



Sugar Grove Police Department

10 S. Municipal Drive
Sugar Grove, IL 60554
Phone 630-391-7250
Fax 630-391-7255

Application for Registration of Alarm System \$15.00 Registration Fee

Name: _____

Address: _____

Mailing Address: _____

Phone No.: _____ Cell No.: _____

Email address: _____ @ _____

Alarm System Location: _____

Description of System: _____

Monitoring Service Name: _____

Monitoring Service Phone: _____

Individual(s) to contact to deactivate alarm (key holders):

Name: _____

Address: _____

Phone No.: _____ Cell No.: _____

Name: _____

Address: _____

Phone No.: _____ Cell No.: _____

Name: _____

Address: _____

Phone No.: _____ Cell No.: _____

Optional:

The Village of Sugar Grove Chief of Police is hereby authorized in the event the above listed individuals cannot be contacted to enter the premises where said alarm system is installed for the sole purpose of deactivating the alarm system.

Signature

Person or Firm responsible for maintenance and/or repair of Alarm System

Name: _____

Address: _____

Phone No.: _____ Cell No.: _____

The undersigned applicant hereby certifies that all of the information provided above is true and correct to the best of his/her knowledge.

Signature

Date

Chapter 5 ALARM SYSTEMS

5-5-1: DEFINITIONS:

As used in this chapter, the following words and terms shall have the meanings ascribed to them in this section:

ALARM COORDINATOR: The police department crime prevention officer or any other person designated by the chief of police.

ALARM SYSTEM: Any assembly of equipment, mechanical or electrical, arranged to signal the occurrence of any illegal or other entry or other activity requiring urgent attention and to which police are expected to respond. Consideration shall be made by the alarm coordinator in making the determination as to who would reasonably be expected to respond to an alarm signal and the nuisance value of the alerting device. Individual devices such as smoke detectors which emit audible or visual signals and which are primarily designed to alert occupants of a premises of an impending fire or medical emergency shall not be considered as an alarm system nor be subject to the restrictions set forth herein.

ALARM USER: The person, firm, partnership, association, corporation, company or organization of any kind in control of the premises or property where an alarm system is maintained.

AUTOMATIC TELEPHONE ALARM: A telephone device or attachment which automatically relays a prerecorded message to report a robbery, burglary, fire or other emergency by means of a telephone line.

FALSE ALARM: Any alarm system emitting a signal prompting a response by the police that was activated other than for an emergency situation or an unlawful act.

Severe weather, electrical outages, transmission line malfunctions, acts of God, malicious acts of persons not under the control of the alarm user or any other cause clearly beyond the control of the alarm user may be considered in determining if an alarm was false and whether or not any fee, fine, warning or punitive action should be directed to the alarm user as provided by this chapter.

PRIVATE ALARM MONITOR AGENCY (MONITORING SERVICE): Any person, firm, partnership, association, corporation or organization which contracts with an alarm user to receive and initiate action on alarm systems signals. (Ord. 608, 11-21-1994)

5-5-2: RESPONSIBILITIES OF ALARM COORDINATOR:

The alarm coordinator shall have responsibility and authority for enforcing provisions of this chapter with respect to intrusion, holdup or other types of alarm systems not heretofore described. (Ord. 608, 11-21-1994)

5-5-3: ALARM USER REGISTRATION FEE; APPLICATIONS:

A. Registration; Fee:

1. Registration Required: It shall be unlawful for any person to lease or own an alarm system or be in control of any premises wherein an alarm system is operated or maintained without first having obtained an alarm user registration from the Village.
2. Exception: No registration shall be required for alarm systems contained in or on vehicles.
3. Fee: The fee for an alarm user registration shall be fifteen dollars (\$15.00) for each such alarm system registered.

