

LIVONIA HOUSING COMMISSION

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PET POLICY SUMMARY
Livonia Housing Commission
Projects Michigan 55-1, 55-2, 55-4
Silver Village, Newburgh Village, CDBG Scattered Sites

The Livonia Housing Commission (LHC) at their August 24, 2000 meeting adopted a Pet Policy for Low Rent Projects Michigan 55-1, 55-2 (elderly), and 55-4 (family). The Policy was developed after consultation with the Agency Plan Resident Advisory Board, Board of Commissioners and LHC staff. The LHC updated the existing Pet Policy for elderly projects 55-1 and 55-2 and developed the amended policy which included family housing in conformance with Section 526 of the Quality Housing and Work Responsibility Act of 1998 and the HUD Pet Policy Final Rule dated July 10, 2000.

On May 21, 2020, the LHC updated the existing Pet Policy to include additional City Owned Senior Housing properties, Silver Village and Newburgh Village, as well as, City Owned Family Housing Scattered Sites (CDBG).

The LHC Pet Policy contains the following key policies and procedures:

- A. Residents requesting consideration for pet ownership will be required to submit an application form and pay a **\$25.00** non-refundable fee for processing. Residents must have a previous record of good housekeeping practices and be current in rental payments, including utilities and appropriate charges.
- B. Residents are limited to one pet per dwelling apartment with the exception of fish, which shall be limited to tank size. The pet (excluding fish) must be licensed, vaccinated, and kept in accordance with State and Local laws. The pet shall not weigh more than 20 pounds in adult weight.
- C. Resident shall place a refundable deposit with the LHC in the amount which equals 50% of Tenant's rent over and above the Security Deposit. (In no event shall this security deposit exceed one- and one-half months Tenant rent). This does not apply to residents who already paid a security deposit equal to one- and one-half months' rent at move in. Scattered Site Family Housing Residents shall also pay an on-going monthly fee of \$10.00 to cover the costs of administering the Pet Policy.
- D. Residents shall provide appropriate responsible persons that will be available to address the needs of the pet should the Resident unexpectedly vacate the apartment. The LHC has the authority to board the pet and charge the Resident reasonable costs.



- E. Pets are prohibited from community rooms, laundry areas, lobbies, meeting rooms and management offices.
- F. Visiting pets are prohibited
- G. The Policy contains a section to address Resident need for assistive animals.
- H. Security Deposits will be returned at move out according to the executed lease agreement.

The Policy shall be reviewed annually by the LHC, Resident Advisory Board and public housing residents to assure the Policy is reasonable and meets the needs of residents and the LHC.

PET AGREEMENT
Livonia Housing Commission

In compliance with Section 227 of Title II of the Housing and Urban Renewal Recovery Act of 1983, the Livonia Housing Commission will permit residents of housing projects, built exclusively for occupancy by the elderly and handicapped/disabled to own and keep common household pets in the apartments. In addition to this, the Livonia Housing Commission will permit residents of single-family scattered site housing units to own and keep common household pets in the homes.

COMMON HOUSEHOLD PETS ARE DEFINED AS FOLLOWS:

- A. BIRD – Including Canary, Parakeet, Finch, and other species that are normally kept caged; birds of prey are not permitted.
 - B. FISH – In tanks or aquariums, not to exceed 20 gallons in capacity; poisonous or dangerous fish are not permitted.
 - C. DOG – An average size male or female, docile dog (which denotes small to medium in size – not to exceed 20 pounds and cannot be fierce or vicious).
 - D. CATS – Male and female cat must be neutered or spayed. Cats must have scratching post.
1. At no time will the LHC approve exotic pets, such as snakes, monkeys, game pets, etc.
 2. Only one pet of any type will be allowed per household, except for fish, which shall be limited to tank size.
 3. No guest, including family, will be permitted to bring pets onto the premises.
 - a. Residents are not permitted to PET SIT or HOUSE a pet without fully complying with this Policy.
 4. All pets must be restrained and under owner's / attendee's control when not in owner's apartment. Dogs leashed, cats in carriers.
 5. All birds must be provided with and kept in a cage when outside of Resident's apartment.
 6. All fur bearing pets must always wear flea collars or participate in a monthly flea preventative program. Verification of flea prevention shall be required. This rule must be adhered to for the protection of non-pet owning residents.
 7. Dogs and cats shall not be permitted to excrete anywhere in the building other than cats using a litter box in Resident's apartment. Pet owner shall be responsible for immediately removing feces dropped anywhere in the building or on the grounds.
 - a. Waste must be placed in a plastic bag, tied securely, and deposited in outside dumpster or designated waste containers. Poorly disposed of waste will not be tolerated.

