

SAMPLE
“COMMUNITY NAME”
POLICY RESOLUTION NO. _____
PET POLICIES

Rules and Regulations Regarding Pets

WHEREAS, Article “X”, Section “X” of the Bylaws states that “The Board of Directors shall have all of the powers and duties necessary for the administration of the affairs of the Unit Owners Association and may do all such acts and things as are by the Condominium Act or the Condominium Instruments required to be exercised and done by the Unit Owners Association;” and

WHEREAS, for the health, safety, welfare, comfort, and convenience of all Owners, the Board wishes to establish additional regulations for the keeping of pets at the condominium;

NOW, THEREFORE, BE IT RESOLVED THAT the following pet policies be adopted by the Board:

I. GENERAL PET GUIDELINES

A. Pet Categories. Pets shall be categorized as follows:

1. Ordinary Domestic Pets shall include dogs, cats, caged domesticated birds, hamsters, gerbils, and guinea pigs, aquarium fish, small turtles and tortoises, domesticated rabbits, rats, and mice, and creatures normally maintained in a terrarium or aquarium, including small size pet reptiles. All Ordinary Domestic Pets are permitted, subject to the guidelines in this Resolution.
2. Unusual Animals shall include, without limitation, those animals not generally maintained as pets including any anthropoids, felines other than domesticated cats, canines other than domesticated dogs, rodents, mammals, insects, birds other than domesticated birds, and other creatures other than those listed in Subsection 1 above, or not maintained in a terrarium or aquarium. Unusual Animals are prohibited.

B. Number of Pets. Two pets, each weighing forty-five (45) pounds or less at full growth, shall be permitted per unit. The only exception to this rule may be made in the case of service animals upon approval of the Board of Directors. No other exceptions to the 45 lb weight limit per pet will be considered.

C. Any Pet Owner who keeps or maintains any pet upon any portion of the Property shall be deemed to have indemnified and agreed to hold the Association, each unit owner and the Managing Agent free and harmless from any loss, claim or liability of any kind of character whatever arising by any reason of keeping or maintaining such pet within the Condominium.

II. REQUIREMENTS AND RESTRICTIONS

A. All pets which may leave the unit must be registered with the Association Office for an annual registration fee of "\$X.XX". The fee is payable for the full calendar year. This fee is due and payable in January of each calendar year. Move-ins or pets acquired during the calendar year will be pro-rated at a rate of "\$X.XX"/per month per pet.

Owners or owners with tenants that do not register their pets prior to MONTH & DATE are subject to an additional \$X.XX late registration fee.

The pet registration form is available through the management office or can be obtained online via the "Community name" website at www.XXXXXXX.com – All Files & Documents/Governing Documents/Pet Registration Form. The completed pet registration form, statement from the owner's veterinarian as noted below in (B), and the \$XXX.XX pet registration fee should be dropped off at the management office for processing.

- B. Pet registration requirements include a statement from the pet owner's veterinarian indicating the pet's weight at full growth, proof of rabies vaccination, a "PooPrints" DNA cheek swab and "XXX" County Tag Number (dogs only). DNA samples will be maintained in the BioPet Vet Lab World Pet Registry (WPR), Knoxville, Tennessee and available to the property manager.
- C. All pets must have and display, as appropriate, evidence of all required registrations and inoculations; including the DNA pet registration tag and the "community name" tag which is obtained from the management office at the time the pet is registered. Note: pet registration is required whether the pet is living in the building, visiting for extended time intervals (beyond one week), and/or pet sitting is being provided for extended time intervals.
- D. Pets shall not be permitted upon the Common Elements of the Condominium unless accompanied and under the control of the pet owner or other responsible person. When in common areas, including in all elevators and hallways, pets must be leashed or caged.
- E. Pets shall not be permitted in the Clubhouse i.e. the area of the building including but not limited to the restrooms, Recharge Room, Imagine Room, Media Room, Think Room, Game Room, or Fitness Room; except for service animals.
- F. Because of health regulations, PETS ARE FORBIDDEN in or around the pool area.
- G. Pets must only be walked in pet walk areas around the outer perimeter of the building. Walking pets in the Courtyard is strictly prohibited. Pet exercising or defecating in the Courtyard is subject to assessment of a fine as stated in (Q) below.
- H. Pet owners are responsible for the immediate removal and proper disposal of animal waste from pet walk areas as well as on all portions of the property, including the premises, for sanitary purposes and in line with the "XXXXX" County provisions.
- I. Pet owners are responsible for any property damage, injury or disturbances their pet may cause or inflict.

