

# Local Law Filing

## Instructions

New York State Department of State  
Division of Corporations, State Records and Uniform Commercial Code  
One Commerce Plaza, 99 Washington Avenue  
Albany, NY 12231-0001  
[www.dos.state.ny.us/corps](http://www.dos.state.ny.us/corps)

### PLEASE OBSERVE THESE INSTRUCTIONS FOR FILING LOCAL LAWS WITH THE SECRETARY OF STATE

1. Each local law shall be filed with the Secretary of State within 20 days after its final adoption or approval as required by section 27 of the Municipal Home Rule Law. The cited statute provides that a local law shall not become effective before it is filed in the office of the Secretary of State.
2. Each local law to be filed with the Secretary of State shall be an original certified copy.
3. Each local law shall be filed on a form provided by the Department of State. If additional pages are required, they must be the same size as the form. Typewritten copies of the text may be attached to the form. Only legible copies will be accepted.
4. File only the number, title and text of the local law.
5. In the case of a local law amending a previously enacted local law, the text must be that of the law as amended. Do not include any matter in brackets, with a line through it, italicized or underscored to indicate the changes made. The printed number of the bill and explanatory matter must be omitted.
6. For the purpose of filing a local law with the Department of State, number each local law consecutively, beginning with the number one for the first local law filed in each calendar year. The next number in sequence should be applied to each local law when it is submitted for filing, regardless of its date of introduction or adoption. The date of filing of a local law is the date on which the local law is placed on file by the Department.

It is suggested that municipalities use introductory identifying bill numbers for proposed local laws. After the local law is enacted (and approved by the voters, if required), the local law should then be numbered with the next consecutive local law number, as described above, and then submitted to the Department for filing.

7. Each copy of a local law filed with the Secretary of State shall have affixed to it a certification by the Clerk of the County legislative body or the City, Town or Village Clerk or other officer designated by the local legislative body. There shall also be attached or annexed thereto a certification executed by the Corporation Counsel, Municipal Attorney or other principal law officer (e.g., County Attorney, Town Attorney, Village Attorney) that the local law contains the correct text and that all proper proceedings have been had or taken for its enactment. Certification forms are provided herewith.

8. A copy of each local law may be mailed or delivered to:  
NYS Department of State  
Division of Corporations, State Records and Uniform Commercial Code  
One Commerce Plaza, 99 Washington Avenue  
Albany, NY 12231.

**(DO NOT FILE THIS INSTRUCTION SHEET WITH THE LOCAL LAW.)**

# Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

County  City  Town  Village  
(Select one.)

of Peekskill

Local Law No. 7 of the year 2023

A local law Parking Hearing Office  
(Insert Title)  
AMENDING SECTION 100-4 OF THE PEEKSKILL CITY CODE TO EXPAND THE  
RESIDENCY REQUIREMENT FOR PARKING VIOLATION BUREAU HEARING  
EXAMINERS.

Be it enacted by the THE COMMON COUNCIL of the  
(Name of Legislative Body)

County  City  Town  Village  
(Select one.)

of PEEKSKILL as follows:

See Attached.

(If additional space is needed, attach pages the same size as this sheet, and number each.)

**(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)**

**1. (Final adoption by local legislative body only.)**

I hereby certify that the local law annexed hereto, designated as local law No. 7 of 2023 of the (County)(City)(Town)(Village) of PEEKSKILL was duly passed by the COMMON COUNCIL on October 23, 2023, in accordance with the applicable provisions of law.  
*(Name of Legislative Body)*

**2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer\*.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) *(Name of Legislative Body)* (repassed after disapproval) by the \_\_\_\_\_ and was deemed duly adopted *(Elective Chief Executive Officer\*)* on 20   , in accordance with the applicable provisions of law.

**3. (Final adoption by referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) *(Name of Legislative Body)* (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. *(Elective Chief Executive Officer\*)*

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

**4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) *(Name of Legislative Body)* (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

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\* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

**5. (City local law concerning Charter revision proposed by petition.)**

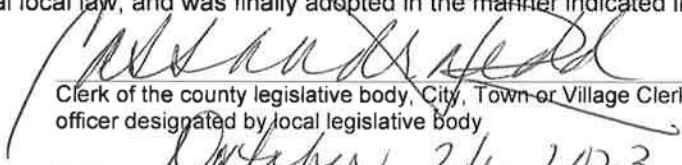
I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the City of \_\_\_\_\_ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on \_\_\_\_\_ 20\_\_\_\_, became operative.

**6. (County local law concerning adoption of Charter.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the County of \_\_\_\_\_ State of New York, having been submitted to the electors at the General Election of November \_\_\_\_\_ 20\_\_\_\_, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

**(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)**

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph 1\_\_\_\_ above.

  
Clerk of the county legislative body, City, Town or Village Clerk or officer designated by local legislative body  
Date: October 26, 2023

(Seal)

**(Certification to be executed by County Attorney, Corporation Counsel, Town Attorney, Village Attorney or other authorized attorney of locality.)**

STATE OF NEW YORK  
COUNTY OF Westchester

I, the undersigned, hereby certify that the foregoing local law contains the correct text and that all proper proceedings have been had or taken for the enactment of the local law annexed hereto.

