TO: Health & Safety Commission
FROM: Kevin Kearney, Senior Management Analyst
DATE: May 1, 2017
SUBJECT: Discussion on Smoking Regulations for Multi-Unit Housing
ATTACHMENTS: 1. Smokefree Housing Ordinance Checklist  
2. Multi-Unit Housing Policy Matrix  
3. Smokefree Housing Policies  
4. Correspondence since March’s Commission meeting

INTRODUCTION
For the March 27, 2017 meeting, Staff drafted an ordinance for the Health and Safety Commission’s review. During the meeting, the Commission provided comments on the draft ordinance but ultimately decided to request a checklist for the next meeting to better understand the various options available when drafting a policy regulating smoking in multifamily housing.

It is recommended that the Commission review the attached checklist and supporting documentation and come prepared during the meeting to discuss the various aspects of a draft ordinance. Should the Commission decide to move forward with drafting a recommended ordinance during the meeting, Staff will craft and return it during the May 22, 2017 meeting for the Commission’s review.

DISCUSSION
During the August 16, 2016 Study Session, the City Council decided to pursue a policy regulating smoking for multifamily housing. The Council tasked the Health and Safety Commission with the project and to report back with their findings and recommendations to the Council at a subsequent meeting. On September 26, 2016 and October 24, 2016, the Health and Safety Commission was presented with initial information on the framework for such a policy. Since this time, the Commission has been discussing the policy during regularly scheduled meetings, including holding two separate community input events in November and December.

During the March 27, 2017 meeting, Staff crafted a draft ordinance for the Commission to review. Ultimately, the Commission requested a checklist for their next meeting to gain a better understanding of the various policy options available when drafting an ordinance. In response to this request, Staff created a checklist (ATTACHMENT #1) for the Commission’s review. The checklist is to guide the Commission through the various decisions the Commission should address while drafting a recommended ordinance for the City Council’s review. The various checkboxes are to spark discussion on the topics/questions and are not all encompassing.
Additionally, Staff has attached in this report two documents that should provide the Commission with an understanding of other cities’ smoking regulations for multifamily housing (ATTACHMENTS 2 & 3).

**Timeline**

Should the Commission decide to move forward with drafting a recommended ordinance, Staff will craft and return with it during the May 22, 2017 meeting for the Commission’s review. Should the Commission decide to recommend the draft ordinance to the City Council during the May 22nd meeting, it would be heard during a City Council Study Session meeting in June, with first reading potentially occurring that evening. Second reading and adoption of the ordinance would occur in July. Once adopted, there would be a thirty (30) day waiting period until it is enforceable. Should the ordinance follow this timeline, it is anticipated that the ordinance would be in full effect in August.

**RECOMMENDATION**

It is recommended that the Commission review the attached checklist and supporting documentation and come prepared during the meeting to discuss the various aspects of a draft ordinance. Should the Commission decide to move forward with drafting a recommended ordinance during the meeting, Staff will craft and return with it during the May 22, 2017 meeting for the Commission’s review.