

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's office at (310) 618-2780. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR35.102-35.104 ADA Title II]

Direct questions or concerns to the Commission Liaison at (310) 618-5912, or individual department head prior to submission to the Commission. Parties will be notified if the complaint will be included on a subsequent agenda.

Security procedures: Members of the public will be directed to enter City Hall on the East side of the building through the sliding door. All other entrances will remain locked for entry. Oversized bags or backpacks will not be allowed in the Council Chamber or Commission meeting room. All bags are subject to search.

Any correspondence received after 2:00 p.m. on January 26, 2023 on any item on the agenda will be provided to the Commission electronically and available for public inspection in the City Clerk's Office. A copy of the correspondence will be available for public inspection in a binder at the back of the Council Chamber or Commission Meeting room.

**TORRANCE ENVIRONMENTAL QUALITY AND ENERGY CONSERVATION  
COMMISSION AGENDA  
FEBRUARY 02, 2023  
REGULAR MEETING  
7:00 P.M. IN WEST ANNEX COMMISSION MEETING ROOM  
AT 3031 TORRANCE BOULEVARD  
TORRANCE, CA 90503**

**ENVIRONMENTAL QUALITY AND ENERGY CONSERVATION COMMISSION MAY  
TAKE ACTION ON ANY ITEM LISTED ON THE AGENDA**

**1. CALL MEETING TO ORDER**

**ROLL CALL:** Commission members: Endo-Roberts, Hill, Jendrucko, Love, Seferian, Wright, and Chair Stecker

**2. FLAG SALUTE**

**3. REPORT OF THE STAFF ON THE POSTING OF THE AGENDA**

The agenda was posted on the Public Notice Board at 3031 Torrance Bl. and on the City's Website on Thursday, January 26, 2023.

**4. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**

**5. ORAL COMMUNICATIONS (Limited to a 30 minute period)**

*This portion of the meeting is reserved for comment on items on the Consent Calendar or not on the agenda. Under the Ralph M. Brown Act, the Commission cannot act on items raised during public comment, but may respond briefly to statements made or questions posed; request clarification; or refer the item to staff. **No longer than 1 minute per speaker.** If presenting handout material to Commission, please provide 10 copies to staff before speaking.*

**6. CONSENT CALENDAR**

*Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed by a Councilmember from the Consent Calendar and considered separately.*

**6A. Approve Commission Minutes: December 01, 2022**

**7. ADMINISTRATIVE MATTERS**

**7A. Community Development – Discuss Options & Provide Direction Pertaining to Land Use Study LUP19-00002/-City of Torrance (Residential Smoking Regulation).**

Discuss options for item regarding the regulation of smoking in multifamily residential uses.

**8. PUBLIC HEARINGS**

**9. COMMISSION ORAL COMMUNICATIONS**

**10. ADJOURNMENT**

**10A.** Adjournment of Environmental Quality and Energy Conservation Commission Meeting to Thursday, March 02, 2023, at 7:00 p.m. in the Commission Meeting Room.

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**MINUTES OF A REGULAR MEETING OF  
THE TORRANCE ENVIRONMENTAL QUALITY &  
ENERGY CONSERVATION COMMISSION**

**1. CALL TO ORDER**

The Torrance Environmental Quality and Energy Conservation Commission convened in a regular session at 7:00 p.m. on Thursday, December 1, 2022, in the West Annex Commission Meeting Room City Hall.

**ROLL CALL**

Present: Commissioners Endo-Roberts, Jendrucko, Love, and Wright.

Absent: Commissioner Hill, Seferian, and Chair Stecker.

Also Present: Staff Liaison Nora Duncan.

**MOTION:** Commissioner Wright moved to excuse the absence of Commissioner Hill and Chair Stecker. Commissioner Jendrucko seconded the motion; a roll call vote reflected 4-0 approval (Commissioner Hill, Seferian, and Chair Stecker absent).

**2. FLAG SALUTE**

Commissioner Endo-Roberts led the Pledge of Allegiance.

**3. REPORT OF STAFF ON THE POSTING OF THE AGENDA**

Staff Liaison Duncan reported that the agenda was posted on the Public Notice Board at 3031 Torrance Boulevard.

**4. WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**

- None.

**5. ORAL COMMUNICATIONS**

A member of the Youth Council spoke.

