

LEECH LAKE HOUSING AUTHORITY

PET POLICY

The purpose of this policy is to establish procedures for the Leech Lake Housing Authority and tenants regarding pets.

OVERVIEW

APPROVAL: Tenants must have prior written approval of the Housing Authority before moving a pet into their unit. Tenants must fill out an **Authorization of Pet Ownership Form** that must be fully completed before the Housing Authority approves the request. Once the Authorization of Pet Ownership Form has been completed and approved, the Housing Authority will file in the tenants file and on the HDS System under their tenant information.

PETS PERMITTED:

- **Dog-maximum number: 1**
- **Cat-maximum number: 1**

NON-REFUNDABLE FEE

A fee in the amount of \$50.00 shall be paid annually starting May 1, 2025. The fee shall be paid in full prior to having the pet in the rental unit. **(5) five Installment payments will be accepted per year**

RULES & REGULATIONS

- a) A pet deposit of \$50.00 is required before allowing a pet to reside in the unit and will be required on an annual basis. _____ Initials.
- b) The pet policy and the right of ownership shall be subject to a pet review by the Housing Authority upon every annual recertification.
- c) Tenants agree to register the dog or cat with LLPD/ Animal Control and provide LLHA with the registration numbers assigned by the LLPD/Animal Control. The registration must include vaccination records and any report of dangerous behavior by the animal.
- d) Any new animals after May 1, 2025, must be chipped
- e) A pet owner shall physically control or confine his/her pet during the times when Housing Authority Employees, agents of the Housing Authority or others must enter the pet owner's unit to conduct business, provide services, enforce lease terms, etc.
- f) If the tenant is absent from the rental unit for more than twelve (12) hours, the pet must be removed from the premises.
- g) Only tenant's pets are allowed in the unit. Caring for the fostering of another person's pet is not allowed.
- h) The lease holder will be held responsible for any damage or injuries that may occur as a result of their pets running loose. _____ Initials.
- i) Any tenant that keeps on the premises more than one dog or cat, any dangerous or potentially dangerous animal, or who allows their pets to run loose, will be subject to a lease termination.
- j) Tenants agree to keep their pets under control at all times so that they don't disturb other tenants and their guests. This includes common areas such as parks, roadways, and playground areas.
- k) When not on a leash, all animals must be tied up outdoors. _____ Initials
- l) The pet and its living quarters must be maintained in a manner to prevent odors and any other unsanitary conditions in the owner's unit and surrounding areas.
- m) Tenants must agree to clean up after their pets, both inside and outside of their unit. Any urine or feces inside the unit will be an immediate lease violation. Excessive outdoor excrement will result in a warning and then a lease violation if not corrected. Tenants will have One (1) day to remedy the situation.
- n) Pet approval is conditional upon the tenant continued compliance with the terms of the lease agreement. Management retains the right to require the tenant to remove the pet from the property or terminate the tenancy in the event of a serious or repeated violation of this subpart.
- o) Repeated complaints by neighbors or the Housing Authority regarding pets disturbing the peace of neighbors through noise, animal waste or other nuisance, may result in the owners having to remove the pet or move him/herself.
- p) The subpart may be amended or altered through a lease addendum. Management will have the right to amend the rules by giving tenants thirty (30) days' written notice before requiring compliance therewith.
- q) All damage done to the yards from digging etc. will be immediately corrected by the tenant.

ANIMAL BITES

The pet owner must report all animal bites to LLPD Animal Control and Housing Authority immediately of the occurrence. Should a pet bite a person the pet must be isolated with the LLPD Animal Control for ten (10) days for rabies observation at the owner's expense or at the discretion of the police officer/LLDP animal control.

- a) The Housing Authority or LLPD Animal Control Officer can require the removal of any pet from a unit, if the pet's conduct or condition is determined to be a nuisance or threat to the health or safety of other occupants or other persons in the community where the unit is in.

PROCEDURES WHEN PET RULES ARE VIOLATED

If the Housing Authority determines on the basis of clear evidence, and supported by written statements, that a pet owner has violated a pet rule, the Housing Authority may serve a written notice of pet rule violation to the pet owner.

- 1) 1st Violation, the notice must contain the pet rule(s) that was alleged to have been violated and allow the tenant to have 10 days to respond and correct the violation.
- 2) 2nd Violation, the tenant and occupancy specialist will have a meeting regarding the violation (s) that have occurred. Which the meeting may or may not allow the tenant to have additional time to correct the pet violation.
- 3) 3rd Violation: Notice to remove the pet, the Housing Authority may issue a notice for the removal of a pet if the pet owner and Housing Authority are unable to resolve the pet rule violation or it is determined that the pet owner has failed to correct the pet rule violation.
- 4) If the pet owner has failed to remove the pet or correct a pet rule violation within the applicable time period and the pet rule violation is sufficient to begin procedures to terminate the tenancy under the terms of the lease and regulations.

TENANT SIGNATURE: _____ DATE: _____

LLHA STAFF MEMBER: _____ DATE: _____

AUTHORIZATION OF PET OWNER FORM

TENANT NAME: _____ DATE: _____

REGISTRATION NUMBER: _____

DOG OR CAT NAME: _____

THE BREED OF PET: _____

DEPOSIT PAID: \$ _____ DATE: _____

I have read all of the Dog/Cat Policy and agree to the rules & regulations. I do understand that my lease could be terminated if I do not follow this policy.

SIGNATURE OF TENANT: _____

SIGNATURE OF LLHA STAFF MEMBER: _____



CERTIFICATION

Hereby certify that the LLBO Housing Authority adopted the
LLHA Pet POLICY by a vote 5 for, 0 and 0 silent at the Leech Lake Housing
Authority Board of Commissioners regular meeting held on 5-01-25

in

Ball Club Minnesota.

A quorum being present.

Terri Finn

Terri Finn, Chairperson

5-15-25

Date

Michael Reyes

Michael Reyes, Secretary/ Treasurer

5-15-25

Date