- b. Tenants owning a cat must provide a litter box for their cat and it should and must be cleaned daily, disposing of feces in the proper manner. AT NO TIME SHOULD CAT LITTER BE FLUSHED DOWN THE TOILET.
 - c. Failure to comply with waste removal in a proper manner, Tenant and/or pet owner shall be subject to a separate service charge of not to exceed five dollars (\$5.00) per occurrence.
8. The Livonia Housing Commission has designated areas at McNamara Towers senior housing community for "Pet Runs". These areas are the only outside area on the premises any pet is permitted. No pets are permitted in any other common area at any time.
9. No pet shall be tied up or left unattended on the outside of the building(s) at any housing properties.
10. No dog houses will be allowed by the LHC
11. At no time will pets be allowed in lobbies or other common areas except when entering or leaving the building.
12. All apartments with pets will be inspected annually. Apartments with pets must be kept free of pet odors and maintained in a clean and sanitary manner. Failure to comply is a lease violation.
13. If a pet poses a nuisance, such as excessive noise, barking, or whining, which disrupts the peace of the apartment community, or other homes in the area, pet owner will be notified and will be required to resolve the issue causing the excessive noise, barking, or whining. If nuisance continues, pet owner will be required to remove the pet from the premises within 30 days.
14. Every pet must be registered annually with the LHC's Management office. Registration requires the following:
 - a. Proof of current license
 - b. Proof of inoculations (as required by veterinarian)
 - c. Identification tag
 - d. Proof of neutering or spaying
 - e. photograph of pet (no smaller than 3x5)
15. Every dog/cat must wear a City Animal License tag, a valid rabies tag, and a tag bearing the owner's name, address, and phone number.
16. Before acquiring a pet, the owner must have on file with the LHC, a notarized statement naming the person(s) accepting responsibility for the care of their pet in case of absence for more than one day.

- a. Pet owner agrees to immediately remove, or allow the LHC management to remove, any pet within the scope of this Policy, for improper maintenance, at the Resident's expense.

17. Violation of the LHC Pet Policy will be grounds for termination of this Lease.

18. At no time shall pets be allowed in the transportation vehicle.

19. Pet owner agrees to pay a deposit to the Commission in an amount which equals 50% of applicable tenant's rent over and above the "Security Deposit" which is to be used as collateral in case of damage to the apartment or Commission property. This does not apply to residents who already paid a security deposit equal to one- and one-half months' rent at move in. The deposit is refundable if no damage occurs as determined by the Commission's move-out inspection. (In no event shall security deposits exceed one- and one-half months tenant rent).

I have reviewed and understand the above regulations and agree to pay a pet deposit of \$ _____ and conform to the above regulations. I understand that violation of the rules will result in a requirement to permanently remove the pet from the unit in 30 days or vacate the dwelling unit.

Name (please print)

Address

Signature

Date

Livonia Housing Commission Representative

Date

Approved by Livonia Housing Commission Resolution #27-87
Amended by Livonia Housing Commission Resolution #42-10
Amended by Livonia Housing Commission Resolution #9-12
Amended by Livonia Housing Commission Resolution #12-20

Emergency Caregiver for Pet

Name of Person to care for my pet in case of illness or absence from my home:

Name _____

Address _____

Telephone Number Daytime _____
Home and/or cell

Evening _____
Home and/or cell

Resident

Date

Signature of person accepting responsibility for care of pet

Date

Signature of Notary, Seal & Date

If the above-named person changes their name, address or telephone number/or you decide to have another person care for your pet in case of illness/absence, please notify the Housing Commission/Authority Management Office Immediately.

The Livonia Housing Commission accepts no responsibility or liability for any pet left unattended, mistreated, etc.

The Livonia Housing Commission accepts no responsibility or liability for the pet if we have to it removed from the premises for any reason.

The Board of Commissioners reviewed the revised Pet Policy which governs pet ownership in federal public housing. The Executive Director reported a need to expand the Pet Policy to City Owned Senior Properties Silver Village and Newburgh Village, as well as, City Owned Family Scattered Sites (CDBG). Silver Village and Newburgh Village currently have “No Pet” Policies in place and the City Owned Family Scattered Sites (CDBG) is not clearly defined in the current policy. The Board reviewed the proposed pet policy amendment and:

Resolved #12-20

“that after having reviewed and discussed the Livonia Housing Commission Pet Policy and after having discussed the purpose and benefits of expanding the pet policy to include City Owned Senior Properties Silver Village and Newburgh Village, as well as, City Owned Family Scattered Sites (CDBG), the Board of Commissioners approves the amended Livonia Housing Commission Pet Policy to include Silver Village, Newburgh Village, and CDBG Scattered Sites.”

Motion By: Brian Scott

Seconded By: Carl Deal

Roll Call:	Ayes	Nays	Absent
	Dale Moser		Eleanor Malone
	Carl Deal		
	Brian Scott		