**6. CONSENT CALENDAR**

**6A. APPROVAL OF MINUTES: OCTOBER 6, 2022**

**MOTION:** Commissioner Wright moved to approve the October 6, 2022 minutes as presented. Commissioner Endo-Roberts seconded the motion; a roll call vote reflected 4-0 approval (Commissioner Hill, Seferian, and Chair Stecker absent).

7. **ADMINISTRATIVE MATTER**

7A. **COMMUNITY DEVELOPMENT – ACCEPT AND FILE CITY YARD OPEN HOUSE AND ENVIRONMENTAL FAIR**

Staff Liaison Duncan stated that the Environmental Fair, City Yard Open House event will take place Saturday, June 10, 2023; a planning team is being recruited at this time. The Commission will be updated as the project progresses.

7B. **COMMUNITY DEVELOPMENT – DISCUSSION OF CLIMATE SMART AWARDS OUTREACH**

Staff Liaison Duncan stated that no emails or nominations had been received regarding the Climate Smart Awards; staff is looking to speak with City Cable for additional advertisement. Staff Liaison Duncan requested feedback from the Commission.

Commissioner Wright stated that he cannot find the Climate Smart Awards page on the City's website and requested that this be remedied. Staff Liaison Duncan acknowledged the request.

Commissioner Wright volunteered to go to the City Council and speak on the Climate Smart Awards during the Oral Communication portion of the meeting.

Commissioner Endo-Roberts suggested that the other Commissions be reached out to spread the word regarding the Climate Smart Awards once more.

8. **PUBLIC HEARINGS**

- None.

9. **COMMISSION ORAL COMMUNICATIONS**

Members of the Commission spoke.

10. **ADJOURNMENT**

**MOTION:** At 7:24 p.m., Commissioner Jendrucko moved to adjourn the meeting to Thursday, February 2, 2023 at 7:00 p.m. The motion was seconded by Commissioner Wright; a roll call vote reflected 4-0 approval (Commissioner Hill, Seferian, and Chair Stecker absent).

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Chair and Members  
of the Environmental Quality and Energy Conservation Commission  
City Hall  
Torrance, California

Members of the Commission:

**SUBJECT: Community Development – Discuss Options & Provide Direction Pertaining to Land Use Study LUS19-00002/City of Torrance (Residential Smoking Regulation)**

This is an informational item regarding residential smoking regulations. This item is to provide direction to staff regarding regulating smoking in multi-family apartment buildings with more than three units in order to improve air quality and reduce second hand smoke.

**BACKGROUND**

In 2019, the City Council directed the Community Development Department to prepare an informational item regarding residential smoking regulation. On November 7, 2019, staff presented the Environmental Commission with Land Use Study LUS19-00002 offering several options for the Commission (Attachment A).

At the meeting, staff responded to Commissioner inquiries related to understanding the study and potential regulations and provided the Commission the following options:

- 1) Direct Staff to forward the item to Council with a recommendation of no action;
- 2) Direct Staff to conduct further research in a specified area and present at a future TEQECC meeting; or
- 3) Direct Staff to forward the matter to Council for consideration with any recommendations for action from the Commission.

After public input and Commission discussion, a motion to recommend adoption of an ordinance to the City Council banning any form of smoking in all common areas, including balconies and patios, in rental properties having three or more units, and allowing owners to declare their properties non-smoking without any action taken by the City passed 4-3 (Attachment B).

Due to a Cyber attack and the COVID-19 pandemic in early 2020, the item was not taken to City Council as planned. Additionally, pending State legislation was also looking to regulate smoking in multi-family developments. At this time, Environmental staff is bringing the item back to the Environmental Commission to discuss what direction the commission would like to take on this item.


**RECOMMENDATION**

There are a couple of options that the Commission can take, including:

- 1) Direct Staff to bring the item back for further discussion in a public hearing; or
- 2) Take no action and Accept and File the informational item.

Respectfully submitted,

MICHELLE G. RAMIREZ  
COMMUNITY DEVELOPMENT DIRECTOR

By   
\_\_\_\_\_  
Nora Duncan  
Sr. Environmental Quality Officer

Attachments: A) Agenda Item 7A, Land Use Study LUS19-00002

B) Approved TEQECC Minutes November 7, 2019

**AGENDA ITEM NO. 7A**

**TO:** Members of the Environmental Quality and Energy Conservation Commission  
**FROM:** Planning Division  
**SUBJECT:** Land Use Study LUS19-00002/City of Torrance (Residential Smoking Regulation)  
**LOCATION:** City-wide

This is an item related to information requested regarding residential smoking regulation. The subject of residential smoking regulation as a means to promote better air quality and limit second-hand smoke among youth has been brought forth to this commission in the past by community members. The following is an analysis of such policies and residential smoking regulations as requested by the City Council and deferred to the Torrance Environmental Quality and Energy Conservation Commission in August of 2019.

