



March 19, 2024

Residents of Jackson Tower, Washington Square and Woodlawn Homes

Dear TENANT:

Lake Metropolitan Housing Authority (Lake MHA) is dedicated to providing decent, safe, and affordable housing to our residents, as such Lake MHA has determined that an update to the House Rules and Smoke Free Addendum is needed.

As part of your lease agreement with Lake Metropolitan Housing Authority (Lake MHA), you agreed to obey the House Rules attached to your Lease and to obey any additional rules established after the effective date of the lease agreement so long as certain conditions were met. In accordance with the current House Rules attached to your Lease as well as the Smoke Free Lease Addendum, Lake MHA is inviting comments on the proposed rules of these minor changes. This is notice of the 30-day comment period (due by April 18, 2024) and 60-day notice (effective date of July 1, 2024) once Lake MHA receives Board approval. If there are comments to be considered, residents will receive sixty (60) days' notice of the effective date of the final Multifamily RAD PBRA House Rules, including Smoke Free Lease Addendum. Mandatory signature appointments are being mailed to all residents following the 30-day comment period.

Lake MHA would like to take this opportunity to direct the attention of all residents to particular portions of the and House Rules and Smoke Free Lease Addendum which all residents have agreed to follow, that have changed.

HOUSE RULES:

SUBSIDY:

- Changes in your family composition, income, assets, or expenses must be reported to Lake MHA in writing within ten (10) calendar days of the effective date of the change. Changes that must be reported include, but are not limited to, a household member moving out of the unit, an adult household member reported as unemployed on the most recent certification or recertification obtaining employment, or a household's income cumulatively increasing or decreasing. Failure to report changes in household composition or income may result in loss of a thirty (30) day notice of rental payment increase, termination of subsidy, termination of the lease, or all of the foregoing.

If you or anyone in your family is a person with disabilities, and you require a specific accommodation in order to fully utilize our programs and services, please contact Lake Metropolitan Housing Authority.



189 First Street • Painesville, Ohio 44077

440.354.3347 • fax 440.354-5008 • TDD/TTY 711 or 800.750.0750

www.lakehousing.org



Smoke Free Lease Addendum

- **Definition of Smoking.** The term “smoking” means inhaling, exhaling, or carrying of any lighted cigarette, e-cigarette, cigar, pipe, vape pen, juul, hookah, Electronic Nicotine Delivery System (ENDS), marijuana, medical marijuana, herbal smoking product, “Legal Weed,” or product known as “bath salts,” or other lighted product in any manner or in any form. Failure to abide by the Lease, Lease Addenda, and House Rules may result in charges for damages, lease violations, lease termination, or all of the foregoing.

Applicants, residents, and other interested parties may submit written comments regarding the proposed Multifamily RAD PBRA House Rules, including Smoke Free Lease Addendum to Lake MHA in person, by mail, or by emailing Victoria Smith, vsmith@lakemetrohousing.org or Theresa Lee, tlee@lakemetrohousing.org

Written comments must be received by **5:30 P.M. on April 18, 2024. The proposed rules may be viewed on Lake MHA’s website (www.lakehousing.org) or in Lake MHA’s Administrative Office.**

The proposed rules are subject to change.

Please reach out to Lake MHA’s Administrative Office if you have any questions.

Sincerely,

Lake Metropolitan Housing Authority

cc: tenant file

Consideration of Extenuating Circumstances or of the Need for Reasonable Accommodation. Lake MHA may consider extenuating circumstances. Additionally, you have the right to request a reasonable accommodation. Lake MHA will consider the reasonable accommodation request if there is the presence of a disability.

Protections Provided Through the Violence Against Women Act. HUD provides protections for victims of *If you or anyone in your family is a person with disabilities, and you require a specific accommodation in order to fully utilize our programs and services, please contact Lake Metropolitan Housing Authority.*



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domestic violence, dating violence, stalking and sexual assault. This is true for women and men and is true for persons affiliated with the victims who experience imminent threat. Victims are still required to comply with the requirements set forth in the lease (including lease attachments). If you would like additional information about the property VAWA policy, please reference your House Rules or contact Lake MHA staff.

Questions Concerning this Notice. If you have difficulty understanding English, please request our assistance and we will ensure that you are provided with meaningful access based on your individual needs. Your response to this notice does not preclude you from exercising other avenues available if you believe that you are being discriminated against on the basis of race, color, religion, sex, national origin, familial status, or handicap.

Lake MHA does not discriminate on the basis of disability status in the admission or access to, or treatment or employment in, its federally assisted programs and activities.

Lake MHA's 504 Coordinator has been designated to coordinate compliance with the nondiscrimination requirements contained in the Department of Housing and Urban Development's regulations implementing Section 504 (24 CFR, part 8 dated June 2, 1988).

Lake Metropolitan Housing Authority
Attn: 504 Coordinator
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