

WENHAM HOUSING AUTHORITY  
BUILDING HALLWAY POLICY

ADOPTED BY THE WHA BOARD OF COMMISSIONERS  
EFFECTIVE – APRIL 11, 2023

This policy is being implemented by Wenham Housing Authority (WHA) to ensure that the building hallways are kept clear of all items and to protect the safety of tenants, guests, and emergency personnel. **Be advised that the housing authority retains control of all building hallways. This includes front and back hallways as well as the side entrances.** The WHA Staff is responsible for enforcing the Building Hallway Policy.

1. **Restrictions:** Tenants are prohibited from storing any items in the hallways, this includes but is not limited to:

<i>Bicycles</i>	<i>Pictures</i>
<i>Buckets</i>	<i>Shovels</i>
<i>Brooms</i>	<i>Strollers</i>
<i>Chairs</i>	<i>Tape or nails on doors or walls</i>
<i>Cleaning Supplies</i>	<i>Trash Bags/Recycling</i>
<i>Footwear or Clothing</i>	<i>Vacuums</i>
<i>Furniture of any kind</i>	<i>Walkers</i>
<i>Personal Belongings</i>	<i>Wheeled Carts</i>
<i>Pet Items</i>	<i>Wreaths on Doors</i>

2. No curtains, blinds or shades will be allowed on the hallway window or doors.
3. **Enforcement:** The housing authority will conduct regular inspections of the hallways to ensure compliance with the Building Hallway Policy. Any items found in the hallway will result in a violation. Violation is addressed in item #7 below.
4. Tenants will be allowed a doormat at their apartment door.
5. **Maintenance:** The housing authority will ensure that the hallways are kept in good condition and will be responsible for maintaining the cleanliness and safety of the hallways.
6. **Exceptions:** A tenant may request a reasonable accommodation in compliance with the WHA Reasonable Accommodations Policy through the WHA management office. Supporting documentation will be required.
7. Compliance with WHA's rules and policies, is a material condition of tenancy. Tenant, other household members and guests shall comply with all rules and policies.

**1<sup>st</sup> Violation:** Verbal warning and a reminder reiterating the Building Hallway Policy.

**2<sup>nd</sup> Violation:** The resident will receive a written request for a conference with the Executive Director. The resident will be reminded that violations of any rule or policy may be cause for termination of the lease and possible eviction.

**Once a resident has incurred a 2<sup>nd</sup> violation, legal action may be taken for violation of the Building Hallway Policy.**