INTRODUCTION
During the January 23, 2017 Commission meeting, it was requested that the Commission use the month of February to prepare to make recommendations to craft a policy regulating smoking in multi-unit housing. It is recommended that the Commission come prepared to the meeting to answer the policy framework questions. A representative from the City Attorney’s Office will be present to field any legal inquiries.

DISCUSSION
During the September 26, 2016 and October 24, 2016 meetings, Staff presented a number of questions to the Commission that should be answered when crafting a multi-unit housing policy. These major questions presented to the Commission where the following:

1. Will the policy cover apartments, condominiums, or both?
2. How many dwelling units fall under the policy?
3. Will the policy regulate smoking of traditional products (such as cigarettes and cigars), electronic smoking devices (e-cigarettes) and/or marijuana smoke?
4. How will the policy treat new units versus existing units, and will there be a phase in period?
5. Will the policy completely prohibit smoking inside the units and/or outside areas within the complex?
6. Will property managers and owners be able to designate smoking areas?
7. Will the policy require landlords to post signage about the policy in conspicuous locations?
8. Will the policy require landlords to include the smoking regulations in a lease and will the policy require the landlords to alert tenants to the new changes?
9. Who will be given permission to enforce the policy?
10. What will be the penalties of enforcement?

During the September 26, 2016 meeting, the Commission desired to solicit community input before reaching decisions on crafting a policy. Now that the community input meetings have concluded, the Commission may desire to move in a direction to start drafting a recommended
ordinance, which includes answering the major questions presented above. To assist the Commission with answering these questions, Staff has created a checklist (ATTACHMENT 1) to initiate discussion on the topics/questions that should be addressed.

RECOMMENDATION

It is recommended that the Commission review this report and come prepared to answer the policy framework questions during the meeting. A representative from the City Attorney’s Office will be present to answer any legal questions, and Staff has created a checklist (ATTACHMENT #1) to guide the Commission through the various decisions that should be addressed when drafting a recommended ordinance. This checklist may be used to guide the Commission in the decision making process.