



WHITTIER FALLS HOUSING & ADDISON PLACE HOUSE RULES HOUSE RULES of the APARTMENT LEASE

1. **Garbage/Trash:** All residents shall place garbage bags in Dover green bags on the street curb by 7 AM on the day of the City of Dover pick-up day. Trash is not to be placed out before 8pm the evening before.
 - a. Garbage shall be stored in a plastic barrel(s) while waiting for garbage day. The barrel(s) shall be placed at the rear of the unit. Garbage bags shall not overflow out of the barrel(s) and onto the ground. Garbage stored on the ground, outside of barrels, will be removed by staff at tenant's expense.
 - b. No garbage/trash shall be placed on the curb without a tag or Dover green bag.
 - c. No large bulky items will be placed outside of the unit on curb without tag or before 7AM on the day of pickup.

2. **Parking:** The following parking rules shall be observed at all times:
 - a. All vehicles parked in DHA tenant parking must be registered to the tenant, have a current inspection sticker, and be suitable for use on the road.
 - i. Any inoperable or non-roadworthy vehicle parked on Whittier Falls Housing property is subject to towing at the vehicle owner's expense.
 - b. Automotive repair work is prohibited on Whittier Falls Housing property, including oil changes, tire changes and washing cars.
 - c. All residents and guests shall abide by the Winter Parking rules of the City of Dover.
 - d. All residents shall register their cars with the Management Agent and shall display stickers issued by the Management Agent in the rear window.
 - e. Resident and Visitor parking is not permitted in DHA office parking lot at any time

3. **Toys and Bikes:** All toys and bikes may be stored outside overnight, from May 1 to October 31, but ONLY in the rear of the unit. No toys or bikes shall be stored outside during the winter months of November through April.

4. **Outside Storage:** No personal property may be stored outside in the front of the apartment. Items designed for indoor use, including but not limited to couches, chairs, and other furniture, may not be stored anywhere outside the apartment for any reason. Items designed for outdoor use such as plastic chairs and a gas grill may be stored outside ONLY in the rear of the apartment. One (1) gas grill per unit and one propane tank must be stored at least fifteen (15) feet from the rear of the building. Items stored outside the front of the apartment, or otherwise in violation of this House Rule shall be considered abandoned and may be removed by staff at tenant's expense.

5. **Basement Storage (WF Only):** A 4-foot by 10-foot area is designated as storage space in your basement. This is the only space to be used in the basement by tenants. Maintenance and management will be conducting inspections of every unit, items found outside of the designated area will be removed by maintenance. No combustible or flammable fuel or machines that use flammable fuel (this includes but is not limited to grill propane tanks, dirt bikes, and motorcycles) shall be stored in the basement.
**Effective May 1, 2024, trash removal is \$500 per truck load. **



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6. **Wading Pools:** Only Kiddie sized pools are allowed. Pools must be under 42 inches in diameter and under ten (10) inches deep. Pools must be supervised by the tenant(s) and emptied by 8PM, removed from the lawn area and remain empty overnight.
7. **Tents and “Easy Ups”:** No tents are allowed. Camping style tents that are erected on the property will be removed by housing staff at the tenant’s expense. Easy Ups can be used during the day for shade but must be taken down daily and secured safely overnight. Easy Ups left up overnight will be removed by housing staff at tenant's expense.
8. **Landscaping:** Planting flowers or plants in the ground is permitted.
9. **Combustible or Flammable Fuel:** No combustible or flammable fuel or machines that use flammable fuel (this includes but is not limited to grill propane tanks, dirt bikes, and motorcycles) shall be stored within fifteen (15) feet of any building. No fires, campfires or fire pits are allowed. Fires will result in immediate eviction proceedings. Fire pits will be removed by housing staff at the tenant’s expense.
10. **Grills:** One grill per unit. The grill must be stored fifteen (15) feet from the building. All grill propane tanks must also be stored fifteen (15) feet from the building.
11. **Fireworks:** All fireworks are prohibited. This includes but is not limited to firecrackers, sparklers, roman candles, rockets, tornados, missiles, parachutes, mortars, tubes, spinners, cherry bombs, and M-80s. NO firework devices are allowed to be stored or ignited on Dover Housing Authority property. Anyone setting off firework devices or allowing their guests to set them off on DHA property will face eviction for violation of this policy and endangering the health and safety of neighboring tenants and the welfare of Dover Housing Authority buildings.
12. **Yard Maintenance/Snow Removal:** Tenants are required to keep their yards free of garbage and debris. During the winter season tenants are responsible for snow and/or ice removal from their front and back doors to the common walkways if the tenant has an exclusive entrance and walkway to their apartment. (This does not apply to senior/disabled housing). If the tenant fails to comply after three days (or 24 hours for snow/ice removal), the DHA will perform the necessary work and charge the tenant for the number of man-hours, billed at a one hour minimum.
13. **Pest Services:** Signs of pests inside the units such as ants, cockroaches, bedbugs etc. shall be reported to the DHA Office as soon as possible. Tenants shall not treat pests on their own as it may affect the use of professional inspection and treatment services. Residents shall cooperate with scheduled pest control treatment services.
14. **Refusing Scheduled Services:** Refusal of a scheduled service (i.e., inspection, pest control services, etc.) will result in a \$100.00 charge for return service.
15. **No Painting:** Residents are not permitted to paint walls or woodwork.



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16. **No Changing Locks:** Residents are not permitted to change the locks.
17. **No Smoking:** There is no smoking allowed on Whittier Falls Housing Property, including but not limited to, inside and outside of apartments and common areas.
18. **No “sticky” Tiles on the Floor:** No flooring with adhesive should be placed on any flooring.
19. **No tampering with Thermostats:** Thermostats are not to be tampered with or changed in any way.
20. **Animal Policy:** No animals are permitted without written consent from management. Dogs are not permitted on Dover Housing Authority property without written consent from property management, this applies to guests and visitors as well. Residents must comply with Animal Policy.
 - a. Residents may have ONE cat or ONE bird or ONE tank (up to 10 gallons) after receiving written consent from management.
 - b. Approved animals must have submitted proof of rabies, spay/neuter certificate, town registration and picture of animal. Annual vaccinations are required. Resident is responsible for the care and cleanliness of the animal. Anydog waste must be cleaned up immediately.
 - c. Residents must abide by all city laws regarding dog ownership licensing, including but not limited to leash laws, vaccinations, etc. Dogs cannot be off leash on DHA property.
21. **Clothes Washers and Dryers:** Dover Housing Authority provides washer/dryer hook-ups. It is the resident’s responsibility to:
 - a. Purchase or rent their own washers/dryers (must be stackable unit)
 - b. Move washer/dryer units into the dwelling without causing damage to the dwelling.
 - c. Install their own clothes washing/drying appliances. Any damage to the dwelling caused by improper installation will be charged to the tenant.
 - d. All maintenance and repairs for the washers/dryers are the tenant’s responsibility.
 - e. Washer/dryer appliances must be removed by the tenant when the unit is vacated. Damages done to the dwelling caused by removal of the washer/dryer units will be charged to the tenant.
22. **Behavior of the Tenant and Guests:** To act in a cooperative manner with neighbors and the Management’s Staff. To refrain from acting or speaking in an abusive, harassing, or threatening manner toward neighbors and the Management’s staff. The PHA will terminate a family’s assistance if a family member has engaged in or threatened violent or abusive behavior toward PHA personnel. Abusive or violent behavior towards PHA personnel includes verbal as well as physical abuse or violence. Use of racial epithets, or other language, written or oral, that is customarily used to intimidate may be considered abusive or violent behavior.