

HOUSE RULES
HOUSING AUTHORITY of the CITY of SANTA BARBARA

1) GENERAL

- a) This document is an addendum and is part of the Residential Dwelling Lease (“Lease”), dated _____, 20_____, between the HOUSING AUTHORITY of the CITY OF SANTA BARBARA, (“Housing”) and _____ (“Resident”), for the dwelling unit located at _____ (“Premises”).
- b) Amendments to the House Rules may be adopted by Housing upon 30 days prior written notice to Resident.
- c) House Rules shall apply to Resident(s), Authorized Persons, guests and invitees.

2) ADMINISTRATIVE

- a) Rent is due and payable on the first of each month. The Housing Authority shall provide Resident a grace period of five (5) calendar days to pay the rent. Receipt of rent by the bank or the Housing Authority after the fifth (5th) calendar day shall be considered late payment.
- b) Please direct all complaints to the Housing Management Department. If your property has an on-site manager, please direct complaints to the manager. Complaint forms and suggestion forms are available at the Housing Management Department.

3) NOISE AND CONDUCT

- a) Resident shall not engage in any activity that endangers Resident or others.
- b) Resident shall not make or allow any excessive noise on the Premises nor permit any actions that will interfere with the rights, comforts or conveniences of other persons. Resident shall refrain from playing musical instruments, television sets, stereos, radios, computers, and other mechanical, electronic or entertainment equipment at a volume likely to disturb other persons. Resident acknowledges that a tolerable volume during normal daytime and early evening hours may not be considered a tolerable volume during late night or early morning hours and will adjust volume accordingly so as not to disturb neighbors or other persons. Quiet hours are between 9:30 p.m. and 7:30 a.m.
- c) Resident also acknowledges that Resident lives in a community within close proximity of neighbors, and shall accept as reasonable and normal typical sounds including but not limited to noises generated by the use of plumbing, fans, closet and cabinet doors, etc. Resident shall refrain, and shall ensure that Resident’s guests or minors likewise refrain, from activities and conduct inside and outside the Premises (patios, balconies, common areas, parking areas, or recreational facilities) that are likely to annoy or disturb other persons. Resident shall refrain from creating, or allowing to be created, any noise or activity that is disturbing (loitering, partying, loud conversations, etc.) to other residents or neighbors, including but not limited to loitering, partying or loud conversations. Consumption of alcoholic beverages in common areas is prohibited.
- d) All children on the Premises must be supervised by a responsible adult at all times. Parking lots, carports, and laundry areas are not play areas and as such children shall not be allowed to play in these areas. Parents or guardians shall take care that toys or other objects are not left in public areas or walkways and do not otherwise create a safety hazard.
- e) Vandalism and/or destruction of plants, gardening equipment, or property or appurtenances of the Housing Authority, neighboring properties, or public property is prohibited. The Housing Authority has a zero-tolerance policy for any vandalism, graffiti and/or malicious damage done to Authority property. Resident and Resident’s guests or minors who engage in the above will be prosecuted, and the Lease and any related rental subsidy may be terminated. In addition, Resident shall pay to Housing any costs associated with repairing damage to Housing property.
- f) Yard sales, rummage sales, or other advertised events that attract the general public shall be prohibited without written permission from Housing Management. If permitted, such events shall be conducted in accordance with S.B. Municipal Code provisions.

4) CLEANLINESS, TRASH & RECYCLING

- a) Resident shall keep the Premises, as well as areas immediately adjacent to the Premises, clean, sanitary and free from objectionable odors. Resident shall ensure that trash or other materials are not stored or permitted to accumulate so as to be unsightly, cause a nuisance or hazard, or be in violation of any health, fire or safety regulation. Resident shall be responsible, at Resident’s sole expense, for hauling to the dump those items too large to fit in the trash containers. Under certain circumstances, Housing may provide hauling of large items; however, Resident must obtain permission from the Housing Authority Property & Development Department (“Maintenance”) before placing large items out for pick-up.
- b) Resident shall separate trash and put it into appropriate recycling bins, if a recycling program exists at Resident’s apartment complex. Resident shall ensure that papers, cigarette butts and trash are placed in appropriate receptacles so that litter is not created on or about Premises or in the common areas. Resident shall ensure that large cardboard/ packing boxes are not stored in patios, and are broken apart before being placed in the recycling or trash containers, as appropriate.
- c) Resident shall not feed, nor leave food or seeds out for wild birds, wild or domestic animals, either outside the Premises or in the common areas. This practice attracts rodents, creates bird and animal

droppings and results in unsafe and unsanitary living conditions. Leaving any materials in any manner that will attract such animals onto Housing property shall be prohibited.

