet Permit and Agreement requires tenants to provide SHA with the name and phone number of a relative, friend or agency that has agreed to assume responsibility for the pet in the event of sudden illness or death of the tenant. SHA reserves the right to consider the presence of an unattended pet an emergency, and will enter the unit to remove the pet.
18. SHA staff, including maintenance personnel, reserve the right to refuse to enter a unit to perform work where there is an unconfined or unattended animal.
19. Pet owners are expected to exercise responsible and courteous behavior so that the presence of their pet on the Property in on way violates the rights of others to safe and peaceful enjoyment of the premises.
20. SHA may impose fines upon tenants for the violation of any pet rule contained herein. At the time a pet owner first violates any rule, SHA will send the owner a written warning and no fine will be assessed. For a second violation SHA will fine the tenant \$25.00. SHA may assess additional \$10.00 fines for subsequent violations. Waste removal charge. waste removal penalty \$5.00 per occurrence for failure to comply with pet rule on waste removal.

21. Applicants/residents who claim that a particular animal is used to assist persons with disability and who want to be exempt from certain provisions of these Pet Rules must provide SHA with:
 - a) A certification that the tenant or prospective tenant or a member of his or her family is a person with a disability
 - b) Documentation that the animal actually assist the person with a disability.

22. Persons with disability living in the general occupancy properties, who want to have an animal assist them and who provide the information required in No. 20 above shall be exempt for the following rules:
 - a) Pet deposit requirement; however resident is responsible for all damages caused by pet.
 - b) Size and weight restrictions for dogs.

23. These Pet Rules are posted in the management office of each development and are incorporated by reference into the lease.
24. Prior to occupancy of a pet into a SHA dwelling, residents will be required to:
 - a) Submit a Pet Ownership Application
 - b) Submit a photo of the pet
 - c) Provide all of the required documentation
 - d) Sign a Pet Permit and Agreement
 - e) Pay the pet deposit

Head of Household

Co-Head

Date _____

SHA Representative