

SCRANTON HOUSING AUTHORITY

SMOKE FREE POLICY

The Scranton Housing Authority (Authority) is adopting the following Smoke-Free Policy for all of its properties effective July 1, 2018. The U.S. Department of Housing and Urban Development (HUD) is requiring all public housing agencies to implement a smoke-free environment at all of its facilities. The policy is intended to improve indoor air quality, benefit the health of public housing residents and Authority staff, reduce the risk of fires, and lower overall maintenance costs.

This policy applies to all current residents, guests, new residents, and Scranton Housing Authority staff.

DEFINITIONS:

Prohibited tobacco products: Defined as items that involve the ignition and burning of tobacco leaves, such as cigarettes, cigars, pipes, and water pipes (also known as hookahs). Water pipes (hookahs) are smoking devices that use coal or charcoal to heat tobacco, and then draw the smoke through water and a hose to the user. Both the heating source and burning tobacco are sources of contaminant emissions.

Smoking: Defined as inhaling, exhaling, breathing, or carrying any lighted or heated cigar, cigarette, or other tobacco product or plant product in any manner or in any form. Smoking also includes the use of an electronic cigarette.

Electronic Cigarette: Defined as any electronic device that provides a vapor of liquid nicotine and/or other substances to the user as she or he stimulates smoking. The term shall include such devices whether they are manufactured or referred to as e-cigarettes, e-cigars, e-pipes, or under any product name.

POLICY

1. Smoking is not permitted in Authority buildings including within individual apartments and balconies as well as interior common areas including but not limited to hallways, rental and administrative offices, community rooms, laundry facilities, and similar areas.
2. Smoking is not permitted within twenty-five (25) feet from any building entrance or window.
3. Any deviation from the smoke-free policy by any resident, a member of their household, or their guest (s) will be considered a lease violation. Three (3) violations will be considered to be a repeated violation of the material terms of the lease and result in eviction.
4. A violation of this policy will occur for any smoking that occurs within the building or apartment/balcony or within twenty-five (25) feet from any building exterior entrance or window.

5. A lease violation notice will be sent for the first violation of this policy. A second lease violation notice will be sent for the second violation of this policy. A third violation will be considered a repeated violation of the material terms of the lease and result in an eviction notice.
6. If a resident smells smoke in the building, they are encouraged to report this to the office. As soon as possible. Management will seek the source of the smoke and take appropriate action.
7. All current residents will be given a copy of the Smoke-Free Policy. After review, the resident will be required to sign the Smoke-Free Addendum, and it will be placed in the resident's file.
8. New residents will be given a copy of the Smoke-Free Policy. After review, the new resident will be required to sign the Smoke-Free lease addendum, and it will be placed in the resident's file.

THE FOREGOING is a true and correct copy of a Resolution approved by the Housing Authority of the City of Scranton at a regular meeting called for the general purposes and held on the _____ day of _____ 2018.

ATTEST:

(Corporate Seal)

Secretary

SCRANTON HOUSING AUTHORITY

SMOKE FREE LEASE ADDENDUM

EFFECTIVE JULY 1, 2018

Tenant and all members of Tenant's family or household (Tenant) are parties to a written lease with the Scranton Housing Authority (Authority). This Addendum states the following additional terms, conditions, and rules which are hereby incorporated into the Lease. A breach of this Lease addendum shall give each party all the rights contained herein, as well as the rights in the Lease.

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Prohibited tobacco products: Defined as items that involve the ignition and burning of tobacco leaves, such as cigarettes, cigars, pipes, and water pipes (also known as hookahs). Water pipes (hookahs) are smoking devices that use coal or charcoal to heat tobacco, and then draw the smoke through water and a hose to the user. Both the heating source and burning tobacco are sources of contaminant emissions.

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2. Smoking is not permitted within twenty-five (25) feet from any building entrance or window.
3. Any deviation from the smoke-free policy by any resident, a member of their household, or their guest (s) will be considered a lease violation. Three (3) violations will be considered to be a repeated violation of the material terms of the lease and result in eviction.

4. A violation of this policy will occur for any smoking that occurs within the building or apartment/balcony or within twenty-five (25) feet from any building exterior entrance or window.
5. A lease violation notice will be sent for the first violation of this policy. A second lease violation notice will be sent for the second violation of this policy. A third violation will be considered a repeated violation of the material terms of the lease and result in an eviction notice.
6. If a resident smells smoke in the building, they are encouraged to report this to the office. As soon as possible. Management will seek the source of the smoke and take appropriate action.
7. All current residents will be given a copy of the Smoke-Free Policy. After review, the resident will be required to sign the Smoke-Free Addendum, and it will be placed in the resident's file.
8. New residents will be given a copy of the Smoke-Free Policy. After review, the new resident will be required to sign the Smoke-Free lease addendum, and it will be placed in the resident's file.

TENANT ACKNOWLEDGMENTS:

1. Tenant acknowledges that the Authority's adoption of a smoke-free living environment and the efforts to designate the rental complex as smoke-free do not make the Authority or any of its managing agents the guarantor of Tenant's health or of the smoke-free condition of the Tenant's unit and the common areas. The Authority cannot and does not warranty or promise that the rental premises or common areas will be free from secondhand smoke. The Tenant acknowledges that the Authority's ability to police, monitor, or enforce the agreements of this Addendum is dependent in significant part on voluntary compliance by Tenant and Tenant's guests.
2. The Authority shall take reasonable steps to enforce the smoke-free terms of its lease. The Authority is not required to take steps in response to smoking unless the Authority is aware of the presence of cigarette smoke as a result of personal knowledge or a written notice by a Tenant.
3. Tenant acknowledges that they have been given a copy of the Smoke-Free Policy.

4. Tenant acknowledges that it is their responsibility to ensure that their visitors and/or guest(s) are made aware of the Smoke-Free Policy and any violation by their visitors and/or guest(s) is considered a violation of the lease between the Tenant and the Authority.

Head of Household

Date

Co-Head of Household

Date

Household Member over 18

Date

Household Member over 18

Date

Household Member over 18

Date

Household Member over 18

Date