



homeport

STRONG COMMUNITIES START AT HOME

Smoke-Free Apartment Policy



Smoke-Free Housing Enforcement Policy

Homeport's smoke free properties are smoke free campuses. This means there is no smoking in the building, outside the building, or on the campus. Residents who are found smoking will be given one warning and three strikes prior to eviction. The smoke free properties effectively operate on a three strikes program



Amber Jones

Columbus Health Department



Enforcement Plan:

1st Written Warning

- If a resident is suspected of smoking management will follow up with resident of concern and review non-smoking guidelines with the resident. If there is a suspected smell, management will offer to deodorize the unit. Once the unit is deodorized the resident and property manager will sign off that the unit is free of smell of smoke. If resident admits to smoking then verbal violation becomes a 1st written violation



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1st Written Violation

- **First Strike:** If a resident is found (sight or smell) to be smoking on the property, the property manager will serve a lease violation notice, and a letter offering a meeting with Homeport's AM Service Manager and the Columbus Health Department (CHD) to set up smoking cessation classes with the Breathing Association. Property manager is to always have a 2nd person with them to confirm sight or smell violation.



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2nd Written Violation

- **Second Strike:** If a resident is found (sight or smell) to be smoking on the property, the property manager will notify the resident. The property manager will email the Homeport's AM Service Manager of the "Smoke Free Program" of the violation. The AM Service Manager will email Homeport's Learning and Engagement Team of the violation. The AM Service Manager will email the Columbus Health Department (CHD) Program of the violation. The property manager will send the resident a letter along with the lease violation asking if they would like an appointment with the Breathing Association for a cessation class. If resident wishes to attend a cessation class property manager will notify the AM Service Manager. The property manager will have a meeting with the resident explaining that this is the 2nd lease violation and that their housing could be terminated if another violation occurs



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3rd Lease Violation

- **Third Strike:** Property Manager to include Regional Supervisor in this inspection before lease violation is served. An informal conference with property manager to include the Area Supervisor and resident will be held. At this time the resident will be given a



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To Date Status:

- Homeport has been working on Smoke Free since 2014.
- All Multi-Site Homeport Properties have been changed to “Smoke Free” and 4 Single Family Home Developments
- To date 1,531 Homeport Apartment Communities and 141 Single Family Homes are Smoke Free.
- To date Homeport has only two families move because of being “Smoke Free”.
- Homeport was awarded Platinum Award Winner for bringing smoke free to their homes in 2016. A billboard was placed on East Broad Street.



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