

Bay View Terrace

Emotional Support Animal Policy

I acknowledge receipt of the Emotional Support Animal Policy. I will provide BVT Management the required documentation below for review prior to my request being submitted the Board of Directors of BVT.

- ☐ Animal Vaccination documentation on file.
- ☐ Animal License from the City of Milwaukee on file.
- ☐ Supporting information regarding the owner's disability if needed.

Type of Emotional Support Animal: _____

Breed: _____ Sex: _____

Unit number _____

Owner(s) Name(s): _____ (Please print)

_____ (Please print)

Phone number(s): _____

Email address(es): _____

I have read the Emotional Support Animal Policy. I agree to abide by it.

Owner(s) Signature(s): _____ Date: _____

_____ Date: _____

Rules Committee recommends: Approval _____ Denial _____ Date _____

Bay View Terrace

Emotional Support Animal Policy

This document outlines the position of the Board of Directors representing the Bay View Terrace Association members as it relates to Emotional Support Animals. Bay View Terrace (BVT) has a No Pet policy which has been endorsed by the majority of the owners of Bay View Terrace Condominium Association. There are, however, exceptions to the rule as it relates to Federal and State laws and respective regulations that support and enforce these laws.

Below is an excerpt from the Bay View Terrace's Policy & Procedures which clarifies the above exceptions:

Pets & Service/Support Animals

Pets, except fish and service animals, per regulations as provided in our by-laws, are not allowed. Violations are subject to a fine. An Emotional Support Animal request must comply with the Fair Housing Act, as amended in 1988, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disability Act.

A formal request for an Emotional Support Animal can be made by completing the Emotional Support Animal Policy packet which can be obtained from the BVT office. The request must be approved by the Board before the support animal is brought into the building. Failure to abide by the rules and procedures outlined in the Emotional Support Animal Policy may result in termination of rights to maintain the animal in BVT.

Guests may not bring any animals, except service and support animals, into BVT. Residents must provide documentation in advance to the BVT office verifying the validity of the service/support animal.

The decision to allow Emotional Support Animals ultimately lies with the Board of Directors. A formal request for an Emotional Support Animal must be made to the Board of Directors with all required documents outlined in this policy. No exceptions are allowed. Failure to provide sufficient documentation and evidence related to the need for such an accommodation will result in a denial of such request. Also, failure to abide by the rules and procedures as they relate to ownership of an animal in the building may result in termination of rights to maintain an Emotional Support animal in BVT.

Emotional Support Animal Policy

Prior approval is required before any Emotional Support animal may be brought into BVT. This applies to current owners, prospective owners, and visitors alike.

Interested parties can pick up an Emotional Support Animal packet at the BVT office. To request approval, return the signed Acknowledgement page to the office with all required documentation attached. Any information or documents that are missing is grounds for denying a request for review by the Rules Committee.

Once the completed packet is submitted to the Rules Committee, verification of the required documents will be conducted.

Upon review by the Rules Committee, a recommendation will be made to the Board of Directors to approve or deny the request. If more information is needed or there are questions, the Board will return the request to the Rules Committee for further clarification.

Rules & Regulations for maintaining animals within and outside of the BVT:

1. Animals are limited to Service Animals and Emotional Support Animals of BVT residents or pre-approved Emotional Support Animals brought in by guests.
2. Animals must be able to co-exist in a harmonious relationship with other residents in BVT.
3. Animals must be on a short leash or in a carrier when entering or exiting the building.
4. Animals are not allowed in common areas except for required ingress and egress. For practical purposes, consider all areas to be common except in your unit including but not limited to the mailroom, laundry room, party room, and pool.
5. Owners are expected to pick up animal waste on the condo property including all landscaped areas around the property and in our neighborhood.
6. Animal waste is not to be disposed of in the basement trash receptacles or anywhere within BVT. The only places to dispose of animal waste, cat litter, etc. are (1) offsite OR (2) in the receptacle located just outside and north of the garage door, against the outside of the garbage corral. Material placed here must be securely sealed in plastic bags.

7. Animals must be licensed, under the care of a veterinarian and be up to date on rabies and other vaccinations in order to comply with all government regulations. Proof must be provided and kept on file each year by April 15.
8. Animals must be transported in the West elevator when entering or exiting BVT.
9. Animals must not be left unattended or to roam common areas of the building.
10. Owners must use Hepa filters to protect the health of allergic residents. Owners must provide proof (receipt) to BVT management that filters are replaced every 6 months per maintenance schedule.
11. Residents who have visitors with approved Service/Support animals are responsible for explaining the rules and regulations as they pertain to handling or restricting animals.
12. Owners will be responsible for any damages to all common areas of Bay View Terrace caused by the Service/Support animal's behavior/actions.
13. A copy of all documentation, including annual updates of vaccinations and licensing must be submitted and placed in the resident's file. A receipt for the Hepa filter purchase should also be submitted as described in the current policy and kept on file.
14. Failure to submit such documentation will be considered a violation of the Emotional Support Animal Policy.
15. The Board of Directors reserves the right to have the animal removed for cause if the owner of a Service Animal or Emotional Support Animal does not comply with any of the above Rules & Regulations.

The decision to live in a No Pet Condominium is your choice, and you are requesting the above accommodations. Consequently, you are responsible for not violating any of the above Rules and Regulations. Failure to comply with the above requirements will result in initiation of the Rules Enforcement and Appeal Procedure Resolution, dated 9/12/16.