**BACKGROUND AND ANALYSIS**

On August 20th, 2019 Councilmember Mattucci requested staff bring back an item regarding a city-wide no-smoking ordinance in multifamily apartment buildings. Councilmember Griffith recommended that this oral be deferred to the Environmental Quality and Energy Conservation.

Research was conducted on cities within California that have adopted ordinances regarding residential smoking regulation. Staff initially wanted to conduct research on local municipalities but was limited in the number of cities who have passed ordinances on this matter. The cities that were used for research purposes are: Calabasas, Santa Monica, Sausalito, San Rafael, and Huntington Park. Additionally, the County of Marin was included which encompasses 27 cities (San Rafael & Sausalito within) that have multi-unit residential smoking regulations in place.

The City of Torrance does not currently have any type of municipal code writing regulating residential smoking. The City of Torrance does prohibit any form of smoking on city-owned property such as: the Madrona Marsh, Victor E. Benstead Plunge, Charles "Chuck" Lobb Viewing Deck – General Aviation Center, the Torrance Transit Center, and workplaces for city employees (§45.15.010). Additionally, any form or manner of smoking is prohibited in Torrance public parks (§49.2.11) and Torrance beaches (§44.3.26).

**Residential Smoking Regulation:**

There are commonalities in the municipal code across all cities. They each prohibit smoking in common areas of multi-unit residences. A common area is defined as every area of a multi-unit residence that residents of more than one unit of that multi-unit residence are entitled to enter or use, including, for example, halls and paths, lobbies and courtyards, elevators and stairs, community rooms and playgrounds, gym facilities and

swimming pools, parking garages and parking lots, shared restrooms, shared laundry rooms, shared cooking areas, and shared eating areas.

They each establish the need for “smoke-free buffer zones.” Marin County, Sausalito, and Calabasas state that a reasonable distance is necessary but do not quantify that distance. Santa Monica and Huntington Park state that the distance must be at least 20 feet from play areas or any designated non-smoking unit/area. The City of Huntington Park has the strictest code as they require a distance of 25 feet from play areas or any designated non-smoking unit/area. All cities prohibit smoking on private balconies, porches, patios or decks as they do not meet the minimum distance required for buffer zones.

All cities have similar guidelines for their designated smoking area within the multi-unit residences. Each municipality uses their buffer zone distance previously mentioned for the distance required from this area to recreational areas and or non-smoking units/areas. The designated smoking area must have a clearly marked perimeter and be completely unenclosed. The area must not overlap with any enclosed or unenclosed area in which smoking is otherwise prohibited. Lastly, the smoking area must be identified by conspicuous signage that has 1” letters at the minimum and displays the international No-Smoking symbol.

All ordinances have increased responsibilities for landlords/property managers. All landlords of multi-unit residences are mandated to create a floor plan diagram indicating where smoking/non-smoking units are located, non-smoking areas are located, and the designated smoking area is located. Landlords must mention to prospective and new tenants the history of the unit that they may be moving into. They must also present them with the floor plan diagram aforementioned and provide them with the designation documents for their unit. Landlords must also submit their floor plan diagram along with unit designation to the City Manager’s office for record purposes. All cities provide a code section with required and implied lease terms for all new and existing units in rental complexes. They also include generic clauses to various provisions of code to make the updated lease terms easier to write for landlords. Lastly, all municipalities state that any code language written in their ordinance regarding multi-unit residential smoking does not grant the landlord the authority to terminate a tenancy.

All municipalities except for the City of Calabasas declare all new units created after the adoption of the ordinance must be designated non-smoking units. They all state that non-smoking units should be grouped together whether it be on the same floor or the same building structure and where possible have physical separation from designated smoking buildings. All cities have code for tenants who smoke in a non-smoking unit/area stating that they are to be held liable by the landlord and adjacent neighbors for damages caused. The consequences vary in severity depending on the jurisdiction.

