



PUBLIC HEALTH DEPARTMENT

breathe clean
PASADENA

January 2012

Dear Pasadena Multi-Unit Housing Provider/Owner/Manager:

On July 11, 2011, Pasadena City Council unanimously approved amendments to the City's Tobacco Use Prevention Ordinance to prohibit smoking in apartments and condominiums to protect residents from drifting tobacco smoke. The new law became effective on August 13, 2011, with the following provisions that take effect on certain dates. Tobacco use is now prohibited in the following areas:

- 1) **Effective 8/13/2011, smoking is prohibited in outdoor common areas** of multi-unit housing, such as courtyards, swimming pools, parking garages, recreation rooms, laundry areas, community rooms, playgrounds, etc. See attached ordinance for more information.
- 2) **Effective 8/13/2011, smoking is prohibited in newly constructed units** and for Certificate of Occupancy on or after 7/1/11 or leased for the first time on or after 7/1/11.
- 3) **Effective 1/1/2012, Disclosure in lease and rental agreements.** Every lease or other rental agreement for the occupancy of a multi-unit housing unit entered into, renewed, or continued month-to-month on or after January 1, 2012, shall contain a reference to this section and attach a copy of this section. See sample disclosure form.
- 4) **Effective 1/1/2012, Disclosure in real estate purchase agreements.** For every purchase agreement for the sale of multi-unit housing entered into on or after January 1, 2012 shall contain a reference to this section. See sample disclosure form.
- 5) **Effective 7/1/2013, smoking is prohibited in all units of multi-unit housing, including balconies and patios.** Multi-Unit Housing is defined as properties with two or more units.

In order to comply with the law, effective immediately, all property owners and managers should:

- 1) Comply with disclosure provision of ordinance PMC 8.78.085 (Local Ordinance 7208). **Notify building tenants about the new provisions of the law.** Please see the enclosed sample disclosure form and/or refer to the City of Pasadena website, www.cityofpasadena.net/publichealth.
- 2) **Post no smoking signage.** Requirements for signage is shown on the template below. Please also refer to, www.cityofpasadena.net/publichealth to download the template for signage. The signage must include: a) universal no-smoking symbols, b) applicable municipal code section, 8.78.085 and c) telephone number to report violations (626) 744-6014. This basic information should be clearly visible to residents and the general public.

Sample template for signage requirements:



Property owners and managers and residents are required to comply with the law. Violators will be subject to a \$100 ticket citation for the first violation, \$200 for the second violation, and \$500 for the third violation occurring within a 12-month period.

The Pasadena Public Health Department is the primary enforcement agent. To report a smoking complaint, the public can call 626-744-6014 or complete an online form at www.cityofpasadena.net/publichealth.

If you have any questions or need more specific technical assistance on how to comply with the law at your property site, please contact Statice Wilmore, Tobacco Control Program, at (626) 744-6051. Thank you in advance for your cooperation and protecting the public's health.

Sincerely,

Eric G. Walsh, MD, MPH
Director/Public Health Officer

cc: Bill Kimura, Environmental Health Division Unit Manager