

Trespass Enforcement Authorization – Information and Questions

CITY TRESPASSING ORDINANCE

24-505 Trespass; Illegal Entrance; Exceptions

1. Except as otherwise provided, no person shall enter upon or remain upon any public or private property or in any area or structure of such property when:
 1. Such entrance or remaining is plainly forbidden by signs, markings, or otherwise, or by verbal command of the owner, his agent, or employee;
 2. The property is enclosed.
2. Persons excepted from subsection (a) of this section are those entering:
 1. By authority of federal or State law or City ordinances; or
 2. With the expressed or tacit consent of the owner, his agent, or employee in charge thereof.

- **What is the purpose of the Trespass Enforcement Authorization?**

Generally, executing this authorization allows City of Norman Police Officers to act as the property owner's representative for the sole purpose of enforcing the City's trespassing ordinance. In effect, this would give Officers the ability to write citations for individuals who are trespassing on private property without the need for the property owner to physically sign the citation issued.

If a citation is issued, the property owner and/or their agent(s) are still expected to cooperate fully in any subsequent prosecution of the violation. Furthermore, despite the existence of an authorization, an NPD may at any time require the property owner and/or their representative to sign the citation.

- **Do I need to fill out a Trespassing Enforcement Authorization in order for NPD to enforce trespassing on my property?**

No, enforcement of the City's trespassing ordinance does not require a Trespassing Enforcement Authorization. However, if the owner wishes to pursue charges for trespassing, the owner or their agent must be present in order for PD to issue a citation.

- **Do I have to post signage? Why do I have to use signage provided by Norman PD?**

Yes, to ensure compliance with our ordinance, property owners wishing to utilize this authorization form must post signage using designated signage provided by Norman PD. Provided signage is available for purchase (at cost) from Norman PD at the PD's Records desk, 112 W. Daws St. Each sign issued by NPD contains a unique reference number that is linked to the corresponding Authorization. All signage should be securely installed at the property in such a way that it cannot easily be damaged or destroyed.

- **How do I get a map showing my property's boundaries?**

Cleveland County Assessor's [Property Record Web Tool](#) and City of Norman's GIS data provide detailed property information, including property boundaries, but are not intended to be accurate or error free. More detailed instruction on how to use the City's GIS software to print off information about a specific parcel can be found [here](#). Property surveys are generally the most accurate for purposes of determining property boundaries. The maps must also indicate the specific location(s) where the sign(s) will be placed.

- **Does granting this authorization mean that my property will receive more patrol?**

No, this authorization does not mean that the property will receive more or increased patrol.