

BOURNE HOUSING AUTHORITY PET POLICY- CONTINENTAL APARTMENTS

The following Bourne Housing Authority Pet Policy has been developed to provide standards to ensure the best possible environment for both residents who own a pet and residents who do not own a pet, and to ensure the responsible care of pets.

This policy does not apply to animals that assist, support or provide service to persons with disabilities (otherwise known as “assistance animals”) as defined under the Americans with Disabilities Act, Fair Housing Act and Section 504 of the Rehabilitation Act of 1973.

1. Any resident interested in owning or maintaining a common household pet in his/her unit will be required to obtain written approval from the Authority prior to housing a pet on the Authority’s property. **Owners must register the pet and sign a pet rider which will be attached and made a part of the lease.**
2. Common household pets are defined as a dog, cat, bird, guinea pig, gerbil, hamster, rabbit or fish. Pets other than cats and dogs must have suitable housing e.g. cages or aquarium. There will be no more than one four legged pet (cat or dog or caged mammal) per apartment. A maximum of two birds may be permitted and in the case of fish, no more than one aquarium with a 20-gallon capacity will be allowed. The mature size of newly acquired dog is limited to a weight of 25 pounds.
3. A color photo and identifying description of the animal will be submitted to the BHA and retained in the resident file. Management reserves the right to request and to check references for a pet.
4. If management denies an application for pet ownership, it shall notify the tenant in writing of the reasons for denial and the tenant’s rights to appeal the decision.
5. Dangerous Dogs or Nuisance Dogs as defined in M.G.L. Ch. 140, Sec. 136A are prohibited and will be removed from the premises pursuant to M.G.L. Ch. 140 Sec. 157.
6. All pets must be licensed and inoculated in compliance with state and local laws and ordinances.
7. All female dogs and cats over the age of six months must be spayed. All male dogs and cats over the age of eight months must be neutered. Residents must present veterinary certificates of spaying and neutering, and all inoculations required by state and local law and ordinances.
8. Dogs must be restrained on a leash, at all times, when outside the owner’s unit. This is a Town ordinance as well as a Bourne Housing Authority Policy.
9. Pet owner will be liable for damage caused by the pet. Charges for damage are to be those actually incurred by management and will include materials and labor. Disputes concerning amount of damages are subject to the grievance process provided for in the Grievance Procedures Policy of the Bourne Housing Authority.
10. Pet owner is responsible for cleaning up after the pet inside the apartment and outside on the grounds of the property. Litter from litter boxes must be wrapped securely and placed in trash barrels. Litter boxes will be kept inside the resident’s unit.
11. No pets are to be tied outside the unit or brought into the Community Room.

12. Pet owner is responsible for assuring that the pet does not annoy other residents by excessive barking, meowing or any other noise made by a pet that may be disturbing to other residents.
13. Pet owner is responsible for providing adequate care, nutrition, flea control and odor control.
14. Pet owner will provide the name, address and telephone number of a pet caretaker who will be responsible for the care of the pet should the owner be unable to do so. Veterinarian's contact information must be provided. If the pet owner is unable to provide the name of a pet caretaker, he/she will make alternative arrangements for pet care in an emergency and will notify management, in writing, of these arrangements. Any temporary caretaker will act in a responsible manner toward care of the pet; however, the pet owner continues to be responsible for any damage done by the pet or any nuisance committed by the pet.
15. The pet owner is responsible for keeping management informed of any changes in the information submitted to management in the above paragraph (#14)
16. A resident will be required to remove the pet from the development if there is annoyance or a threat to health or safety of a resident, as determined by the Executive Director after consultation with the local pet committee or grievance panel. If there is abuse or neglect of the pet, the resident will be required to remove the pet either temporarily or permanently (depending on the situation) by the MSCPA or Animal Control Officer. If resident refuses or neglects to remove the pet, management shall have the right to remove the pet.
17. If the health or safety of a pet is threatened by the death or incapacity of the pet owner, or by factors that render the pet owner unable to care for the pet, the following procedures will be followed. This procedure includes pets which appear to be poorly cared for or which are left unattended for longer than 12 hours. The situation will be reported to the pet caretaker designated by the pet owner. If the pet caretaker is unwilling or unable to care for the pet, or if the BHA, despite reasonable efforts, has been unable to contact the pet caretaker, the BHA will contact the appropriate state or local agency and request removal of the pet.
18. **A Pet Participation payment of \$160.00 or one month's rent, whichever amount is less is required of each pet owner. This amount is payable over a four month period. Resident is not required to pay all of the Pet Participation Payment before acquiring a pet.**
19. This payment will be implemented as a "security deposit". Interest will be paid annually at a rate determined by the bank in which it is deposited.
20. No tenant may pet sit for any pet not registered at the BHA. Visiting pets are not allowed on Bourne Housing Authority properties.
21. Residents are prohibited from feeding or harboring stray or wild animals.

I, _____ certify that I have read and received a copy of the BHA Pet Policy. In addition, I have submitted all of the necessary documentation required for approval by the BHA for pet ownership.

TENANT: _____ DATE _____

BHA: _____ DATE _____

PET RIDER

This Pet Rider to the lease between _____, TENANT and the
Bourne Housing Authority is made part of the lease entered between parties on _____.

1. Both parties have read, agreed to and signed the attached Pet Policy in effect for the development.
2. The Tenant will keep his/her pet in a responsible manner and provide proper care for it as provided in said Pet Policy.
3. In accordance with the Pet Policy, the Tenant will provide the name, address and telephone number in the space provided below, of a pet caretaker who will assume responsibility for the pet should the Tenant become unable or unwilling to care for the pet, including any damages or medical expenses. Tenant will also provide the name, address and telephone number of the veterinarian responsible for the health care of the pet.
4. If Tenant is unable to provide the name of a pet caretaker, he/she will provide details of other arrangements, which have been made for the proper care of the pet.
5. The Tenant agrees to abide by each rule enumerated in the Pet Policy as outlined above, attached hereto and incorporated by reference.
6. Non-compliance of the Pet Policy shall be sufficient cause for termination of the residential lease to which this rider is attached.
7. It is the Tenant's responsibility to update the information listed in Paragraph #3 above.

CARETAKER

Name: _____

Address: _____

Telephone: _____

VETERINARIAN

Name _____

Address: _____

Telephone: _____

Tenant _____ Date _____

BHA _____ Date _____