

**EAST HORIZON CONDOMINIUM ASSOCIATION
PET AND ASSISTANCE ANIMAL POLICY & PROCEDURE**

P&P Title:	Pet and Assistance Animal Policy and Procedure		
P&P Number:		Revised:	Effective Date: 1/21/2020

Approved By: Board of Directors

Date Approved: 21-Jan-2021

OVERVIEW

Description:

East Horizon Condominium Association (EHCA) wishes to create an environment where all residents and tenants are safe and secure. To support this, it is important that all animals being kept on the premises are registered with the Contract Management Company (CMC) and are properly licensed. Owners are responsible for any damage caused by the animal to association property or to any persons on association property. Please note:

Pets

The Horizon (East Horizon Condominium Association or EHCA) restricts pets to (1) dog or (1) cat weighing not more than 25 pounds. Snakes, reptiles, birds or fowls except those ordinarily domesticated and kept as pets may not be kept on the property.

Assistance Animals

An assistance animal is not a pet. It is an animal that works, provides assistance, or performs tasks for the benefit of a person with a disability, or provides emotional support that alleviates one or more identified symptoms or effects of a person's disability. A unit owner or occupant wishing to have an assistance animal living on property must file a request for reasonable accommodation with the CMC.

Reference

1. The Horizon (EHCA) DOCs Article XII Usage Restrictions.
2. Emotional Support Animal Resolution January 17th 2019.

Purpose

To ensure the safety and security of all persons on property and uphold association articles of incorporation.

Applicability

All unit owners or tenant wishing to keep a pet or assistance animal on property.

Failure to Comply

Failure to follow this policy and procedure could result in the animal being removed from the property if the animal cause repeated disruption and/or poses a threat to person(s) or property.

Procedure

1. Unit owners and/or tenants are required to register all animals with the CMC by completing the PET/ASSISTANCE ANIMAL REGISTRATION FORM. The form must be submitted to the CMC.
2. Note: Proof of license is required for Dogs and Cats age 4 months or older. For animals not licensed in Brevard County proof of immunizations is also required. Unit owners

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and/or tenants are responsible to ensure license, information on-file remains current.

3. Animal owner must uphold the following responsibilities:
 - Animal owners are fiscally responsible for any damage to association property or persons on association property. As such, it is recommended that pet owners carry liability insurance.
 - Animals are to be leashed or in a carry container when outside of the unit at all times.
 - Animal waste on the common elements, personal property, or real property must be picked up and disposed of properly.
 - Animals are not permitted in the pool enclosure at any time, even for transit.
 - Provide any special instructions with respect to their pet should emergency access to the unit become necessary.
4. Unit owners seeking accommodation for an assistance animal must submit a request for accommodation to the CMC for board approval. Reasonable accommodation will be temporarily granted until the board has opportunity to evaluate the request. See Emotional Support Animal referendum for details.
5. The CMC is responsible to:
 - Receive and review all PET/ASSISTANCE ANIMAL REGISTRATION FORM and ensure all information required is provided and maintained in the unit file. The board should be notified of any new animals on property.
 - Forward ASSISTANCE ANIMAL ACCOMODATION REQUEST to the board for review and approval.
 - Ensure the request is added to the agenda of the next board meeting for review.
6. The BOD may exclude pets from the property if after investigation and reasonable action to remediate:
 - The animal in question poses a direct threat to the health or safety of others
 - The animal in question has caused substantial physical damage to the property of others
 - There is substantial disruption to the community caused by repeated failure to comply with ANIMAL OWNER RESPONSIBILITIES.

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Appendix 1

PET/ASSISTANCE ANIMAL REGISTRATION FORM

PLEASE PRINT CLEARLY:

Unit # _____

Unit Owner (Primary Contact):

Name _____

Phone _____ (Text? Yes _____ No _____)

Email: _____

Pet Information

Animal Type/Description:

Dog: _____

Cat: _____

Other (please specify): _____

Animal Weight: _____

License Number and Municipality:

Please attach proof of immunizations for animals not licensed in Brevard County, FL.

Is this an assistance animal?

Yes: _____ No _____

Are there any special instructions with respect to your pet should emergency unit access become necessary?
