



**SMOKE-FREE
ORDINANCE TOOLKIT**

OVERVIEW OF THE PONCHATOULA SMOKE-FREE ORDINANCE

Ponchatoula has joined the almost 700 cities nationwide in going smoke-free. The City's new smoke-free goes into effect on May 12, 2019. In addition to smoking restrictions that already exist under state law, there will be new restrictions on smoking and vaping (use of electronic smoking devices) in many locations across the city.



= Smoking & Vaping Prohibited



= Smoking & Vaping Allowed

INDOORS

Bars and Private Clubs	
Restaurants	
Hotels and motels	
Workplaces	
Schools (preschool to post-secondary)	
Common areas of multi-units housing, including apartment complexes and condos	
Buildings and vehicles owned, leased, occupied, or operated by the City or State	
Most other public places enclosed by two or more walls/barriers, including: hospitals, nursing homes, public buses, retail stores, and retail service businesses	
Private homes and vehicles	
Tobacco businesses	
Electronic smoking device businesses (vape shops)	

OUTDOORS

Parks and playgrounds, stadiums, and recreational areas with playground equipment, except in designated areas	
Distance: Smoking is prohibited within five (5) feet of the entrance or exit to any public building or public facility occupied or operated by the city or any of its agencies.	
State law: Smoking is prohibited within 200 feet of entrances, exits, and outdoor areas of elementary and secondary schools.	
Within five (5) feet of any serving line in a public place during times in which the public is invited and permitted	
Workplaces, such as construction sites	
Bleachers and grandstands for use by spectators at sporting events	
Outdoor seating, serving areas, balconies, patios, and unroofed courtyards of bars and restaurants	

For more information: www.CityofPonchatoula.com

SMOKING: PROHIBITED OR ALLOWED?

Where is Smoking and Vaping Prohibited Indoors?

- Bars
- Restaurants
- Workplaces
- Hotels and motels
- Schools (preschool to post-secondary)
State law
- Common areas of multi-unit housing, including apartment complexes and condos
- Buildings and vehicles owned, leased, occupied, or operated by the City or State.
- Vehicles with children under the age of 13 present as per State Law R.S.32:295
- Most other public places (enclosed by two or more walls/barriers)
 - Examples: hospitals, nursing homes, public buses, retail stores, and retail service businesses

Where is Smoking and Vaping Prohibited Outdoors?

- State Law - With twenty-five (25) feet of public entrances and wheelchair ramps of office buildings owned by the State, City or any of its agencies and within 200 feet of entrances, exits, and outdoor areas of elementary and secondary schools
- City playgrounds and parks, except in designated areas.
- Any service line in a public place during times in which the public is invited and permitted, within five (5) feet of service window if in vehicle.
- Workplaces, such as construction sites

Where is Smoking and Vaping Allowed?

- Private homes, unless a group home, child care, adult day care, or health care facility is operated therein or unless it is a common area of a multi-unit dwelling
- Private vehicles when a child under 13 is NOT present.
- Outdoor seating and serving areas, balconies, courtyards of bars, restaurants.
- Tobacco businesses and electronic smoking device businesses (vape shops)
- Cigar bars and Hookah bars, as defined in the ordinance

FAQs

Why is this ordinance important?

This ordinance protects the public's health by reducing exposure to secondhand smoke and encouraging smokers to quit. Nonsmokers who are exposed to secondhand smoke at work are more likely to develop heart disease or lung cancer, and approximately 1,000 children and adults in Louisiana die each year from secondhand smoke exposure.

Tobacco use-the leading preventable cause of death in the United States-causes cancer, heart disease, stroke, lung diseases (such as emphysema) and diabetes.

More than 20 million people in the United States have died from smoking-related diseases since 1964, including 2.5 million nonsmokers as a result of exposure to secondhand smoke.

As a business owner or employer, how do I comply with the ordinance?

- Post no smoking signs. Hang signs in plain view at all major entrances to your business and at the entrance of all restrooms. Please see page 8 of this toolkit for a printable no smoking sign.
- Remove all ashtrays and other smoking receptacles.
- Ask individuals smoking or vaping on the premises indoors to stop, and to step outside.
- If an individual does not stop, refuse service and ask the individual to leave the premises. If individual continues call Ponchatoula Police Department at **(985) 386-6548**.

As a patron or employee, how do I comply with the ordinance?

Do not smoke or vape in any area where smoking or vaping is prohibited.

How do I report violation of the smoke-free ordinance?

Starting May 12, 2019, noncompliance may be reported to Ponchatoula Police Department non-emergency number **(985) 386-6548**.

What are the possible penalties for noncompliance?

