

**OFFICE USE ONLY**

FORM #: 157

HOUSEHOLD ID:

TICKLER #:

EFFECTIVE DATE:

**FAMILY DEVELOPMENT PET POLICY - LEASE RIDER****A. DEFINITIONS:**

1. **Service and Companion Animals:** Animals approved by the Housing Authority to serve as service or companion animals (animals that assist, support and provide service to persons with disabilities) are not considered pets and generally do not fall under the guidelines of this Pet Policy. Approved service or companion animals shall not be subject to certain provisions of the Pet Policy; for example, the requirement for a Pet Deposit (see below) shall be waived. Other provisions, however, such as the Rules for Pet Care (see below), shall apply equally to service or companion animals as to pets, unless exemptions from any of the requirements have been requested and approved through the Housing Authority's reasonable accommodations procedure. Requests for approval for service or companion animals must be made through the Housing Authority's reasonable accommodation procedure.
2. **Type of allowable Common Household Pets:**
  - (a) Fish confined to an aquarium and/or bowl no larger than 50 gallons in size.
  - (b) Caged birds.
  - (c) Dogs under 18 inches in height, measured at the shoulder and under 25 pounds in weight
  - (d) Domesticated house cats
  - (e) Caged or contained domesticated rodents such as gerbils, hamsters, and/or guinea pigs.
  - (f) Caged or contained reptiles subject to Local, State and Federal laws and the approval of the Area Property Manager.
3. **Numbers of Allowable Common Household Pets:**
  - (a) No more than one animal of any kind in **studio** and **one-bedroom** dwelling units. In units containing **two or more** bedrooms, no more than one animal of any kind.
  - (b) Exception: in very large units (units **at least** 1100 square feet in size) a second animal, compatible with the first, may be allowed.
  - (c) The limits on the number of allowable household pets (listed above) include all caged animals, but exclude aquariums.
4. **Pet Policy:** A refundable pet deposit of \$100.00 for each pet (up to the maximum allowed per unit) is required for any allowable animal other than birds (caged) or fish to cover the potential costs of damage done by the pet(s) to the unit or common areas. For existing pets already approved by KCHA where a lower refundable pet deposit has been paid, no additional deposit will be required. However, if the resident transfers, the increase in deposit will apply.
5. **Pet License:** Registration of dogs or cats eight weeks of age or older in King County with the King County Animal Control Section. Within the city limits of Seattle, Renton, Des Moines, Medina, Newcastle or Normandy Park, licensing procedures are local to the city.
6. **Pet Rider to Tenant Lease:** Written document attached to the lease signed by tenant agreeing to compliance with provisions for pet ownership.
7. **Proof of Inoculations/Spay/Neuter:** Veterinarian written verification of required inoculations against rabies, distemper, parvo virus and written certification of spay/neuter.
8. **Animals Not Allowed:** Animals, including dangerous animals as defined by state and local law, not allowed are defined below:
  - (a) Animals who would be allowed to produce offspring for sale.
  - (b) Wild animals, feral animals and any other animals who are unamenable to routine human handling
  - (c) Animals of species commonly used on farms.
  - (d) Non-human primates.
  - (e) Animals whose climatological needs cannot be met in the unaltered environment of the individual dwelling unit.
  - (f) Pot-bellied pigs.
  - (g) Ferrets.
9. **Local, State and Federal Ordinances Applied:** Where more restrictive, Local, State and Federal laws and ordinances regarding pets supersede King County Housing Authority policy.

**B. PROCEDURES:**

The following procedures are designed to assure that the acquisition and maintenance of pets by residents conform to a set of rules that protect the health and safety of the community, the family and the pet as well as the condition of the property. The pet owner tenant shall be responsible for ensuring that the rights of other tenants to peaceful and quiet enjoyment, health, and/or safety are not infringed upon or diminished by his/her pet's noise, odors, wastes, actions or other nuisance. Resident assumes full responsibility and liability for the pet and agrees to hold the King County Housing Authority harmless from any claims caused by an action or inaction of the pet.

### **C. PLANNING FOR PET OWNERSHIP:**

1. Ask Area Management Office for a copy of the pet policy to be sure your plans for pet ownership fit the requirements.
2. Be sure that you are able to afford the following:
  - (a) Veterinarian inoculations, spaying and/or neutering.
  - (b) Pet license costs.
  - (c) \$100 for pet deposit.
  - (d) Costs of collar, leash (for dogs and cats) and ongoing costs of food and health care.
  - (e) Costs of photographing your pet for housing records.
3. Be sure that you have planned for adequate care of the pet.

### **D. PROCEDURE FOR PET OWNERSHIP:**

1. Prior to bringing the animal to your unit to live, you must consult with the Area Management office to be sure that the proposed pet meets the requirements for pet ownership.
2. Complete the pet rider for your lease and provide a \$100 refundable deposit for each pet up to the maximum allowed per unit (see Definitions Section, above).
3. Provide the records for veterinarian verification of inoculations and spaying and neutering, proof of licensing, and a photograph of the pet, excluding fish.
4. When the required documentation has been provided, and the Area Property Manager has approved the pet ownership, the pet may be brought to the home.