- d) Resident shall refrain from storing or disposing of any combustible or hazardous materials in or about the Premises, trash containers, dumpsters, storm drains, or sewer or drain lines.
- e) Resident shall not use window, ledge, balcony, patio, yard, or any common area, as a place to store or hang to dry items including but not limited to laundry, rugs, mops. Resident shall refrain from shaking clothing, rugs and similar items from any windows or balconies.
- f) Resident shall ensure that furniture is kept inside the Premises and that unsightly items are kept out of view. Yard areas, patios, porches and/or balconies may have furniture designed for outdoor use. Planters placed on balconies shall have appropriate trays, so that water from planters does not run onto units below.
- g) Resident shall make all efforts to prevent and/or eliminate mold or mildew as part of Resident's normal cleaning routine, keeping in mind that Santa Barbara's coastal climate and humidity promote the growth of mold and mildew in places such as window sills, shower stalls and other similar places. If, after following a normal and thorough cleaning routine, mold and mildew growth seem to be abnormal or difficult to control, Resident shall report these circumstances to Maintenance, in writing, and request that Maintenance staff assess and treat/abate any abnormal mold or mildew growth occurring on Premises. Maintenance staff shall evaluate such requests on a case-by-case basis.

5) MAINTENANCE & REPAIRS

- a) Resident is expected to keep clean and in good working order all appliances and appurtenances within the Premises, and to report any needed repairs. Resident shall make repair requests as soon after the defect is noted as is practical. Maintenance requests are to be directed to Maintenance or to the on-site manager. In no case shall Resident approach Maintenance Staff and direct them or assign tasks to Maintenance Staff. Failure to report maintenance items may result in charges to Resident and Lease violations.
- b) Resident shall allow Housing personnel to inspect the Premises, with proper notice, for the purposes of determining deferred maintenance, as well as to assess proper upkeep of Premises by Resident. Proper notice shall be given to Resident in accordance with the terms of the Lease. If inspection fails, Resident may be referred to the Home Care Program and may be required to participate in said program in order to fulfill Lease obligations for maintaining Premises in a safe and sanitary manner.
- c) Resident shall not use drain cleaners of any kind, other than common household bleach. Resident is responsible for plumbing costs associated with hair, food and foreign objects found in drains and plumbing. It is the Resident's responsibility to report slow drains to Maintenance. Housing Authority personnel shall make arrangements for plumbing repairs. Tub enclosures and shower stalls are to be cleaned with non-abrasive cleansers.
- d) Resident shall report immediately any cockroach, rodent or termite activity. Ant activity is very common throughout Santa Barbara and usually will not be abated by the Housing Authority.

6) DECORATING RESTRICTIONS

- a) No structural alterations are permitted or any cosmetic alterations that compromise the basic design features of Housing Authority property.
- b) Resident may decorate the interior of the Premises with Resident's own drapes or blinds, provided that window treatments are of a neutral color (i.e., white or beige), as seen from the exterior of the Premises, and that no curtain rods are installed other than those provided by the Housing Authority. Resident shall be responsible for maintaining Housing Authority drapes and/or blinds. Resident shall not use aluminum foil or other unsightly materials as a window covering.
- c) Resident shall not install an air conditioner (window-mounted unit) without prior written permission from Housing. Resident may not install any antennas, including satellite dishes or mini-satellite dishes, upon either the interior or exterior of the Premises or common areas, including windows and balconies, without prior written authorization from Housing.
- d) Resident may use small picture hanger nails, but may not use items including but not limited to glue, large nails, adhesive tape or stickers on any walls or other surfaces. Resident may decorate with carpeting or rugs that are not attached or glued to the floor. Resident may not use contact paper or wallpaper. Painting of the unit is not permissible without prior written consent from Maintenance.
- e) No dishwashers, washing machines (portable or otherwise), or any other appliances that consume large quantities of water may be installed or used within Premises. The only exception to this rule applies to Premises designed to accommodate these types of appliances and where Resident pays the water bill.
- f) Resident shall not replace or alter any lock or doorknob in the Premises. Deadbolts and/or keyed locks are prohibited on interior doors. Any lock that is changed without prior written permission from Housing shall be considered a structural alteration and a violation of the Lease.

