



MEMORANDUM

To: Mayor and City Council
From: Billy Grogan, Chief of Police
Date: August 28, 2023

Subject: Discussion of Ordinance to Provide for the Mandatory Use of Video Surveillance Systems at Hotels, Motels, and Extended Stay Hotels

ACTION

Approve an ordinance to require mandatory use of video surveillance systems at hotels, motels, and extended stay motels.

BACKGROUND/SUMMARY

One of the most basic, fundamental responsibilities of government is to provide for the health, safety and welfare of all citizens and visitors to the City of Dunwoody.

Hotels, motels, and extended stay hotels generally experience a high level of crime in and around their premises. In order to improve the safety of those individuals staying or visiting these locations, the City believes the installation of a video surveillance system is a necessary requirement. Although some multifamily rental dwellings already have a video surveillance system, establishing certain requirements for these systems will be beneficial.

Some requirements of the ordinance include the establishment of camera technological standards, capabilities and placement, a requirement that cameras work 24/7, a requirement that all broken or non-functioning cameras be repaired within 10 days, and a notice of the use of a video surveillance system (VSS) be placed in a conspicuous place near the entrance.

This ordinance will be enforced by the Dunwoody Police Department and by Code Enforcement. The effective date of the ordinance for current hotels, motels, and extended stay hotels is January 1, 2024. They will have 90 days from this date to



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comply with the ordinance. All new hotels, motels, and extended stay hotels must be in compliance prior to opening.

RECOMMENDATION

Staff recommends the City Council adopt the ordinance adding Sec. 10-25 Video Surveillance Systems for Hotels, Motels, and Extended Stay Hotels.

AN ORDINANCE OF THE CITY OF DUNWOODY TO PROVIDE FOR THE MANDATORY USE OF VIDEO SURVEILLANCE SYSTEMS AT HOTELS, MOTELS, AND EXTENDED-STAY HOTELS

WHEREAS, the City of Dunwoody is charged with preserving the health, safety and welfare of the citizens of the City;

WHEREAS, the Mayor and City Council find that a significant number of violent crimes occur at hotels, motels, and extended-stay hotels; and

WHEREAS, the Mayor and City Council find that in order to improve the health, safety and welfare of the citizens of the City residing in such communities, the installation of the video surveillance system is a necessary requirement.

NOW, THEREFORE, the Mayor and City Council of the City of Dunwoody, Georgia, hereby Ordains as follows:

Section 1: Chapter 10 (Business and Occupation Taxes, Licenses, and Regulations) of The City of Dunwoody, Georgia, Code of Ordinances is hereby amended by revising Article I ("In General"), by adding new Section 10-25 to read as follows:

Sec. 10-25. Video Surveillance Systems for Hotels, Motels, and Extended-Stay Hotels.

- (a) *Applicability.* The following regulations apply to all hotels, motels, and extended-stay hotels.
- (b) *Definition of Terms.*

Chief means the Chief of the Dunwoody Police Department or their designee.

Hotel or Motel means any structure consisting of one or more buildings with more than five dwelling-occupancy units with provisions for transient living, sanitation and sleeping, that is used and held out to the public to be a place where temporary lodging of 30 days or less is offered for pay to guests, is not intended for long-term occupancy, and does not otherwise meet the definition of an extended-stay hotel as defined in this section.

Extended-Stay Hotel means any structure consisting of one or more buildings, with more than five dwelling-occupancy units with provisions for transient living, sanitation and sleeping, that is used and held out to

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the public to be a place where temporary lodging or residence is offered for pay (1) to persons for non-transient extended stays or stays longer than thirty (30) days, regardless of the presence of rentals or leases for shorter periods of time; or (2) for stays longer than fifteen (15) days in units equipped with kitchen facilities.

Premises means any lot or parcel of real property on which exists one or more hotel, motel, or extended-stay hotel.

Video Surveillance System (VSS) for the purpose of this ordinance shall mean a continuous digital surveillance system including cameras, cabling, monitors, and digital video recorders (DVR). This also includes Wi-Fi network cameras, provided that all footage can be saved and exported to an external storage device.

(c) *Video Surveillance Requirements.* All hotels, motels, and extended-stay hotels must:

- (1) Maintain a VSS in proper working order at all times, including outside of business hours;
- (2) Keep a VSS in continuous operation twenty-four (24) hours a day, seven (7) days a week;
- (3) Meet the minimum standards for placement of video cameras;
- (4) Meet the minimum technological standards established in this section;
- (5) Request an inspection of new construction plans or a one-time initial inspection of their VSS by the Chief for the approval of the placement of all VSS;

~~(6)~~ After the initial inspection, the applicant must submit an affidavit with each application for a renewal of their business license that the VSS is operational and in full compliance;

~~(6)(7)~~ Repair any broken or non-functioning item of VSS equipment within ten (10) days of receiving notice or discovering that the item is broken or not functioning properly; and

~~(7)(8)~~ Post a conspicuous notice at the entrance and exit of the premises that informs the public that the premises is monitored by a VSS system that is operational and recording.