The City of Calabasas has unique code language in regards to designating units smoking or non-smoking. Their code permits at least 80% of units must be non-smoking but allows tenants of new and existing multi-unit residences to vote for the remaining percentage. If the tenants vote to make each unit a non-smoking unit then the entire complex may be



designated as smoke free. Tenants may request to have their unit designated as a smoking unit through a written letter to the landlord. In regards to their designated smoke area guidelines, the area must not take up more than 25% of total unenclosed area on the premises. They have a clause in their code stating that if a tenant who designates their unit as a smoking unit moves units within the same multi-unit residence, both units will be deemed as smoking units. They allow one violation of the ordinance which warrants a small fine and if a tenant receives a second violation, they can be evicted from the residence. Lastly, the City of Calabasas is the only city that adds a clause stating that if a design for a designated smoking area is not possible on a multi-unit property; the requirement can be exempted at the discretion of the City Manager.

The City of Santa Monica has a designation process for existing units that is different than all other municipalities. The tenants have a choice between smoking/non-smoking and if they choose not to designate their unit as either, they can remain undesignated. They allow undesignated/smoking units to convert to non-smoking through a written letter. If a tenant vacates an undesignated unit, the new tenant will have the same designation choice between smoking/non-smoking. The City of Santa Monica states that the designated smoking area must not be greater than 25% of a multi-unit residence total unenclosed area.

The City of Huntington Park states in their code that all existing units are to be non-smoking unless members of the multi-unit residence vote to designate a portion (No more than 20%) as smoking units. The designations chosen by the tenants are permanent and if they vacate their unit, it will be automatically designated as a non-smoking unit. The City of Huntington Beach states that the designated smoking area must not be greater than 10% of a multi-unit residence total unenclosed area.

The City of Sausalito states that a minimum of 80% of existing units must be designated as non-smoking units. The entire multi-unit residence may be designated as non-smoking if the current tenants vote to make it so. The City of Sausalito adds a condition that 80% of their hotel guest rooms shall be designated as non-smoking units. The City of Sausalito states that the designated smoking area must not be greater than 10% of a multi-unit residence total unenclosed area.

The City of San Rafael states that all existing units must be designated as non-smoking a year after the adoption of the ordinance. They also state that the designated smoking area within multi-unit residences must not be greater than 10% of a multi-unit residence total unenclosed area and be located 100 feet from areas primarily used by children or places of physical activity. Those areas include schools, day cares, parks, swimming pools, and gym facilities. The City of San Rafael issues a citation to any tenant that breaches the non-smoking provision and a new citation is issued for every offense. Lastly, the no-smoking signs posted throughout a multi-unit residence in San Rafael will be accompanied by another sign issued by the City Manager with a complaint number to report provision violators.

provision is subject to a fine and/or community service. Each violation thereafter increases in price and/or more hours of community service. Lastly, Marin County is the only one that explicitly states any code language regarding e-cigarettes and they do not prohibit the use of e-cigarettes within non-smoking areas.

If the Commission believes this is an item worth further research; there are a few suggestions from staff on potential issues of implementation. First, there may be costs for property owners to assume as increased ventilation is highly recommended. Secondly, tenants who choose to smoke in their multi-unit residence may be strongly opposed to a new citywide ordinance. Thirdly, implementing an ordinance will increase work for property owners. Lastly, property owners may need to reposition current tenants who do smoke to grant physical separation of buildings or separation of floors from those who choose not to. Beyond a smoking ban either complete or for 80% of units, the commission could consider regulation making all new units non-smoking; establishing prohibition of smoking in common areas; establish designated smoking areas on multi-unit properties; working on educational outreach or providing sample lease language for property owners interested in restricting smoking on their properties.

The Commission at this point has several options in which to direct Staff. The Environmental Commission may:

- A. Direct Staff to forward to Council with a recommendation of no action;
- B. Direct Staff to conduct further research in a specified area and present at a future TEQECC meeting;
- C. Direct Staff to forward the matter to the City Council for consideration with any recommendations for action from the Commission.

Based on the results of the research, the Community Development Director does not recommend that the Environmental Quality and Energy Conservation Commission recommend creating an ordinance banning residential smoking at this time due to staff, the difficulty of enforcing and budgetary constraints. However, creating regulation requiring new units to be non-smoking, prohibition of smoking in common areas, establishing designated smoking areas on multi-unit properties or educational outreach could be effective 1<sup>st</sup> steps.

