

## False Alarm Policy

### **391.1 HISTORY**

The City of Saratoga Springs has created an ordinance regulating burglary alarms in an effort to reduce the number of false alarms.

### **391.2 ALARM POLICY**

If the Police Department determines a false alarm has occurred, the police officer responding to the alarm shall leave an Alarm Incident Report form at the premises which shall include the date and time of the response and a statement that the alarm was a "false alarm" and the subscriber should take action to correct the problem.

(a) **Grounds for Service Fee:** A service fee is assessed by the City to the user of said Alarm System for response to false alarms as follows:

1. No person shall engage in the business of selling, leasing, monitoring, maintaining, altering, replacing, removing or installing an alarm system until, in addition to complying with other requirements of this title, the applicant shall have provided to the license officer their I.D. card verifying compliance with the Burglar Alarm Certification Act, Title 13-18-1 through 13-18-19, Utah Code Annotated, 1953, as amended.
2. Both users of alarm systems and alarm companies shall comply with all guidelines established by the department of public safety. In addition, a service fee is assessed by the City to the user of said alarm system for response to false alarms as follows:
  - a. One false alarm per calendar year or any portion thereof, no charge;
  - b. Second false alarm per calendar year or any portion thereof, twenty-five dollars;
  - c. Third false alarm per calendar year or any portion thereof, Fifty dollars;
  - d. Any response to subsequent false alarms shall be assessed at one hundred dollars per response.
3. Any violations of the provisions hereof or any regulations promulgated by the department of public safety may result in a petition to revoke or suspend the right of an individual to use their I.D. card as set forth in Title 13-1848, Utah Code Annotated, 1953, as amended.

### **391.3 OFFICERS RESPONDING TO ALARM CALLS**

When an officer responds to an alarm call, an Alarm Incident Report is to be completed at the location of the alarm response. A report is not required when the unit is canceled prior to arrival.

(a) **How to Complete the Form:**

1. The report form is generally self-explanatory (i.e., date, time, location, etc.).

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2. In the area of "Probable Cause", check the box you feel is the reason the alarm was activated.
3. When the alarm has actually reported an unlawful act, or an attempted unlawful act, check the "Valid Alarm" box.
4. When the two-part report is completed, the second (yellow copy) page is to be separated from the set and left at the location in a conspicuous location (i.e., mailbox, under the door, etc.). When a responsible party is at the location, the form may be given to that person.
5. Prior to the end of shift, the white copy is to be placed in the officer's report box in the patrol room for supervisor approval.
6. The security check information should be completed when an officer observes a noteworthy security hazard.
7. If possible, the officer should check involvements for previous false alarms and note this information by number and date, etc. on the alarm report form and in the case report.