(d) *Minimum Standards.* All VSS must comply with the following minimum standards of placement of video cameras:

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- (1) All VSS are required to have no less than one (1) camera dedicated to each entrance/exit to each building located on the premises;
 - (2) All VSS are required to have no less than one (1) camera dedicated to each guest check-in or check-out area;
 - (3) All VSS are required to have no less than one (1) camera dedicated to each interior hallway and each walkway where the entrances to guest rooms are located;
 - (4) All VSS are required to have no less than one (1) camera dedicated to each lobby, swimming pool area, exercise facility, loading dock, dining area, recreational facility, and common area that is open to the public;
 - (5) All VSS are required to have no less than one (1) camera dedicated to each parking lot and/or area designated for customer or employee parking located on the premises, with sufficient cameras to cover all parking spaces within each parking lot and/or designated parking area;
 - (6) All VSS are required to have no less than one (1) camera dedicated to each of the entrances and exits to the premises;
 - (7) All VSS cameras must be capable of producing a retrievable and identifiable image on film, tape, or other recording medium that can be made a permanent record and that can ~~be~~ enlarged through projection or other means;
 - (8) All VSS cameras must remain unobstructed by any display, sign, or other item;
 - (9) Existing VSS shall be evaluated and upgraded if necessary to ensure full compliance with this section; and
 - (10) VSS cameras must be situated so that they do not observe, capture, or record activities or conversations of persons within dwellings, guest rooms, or other private places.
- (e) *Minimal Technological Standards.*
- (1) All VSS cameras must be high resolution color cameras capable of providing:
 - (A) Instant screen captures upon request;
 - (B) A digital image that clearly depicts the facial features of a person filmed; and,

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- (C) Capable of producing images with InfraRed (IR)/night vision camera features, as necessary during low light to satisfy the foregoing subsections.
- (2) All VSS cameras must have at least the following standards:
 - (A) Minimum Resolution: 4MP (1440p);
 - (B) Image Size: 2560 x 1440;
 - (C) Pixels per image: 5,017,600;
 - (D) Aspect Ratio: 16:9;
 - (E) A minimum of 24 Frames Per Second (24 FPS);
 - (F) Convert video files to mp4 standard software files and convert picture files to JPG, JPEG, or TIP standard software files; and,
 - (G) The aforementioned technological standards are subject to change pursuant to subsection (f) of this section.
- (3) All VSS cameras must have a capability to record an area that extends no less than seventy-five (75) feet;
- (4) All VSS cameras must be operated in a fixed position and not in a panning motion;
- (5) All VSS cameras must display the correct date and time of each recording;
- (6) All VSS must use a digital video recording device to record images from each surveillance camera on the premises, and each recording device must be kept in a secured location that is remote from the surveillance cameras; and
- (7) The establishment shall retain the continuous digital images recorded by this system for no less than thirty (30) days.
- (f) *Inspections.* The VSS shall be subject to regular inspection by the Dunwoody Police Department, which is authorized to inspect any such system at reasonable times to determine whether it conforms to the requirements of this section. If the VSS does not conform to the standards set forth in this ordinance, the owner or operator of the establishment shall take immediate steps to bring the system back into compliance within ~~sixty-ten (60)~~ten (10) days of being notified of the VSS's non-compliance.

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~~(g) *Effective Date* This ordinance shall be effective beginning on January 1, 2024. All existing hotels, motels, and extended-stay hotels that have VSS installed prior to the effective date of this ordinance shall ensure said systems are in full compliance with this section and article and obtain an assessment approval from the Dunwoody Police Department within ninety (90) days of the effective date of this ordinance, the date upon which all such establishments must be compliant with the provisions of this ordinance. After the adoption-effective date of this ordinance, all new establishments covered by this section shall ensure that VSS systems are installed and operating in full compliance with this section and obtain an assessment approval from the Dunwoody Police Department before opening for business.~~

~~(g) *Deadlines for Compliance.* All hotels, motels, and extended-stay hotels existing when this ordinance is adopted shall ensure that VSS systems are installed and operating in full compliance with this section and obtain an assessment approval from the Dunwoody Police Department within one hundred eighty (180) days of the adoption of this ordinance. After the adoption of this ordinance, all new hotels, motels, and extended-stay hotels existing shall ensure that VSS systems are installed and operating in full compliance with this section and obtain an assessment approval from the Dunwoody Police Department before opening for business.~~

(h) *Enforcement, Violations, and Penalties.* The provisions of this ordinance may be enforced by any code compliance officer, inspector, or police officer. Any person who does anything prohibited or fails to do anything required by this ordinance, upon citation by a city employee and conviction of the violation in a court of competent jurisdiction, which includes the Municipal Court of the City of Dunwoody shall be subject to fine and/or imprisonment in accordance with Section 1-6 of this Code.

SO ORDAINED and effective this ___th day of ___ 2023.

Approved By:

Lynn P. Deutsch, Mayor

Attest:

Approved as to Form and Content:

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Sharon Lowery, City Clerk
(SEAL)

City Attorney