THE HOUSING AUTHORITY OF THE CITY OF ASHEVILLE
165 S. FRENCH BROAD AVE.
ASHEVILLE, NC 28801

DRAFT - House Rules for Project-Based Voucher Properties

*Effective **[Insert 2026 Date]***

These House Rules are part of the Residential Lease Agreement (Section 5). "Resident" means the Tenant(s) signing below and all household members. Residents and their guests must follow these rules to comply with the Lease.

1. **Quiet Enjoyment and Quiet Hours:** Residents and their guests must be respectful of others at all times and must not disturb neighbors. Aggressive, threatening, or disruptive behavior toward other residents, guests, staff, or any other person is prohibited.

   Quiet hours are from **10:00 p.m. to 7:00 a.m.**, in accordance with local ordinances.

   During quiet hours:

   - Noise must not exceed normal conversational levels.
   - Outdoor gatherings and parties are prohibited.
   - Residents must ensure that music, televisions, and other devices do not disturb neighboring units.
   - Children and guests must not disturb the peaceful enjoyment of others.

2. **Smoke-Free Housing:** All HACA buildings and apartments are smoke-free. Smoking outdoors must comply with the ***HACA Smoke-Free Policy*** and any applicable local ordinances. Cigarette butts and smoking materials must be disposed of properly.

   Residents and guests shall not smoke any substance inside an apartment or building. This includes cigarettes, cigars, pipes, electronic cigarettes, vaporizers, marijuana, or any illegal substances.

3. **Smoke Detectors**: Residents and guests must not remove, disable, tamper with, or damage any smoke detector.

   Tampering with or failing to maintain a smoke detector may result in a **$500 charge**, consistent with Fire Marshal requirements. Residents must report smoke detector problems immediately.

4. **Trespass List:** Residents must comply with the ***HACA Trespass Policy*** and must not allow any person who is on the Trespass List in or near their unit.

5. **Housekeeping**: Residents and guests must meet the ***Minimum Housekeeping Standards*** at all times.

   If a unit fails inspection, HACA will re-inspect within **ten (10) days**. Failure to correct deficiencies may result in lease enforcement, including possible termination.

   See ***Minimum Housekeeping Standards*** for detailed requirements.

6. **Grounds & Porches**: Residents and guests may not store personal belongings in common areas or on the grounds. Temporary shelters, tents, gazebos, and similar structures are not allowed. Residents must not drill holes into or otherwise modify exterior structures.

   Outdoor furniture:
   - Must be designed for outdoor use.
   - Must not block entrances, exits, or walkways.
   - Must not require stacking for storage.

   Outdoor decorations are permitted only if they do not damage or alter the property.

7. **Grills, Fire Pits, and Open Flames**: The use, storage, or operation of grills and open flame devices must comply with local fire codes.

   - No grills or open-flame devices are permitted at tower properties, including Altamont, Aston Park Tower, and Bartlett Arms.
   - At other properties, grills must be moved to a ***minimum*** of 10 feet from the building before lighting.
   - Propane tanks may not be stored indoors.
   - Fire pits and similar open-burning devices are prohibited unless specifically authorized by HACA and compliant with local ordinances.

8. **No Swimming Pools**: Residents may not have pools of any kind on HACA property, including inflatable, temporary, or hard-sided pools.

9. **Pets**: Residents may not have any animal on the property without written approval from HACA. All animals, including visiting animals, must comply with the ***HACA Pet Policy*** and approval procedures.

   Service Animals and Emotional Support Animals are governed by the ***HACA Pet Policy*** and applicable reasonable accommodation procedures.

10. **No Portable Heaters**: Portable electric, kerosene, or unvented heaters are not allowed inside dwelling units.

11. **Parking**: All residents are required to review and comply with the ***HACA Parking Disclosure and Regulation Form***, which outlines specific parking rules and procedures for the property.

    - Residents and guests may park only in designated areas and must comply with all posted signage and parking regulations.
    - Each household member with a valid driver's license may have one vehicle. However, no more than two vehicles are permitted per household, regardless of the number of licensed drivers
    - Vehicles parked in unauthorized areas, blocking driveways, fire lanes, dumpsters, sidewalks, or otherwise in violation of parking regulations may be towed without prior notice.

    All towing and related expenses are the sole responsibility of the vehicle owner.

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12. **Vehicle Maintenance:** Residents and guests may not wash vehicles or perform vehicle maintenance on HACA property. All vehicles must be licensed, inspected, and in operable condition. Inoperable vehicles may be towed after appropriate notice.

13. **Speed Limit**: The speed limit on HACA property is 10 miles per hour.

14. **Guests**: Residents must register guests with the ***Guest/Visitor Registration form*** staying more than ***fourteen (14) consecutive days*** with management. No guest may stay more than ***twenty –one (21) days in a twelve-month period*** without written approval from HACA. Individuals receiving mail at a unit may be considered occupants.

15. **Trash**: Residents and guests must properly bag and dispose of trash in designated containers or trash chutes. Trash bins must be returned behind the unit on collection day. Medical waste must be properly secured before disposal. Recycling is encouraged.

16. **Window Air Conditioners:** Residents may use window air conditioners between ***April 1 and October 31.*** Residents must complete the ***Window Air Condition Registration Form.***

    Beginning April 1, HACA Maintenance will begin installation of window air conditioning units. Residents must contact HACA Maintenance to schedule installation prior to use.

    - Residents may not install window air conditioners themselves.
    - After October 31, HACA Maintenance will remove all window air conditioning units.
    - Residents are responsible for any damage caused by unauthorized installation or misuse of window air conditioners.

17. **Excessive Court Filings**: Residents filed in court more than ***three times within a twelve-month*** period may be required to seek approved supportive services and sign a final warning lease addendum before HACA discontinues pending court proceedings.

18. **Satellite TV and Internet Services**: Satellite dishes are not permitted at tower properties, including Altamont Apartments, Aston Park Towers, Garden Apartments, and Bartlett Arms. At all other properties, satellite television and internet service equipment may not be mounted to any part of the building or exterior structure.

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Resident Acknowledgement:

I/we understand these rules and agree to comply:

Head of Household	**Date**
Spouse	**Date**
Adult Household Member	**Date**

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