**THE CLARIDGE HOUSE COOPERATIVE, INC.**

**RESOLUTION NO. 2018-1**

**RULES FOR SERVICE ANIMALS**

**Recitals**

**A.** Section 13 of the By-Laws provides that the affairs, property and interests of the Corporation shall be managed by its Board of Directors (“Board”), which may exercise the powers of the Corporation, except to the extent expressly reserved to the shareholders.

**B.** Pursuant to Section 26 of the By-Laws the Board has the authority to adopt House Rules.

**C.** Under the Fair Housing Act, the Corporation is obligated to make a “reasonable accommodation” for a disabled resident, which may include allowing a disabled resident to have a Service Animal determined to be necessary in connection with the resident’s disability.

**D.** For the benefit and protection of the Corporation and of residents, the Board deems it necessary and desirable to establish certain rules governing Service Animals kept by disabled residents pursuant to “reasonable accommodations” approved by the Board.

**THE BOARD OF DIRECTORS HEREBY RESOLVES** that the following Service Animal Rules are hereby adopted.

**1.** Any resident requesting permission to have a Service Animal may be required to submit documentation from his/her healthcare provider certifying: (i) that he/she has a disability, as defined in the Fair Housing Act, and (ii) that the requested Service Animal is a reasonable accommodation for his/her disability, as required by the Fair Housing Act.

**2.** A resident may not have more than one Service Animal.

**3.** Service Animals must be properly licensed, if required, and must have their inoculations up to date. Annual proof of licensing and inoculation must be provided to the Manager.

**4.** Service Animals must be properly cared-for and must be kept clean and under control at all times.

**5.** Every Service Animal must be registered with the Manager, and the Service Animal’s owner must provide a photograph of the animal.

**6.** For any Service Animal performing tasks for which specialized training is required (e.g., a guide dog), the owner must provide the Manager with written proof of such training.

**7.** No animal feeding dishes, water dishes or litter boxes may be placed in any common area. Service Animals may not be left unattended in any common area.

**8.** Service Animals must be leashed or carried at all times while in the common areas.

**9.** Service Animals must not be permitted to damage the common area, create any danger to residents or be an unreasonable annoyance or disturbance to residents. Owners of Service Animals must be respectful of the concerns of other residents who may be fearful or uncomfortable around Service Animals.

**10.** Service Animal owners are responsible for properly and promptly removing any and all animal waste from the property and for ensuring that their dwelling units are kept in safe, clean and sanitary condition.

**11.** Each Service Animal owner is deemed to have indemnified and agreed to hold harmless all other residents, the Corporation, and its members, directors, officers, employees and agents from and against any loss, injury, damage, claim, cost or liability arising in connection with the Service Animal, and shall be liable for any personal injury or property damage caused by the Service Animal, and for the cost of repairing any damage, or of any extraordinary cleaning, resulting from the presence of the Service Animal in the building.

**12.** Any resident keeping a Service Animal in the building must provide a name, address, and phone number of one or more responsible parties who will care for the Service Animal if the resident becomes incapacitated, dies or is otherwise unable to care for the Service Animal.

**13.** Permission to have a Service Animal is a “reasonable accommodation” under the Fair Housing Act. Such an accommodation may no longer be “reasonable,” and may be revoked, if the owner of the Service Animal is in violation of these rules, and such violation has not been corrected after written notice. The Corporation reserves the right to require any Service Animal to be permanently removed from the property if the Board of Directors determines that these rules have been violated, or if the Service Animal poses a substantial risk to the health or safety of persons on the property. In addition to the foregoing remedies, the Corporation may take any other action available to it under the Corporation’s governing legal documents, or under other applicable law, for any violation of these rules.