A **business** that violates the ordinance for a first violation shall be liable for a fine of not more than \$100.00; or a second violation committed within a period of twelve (12) months the business will be liable for a fine of not more than \$200.00; for a third violation, all of which occurred within 12 months, shall be liable for a fine up to \$500.00. Any business that violates the ordinance five or more times with in a 12-month period shall be subject to a revocation of the occupancy permit for the location in which the violation occurs.

Every **person** who violates the ordinance shall be liable for a fine of up to \$50.00 for each violation.

What should I do if a customer is smoking or vaping in violation of the ordinance?

Most smokers want to follow the rules and want to know when smoking is allowed or prohibited. You can communicate the law to customers who may not know about the new ordinance. Using gentle, positive, and clear messages will help avoid bad feelings.

Here are a few suggestions on ways you can handle this situation:

- "A city ordinance no longer allows smoking or vaping indoors. I'm sorry, but you will have to step outside to smoke or vape."
- "The new smoke-free ordinance prohibits smoking in here. Thank you for your cooperation."
- "We are under a smoke-free ordinance that prohibits smoking indoors. I need to ask you to put out your cigarette (or refrain from using your e-cigarette)."

Remember:

- **Speak respectfully.**
- **Direct the smoker to the nearest place he or she can smoke.**
- **If the smoker refuses to comply, let the manager on duty or security personnel handle it. If necessary, use your normal protocol for removing a disruptive customer from your premises.**

Dates to Remember & Required Signage

At 12:01 a.m. on Sunday, May 12, 2019

Post the required no smoking or vaping signs. Hang signs in plain view at all major entrances to your business and at the entrance of all restrooms

After May 12, 2019

Continue to comply with the ordinance.

Ensure that required signs are posted, ashtrays are removed, and smoking and vaping is prohibited in your business.

Keep information and resources on hand.

Keep this toolkit and other resources available for easy reference. Visit www.cityofponchatoula.com for updates on the ordinance.

Provide continual support for employees.

Train new employees on the ordinance. Remind employees about the availability of resources to quit smoking.

"No Smoking" signs should contain the following elements:

- The words "No Smoking or Vaping"
- The international "no smoking" and "no vaping" symbols
- A reference to the relevant provisions of City Code.
Ponchatoula City Code 58:60-77
- A reference to the City's website:
www.CityofPonchatoula.com
- A reference to the City's non-emergency number **(985) 386-6548**.

Until the regulations go into effect, you may print and use the temporary sign included at the end of this toolkit. Please hang the sign in plain view at entrances to your business and at the entrance to all restrooms. By May 12, 2019 all temporary signs must be replaced with permanent, durable signs.

Resources to Quit Smoking

- The **Louisiana Tobacco Quitline** provides free and confidential counseling by Certified Quit Coaches to Louisiana residents ages 13+ who are ready to quit smoking. Counseling is available 24 hours a day, 365 days a year in English, Spanish, and 150 other languages. For more information call 1-800-QUIT-NOW or visit www.quitwithusla.org
- The **Smoking Cessation Trust** offers free medications, group and individual counseling, and quitline coaching to Louisiana residents who started smoking cigarettes before September 1, 1988 and desire to quit. For more information call 1-855-259-6346 or visit www.smokingcessationtrust.org
- The **Ochsner Smoking Cessation Clinic** offers free counseling and medications through the Smoking Cessation Trust. Clinics are located on Jefferson Highway in New Orleans, in Slidell, and in Hammond with new sites in Kenner, Westbank, Raceland, and Baton Rouge. For more information call 504-842-7490 or 1-844-371-5806 or visit www.ochsner.org/stopsmoking
- The **LSU Tobacco Control Initiative** offers free or low-cost services to all Louisiana public hospital patients, employees, and surrounding communities, including individual and group counseling and cessation medication. For more information call 504-903-5059 or visit sph.lsuhschool.edu/tci or www.lsuhschool.edu/cmo/hcet/Stob.htm
- The **American Lung Association's Freedom from Smoking Online** is a program that provides information and support to help smokers quit. For more information visit www.ffsonline.org
- The **Louisiana Campaign for Tobacco Free Living** works to prevent Louisiana's youth from beginning to use tobacco; eliminate exposure to secondhand smoke; promote tobacco cessation among youth and young adults; to identify and eliminate tobacco-related disparities and to facilitate effective coordination of all tobacco control and prevention initiative statewide. Find out more at www.tobaccofreeliving.org

For more information: www.CityofPonchatoula.com

NO SMOKING OR VAPING



City of Ponchatoula Code 58:60-77



If you see someone smoking, please notify the manager.

To report violations, call

Ponchatoula Police Department at (985) 386-6548.

www.cityofponchatoula.com