

City of Burbank

Secondhand Smoke Control Ordinance

On April 3, 2007, the Burbank City Council adopted a "Secondhand Smoke Control Ordinance". This ordinance contains signage requirements for businesses in the City of Burbank. Please review the signage requirements listed below. If you have any questions or would like a copy of the ordinance, please contact James Rigor, of the Community Development Department, License and Code Services Division. Mr. Rigor can be reached at (818) 238-5282, or email to jrigor@ci.burbank.ca.us.

"No Smoking" Sign Requirements

- The Secondhand Smoke Ordinance requires property owners and businesses to post "no smoking" signs at the following locations:
 - All entrances to every building or other enclosed space that is open to the general public
 - All commercial outdoor dining areas
 - All outdoor shopping centers and outdoor shopping areas
- The ordinance also requires "Designated Smoking Area" signs to be posted in all allowed designated smoking areas.
- Sample signs are found at <http://www.ci.burbank.ca.us> under the "**What's New**" tab and under "**Secondhand Smoke Ordinance**". The sample signs are provided as Adobe Acrobat PDF files. These electronic files can be provided to printing or sign shops, which should be able to produce the required signs. These signs can also be printed on any color printer and fastened inside a window or glass door, facing outward, at the required locations.
- All signs must be printed at 100% or larger of actual size as they appear in the PDF file. Signs may not be scaled to a smaller size.
- Signs indicating "**No Smoking Within 20 feet**" and/or "**No Smoking in Downtown Burbank**" must be placed at all entrances to all buildings open to the general public, either on the entrance door itself or on a wall or in a window immediately adjacent to the entrances.
- Signs for outdoor dining areas may be mounted in windows or on doors facing the dining area or mounted on or above fences or walls surrounding the dining area in restaurants/bars. Signs may also be placed on individual tables.
- Signs for outdoor shopping centers and shopping areas may be mounted in windows, on walls, or on light poles or other posts in the immediate area.
- Signs must be mounted in highly visible locations. For larger areas or areas with visibility issues, more than one sign should be provided as needed.
- The center of all signs mounted on walls, fences, or doors, or in windows should be 60 inches above the floor if possible. If that height is not possible to provide, the center of the sign must be no less than 42 inches and no more than 66 inches above the floor.
- The height of all signs mounted on posts should be 60 inches above the floor, or higher if needed to allow for adequate head clearance for pedestrians as appropriate for the location of the sign.