



Smoke-Free Policy

The Housing Authority of the County of Jackson

The purpose of this Smoke-Free Policy is to ensure that quality of air and the safety of residents in the Tanglewood Villa and the Rolling Meadow Village apartment complexes in accordance to meet the criteria set forth by HUD guidelines. The Housing Authority of the County of Jackson (JCHA) has declared that both complexes located at Tanglewood Villa in Ripley and Rolling Meadow Village in Fairplain are smoke-free complexes. Prohibited tobacco products are not permitted in any area of the buildings located at either development. This smoke-free policy bans the use of prohibited tobacco products in all public housing living units, interior areas in public housing, in PHA administrative and maintenance office building. This policy is to help improve interior air quality within JCHA's developments; benefits the health of public housing residents, visitors and JCHA staff; reducing the risk of catastrophic fires and to lower the overall maintenance costs. Smoking is only permitted outside in designated areas at least 25 ft. from any building. Please be aware that if windows are open and attic fan is on it will drawl smoke inside of unit; therefore, you will need to shut windows or turn off attic fan when smoking outside.

Adopted: Resolution 288 Effective 1/1/2018

1. Prohibited tobacco products, as such term is defined in 965.653 (c), inside all interior areas of public housing including but not limited to living units, indoor common areas, electrical closets, storage units and PHA maintenance and administrative office buildings, laundry rooms and all outdoor areas within 25 feet of housing and administrative office buildings. Effective on January 1, 2018, all current residents, all employees, all guests, and all new residents of Tanglewood Villa in Ripley and Rolling Meadow Village in Fairplain after this date will be prohibited from the use of prohibited tobacco products
2. Any deviation from the smoke-free policy by any tenant, a member of their household, or their guest will be considered a lease violation. Two (2) violations will result in possible eviction. If when changing air filters there is a tobacco residue, it will be considered as prohibited tobacco products being done in the unit and will be cause for an eviction.
3. “No Smoking” signs will be posted throughout each development and at both administrative and maintenance offices.
4. Smoking outside the building is limited to 25 ft from dwelling unit. Please be aware that if windows are open and attic fan is on it will drawl smoke inside of unit, you will need to shut windows or turn off attic fan when smoking outside.
5. New residents will be given two (2) copies of the smoke-free policy. After review, the Tenant will sign both copies and return one to the Housing Authority’s office. The copy will be in the resident’s file.
6. Upon adoption of this policy, all residents presently living in the Tanglewood Villa and Rolling Meadow Village development will be given two copies of the policy. After review, the resident must sign both copies and return one to the Housing Authority’s office for placement in the resident’s file. Failure to sign and comply with the terms of the Smoke Free policy may result in eviction.
7. A request for a reasonable accommodation from an eligible participant will be considered, and may be granted unless there is a fundamental alteration to the program or undue financial and administrative burden.
8. Prohibited tobacco products include but are not limited to cigarettes, electronic devices, cigars, pipes, water pipes (also known as hookahs).
9. Families may seek help to quit smoking by calling 1-800-QUIT-NOW or contact the Office at 304-372-2343 for further guidance.

RESIDENT CERTIFICATION/AMENDMENT TO RESIDENTIAL LEASE AGREEMENT:

I have read and understand the above smoke-free policy and I agree to comply fully with the provisions of the policy. I understand that failure to comply may constitute reason for termination of my residential lease agreement or nonrenewal of the residential lease agreement.

Resident Signature: _____

Apartment Number: _____

Date: _____