

CATEGORY	DATE ADOPTED	LAST REVIEW	NEXT REVIEW
2	08/02/2017	08/02/2018	08/01/2019

TUSTIN POLICE DEPARTMENT GENERAL ORDERS

POLICY 805 STORAGE OF PERSONAL PROPERTY

805.1 PURPOSE AND SCOPE

This policy is designed to balance the needs of the residents and public at large to access clean and sanitary public areas consistent with the intended uses for the public areas with the needs of the individuals, who have no other alternatives for the storage of personal property, to retain access to a limited amount of personal property in public areas. The unauthorized use of public areas for the storage of unlimited amounts of personal property interferes with the rights of other members of the public to use public areas for their intended purposes and can create a public health or safety hazard that adversely affects those who use public areas.

805.1.1 ACCREDITATION STANDARDS

This section pertains to the following CALEA Standards: N/A

805.2 NOTICE OF REMOVAL

- 1) Pre-Removal Notice: Pre-removal notice shall be deemed provided if a written notice is given to the Person who is storing or claims ownership of the Personal Property, or if notice is posted conspicuously on or near the Personal Property. The written notice shall contain the following:
 - a. A general description of the Personal Property to be removed.
 - b. The location from which the Personal Property will be removed.
 - c. The date and time the notice was posted.
 - d. A statement that the Personal Property may be impounded if not removed from Public Areas within 24 hours.
 - e. A statement that moving Personal Property to another location in a Public Area shall not be considered removal of Personal Property from a Public Area.
 - f. A statement that impounded Personal Property may be discarded if not claimed within 90 days after impoundment.

- 2) Post-Removal Notice. Upon removal of Stored Personal Property, written notice shall be conspicuously posted in the area from which the Personal Property was removed. The written notice shall contain the following:
 - a. The general description of the Personal Property removed.
 - b. The date and approximate time the Personal Property was removed.
 - c. A statement that the Personal Property was stored in a Public Area.
 - d. A statement that the Personal Property has been stored in accordance with this policy.
 - e. A telephone number a Person may call to receive information regarding recovery of the impounded Personal Property.
 - f. A statement that impounded Personal Property may be discarded if not claimed within 90 days after impoundment.

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805.3 STORAGE AND DISPOSAL

- 1) Except as specified herein, the City shall move Personal Property to a place of storage. Property determined to be perishable, infested with vermin, soiled with any fluid or other hazardous contaminants should be documented and properly disposed of.
- 2) Except as specified herein, the City shall store impounded Personal Property for at least 90 calendar days, after which time, if not claimed, it may be discarded. The City shall not be required to undertake any search for, or return of, any impounded Personal Property stored for longer than 90 days.
- 3) The City shall maintain a record of the date any impounded Personal Property was discarded along with a general description of the discarded Personal Property for a minimum of two years pursuant to California Government Code 34090.

805.4 REPOSESSION

- 1) The owner of impounded Personal Property may repossess the Personal Property prior to its disposal upon submitting satisfactory proof of ownership.
- 2) A Person may establish satisfactory proof of ownership by, among other methods, describing the location from and date when the Personal Property was impounded from a Public Area, and providing a reasonably specific and detailed description of the Personal Property.
- 3) Valid, government-issued identification is not required to claim impounded Personal Property.