

# Policy

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**Subject:** Exterior Spaces – Apartment Units

**Policy Number:** 2021-07

**Effective Date:** November 2, 2023

**Approved by:** NCHC Board of Directors

**Reviewed by:** NCHC General Manager

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## Purpose

To ensure the ongoing preservation and upkeep of all Northumberland County Housing Corporation (“NCHC”) owned property. To ensure that these properties do not present any safety hazards to tenants or their guests, nor to staff or contractors of NCHC. To ensure that all NCHC properties are neat in appearance and meet local property standard by-laws.

## Overview

This policy provides details on specific activities involving the use of exterior spaces at NCHC properties. Note that this is not an exhaustive list of acceptable and/or prohibited activities at NCHC properties. Tenants are reminded that they must not negatively impact other tenants’ reasonable enjoyment of their units and/or exterior spaces. NCHC retains the right to prohibit further activities in exterior spaces at NCHC properties, which may not be included in this policy.

## 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 moveable NCHC property in these areas, including picnic tables. Tenants shall only smoke in designated smoking areas, and shall not alter/adjust these areas. At all times, individuals who are smoking in exterior spaces at NCHC properties must at a minimum maintain the distance from building entry as required by applicable legislation.

## Balconies/Patios

Balconies/patios are for your enjoyment but they can also present dangers if not properly maintained. The use of balconies and/or patios should not negatively impact other residents.

Tenants must maintain their balcony and patio throughout winter months, including any removal of ice and snow.

Tenants shall not:

1. leave anything on the balcony/patio that can fall and injure someone or that a child may climb on
2. leave pets or children on the balcony/patio unattended
3. allow pets to urinate or defecate on the balcony/patio
4. use the balcony/patio as a storage unit
5. alter the balcony/patio in any way (e.g. installation of closures and/or dividers)
6. smoke/vape on the balcony/patio
7. glue carpets to the balcony/patio
8. install or use barbeques/heaters on the balcony/patio
9. shake carpets/rugs from the balcony/patio
10. pour water off the balcony/patio or overwater plants on balcony causing drips
11. feed birds/squirrels/rodents from the balcony/patio

12. permanently fix clothes lines on the balcony/patio
13. attach satellite dishes to the balcony/patio
14. store any large items on the balcony/patio (e.g. bicycles, air-conditioners, tires and appliances)
15. throw anything off the balcony.

## Barbeques

NCHC must ensure compliance with all applicable legislation and by-laws with respect to fire and life safety and may put in place additional fire and life safety measures that are deemed reasonable. Accordingly, barbeques which use propane or other combustible fuel are not permitted to be used or stored on NCHC property.

If NCHC is made aware of the presence of barbeques on NCHC property, it will investigate the type of fuel being used. If it is determined that a barbeque is fueled by combustible materials, the tenant will be asked to remove such barbeque and fuel from the property.

## Bird Feeders

Bird feeders are not permitted on NCHC property in order to ensure that:

- NCHC property remains clean and free of garbage; and
- no health issues arise due to bird droppings or the attraction of rodents (such as squirrels, mice and rats), stray animals and other types of wildlife and unwanted pests.

No food (including bread scraps, nuts, birdseed, etc.) is to be left out/dispersed on NCHC property, including on patios and balconies.

## Pest Control

Pest control is a shared responsibility between NCHC and tenants. Tenants can support good pest control in their unit by properly maintaining their unit. It is important that food is stored properly and is not left out in units, that waste is removed on a regular basis, and that surfaces are wiped down regularly.

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Despite a well-maintained unit, from time to time pests may continue to be present. It is the responsibility of the tenant to notify NCHC of the presence of pests in their units. NCHC will work with the tenants to provide the appropriate treatment.

Upon notification of pests, NCHC will attend the tenant's unit to assess the issue. Actions will be recommended, which may include external pest control treatment. NCHC will work with the tenant to determine if there are underlying causes for the presence of pests and will make referrals as necessary.

It is important to note that from time to time, other tenant units may also require pest control treatment. NCHC will not provide personal tenant information to other tenants regarding which units are undergoing pest control treatment.

## Water Play Equipment

The installation and/or use of any water play equipment (i.e. pools, slip and slides, sprinklers, ice rinks) is not permitted on NCHC property.

## Enforcement of this Policy

On behalf of NCHC, Northumberland County staff will conduct balcony/patio inspections at the time of annual unit inspections, or at other times throughout the year. If a unit is identified as not meeting the exterior maintenance expectations and/or violating this policy in any way, the landlord will take required action for correction, up to and including an application to end the tenancy through the Landlord and Tenant Board if required.

For more information, please refer to Charge Back Policy 2021-24.

## Repealed Policy

2009-14PM Yard and Balcony Upkeep Policy

2014-19PM Barbeque Policy

2008-03PM Bird Feeders and Pest Control

2008-16PM Above Ground Pools/Slip and Slides

Legislative Authority

Cross Reference

Chargeback Policy 2021-24