  
Signature  
Corporation Counsel  
Title

County  
City of Peekskill  
Town \_\_\_\_\_  
Village \_\_\_\_\_

Date: October 26, 2023

**CITY OF PEEKSKILL COMMON COUNCIL  
PEEKSKILL, NEW YORK**

**AGENDA BILL**

<b>SUBJECT:</b>  RESOLUTION ADOPTING A LOCAL LAW AMENDING SECTION 100-4 OF THE CITY CODE REGARDING RESIDENCY REQUIREMENTS OF PARKING VIOLATIONS BUREAU HEARING EXAMINERS	FOR AGENDA OF: 10-23-2023	AGENDA: <b>LL#7</b>
	DEPT. OF ORIGIN:	FINANCE
	DATE SUBMITTED:	OCTOBER 17, 2023
	DEPARTMENT HEAD:	TONI J. TRACY
	EXHIBITS:	

APPROVED BY COMPTROLLER	<i>JgJ</i>
APPROVED AS TO FORM BY CORPORATION COUNSEL	<i>TWK</i>
APPROVED BY CITY MANAGER FOR SUBMISSION	<i>mcg</i>

EXPENDITURE REQUIRED \$	AMOUNT BUDGETED \$	APPROPRIATION REQUIRED \$

**SUMMARY STATEMENT**

THIS RESOLUTION ADOPTS A LOCAL LAW AMENDING SECTION 100-4 OF THE PEEKSKILL CITY CODE TO EXPAND THE RESIDENCY REQUIREMENT FOR PARKING VIOLATION BUREAU HEARING EXAMINERS.

**RECOMMENDED ACTION**

ADOPT THE RESOLUTION.

MOVED BY:	SECONDED BY:
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ROLL CALL VOTE			
MAYOR MCKENZIE		COUNCILMAN DOUGLAS	
DEPUTY MAYOR RILEY		COUNCILMAN FERNANDEZ	
COUNCILWOMAN TALBOT		COUNCILMAN SCOTT	
COUNCILMAN FASSETT			

**RESOLUTION ADOPTING LOCAL LAW № 7 OF 2023  
AMENDING §100-4 OF THE PEEKSKILL CITY CODE ENTITLED “DUTIES OF  
DIRECTOR, HEARING EXAMINERS” REGARDING THE RESIDENCY  
REQUIREMENT FOR PARKING COURT HEARING EXAMINERS**

**WHEREAS**, §100-4 of the Peekskill City Code specifies guidelines regarding the appointment of hearing examiners for the Parking Violations Bureau, including a requirement that the hearing examiners must be a resident of the City of Peekskill; and

**WHEREAS**, the City of Peekskill desires to expand the residency requirement to include nearby counties in order to expand the pool of potential hearing examiners; and

**WHEREAS**, the amendment will allow the City Manager to appoint parking hearing examiners who reside in the counties of Westchester, Dutchess, Putnam Orange and Rockland; and

**WHEREAS**, on September 11, 2023, a proposed local law was placed on the desks of the members of the Common Council to adopt a local to amend section 100-4 of the Peekskill City Code regarding residency requirements of parking violations bureau hearing examiners; and

**WHEREAS**, on September 18, 2023, a public hearing was held on said local law in the Common Council Chambers at 840 Main Street, Peekskill, New York after due publication and notice of said public hearing; and

**WHEREAS**, the said local law has been on the desks of the members of the Common Council in its final form for at least seven days, exclusive of Sundays.

**NOW, THEREFORE, BE IT**

**BE IT RESOLVED**, that said local law be, and the same is hereby adopted and shall be known as Local Law No. 7 for the year 2023 in the City of Peekskill.

**LOCAL LAW № 7 OF 2023**  
**AMENDING SECTION 100-4 OF THE PEEKSKILL CITY CODE ENTITLED**  
**“DUTIES OF DIRECTOR; HEARING EXAMINER”**

**BE IT ENACTED** by the Common Council of the City of Peekskill as follows:

**Section 1.** Section 100-4 of the Code of the City of Peekskill entitled “Duties of Director; Hearing Examiner” is hereby amended as follows:

Chapter 100 Parking Violations Bureau

§ 100-4. Duties of Director; hearing examiners.

- A. The Chief Executive Officer shall appoint a Director, and the duties of the Director shall include but not be limited to:
- (1) The supervision and administration of the work of the Bureau.
  - (2) Membership on the Appeals Board of the Bureau as provided hereinafter.
- B. The Chief Executive Officer shall appoint hearing examiners who shall preside at hearings for the adjudication of charges of parking violations. Hearing examiners shall be appointed and shall serve for such number of sessions as may be determined by the Chief Executive Officer and shall receive therefor such remuneration as may be fixed by the Chief Executive Officer. Hearing examiners shall not be considered employees of the City, and every hearing examiner shall be a resident of the County of Westchester, County of Dutchess, County of Putnam, County of Orange or County of Rockland who shall have attained the age of 21 years prior to their appointment and possess such temperament as the Chief Executive Officer finds to be compatible to the duties of the office.

**Section 2.** This local law shall take effect on the date on which this local law is filed with the Secretary of State.

CERTIFIED COPY  
October 24, 2023 DATE  
[Signature]  
CITY CLERK AND REGISTRAR