

Smoke Free Policy

Policy

Algoma Housing Authority, Grand View Terrace recognizes the hazards caused by exposure to environmental tobacco smoke, including smoke damage, fire hazards, and the life-threatening diseases linked to the use of all forms of tobacco or plant product, e-cigarettes, vaping, or *any* type of smoking, and therefore prohibits smoking or any alternatives except in the designated smoking area. It shall be the policy of Algoma Housing Authority, effective March 14, 2012, to provide a smoke-free environment. This policy affects tenants, employees, and visitors of Algoma Housing Authority, Grand View Terrace in the building, public areas, and outside grounds. The Housing and Urban Development (HUD) requires all public housing policies to restrict all smoking to at least 25 feet away from the apartment building.

Guidelines

1. Definition

The term "smoking" means inhaling, exhaling, breathing, carrying, or possessing any lighted cigar, cigarette, pipe, E-cigarette, vaping device, incense, smudging, or similar lighted product in any manner or in any form.

2. Smoking Area

There are designated smoking areas at Grandview Terrace Apartments, and these are the only areas on the grounds that smoking is allowed. One is located at the North end of the building, twenty-five feet away from the door. The second is located at the South end of the building, twenty-five feet away from the door facing the parking lot. The South end smoking area is also allowing dogs on leashes. Smoking in vehicles is allowed only in the parking lot row furthest away from the building, so that secondhand smoke does not interfere with others getting in or out of their vehicles in the parking lot.

3. Smokers must extinguish and dispose of cigarette butts properly.

Tenants and their guests must dispose of cigarette butts in an approved container. No cigarette butts may be left on the ground.

4. Violations

Tenants or their guests that violate this policy are subject to termination of their lease or eviction at the discretion of the Executive Director.

5. Enforcement

A. This policy will be enforced through routine inspections and reported violations. Reported violations will be investigated by staff as time and demands of the office permits. Reports of violations by a resident or others are NOT grounds for a warning or eviction UNLESS one or more of the following are evident:

- More than one person observes the violation. Evidence of smoking will consist of observation of the person smoking or of smoking material in use (burning cigarettes, ashes and /or butts in an ashtray, etc.) Tenants must be willing to put the observed violation in writing and sign a complaint.

- The guest or tenant admitted to smoking.
- The presence of smoking material (burning cigarette, ashes and/or butts in ashtray, etc.) or staff can smell evidence of smoking.

B. Staff shall not enter a tenant's unit without the permission of the tenant unless advance notice is given according to policy.

- If smoking is suspected, and staff can smell evidence of smoking, and a tenant refuses to let staff into an apartment; it will be considered a violation and the tenant will receive a written warning.
- Staff will record a denial of inspection.

C. Any complaints regarding the operation of the Smoking Policy should be addressed via the Algoma Housing Authority grievance procedure.

D. Each tenant will sign a Smoke Free Policy Compliance Agreement and will become part of the lease.

Adopted December 11th, 2019 by Resolution 19-306
Reviewed and Revised August 17, 2022 by Resolution 22-318

Algoma Housing Authority

SMOKE FREE POLICY COMPLIANCE AGREEMENT

I, _____, a resident at Algoma Housing Authority / Grand View Terrace Apartments have been made aware of, and understand all the rules in the

SMOKE FREE POLICY

The designated smoking areas for all tenant smokers and visiting guests are:

1. Outside on the North end of the building, 25 feet away from the apartment building.
2. Outside on the South end of the building, 25 feet away from the apartment building.
3. In vehicles, only if the vehicle is parked in the row furthest away from the building.

SMOKING IS PROHIBITED IN ANY OTHER AREA.

Do not throw cigarette butts on the ground – use a cigarette butt receptacle.

I understand that violation of this policy can and will result in termination of my lease or eviction.

Signature

Date