7) VEHICLES & PARKING

- a) Residents and guests shall comply with parking policy and Vehicle Agreement as incorporated within the Lease. Any vehicle parked in a Housing lot must have a valid Housing parking sticker displayed in accordance with the Vehicle Agreement. All other vehicles must be parked on the street.
- b) All guests must park on the street, or in designated guest spaces. Any vehicle improperly parked or blocking another vehicle, or blocking an emergency vehicle access lane ("fire lane") will be

immediately ticketed and/or towed away at vehicle owner's expense. Housing is under no obligation to warn the owners or drivers of improperly parked vehicles prior to ticketing and/or towing.

- c) Repairing any vehicle, washing any vehicle and/or storing an inoperable vehicle shall not be permitted on Housing property. Grocery store shopping carts shall not be stored or left on or near Housing property. Removal and towing fees may be charged to Residents who do not comply with the above.
- d) The parking areas are not play areas, and adult residents must make sure that children under their care do not use the parking areas as a play area. No cycling, skateboarding, roller-skating, in-line skating, or other recreational or play activities will be permitted in parking areas.

8) SAFETY & SECURITY

- a) Security is the responsibility of each Resident. The Housing Authority assumes no responsibility or liability, unless otherwise provided by law, for Residents' safety and security, or for injury or damage caused by criminal acts of other persons.
- b) All Housing Authority dwelling units have locks on exterior doors. It is the Resident's responsibility to ensure that locks are secured upon exiting Premises, and to notify Maintenance if any lock is not functioning properly. When leaving for an extended period, Resident shall notify Housing Management, in writing, as to the length of Resident's absence.
- c) Resident shall not smoke in bed. Resident shall not store gasoline, combustibles or other hazardous materials in the unit. Resident shall check that all appliances are turned off prior to leaving Premises.
- d) Charcoal or wood-burning barbecues are prohibited at Housing properties, unless approved by Housing Management for special events. No gas grills or barbecues may be used on porches or patios adjacent to buildings if such use would constitute a fire hazard, smoke hazard or nuisance.
- e) Resident shall not place, store, leave unattended or discard bicycles, strollers, toys, wagons, shopping carts, furniture, clothing, brooms, mops, garbage cans, wood, newspapers, or any other item in the common areas. Common areas include, but are not limited to, hallways, entrances, breezeways, sidewalks, stairways, garden areas, public meeting rooms, laundry rooms, water heater closets and parking areas. If Resident leaves items in the common areas, Housing may remove these items and store or dispose of them at Resident's expense.

THE UNDERSIGNED RESIDENT ACKNOWLEDGES HAVING READ AND UNDERSTOOD THE FOREGOING DWELLING LEASE ADDENDUM, WHICH IS INCORPORATED INTO THE LEASE. VIOLATIONS OF THIS ADDENDUM MAY RESULT IN RESIDENT CHARGES AND/OR MAY CONSTITUTE CAUSE FOR TERMINATION OF THE LEASE AND ANY RENTAL SUBSIDY ASSOCIATED WITH THE LEASE. THE UNDERSIGNED RESIDENT HAS RECEIVED A DUPLICATE OF THIS ORIGINAL.

RESIDENT Signature

DATE

RESIDENT Signature

DATE

RESIDENT Signature

DATE

RESIDENT Signature

DATE

HOUSING AUTHORITY Signature

DATE