

In this policy pets refers to any animal residing in a townhouse or belonging to a Member/occupant/guest of this Cooperative. Provisions of this policy, also pertains to any Member with a Cooperative owned privacy fence.

Members who have pets are 100% responsible for their pet's behavior inside the townhouse and outside the townhouse. Pets cannot interfere with the peaceful enjoyment of neighbors and/or the Cooperative.

- The policy covers all animals including all mammals, rodents, reptiles, amphibians, birds and fish.
- All Pets shall be inoculated and licensed in accordance with State, County, and City law.
- All dogs must be registered with the Office. The registration process shall require documentation of current licensing, proof of rabies shots and a photo of the dog(s). If any pet is found to not be registered, the Member will be considered in violation of the policy and be required to immediately and permanently remove the pet from the townhouse. Violation of this provision could result in the issuance of a 30-day Notice to Vacate.

#### **FECES**

- All feces must be picked up immediately (upon bringing your pet into the townhouse) and disposed of properly. This includes when walking the dog, when the dog is chained outside of the townhouse, as well as within the townhouse.
- Initial disposal may be put in a water proof container (5 gallons or less); The container must be kept at the back porch next to the building. The container must be emptied once a week to prevent any odors. Any other type of container will not be acceptable.
- Any feces found in a Member's yard area or an unacceptable container will be picked up by Highlands' personnel and disposed of. Refer to the Charge List Policy for appropriate fines based on the number of previous offenses.
- Charges will be determined based on dates of the previous offenses.

#### **LEASHING AND CHAINING**

- When walking the pet, the pet must be on a leash. Voice control or electronic "controls" are not recognized, as appropriate, by this policy.
- When letting the pet outside of the townhouse, it shall be restrained by a leash or chain no longer than ten (10) feet; the chain shall not be allowed to intrude in the neighbor's yard area and if it does it must be shortened to keep the pet within the Member's yard area. A Member's yard area is defined by the width of the townhouse walls "extended" straight out no further than ten (10) feet. The leash

or chain shall be attached to an appropriate stake; the stake cannot be more than one (1) foot from the building. When the leash or chain is not in use, it should be gathered at the stake. Leashes and chains cannot be run under the storm door or entry door. Any damage to the door or weatherstrip will be a charge to the member.

- Any leashes or chains left in the yard on mow days will be collected by the on-site staff member and brought to the Office. The Member will be required to come to the Office to get them back. Leashes and chains will only be held for 7 days and then disposed of.
- If a Member has a deck or patio, the leash must be less than one foot from the front of the deck or patio.
- Pets shall not be allowed to be chained or tied in the front yard unless the Member is outside with the pet. No chains or leashes can be left out in the front yard area when not in use.
- The pet cannot be left outside if no one is home nor left outside unattended for more than fifteen (15) minutes.

#### OTHER

- Even though “Farm animals” are permitted in the City of Lansing. Farm animals are not permitted on the property of Highlands Cooperative, i.e., chickens, roosters, ducks, pigs, etc.
- The pet shall not be allowed to make noise from the townhouse or outside the townhouse that disturbs the peaceful enjoyment of other Members.
- No exterior pet facilities are allowed such as cages, fencing, houses, etc.
- Exercise Pens are allowed under the following conditions:
  - Must be set up in the back of the townhouse.
  - Must be set up in Member’s theoretical property boundaries.
  - Can only be set up while pets are in the pen.
  - Members must be outside at all times supervising while the pen is set up.
  - Pens can be stored in the back of the townhouse, unassembled, on a maintenance strip, patio, or deck.
- Fish tanks of 30 gallons or more are allowed but must be in the basement.
- Any damage caused to the interior of the townhouse or outside the townhouse is the Member’s responsibility (this includes the lawn area).
- The townhouse should not have a smell or stench of pet feces and/or urine.
- Townhouses must be free of feces at all times unless in a litter box or on potty pads.
- Litter boxes must be free of excessive deposits and cleaned frequently and properly disposed of to prevent odor.
- Potty pads should be properly disposed of once soiled to prevent odor.

- The treatment for fleas and other animal pests to the interior or exterior of the townhouse is the Member's responsibility.
- It is prohibited to feed or water the pet while the pet is outside, if the pet is not in constant visual supervision.
- Any other problems with pets that are not enumerated in this policy shall be addressed by the Cooperative as necessary.

**WRITTEN COMPLAINTS/VIOLATIONS**

- Complaints are information put in writing or emailed by a Member(s)/occupants or on-site staff. When received, management will issue a letter to the offending Member. Photos or videos are very helpful.
- Dog feces pick-up and/or lawn damage notices are issued on a door tag. The door tag is issued by the Cooperative management, maintenance, or grounds personnel. The door tag will be left at the townhouse.
- Three complaints and/or violations within a 12-month period could result in management issuing a thirty (30) day notice to terminate the membership to the Member. The Member shall meet with the Board of Directors to make a determination if the pet is to be removed from the Cooperative.
- Repeated violations of the policy could result in the pet being removed from the townhouse and no further pets being allowed.
- Any aggressive behavior that could or did result in injury to another person/pet (verified by Ingham County Animal Control) will be grounds for immediate permanent removal of the pet from the townhouse. Members will no longer be allowed to have a pet without approval from the Board of Directors. Violation of this provision could result in immediate issuance of a 30-day Notice to Vacate.

**MEMBER INDEMNIFICATION**

The Member shall assume all risk concerning the care and maintenance of their pet. The Member shall indemnify the Cooperative, Board of Directors, employees and the management company against any loss, damage, or expense resulting from personal injury or damage to or loss of property, misuse in any manner by their pet and against any loss, damage, or expense resulting in/from injury to any person/pet or any property (Member or Cooperative).