- J. All pet owners are required to maintain an acceptable noise level in regard to their pet(s) so as not to disturb other residents.
- K. Pets shall not be left unattended outside the unit, including limited common element balconies and patios.
- L. No pet may be leashed to any stationary object on the Common Elements.
- M. Pets shall not be tied to anything outside or left unattended on the balcony/patio at any time.
- N. Pet owners shall not feed pets other than their own, unless permission has been obtained from the pet owner.
- O. No pet owner shall inflict or cause cruelty in connection with any pet.
- P. Commercial breeding of pets or animals within the Condominium is prohibited.
- Q. Any reported incident of non-compliance or DNA evidence leading to a violation of the rules and regulations stated in this resolution will result in a \$XX.XX fine for any first time offense; fines will double for each repeated offense i.e. second time offenders will be charged \$XX.XX; and third time offenders will be charged \$XXX.XX up to \$XXX.XX the maximum permitted by law.

III. NUISANCES

The following shall be grounds for complaint and finding of a community nuisance:

- A. Pets running at large.
- B. Pets damaging, soiling, defecating on or defiling any private property (other than that of such pet's owner) or the Common Elements unless immediately remedied.
- C. Pets causing unsanitary, dangerous, or offensive conditions;
- D. Pets making or causing noises of sufficient volume to interfere with other residents' rest or peaceful enjoyment of the Property. Noise from a constantly barking dog should be reported to management for follow-up and action.
- E. Causing or allowing any pet to molest, attack, or otherwise interfere with the reasonable freedom of movement of persons on the Common Elements, to chase vehicles, to attack other pets, or to create a disturbance in any other way, including scaring other residents. Vicious animals are strictly prohibited.
- F. Using a vehicle as a kennel or cage.
- G. Such other behavior as the Board determines creates a nuisance.

IV. PROCEDURES FOR SOLVING PET PROBLEMS

Any Owner concerned with a pet-related problem should do the following:

- A. Attempt to arrive at a solution to the problem with the pet owner in a courteous and helpful manner.
- B. If personal attempts at a solution fail, then a written complaint should be filed with the Managing Agent at the Association office. The complaint should document the problem as thoroughly as possible. Documentation should include identification of the pet(s) involved, identification of the owner of the pet, a complete description of the problem or disturbance, and dates and times of disturbances (whenever possible) as well as a brief description of informal attempts to solve the problem.
- C. The Managing Agent will first attempt to obtain an informal solution to the problem. If such a solution is not possible, the Managing Agent will refer the matter to the Board of Directors or Covenants Committee, which may initiate enforcement action in accordance with the provisions hereof. The Association may take legal action to have the offending pet removed upon ten (10) days written notice from the Board of Directors, without convening a hearing or complying with the due process procedures that may be promulgated by the Board of Directors. Such written notice will also allow the owner to apply for a hearing regarding the alleged violation prior to removal of the pet from the property.
- D. Suspected stray pets should be reported to the [REDACTED] County Animal Control (for possible identification) prior to contacting the Association office.
- E. All bites, attacks by pets, or diseased animals should be reported to both [REDACTED] County Animal Control and to the Association office.
- F. Penalties for violation of applicable local ordinances may be enforced by the locality without regard to any remedies pursued by the Association.
- G. In the event of emergency (such as, but not limited to, threat posed to the life or health of a person, other pet, or property) only, the parties involved may take any actions deemed prudent to resolve the emergency without regard to the above procedures. A written report should be made to the Association.

EXHIBIT A
“Community Name”
Pet Registration Form

Unit Address: _____

Resident Name: _____

Cellular Phone #: _____ Home Phone #: _____

Work Phone #: _____ Email Address: _____

Type of Pet (dog, cat) _____

Pet Name: _____

Breed (if applicable): _____

Color or Marking: _____

Weight _____

Gender _____

Fairfax County Tag Number (dogs only): _____

Type of Pet (dog, cat) _____

Pet Name: _____

Breed (if applicable): _____

Color or Marking: _____

Weight _____

Gender _____

_____ County Tag Number (dogs only): _____

**** Applications for cats and dogs must include proof of rabies vaccination.**

I hereby certify my understanding and willingness to comply with the provisions of the
“Community Name” Policy Resolution No. “X” Pet Policies.

Signature

Date

**“Community Name”
RESOLUTIONS ACTION RECORD**

Resolution Type _____ Policy _____ No. _____

Pertaining to: Rules and Regulations Regarding Pets

Duly adopted at a meeting of the Board of Directors of the “Community name” Condominium, held “date”.

Motion by: _____ Seconded by: _____

Officer	Title	Yes	No	Abstain	Absent
	President				
	Vice President				
	Treasurer				
	Secretary				
	Director				
	Director				
	Director				

ATTEST:

Secretary

Date

Resolution Effective, _____ “Date” _____