B. Application: An application for an alarm user registration shall be filed with the Village Police Department within seventy two (72) hours of installation of said alarm system and shall contain the following information:

1. Applicant: Name and address of the applicant.
2. Premises: Name and address of the premises where the alarm system is located.
3. Description Of System: General description of the alarm system which classifies it as burglary, safe, holdup or other and the presence of silent alarms and any audible or visual alerting signals on the premises. Any alarm system classified as other shall include a brief description as to category type.
4. Monitoring Service: Any alarm system designed to transmit a signal to a monitoring service or central answering station shall include the name and telephone number of the said service.
5. Deactivation Of System: A statement listing the names, addresses and telephone numbers of at least three (3) persons responsible for the premises where the alarm system is located and who should be contacted to deactivate the alarm system and respond to the premises.

6. Maintenance Of System: The name, address and telephone number of the person responsible for any maintenance or repair of the alarm system. (Ord. 608, 11-21-1994)

5-5-4: ISSUANCE OF REGISTRATION:

The Police Department shall issue an alarm user or monitoring service registration within fifteen (15) days after a completed application is filed and after each application has been approved by the Alarm Coordinator. Following receipt and acceptance of an application, the Village Clerk shall issue the applicant a registration number. Prior to the issuance of an alarm user registration, the Alarm Coordinator may cause an inspection of the alarm system(s) if deemed necessary. (Ord. 608, 11-21-1994)

5-5-5: UPDATING ALARM USER OR AGENCY REGISTRATION:

It shall be unlawful for any registrant to fail or refuse to amend a registration application within ten (10) days after any of the information required becomes outdated or inaccurate. (Ord. 608, 11-21-1994)

5-5-6: DEACTIVATION REQUIREMENTS:

A. It shall be unlawful for any alarm user to cause or permit an alarm system to sound in excess of fifteen (15) minutes without shutting it off except for fire or medical alert alarm systems.

B. It shall be unlawful for the registered owner of any vehicle upon or within which an alarm system is located to permit, allow or cause said alarm system to sound in excess of ten (10) minutes without shutting off. (Ord. 608, 11-21-1994)

5-5-7: AUTOMATIC TELEPHONE ALARM REQUIREMENTS:

No person shall install or cause to be installed or maintained any automatic telephone alarm connected to the Village phone system. Any automatic telephone alarm, other than as authorized herein, shall be removed by the owner within ninety (90) days following the effective date hereof. Automatic telephone alarms not so removed shall be subject to fine as provided herein. (Ord. 608, 11-21-1994)

5-5-8: TESTS:

Tests of alarm systems may be made at reasonable times and for a reasonable duration, but only after immediately notifying the Police Department. Any other tests may be deemed a false alarm. (Ord. 608, 11-21-1994)

5-5-9: FALSE ALARMS:

A. Notification: The alarm coordinator shall notify the alarm user or monitoring service of each instance wherein a false alarm was recorded, and in the case of the third recorded false alarm in any one calendar year, shall further notify the registrant that additional false alarms will result in the imposition of the fees set forth herein. Each registrant shall have the opportunity, within ten (10) days after the receipt of such notice, to submit a report to or meet with the alarm coordinator for the purpose of explaining the circumstances surrounding or the cause(s) of any false alarm(s).

B. Fee: If the police department responds to more than three (3) false alarms in a calendar year at the same premises, the alarm user or monitoring services shall pay the village, within thirty (30) days after receiving notification of a false alarm, a thirty five dollar (\$35.00) fee for each response in excess of three (3) false alarms in a calendar year. (Ord. 608, 11-21-1994)

5-5-10: REVOCATION; HEARING; REVOKED USER'S REGISTRATION:

A. Monitoring By Village: No alarm system will be allowed to transmit or in any other way connect to an alarm board or other receiving equipment located on village property or monitored by the village employees.

