



Curb Appeal Rules for Clean & Safe Communities

To help improve the appearance of properties owned and managed by the Housing Authority of Covington, the following rules must be adhered to by residents & guests of family communities. Failure to abide by these rules may result in an eviction per Section 16 of your lease agreement. The Housing Authority will abide by all terms of the Americans with Disabilities Act in enforcing these rules. Please contact your Property Manager with any questions after reading both sides of this document. The Housing Authority is responsible for the common areas and streets. The residents are responsible for maintaining clean and odor-free Herbie Curbies and keeping their front and rear yards free of litter and debris. To ensure continuous curb appeal, staff conducts weekly routine grounds walks looking for several different issues including, but not limited to:

1. Only furniture designed for outdoor use and in good condition will be permitted to be used outside. Unacceptable furniture includes, but is not limited to metal folding chairs, cafeteria-style chairs, wooden tables, TV trays, coolers, and milk crates. Acceptable outdoor furniture should be stored neatly against the wall in the unit's rear yard when not in use.
 - a. Open-side tents or canopies must be taken down daily and stored inside the residents' apartments. They are not to be left set up when not in use.
 - b. Umbrellas shall be closed properly and secured when not in use, to prevent it from blowing across the property.
2. Charcoal grills must be in good working order and clean. Propane grills are prohibited. Ashes and used charcoal should be placed in a tightly closed plastic garbage bag once they have cooled and then placed in the trash container. Ashes and used charcoal shall not be placed on the ground, in the grass, in the landscape, or in any other area. Charcoal, matches, lighting devices, and grilling utensils must be stored inside the residence when not in use. All grills must be stored in the rear yard except for residents who do not have a rear exit door but must be kept clean & beside your front window or stored indoors when not in use. Residents of Golden Tower must store charcoal grills inside apartment when not in use. Propane grills are not permitted on site for GT. Lighter fluid is not to be used or stored in or around the properties. All grills must be 15 feet from a structure when in use. **At no time can propane or other flammable materials, including but not limited to fireworks will be stored in the apartment.**
3. Strollers, infant carriers or car seats, wheelchairs, and toys are to be kept inside the residence when not in use. Such items shall not be stored (even temporarily) outside of the residence.
4. Only trash containers provided by the Housing Authority may be stored outside. Plastic bags kept outside, hanging on fences, bushes, mailboxes, or doorknobs are not permitted. Trash containers provided by the Housing Authority are for dry refuse only. Please drain all containers prior to disposal. All refuse (including diapers) must be placed in a tightly tied plastic bag prior to disposal. Boxes and other bulky items should first be reduced in size before placement in the trash container. Overflowing containers (trash containers so full the lid cannot be shut) are not permitted. Unless *completely* empty, trash containers must be placed at the curb for pick-up every week. Cleanliness of trash containers is the responsibility of the resident who shall keep the container free of odor and spills.
5. Garbage collection days are as follows:
 - a. Latonia Terrace – Monday
 - b. Golden Tower – Garbage Chutes are located on each floor and outside dumpster container.
 - c. All other properties please check with Rumpke for proper pick-up day

Trash containers are to be kept in the rear of the residence, except for 2nd-floor walk-up units. Trash Carts are to be placed on the curb no earlier than 6 pm the night before trash collection, and no later than 7 am the day of collection, with the wheels facing the street. All trash must be in a container and tied properly in a garbage bag. Carts that must be taken to the curb by HAC and brought back from the curb, will be issued a \$45.00 charge, per occurrence. Repeated violations will result in lease termination.



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Residents shall not dispose of items by throwing them into the woods, over a fence, or in any other area not identified in this document for disposal of refuse, this includes tossing oils or food onto the ground or building outside your front or rear entry doors. Such disposal may warrant a lease termination issuance. Trash/Debris or any other item should not be thrown from any windows at any time.

6. Bulky items, i.e., unwanted furniture, mattresses, exercise equipment, appliances, etc. are not permitted to be stored outside (even temporarily). Such items must be taken directly to the curb only on the night before garbage collection. Plastic covers for mattresses & couches can be obtained at your management office. The garbage company will not pick up furniture items without being covered and taped shut.
7. Tires, car batteries, and other automobile-related parts or items (including gasoline cans & oil) are not permitted to be stored outside. Note: Gasoline cans are not permitted to be stored anywhere on Housing Authority property. Check with the city or google where the nearest place is to dispose of these items. Automobile repairs (other than flat tire changes & jump-starts), maintenance, and improvements are not permitted to be performed on the premises. No flammables can be stored in the apartment, including but not limited to, propane, fireworks, lighter fluid and or gas.
8. Garden hoses, garden tools, and other similar items are permitted to be stored outside provided they are neatly and discreetly stored when in use. These items must be brought inside once dry and stored in the pantry.
9. Commercial grocery carts are not permitted (even temporarily) on property owned by the Housing Authority.
10. Pools that are greater than 1 foot deep and 6 feet in diameter are not permitted on HAC property. These pools must be drained when not in use and stored inside the pool owner's unit. Pools must be supervised by an adult whenever filled and present in the yard. Pools may not obstruct walkways or be inflated for longer than 8 hours to prevent damage to lawns. If lawn care requires the pool to be moved to complete lawn care, residents are expected to comply immediately.

Yards that have been identified by the Housing Authority as distressed (bare land, grass not growing, etc.) are not to be used by the residents for any purpose other than the storage of their trash container. Areas designated as distressed will be identified with a written notice to the residents. While a yard is considered distressed, the Housing Authority will attempt to restore the yard to an acceptable appearance. The residents will be notified in writing when the distressed designation has been removed.

11. Motorcycles, razor scooters, mopeds, dirt bikes, go-carts, and other similar vehicles are not permitted on the property unless they are street-legal and parked at the curb or in the parking lot, they will be towed if parked on sidewalks or walkways at the owner's expense.
12. Doors, windows, porches, and sidewalks are to be kept clean by the residents. Window blinds must be clean and unbroken. Blankets, sheets, or other coverings are not permitted. If blinds are broken or missing, please place a work order to replace.
13. Emergency fire escapes are for emergency use only and shall not be accessed by residents at any other time. No items are permitted to be stored on or hung from the emergency escapes. Ladders must be always raised.
14. Graffiti is not permitted on any Housing Authority structure, including buildings & sidewalks. If you allow household members to use sidewalk chalk, no vulgar language or images are permitted, and it must be cleaned when finished



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15. When management observes excessive litter and indicates the trash was not set out on garbage day or is still at the curb after, it will be taken care of by staff and the resident's account will be charged \$40.00 per occurrence. The residents will be notified each time they are in violation.

Thank you for your cooperation in keeping our grounds CLEAN and SAFE.
The Housing Authority of Covington Management Team

I have read this procedure and understand that keeping my yard areas clear of debris and litter and my garbage contained is a lease obligation and agree to assist in the effort to keep the community clean and safe.

Signed:

Head of Household _____

Date _____



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