

Housing Authority of the Town of Glastonbury  
Welles Village

**RULES AND REGULATIONS**

The following Rules and Regulations are issued and are by definition a part of the Dwelling Lease (Section 24).

1. Automobiles - Automobiles and/or motorcycles are to be parked in the driveway specifically reserved for the respective unit, or that portion of a shared driveway. Cars shall not be parked on the grass, sidewalks or other unauthorized locations. Untagged/unregistered motor vehicles, as well as vehicles not owned by a member of the household but on GHA property will be ticketed and may be moved or towed away at the owner's expense. The housing authority shall not be responsible for any vehicle or its contents. Auto repair work IS NOT ALLOWED anywhere on housing authority property.
2. Alterations-Additions-Modifications-Accommodations - No additions/alterations to the dwelling units are to be carried out by Tenants without the written permission of management. Tenants and guests are not permitted to do anything which will cause damage to the walls, ceilings, doors or fittings (drilling holes in walls, wallpaper, contact paper, etc.). When hanging pictures use paste or adhesive type hooks only. Modifications and Reasonable Accommodations may be approved in accordance with the section 504 policy of the housing authority.
3. Antenna-Aerials - No outdoor aerials will be installed and Tenants shall not make any connection to any master antenna system.
4. Basements - The basement is not an extension of the Tenant's living quarters, but a mechanical room for the use of the maintenance department, and any occupancy therein is prohibited. Tenants may store items in the basement, subject to the following conditions: 1) Nothing is stored within three (3) feet of the boiler and/or the hot water heater, 2) a clear path is maintained at all times between the basement entrance door and the electrical panel, 3) the sump pump pit is accessible at all times, and is not covered over by any furniture, carpeting or other objects, and 4) any items stored by the Tenant in the basement shall be at the Tenant's own risk for any damages, including but not limited to, mold, mildew and water damage.
5. Children - Tenant shall be responsible for the acts of children who are authorized to reside and/or are guests on housing authority property. Tenant will be charged the costs to repair any damages caused by children who are authorized to reside and/or are guests on housing authority property. All minor children residing in Welles Village are subject to local curfew that mandates that all youths under the age of 18 be off the streets and inside after 10 p.m..
6. Conduct - Tenant's household members, visitors, and guests shall conduct their activities in and around the buildings in a manner so as not to interfere with the rights, comforts, and conveniences of other housing authority residents. This includes, but is not limited to, any disturbances, breaches of peace, obstruction of streets and sidewalks, vandalism, excessive noise or noxious odors.
7. Damage Repairs - Tenants shall be charged for any repairs carried out in their dwelling units, or other housing authority property other than normal wear and tear caused by the Tenant, Tenant's household members, visitors, guests, or any other person under Tenant's control.
8. Damage-Hazards-Dangerous Conditions-Injury-Reporting - Any Tenant or Tenant's household member, visitor, or guest shall report any damage, hazards, dangerous conditions or injury to housing authority property or a condition which may cause injury, to the Management office or such other place as the housing authority may designate as soon as possible but in any event within fourteen (14) days. Failure to report as set forth above will constitute grounds for denying any claim of injury, expense, claim for abatement, or request for transfer.
9. Drugs and Alcohol - No alcoholic beverages are allowed anywhere on the management premises as defined in item 15. Illegal drugs are strictly prohibited; Tenants and Tenant's household members, visitors, or guests violating this prohibition will subject the Tenant head of household as well as any and all other family members to immediate termination of their lease, per the "one-strike" policy of the housing authority and the U.S. Department of Housing and Urban Development.
10. Exterior Grounds - All Tenants and Tenant's household members, visitors, or guests are expected to exercise the necessary care and caution to maintain exterior grounds in a clean and orderly fashion.

These grounds, unless specifically so designated, are not to be used for parking of vehicles or as playgrounds.

11. Fees for Lease Enforcement/Eviction - Fees related to enforcement of the lease and eviction are set forth herein and/or in a schedule to these Rules and Regulations.
12. Gasoline - Flammable Articles - Storage of gasoline or flammable articles in dwelling units is prohibited.
13. Locks and Keys - Tenants are not permitted to allow use of their building and dwelling unit key by anyone other than another household member. Alterations to existing locks or installation of new locks is not permitted. The housing authority reserves the right to maintain access to each dwelling unit for inspection and/or emergency purposes.
14. Loud Noises/Sound Devices - No noise, music, or other sounds shall be permitted at any time in such a manner as to disturb or annoy other residents.
15. Management Property or Management Premises - means and includes all property owned or managed by the housing authority directly or indirectly in whatever form or wherever situated.
16. Moving Out - A written notice, per the Tenant Dwelling Lease/ applicable laws, is required before vacating a dwelling unit.
17. No Waterbeds/Furniture - Furniture which is filled with a liquid or semi-liquid is not permitted without prior written permission of Management.
18. Pet/Animals - No pets or animals of any kind shall be kept or allowed within a dwelling unit or on the Management premises, without a Pet Deposit paid in advance with a signed Pet Lease Addendum and Pet Rules and Regulations Addendum in place.
19. Required Payments - Required Payments are due on the 1st of the month, and are delinquent on the 2nd of the month.
20. Security - Tenants should ensure that all common doors/gates are kept closed for their own security and for the security of other residents. All fire doors must be kept closed. Management will not be responsible for lost or missing property.
21. Utilities - Any act, omission to act, or negligence of the Tenant, a member of the household, or guest(s), which result in the disconnection of any utility service will result in the Tenant receiving a notice in writing, from management, to restore the service. If the service is not restored within 24 hours from the date the notice is issued, the lease will be subject to termination. The notice will be sent to the Tenant upon management's receiving knowledge of the NOT HABITABLE condition of the unit. Theft of public utilities is prohibited and shall be grounds for termination.
22. Utility Allowances - current utility allowances which are applicable are posted in the Management Office, and are incorporated by reference as a part of these Rules and Regulations.

These Rules and Regulations shall be a part of the dwelling lease agreement. Tenant(s) agree(s) to keep and observe these rules and any such rules as may be instituted by the Housing Authority of the Town of Glastonbury. The invalidity or unenforceability of any provision herein shall not affect or impair any other provision.

I HAVE READ OR HAVE HAD READ TO ME ALL OF THE ABOVE RULES AND REGULATIONS AND I FULLY UNDERSTAND THE SAME.

Signature of Tenant(s):

Housing Authority of the Town of Glastonbury

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Executive Director

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Date: \_\_\_\_\_

Date: \_\_\_\_\_