B. Twenty Or More False Alarms: If the police department records indicate twenty (20) or more false alarms within a calendar year for any alarm system:

1. Notice: The alarm coordinator shall notify the alarm user or monitoring service that the alarm registration is subject to revocation and direct that the user submit a report to the department within fifteen (15) days of receipt of said notice describing the actions to be taken to eliminate the cause of the false alarms.
2. Report By User Or Monitoring Service: If the alarm user or monitoring service submits a report as directed, the alarm coordinator shall determine whether or not the action to be taken will substantially reduce the likelihood of false alarms. If he determines that the action will substantially reduce the likelihood of false alarms, he shall notify the alarm user or monitoring service that the registration will not be revoked, but the registration remains subject to revocation if more false alarms occur within the calendar year.
3. Request For Hearing: If no report is submitted, or if the alarm coordinator determines that the action to be taken by the alarm user or monitoring service will not substantially reduce the likelihood of false alarms, the alarm coordinator shall give notice to the user that the registration will be revoked if the user does not file, within ten (10) days, a written request for a hearing.
4. Notice Of Hearing: If a hearing is requested, written notice of the time and place of the hearing shall be served by regular mail on the user by the alarm coordinator at least ten (10) days prior to the date set for the hearing, which date shall not be more than twenty one (21) nor less than ten (10) days after the filing of the request for the hearing. (Ord. 608, 11-21-1994)
5. Hearing; Findings: The hearing shall be before the village board. The alarm user or monitoring service shall have the right to present written and oral evidence regarding the alarm. If the village board determines that twenty (20) or more false alarms have occurred, and the alarm user or monitoring service has failed to take action to substantially reduce the likelihood of false alarms, the village board may revoke the alarm user's or monitoring service's registration. The village board shall make written findings. (Ord. 2008-07-15B, 7-15-2008)
6. Revoked User's Registration Application; Fees: An alarm user or monitoring service whose registration has been revoked may apply for a revoked user's registration subject to the terms thereof. The alarm coordinator may impose reasonable restrictions and conditions upon the alarm user or monitoring service before issuing a revoked user's registration, which restrictions and conditions shall be written on the registration. A revoked user's registration shall be issued for the remainder of the regular calendar year and the fee for such revoked user's registration shall be two hundred fifty dollars (\$250.00). In addition to the registration fee, the holder of a revoked user's registration shall be assessed an additional charge of fifty dollars (\$50.00) for each false alarm which occurs during the remainder of the calendar year in addition to any other fee or charge contained in the provisions of this chapter.
7. Retention Of Registration; False Alarm Fees: Should the alarm coordinator determine that the nature of the alarm user's or monitoring service's business or the complexity of the alarm system cause continued false alarms which are not the result of any substantial negligence or disregard on the part of the alarm user or monitoring service, the alarm coordinator may permit the alarm user or monitoring service to retain the registration without processing a revocation thereof. In that event, the alarm user or monitoring service shall be assessed fifty dollars (\$50.00) for each false alarm thereafter, and the alarm user or monitoring service shall be responsible for paying same according to the provisions of this chapter. (Ord. 608, 11-21-1994)

5-5-11: AUTHORITY OF VILLAGE BOARD:

The village board is hereby authorized to take the following actions:

- A. Deny the revocation request of the alarm coordinator; or
- B. Enter an order revoking the alarm user registration; or
- C. Place the registrant on a period of probation for a designated period of time deemed appropriate. (Ord. 2008-07-15B, 7-15-2008)

5-5-12: GRACE PERIOD FOR FALSE ALARMS:

Whenever a new alarm system is installed, the alarm user shall be given thirty (30) days from the date of the installation before alarms from the premises shall be deemed to be false alarms. (Ord. 608, 11-21-1994)

5-5-13: TIME FOR COMPLIANCE:

Any person with an existing alarm system shall have thirty (30) days after the effective date hereof to file an application for an alarm user. (Ord. 608, 11-21-1994)

5-5-14: PENALTY:

In addition to any fees or charges established herein, any person convicted of a violation of any of the provisions of this chapter shall be subject to penalty as provided in section [1-4-1](#) of this code for each offense. (Ord. 608, 11-21-1994; amd. 1998 Code)