

**CITY OF BOSTON
SECURITY ORDINANCE**

FOR ELDERLY AND DISABLED DEVELOPMENTS

SECURITY PLAN FOR DEVELOPMENT _____

To: **Security Ordinance Administrator**
 Boston Inspectional Services
 Housing Inspection Division
 1010 Massachusetts Avenue, 5th Fl.
 Boston, MA 02118

From: **Owner/Agent Name**
 Subject Development Address
 Owner/Agent Contact information

Date: _____

DEVELOPMENT OVERVIEW

E.g. Historical Information. Age of Building or complex. Number of Units in building or complex.
Housing Type. Evacuation plan filed with Boston Fire Department.

Management information

- Staffing information.
- Office Hours and office location
- Management address and contact information (if different than above).

Critical Elements of the Security Plan

- Date of posting for the tenant notification that a “Crime Survey” has been requested.
- Date that the Security Plan was submitted to the tenant association (must be 10 days prior to ISD)
- Did tenant association request a meeting to discuss the Security Plan within 10 of them receiving the plan? (Yes/No)
- Date of management meeting with the Tenant Association (must occur within 14 days of the Tenant Association request for a meeting).
- Explain how the plan addresses the recommendations of the Boston Police Department Crime Prevention survey, as well as tenant safety concerns.