



**Title:**

Housing Services Internal Policy, Social Services Department, Exterior Spaces of Semi-Detached homes and bungalows.

**Policy NO.:**

SL 006A

**Revisions:**

**Effective Date:**

August 15<sup>th</sup>, 2023

**Applies to:**

The policy and procedures contained in this document apply to the tenants and visitors of semi-detached homes and bungalows of the Housing Services portfolio.



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## **1. Purpose of the policy**

The Housing Services wish to establish regulations concerning exterior spaces. The two main goals of the policy are to ensure our properties meet the local property standard by-laws and to ensure that these properties do not present any safety hazards to tenants or their guest or staff or contractors.

## **2. Common Exterior Spaces**

Tenants are provided with access to outside grounds at their building, which may include meeting spaces, picnic tables, grass areas, etc. Tenants are expected to leave these common exterior spaces in the same way as they were found. This includes ensuring that they are clear of garbage, personal items, debris, animal waste and other items.

Tenants shall not alter the location of these areas, including picnic tables. Every Tenant, occupant, resident, guest, staff or business invitee shall ensure that they smoke at 9 metres of the building. At all times, smoking on property must at minimum maintain the required distance from building in accordance with provincial legislation. From time to time, the Housing Services may be made aware of tenants violating the above policy. The Housing Services will investigate the concerns and if founded, ask tenants to cease the activity/behaviour. Tenants will be given a verbal warning, followed by a written notice to cease activity.

## **3. Patios/Backyards**

Patios are for your enjoyment, but they can also present dangers if not properly maintained. The use of the tenant's patios should not negatively impact other residents or neighbours. It is the responsibility of tenants to maintain their patio throughout the winter months, including any removal of ice and snow.

Examples of activities not allowed include:

- Leaving anything on the patio that can fall and injure someone or that a child may climb on
- Leaving pets or children on the patio or backyard unattended
- Allowing pets to urinate or defecate on the patio
- Using patio as storage areas
- Altering their patio in any way (i.e., installation of closures, dividers, etc.)
- Smoking/vaping on the patio
- Gluing carpets to patio
- Having Barbeques/heaters on the patio
- Feeding birds/squirrels/rodents from their patio
- Installing clothes lines on the patio

- Attaching satellite dishes to their patio
- Not accumulate garbage in their backyards

#### **4. Yard/Entrance Area — Tenant Responsibilities**

The following are the responsibilities of the tenant:

- Shall ensure that all entrances of their unit and the grass adjoining their unit is free of debris and animal waste.
- Shall ensure a clear path of entry/exit from the unit at all times (i.e. free of lawn furniture, benches and/or chairs, children's toys, bicycles, and garbage).
- Shall cut the grass and weed gardens. Municipal fines or remediation cost may be imposed for failure to maintain the property to municipal standards.
- To ensure that waste (household garbage, recycling, compost) is disposed of in a manner that is required by the municipality. Accumulations of garbage could result in municipal fines or remediation fees may be imposed for failure to maintain the property to municipal standards.
- During the winter months, the tenants shall make sure that all personal items are removed from their front yards and stored either in their units or in their back yards. These include but are not limited to lawn furniture, bicycles and children's toys, etc.
- Clearing snow and ice from the immediate walkway and driveway of the unit.
- Keeping the yard free of animal waste.
- Tenants shall not store any combustible fuels on the United Counties of Prescott-Russell property. Tenants shall not permit anything to be done in their premises which will significantly increase the risk of fire. This includes barbecues.
- Must not feed the birds and small animal.

#### **5. Fire and fire works**

##### **5.1 Fire**

Only fires in approved exterior fireplace is permitted. All tenants must comply with their municipal By-Law (Hawkesbury — By law 16– 2001/Champlain By-Law 2010-19)

##### **5.2 Fireworks**

The setting of family fireworks is prohibited except on the following days:

- Victoria Day
  - The day immediately preceding Victoria Day,
  - The day immediately following Victoria Day,
  - Canada Day
  - The day immediately preceding Canada Day,
  - The day immediately following Canada Day,
  - St-Jean Baptiste Day
  - The day immediately preceding St-Jean Baptiste Day,
  - The day immediately following St-Jean Baptiste Day,
- Tenants must follow their municipal By-Law (Hawkesbury—By-law 31–96/Champlain—By-law 2000-32)

## **6. Pools, Water Play Equipment and trampoline.**

### **6.1 Pools**

Pools over 24 inches of height will not be permitted starting 2024. Any permanent pool that was granted permission before summer 2024 will be grandfathered and will be authorized until the pool is removed by the tenant.