Prepared by,



Louis Ortega Jr.  
Planning Intern II

Respectfully submitted,

Linda Cessna  
Deputy Community Development Director

Attachments:

1. Notice of Public Meeting



CITY OF TORRANCE  
Community Development Department  
3031 Torrance Boulevard  
Torrance, CA 90503

#### NOTICE OF PUBLIC MEETING

NOTICE IS HEREBY GIVEN that a public meeting will be held before the City of Torrance Environmental Quality Commission at 7:00 P.M., **November 7, 2019**, in the West Annex Meeting Room, City Hall 3031 Torrance Boulevard, Torrance, California, on the following matter:

**LUS19-00002: CITY OF TORRANCE (MULTI-FAMILY RESIDENTIAL SMOKING REGULATION)**

Environmental Quality Commission consideration of potential Torrance Municipal Code Amendments related to the regulation of smoking in multi-family residential buildings in Torrance. Potential amendments are exempted from the California Environmental Quality Act, Article 18, Section 15061 (b)(3).

Material can be reviewed in the Community Development Department. All persons interested in the above matter are requested to be present at the hearing or to submit their comments to the Community Development Department, City Hall, 3031 Torrance Boulevard, Torrance, CA 90503.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Development Department at 618-5990. If you need a special hearing device to participate in this meeting, please contact the City Clerk's office at 618-2870. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR35.102-35.104 ADA Title ii]

For further information, contact the PLANNING DIVISION of the Community Development Department at (310) 618-5990.

DANNY E. SANTANA  
Community Development Director

**ATTACHMENT 1**

November 7, 2019

**MINUTES OF A REGULAR MEETING OF  
THE ENVIRONMENTAL QUALITY AND  
ENERGY CONSERVATION COMMISSION**

**1. CALL TO ORDER**

The Torrance Environmental Quality and Energy Conservation Commission convened in a regular session at 7:00 p.m. on Thursday, November 7, 2019 in the West Annex meeting room, Torrance City Hall.

**2. ROLL CALL:**

Present: Commissioners Deemer, DeWitt, Endo-Roberts,  
Martin, Stecker, Wright, and Chairperson Montgomery.

Absent: None.

Also Present: Deputy Community Development Director Cessna,  
Senior Environmental Quality Officer Duncan, and  
Planning Intern II Ortega.

**3. SALUTE TO THE FLAG**

Commissioner Martin led the Pledge of Allegiance.

**4. POSTING OF THE AGENDA**

Deputy Director Cessna reported the agenda was posted on the Public Notice Board.

**5. ORAL COMMUNICATIONS FROM THE PUBLIC**

Debra Corwin, Purrfect Partners, spoke and distributed an Environmental Impact Report, Citywide Cat Program, City of Los Angeles.

**6. APPROVAL OF MINUTES: OCTOBER 3, 2019**

**MOTION:** Commissioner Martin moved to approve the October 3, 2019 Commission meeting minutes as presented. Commissioner Deemer seconded the motion; a roll call vote reflected 5-0 approval (Chairperson Montgomery and Commissioner Wright abstaining).

**7. ENVIRONMENTAL MATTERS**

**7A. LUS19-00002: CITY OF TORRANCE (MULTI-FAMILY RESIDENTIAL SMOKING REGULATION)**

Deputy Community Development Director Cessna reported in August 2019 City Council referred this item to the Commission for consideration. She stated Torrance does not currently have any regulations regarding residential smoking, but prohibits smoking in public parks, beaches, and City-owned properties. She noted the proposed ordinance would be limited to multi-family apartment buildings with more than three units and not intended for condominiums. She stated approximately 6,000 notifications of this meeting were mailed to multi-family properties and called attention to correspondence received subsequent to the publication of the agenda.

Planning Intern Ortega reviewed research he conducted on cities in California that have adopted ordinances regarding residential smoking regulation. He noted research was limited by the small number of cities that have passed ordinances on this matter. He presented similarities and differences in regulations in the Cities of Calabasas, Santa Monica, Sausalito, San Rafael, Huntington Park, and the County of Marin that encompasses 27 cities. He noted similarities in all of the municipalities prohibit smoking in common areas, establish the need for “smoke-free buffer zones” within the property lines, have designated smoking areas, require No Smoking signage and a floor plan diagram with locations of smoking units and area, as well as increased landlord responsibilities and violations for breaching smoking provisions. He stated differences found in the municipal codes include the unit designation process, buffer zone distance required, and open space maximum for designated smoking areas. He described the differences in each of the municipalities he researched and added, although the required distance of buffer zones differs, all cities prohibit smoking on private balconies, porches, patios, or decks because they do not meet the minimum distance required for buffer zones. He stated some of the cities allow tenants to vote to designate a portion of the building as smoking units.

