

September 12, 2008

Dear Apartment Owner/Manager:

As you may know, the City of Belmont adopted an ordinance in November 2007 regulating secondhand smoke.

As of January 9, 2009, smoking will be prohibited in individual units and their patio/yard areas of multi-unit, multi-story residences (apartments, condominiums, and townhouses) that share common floors and/or ceilings with at least one other such unit. Landlords will be required to insert no-smoking provisions in any new or renewed residential leases; the California Apartment Association has provided an approved form for this purpose. Landlords may designate outdoor smoking areas if they are more than 20' away from operable doors or windows used by the public. Smoking in indoor common areas of multi-unit residences was already prohibited by a prior ordinance, and the new ordinance continued that prohibition.

The purpose of this letter is to invite you to an open public meeting Smoking Ordinance Seminar (SOS) to discuss how the new ordinance applies to your property. The meeting will take place on October 2, 2008 in Belmont City Council Chambers at 7:00 p.m. Representatives of the City as well as other community organizations will be present to answer questions and distribute materials. Refreshments will be provided.

The ordinance and many related materials and resources such as smoking information and education, links to signs and stickers for individuals and businesses as well as all information related to the Secondhand Smoking Ordinance can be found on the City's website at www.belmont.gov. Click on "Hot Topics" at the top of the Home Page to access these materials. Materials are also available at a kiosk in the City Hall lobby.

Please RSVP to this invitation by calling 650.595.7446 or emailing sos@belmont.gov on or before September 18th so we can plan the event. When responding please include your name, address of area you are responsible for and an email address if you would like to receive any updates. We look forward to seeing you there.