

**TITLE VI – REGULATION OF BUSINESS AND VOCATIONS  
GENERAL**

**CHAPTER 168**

**INTRUSION ALARMS**

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**168.01 DEFINITIONS.** As used in this chapter, unless the context otherwise requires:

1. “Agent” means a natural person who is designated by the principal to be responsible for premises protected by an alarm system during the principal’s absence or unavailability.
2. “Alarm business” means the business of any person selling, monitoring, leasing, maintaining, servicing, repairing, altering, replacing, moving or installing any alarm system or causing to be sold, leased, maintained, serviced, repaired, altered, replaced, moved or installed any alarm in or on any building, structure or facility.
3. “Alarm system” means any assembly of equipment, mechanical or electrical, arranged to designate the occurrence of an entry or attempted entry into the area protected by the system, resulting in a signal to which the police would be expected to respond.
4. “Alarm user” means the person in control of any building, structure or facility who purchases, leases, contracts for or otherwise obtains an alarm system and thereafter contracts with or hires an alarm business to monitor and/or service the alarm device.
5. “Annunciator” means that part of an alarm system which communicates the fact that the system has been triggered.
6. “False alarm” means an alarm signal eliciting an urgent response by police when a situation requiring an urgent response does not, in fact, exist, but does not include an alarm signal caused by violent conditions of nature or other extraordinary circumstances not reasonably subject to control by the alarm business or alarm user. The burden of proving that such alarm was not a false alarm shall be on the alarm business or alarm user.
7. “Local alarm system” means an alarm system which, when activated, causes an audible and/or visual signaling device to be activated and is intended to be seen and/or heard by others outside of the protected premises.
8. “Permit term” means a twelve-month period beginning on the date of issuance of the alarm permit and ending twelve calendar months thereafter.

9. "Principal" means the person whose premises are protected by an alarm system. In the event that a building having more than one tenant is protected by a single alarm system, the term "principal" means the building owner.

#### **168.02 ALARM SYSTEM REQUIREMENTS GENERALLY.**

1. No alarm system shall be installed, used or maintained in violation of any of the requirements of this chapter.
2. The holder of an alarm system permit shall be responsible for training and retraining all employees, family members and other persons who may make regular use of the protected premises and who may, in the normal course of their activities, be in a position to accidentally trigger a sensor. Such training shall include procedures and practices to avoid accidental alarms and steps to follow in the event the system is accidentally triggered.
3. The holder of an alarm system permit shall be responsible, at all times, for the proper maintenance and repair of the system and for the repair or replacement of any component, method of installment, design feature or like condition which may give rise to a false alarm.
4. Each alarm system shall be so programmed that each audible annunciator will automatically silence within fifteen minutes after being activated, and will not sound again unless a new act or circumstance triggers a sensor.
5. No test of an alarm system incorporating an audible annunciator shall be conducted between the hours of 8:00 p.m. of any day and 7:00 a.m. of the following day.
6. The application for an alarm system permit shall list the name and phone number of three agents having access to the premises who may be notified and assist the police in the event the alarm is activated.

**168.03 PERMITS REQUIRED.** It is unlawful for any person to use or operate any alarm system without a current, valid permit therefor.

**168.04 APPLICATIONS; FEE FOR PERMIT.** Each application for an alarm system permit or renewal shall be made on a form prescribed by the Clerk and shall contain the following information:

1. The name, address and telephone number of the principal of the protected premises.
2. The type of premises (home, office, variety store, etc.) and any business name by which the premises is known.
3. The address of the protected premises, including, if it is in a residential, commercial or industrial complex (office building, apartment house, shopping center, etc.) any name by which the complex is commonly known.
4. The names, addresses and telephone numbers, including home phone numbers, of three agents.

The fee for the permit shall be as established by resolution of the Council.

**168.05 ISSUANCE OF PERMIT.** Upon receipt by the Clerk of the permit application and fee, the Police Chief or an individual designated by the Police Chief shall undertake whatever investigation deemed necessary with respect to the permit. If it appears to the Police Chief that the proposed system will comply with the provisions of this chapter, the Clerk shall issue to the applicant a permit setting forth the expiration date of the permit. The City shall not, by the issuance of any alarm system permit, be obligated to respond or accord any priority to an alarm from such system.

**168.06 TERM OF PERMIT AND RENEWAL.**

1. Alarm system permits shall be for a one-year period from and after the date of their issuance; permits may be renewed for a consecutive additional permit term in the same manner as original permits were obtained.
2. An alarm system permit shall automatically terminate upon any change of principal or protected premises. No permit shall be transferred to another principal or protected premises. No refunds will be given on termination or suspension of any permit for any reason.
3. Renewal permits shall be dated on the date of issue.

**168.07 INSPECTION OF ALARM SYSTEM.** Prior to issuing an alarm system permit, and at any time thereafter during the term thereof, the Police Chief may inspect any alarm system for which a permit is required.

**168.08 FALSE ALARM FEES.** As a condition of any alarm system permit issued under the provisions of this chapter, the permittee shall pay to the City within thirty (30) days of invoice for any false alarm generated by the permittee's alarm system a fee in an amount established by resolution of the Council.

**168.09 SUSPENSION OF PERMITS.** The following shall be grounds for suspension by the Police Chief of any permit issued pursuant to this chapter.

1. Any false or incomplete statement made on the permit application;
2. Failure to pay a false alarm fee within the time required by Section 168.08;
3. Installation or use of any alarm system in violation of any requirement of this chapter;
4. Failure to provide current information as required in this chapter.

If the Police Chief determines that there is cause for the suspension of a permit, the Police Chief shall mail a notice of suspension to the principal, stating that the suspension will be effective fifteen (15) days after the date of mailing.

**168.10 REINSTATEMENT AFTER SUSPENSION.** Except as otherwise provided herein, a principal whose alarm system permit has been suspended may have a permit reinstated upon payment of a reinstatement fee in an amount established by resolution of the Council.