He presented potential options for the Commission to consider: 1) Direct staff to forward a recommendation to City Council of no action; 2) Direct staff to conduct and bring back further research in a specified area; or 3) Direct staff to forward the matter to City Council for consideration with any recommendations for action from the Commission. These recommendations may include: all new units no smoking; ban smoking in all common areas but allow in units; designate a percentage of units as non-smoking; implement a ban at residences with five units or more; or ban smoking entirely in the complex. It was pointed out that owners are able to declare their properties non-smoking without any action taken by the City.

In response to Commissioner Deemer’s inquiries, Planning Intern Ortega stated that the City of Los Angeles has no smoking regulations for multi-unit residences and that he is unaware of the percentage of adults who currently smoke in California.

Commissioner DeWitt received clarification from staff that “landlord” and “property manager” are used interchangeably in municipal codes. He questioned how to address changes in ownership and residences in close proximity to each other, such as mobile estates. He was advised by staff that mobile homes or townhouses are not counted.

Responding to an inquiry from Commissioner Stecker, Deputy Community Development Director Cessna explained that the Department has received few complaints from apartment dwellers and this item came from a Councilmember during Orals at a City Council meeting.

At 7:32 p.m., Chairperson Montgomery welcomed public input.

Mark Bodziak stated smoking restrictions would be hard for the City to regulate and that apartment owners should have the freedom to choose.

Dan McLaughlin stated he supports less smoking; however, 60% of the tenants in his apartment building smoke and his relationship with them is important.

When Commissioner Stecker stated he does not support having tenants vote, Deputy Director Cessna agreed it would not be appropriate. She added that the Commission does not have to follow any of the models of the cities researched. She stated, based on the results of research, she does not recommend creation of an ordinance banning residential smoking at this

time due to staff limitations, difficulty of enforcement, and budgetary constraints. She noted, however, that creating regulations such as requiring new units to be non-smoking, prohibiting smoking in common areas, establishing designated smoking areas, and educational outreach could be effective first steps.

Chairperson Montgomery stated that health trumps all and that residents should be able to smoke in their own units but not in common and public areas.

Commissioner Wright suggested there is no need to do anything at this point, noting the lack of complaints and the majority of cities having no ordinances.

Commissioner Deemer recommended surveying apartment buildings, indicating that perhaps smoking restrictions have been implemented in some of them.

Commissioner Martin pointed out that apartment owners do not have to wait for the City to enact regulations because they can implement them on their own.

Commissioner DeWitt expressed concern that enacting an ordinance may provide an artificial way for owners to raise rents.

Darlene Thomas received clarification from staff that any regulations would not override what restrictions apartment owners have in place.

**MOTION:** Commissioner Montgomery, seconded by Commissioner DeWitt, moved to recommend 1) adoption of an ordinance banning any form of smoking in all common areas, including balconies and patios, in rental properties having three or more units, and 2) owners are able to declare their properties non-smoking without any action taken by the City. The motion passed on a 4-3 roll call vote as follows:

Ayes: Commissioners DeWitt, Martin, Stecker, and Chairperson Montgomery.  
Noes: Commissioners Deemer, Endo-Roberts, and Wright.

## 8. **ORAL COMMUNICATION**

Deputy Director Cessna informed the Commission that next month they would be considering Rails to Trails and leaf blowers.

Commissioners Martin, Stecker, and Deemer spoke.

Chairperson Montgomery distributed "Climate Crisis News."

## 9. **ADJOURNMENT**

**MOTION:** At 8:36 p.m., Commissioner Endo-Roberts moved to adjourn the meeting to December 5, 2019 at 7:00 p.m. in the West Annex meeting room, Torrance City Hall. Commissioner Wright seconded the motion and, hearing no objection, Chairperson Montgomery so ordered.

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Approved as submitted December 5, 2019 s/ Rebecca Poirier, City Clerk
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