

**Hastings County Community and Human Services  
 Hastings Local Housing Corporation  
 Administrative Policies and Procedures**

<b>SUBJECT:</b> Balconies, Patios, Yards and Exterior Common Spaces		
<b>APPROVED BY:</b> Hastings County Council		
<b>POLICY #</b> HLHC 12		
<b>ORIGINAL ISSUED</b>	<b>SUPERCEDES</b>	<b>CURRENT VERSION</b>
May 2022	Garbage & Personal Items in Yards Policy # HLHC 12	May 2022

**PURPOSE**

The purpose of this Policy is to provide guidelines that ensure balconies, patios, yards, and exterior spaces are maintained in a safe manner and reduce potential risks on the Hastings Local Housing Corporation (HLHC) property, and to ensure that all HLHC properties are neat in appearance and meet any local property standard by-laws.

**SCOPE**

This policy applies to the residential properties managed by HLHC. The focus is to ensure patios, balconies attached to units, yards and exterior spaces are clear of garbage, clutter, hazards, or items that pose a fire, health or safety risk.

**DEFINITIONS**

**Balcony:** is a platform projecting from the wall of a building, supported by columns or console brackets, and enclosed with a railing.

**Patio:** an outdoor area adjoining to a unit, within the limit of the patio stones or adjoining patio fence.

**Yard:** an outdoor area adjoining a unit/patio, and within the limit of the patio stones or adjoining fencing. The yard space is limited to the space within the Tenant’s leased premises.

**Exterior Common Spaces:** the physical space outside the limits of the Tenant’s leased premises.

**“Leased Premises”** means;

- a) Located in an apartment building – the unit itself, including the balcony or patio (if applicable).
- b) Located in a townhouse – the unit itself, including the patio, the front step, any sidewalk that leads to the unit itself and is not shared with another unit; any garden adjacent to the front step

and running along the length of the rental unit extending out no more than 24 inches from the foundation,

- c) Located in a single family home – the unit itself, including the yard up to the property line and/or curb/sidewalk, and the driveway, and any outbuilding/sheds (if applicable).

### **POLICY:**

Personal property shall not detract in any way from the general appearance of the residential property. Tenants are responsible for keeping their balconies, patios, yards and exterior spaces clear of hazards, garbage/debris and broken or unused items. Storing items on a balcony, patio, yard or exterior space can create hazards that put the health and safety of all tenants, staff, contractors, and visitors at risk. Hastings County Housing Services is committed to working with tenants to meet these responsibilities, while remaining compliant and accountable to HLHC guidelines.

The following are not permitted on a **balcony** or **patio** or **yard** at any time:

- Portable privacy screens, blinds, curtains/draperies of any kind
- Full garbage bags and other garbage
- Clutter
- Clothesline
- Indoor furniture
- Any items that can fall and/or injure someone
- Any structures or items that can cause personal injury or damage to the residential property
- Any type of flammable or combustible liquids \*
- Any trampolines, ponds, fire pits or open flames
- Animal waste
- Household appliances, including laundry washers/dryers, refrigerators, or freezers
- Recreational vehicles, including motorcycles, snowmobiles, or all-terrain vehicles

No articles of any description shall be hung or extended from the balconies or patios and nothing stored on balconies or patios. The tenant shall not throw any article from a balcony, including garbage, debris, wash water, cigarette butts, cat litter, or any other item.

Tenants living in an apartment building with a balcony or a patio are not permitted to barbeque or cook on the balcony or patio. Barbeques are not permitted to be stored on balconies or patios at apartment buildings. (**refer to # HLHC 19, Barbeque Policy**)

\*Tenants residing in single family homes that are responsible for snow removal and lawn maintenance are permitted to store oil and gasoline intended for the operation of snow removal or lawn care equipment, provided they are stored in a safe container and location.

Temporary gazebos, pergolas, tents, and car ports may be permitted within the Tenant's Leased Premises between May 1<sup>st</sup> to October 31<sup>st</sup>, provided they do not detract from the general appearance of the property, are safely constructed and secured, and completely removed after November 1<sup>st</sup>.

**Common Exterior Spaces & Alterations:**

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 make exterior alterations to the buildings or common exterior spaces. Examples of such changes not permitted are:

- Additions, extensions, removal and/or replacement of shrubs or gardens
- Placement of gazebos/pergolas, tents, car ports, or swimming pools
- Attachments to exterior walls

**This Policy does not provide an exhaustive list of acceptable and/or prohibited activities at HLHC properties. Tenants are reminded that they must not impact another tenant's or the landlord's reasonable enjoyment of their unit and/or exterior space. The HLHC retains the right to prohibit further activities or grant permissions to certain activities as deemed appropriate to the landlord.**

**Exceptions to this Policy are at the discretion of the Supervisor/Manager of Housing Services. See HLHC 1, Alterations Policy for more information about alterations requests.**

**REQUIREMENT**

**All tenants are expected to keep balconies, patios, yards and exterior spaces clear of garbage, debris, clutter, hazards or items that pose a fire, health or safety risk.** If the tenant does not adhere to this responsibility, the HLHC will remove any items they determine to be garbage, unused or unsafe items and charge the tenant for this service. All other charges will be determined by the amount of debris or items removed, including disposal fees and labour costs.

The Hastings Local Housing Corporation has a requirement to provide a safe and healthy environment for Tenants and Staff. The policy will provide clear language to ensure consistency across HLHC properties.

**REFERENCES**

*The Hastings Local Housing Corporation lease*  
*The Hastings Local Housing Corporation Tenant Handbook*