Wading pool will only be accepted in the backyard. They must be supervised by an adult when being used by children. Tenants must ask permission in writing from the housing services and provide a proof of insurance with a 2 million liability yearly. Tenants will not be allowed to install a wading pool until they have obtained written permission (**see example in Schedule B**) from the Housing Services. The Housing Services may revoke their permission from any tenant who does not respect the present policy and/or municipal By-laws or *Codes*.

Small wading pools must be filled with no more than six (6) inches of water. To mitigate the safety hazard of young ones accessing an unsupervised pool and to reduce the exposure to mosquitoes and the related potential for West Nile Disease, these pools must be emptied each and every night before sundown and cannot be filled with water before 9 a.m. When emptying the pool, tenants must be careful not to flood their neighbours' basements or yards or their own. Also, wading pools must be turned upside down overnight in order to prevent rain buildup. Fences surrounding wading pools shall meet the municipal regulatory height of 1.22 m (four feet).

### **6.2 Water play equipment**

The Housing Services does not permit the installation or use of any water play equipment (i.e. Slip and slides, sprinklers and ice rinks).

### **6.3 Trampoline**

Trampolines will only be accepted in the backyard. They must be supervised by an adult when being used by children. Tenants are required to install a net around the trampolines. Tenant must ask permission in writing from the housing services and provide a proof of insurance with a 2 million liability yearly. Tenants will not be allowed to install a trampoline until they have obtained written permission (**see example in Schedule B**) from the Housing Services. The Housing Services may revoke their permission from any tenant who does not respect the present policy and/or municipal By-laws or *Codes*.

## **7. Exterior Alteration and decorations**

No exterior alterations are to be made on the buildings by tenants, that includes any kind of attachment to exterior walls.

Any tenant that wishes to install a Shed must first request permission to the Building and Engineering services and follow our Shed and Shelters policy 029 and municipal by-laws.

Exterior decorations are permitted in moderation. No tenant should exaggerate on lawn ornaments. Tenant may be asked to limit their lawn ornaments if Housing Services Staff determines that to many ornaments are being installed.

## **8. Enforcement**

This policy shall be enforced by any authorized staff member of United Counties of Prescott-Russell or any Municipal By-law Enforcement Officer within the United Counties of Prescott-Russell.

By-Law Enforcement may, at their discretion, send a notice by registered mail or personal service to the tenant and the United Counties of Prescott Russell requiring them to make the property conform to the requirements of this by-law and the notice shall specify the time allowed for compliance. Said notice shall clearly indicate that no further notices will be sent for a same offence, and that a fine will be issued thereafter to the tenant. The By-Law Enforcement will then contract the work to be done and charge to the United Counties of Prescott-Russell for the work. The amount of the invoice charged to the United Counties of Prescott-Russell will then be back charged to the tenant ledger.

The By-Law Enforcement Department of the appropriate local municipality has the authority to hire a subcontractor to clean garbage from yards, cut grass, and remove vehicles to ensure our unit complies with the property standards.

Continued violation of this policy may result in an application to end the tenancy through the Landlord and Tenant Board.

**9. Liability:**

The Housing Services shall not be liable for loss or damage to Tenant or visitor who received an order and didn't comply with the property standards.

**10. Legislative Authority**

- Housing Services Act, 2011
- Residential Tenancies Act, 2006
- Municipal Act, 2001
- Building Code Act, 1992, S.O. 1992, c. 23

**11. Questions**

If you have questions about this document, please contact your Housing Services Manager at the United Counties of Prescott and Russell.

**APPROVED:** Original signed by Sylvie Millette

**DATE:** \_\_\_\_\_