### **E. RULES FOR PET CARE:**

1. The tenant shall be responsible for proper care of the pet, including but not limited to, good nutrition, grooming, routine veterinary care, flea control, yearly inoculations and compliance with all applicable State, Federal and local statutes, ordinances, rules and regulations, and anti-cruelty laws and regulations.
2. The tenant shall keep the unit and surrounding areas free of pet odors, insect infestation, waste and litter related to their pet and maintain the unit in sanitary condition at all times.
3. The tenant shall be responsible for cleanup after their pet anywhere on Housing Authority property including carrying a "pooper scooper" and/or disposable plastic bag anytime the pet is outside the apartment. Residents owning cats shall maintain waterproof litter boxes for cat waste. Refuse from litter boxes shall not accumulate or become unsightly or unsanitary. Litter shall be disposed of in an appropriate manner. Pet waste shall be bagged and disposed of in the appropriate trash receptacles. Pet waste or pet litter shall not be deposited in the toilet.
4. The tenant shall keep his/her pet inside the unit at all times except for transportation on and off King County Housing Authority property, walks with dogs, and tethering. When outside the unit, dogs must be accompanied by their owner and restrained with a leash or tethered properly. Pets may be tethered within the tenant's yard or patio after 4 p.m. when tenant is home. Tethering is permitted only in such a manner as to not cause erosion. No "runs" are permitted. Other pets shall be in suitable portable cages when outside the unit.
5. Dogs and cats shall wear a collar with a current pet license.
6. Pets shall not be released or tied in common areas. With the exception of assisted animals, no pets shall be allowed in the community room, community room kitchen, laundry rooms, public bathrooms, lobby, beauty shop or office in any of our sites.
7. Pets shall be properly housed inside the dwelling unit at night (between 10:00 p.m. and 8:00 a.m.) unless accompanied by the owner and not allowed to annoy other residents by barking, howling, etc. at anytime of the day or night.
8. The pet will be removed when the tenant vacates and will not be left on the property or premises.
9. The tenant shall pay promptly, upon receipt of a bill, for all materials and/or labor for repair of any damage caused by his/her pet(s).
10. No pet is to remain unattended, without proper care, for more than 24 hours. The tenant shall designate an emergency contact on the "Pet Rider to the Lease" that can tend to the pet if the tenant is unable to do so. In instances where a pet appears to have been abandoned for more than 24 hours and an emergency contact cannot be located, the Management shall report the matter to the King County Animal Control for its removal. Management will enter the unit as in an emergency, to rescue the animal.
11. In the event of a pet's death, the tenant shall be responsible for disposing of pet remains in accordance with Federal, State, and or local laws, rules or regulations.

### **F. VISITING PETS/PETS THAT ARE TEMPORARILY CARED FOR:**

1. Visiting pets are subject to the above rules, except for the requirement of a deposit and picture, or , if the resident is provided an exemption due to a reasonable accommodation.
2. Pets that are temporarily being cared for will also be subject to the pet policy rules. Residents who plan to temporarily care for a pet belonging to someone else must alert the office of the care, and the time period the animal will be with them. Care for the animal is limited to no more than seven days every three months.
3. Residents are expressly prohibited from feeding or harboring stray animals. The feeding or harboring of a stray animal shall constitute having a pet without the approval of the Housing Authority and shall constitute a lease violation. Animal Control should be contacted in the event of a stray or dangerous animal.

**G. RULES FOR PET CARE:**

Violations of the pet policy constitute a violation of the lease agreement. When the Pet Policy Rider to the lease is signed, the tenant agrees to follow the rules listed in the Rider. Violation of these rules will result in possible removal of the pet, notice to the tenant and possible eviction.

Do you, or anyone in your household own a pet, companion animal or service animal?

**If "Yes", TENANT TO COMPLETE ALL FIELDS:**

|  |   |  |
|--|---|--|
| _____<br>Name of Pet                         | _____<br>Type of Pet                                    |  |
| _____<br>Breed of Pet                        | _____<br>Color of Pet                                   |  |
| _____<br>License/Registration Number         | _____<br>Spay/Neuter Date                               |  |
| _____<br>Emergency Pet Contact Name          | _____<br>Emergency Pet Contact Phone                    |  |
| <input type="checkbox"/> Attach Photo of Pet | <input type="checkbox"/> Attach Spay/Neuter Certificate | <input type="checkbox"/> Attach Vaccine Record |

**ACKNOWLEDGEMENTS:**

I/We understand that by signing this Pet Policy I/we agree to adhere to the Housing Authorities rules and Regulations for responsible pet ownership . I/We also understand that any violation of this Pet Policy could result in our pet being removed from the unit as well as seriously jeopardize our tenancy with the Housing Authority.

|   |               |
|---|---------------|
| _____<br>Tenant's Signature               | _____<br>Date |
| _____<br>Tenant's Signature               | _____<br>Date |
| _____<br>Housing Authority Rep. Signature | _____<br>Date |