



Legislation Text

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Int. No. 1232

By Council Members Levin, Ampry-Samuel, Gibson and Menchaca

A Local Law to amend the administrative code of the city of New York, in relation to requiring homeless shelters to post signs and distribute other materials relating to the shelter transfer appeals process

Be it enacted by the Council as follows:

Section 1. Subchapter 3 of chapter 1 of title 21 of the administrative code of the city of New York is amended by adding a new section 21-314.2 to read as follows:

§ 21-314.2 Signage and other materials for shelter transfer appeals. a. Definitions. For the purposes of this section, the term “shelter” means any temporary emergency housing provided to homeless adults, adult families and families with children by the department or by a provider under contract or similar agreement with the department.

b. The commissioner shall create, maintain, and update signs and any other related materials that are deemed necessary, related to the shelter transfer appeals process. Such signs shall be conspicuously placed in all shelters and shall include, at a minimum:

1. A statement that residents have a right to seek shelter and a right to receive a shelter placement;
2. A statement that residents have a right to have their needs accommodated through transfer if they have a documented health or safety risk in a specific neighborhood, borough, or at a specific shelter, or through reasonable accommodations, if necessary, if they have a disability;
3. A statement that residents have a right to appeal any transfer they do not agree with;
4. The appropriate steps required to initiate such an appeal;
5. The department’s current transfer policy, including the possible reasons an individual might be

transferred, what constitutes an emergency transfer, and when notification for a transfer must be given;

6. A statement that residents have the right to return to a shelter, even if they have voluntarily left; and

7. Contact information, including phone numbers, for the 311 citizen service center, available free legal assistance, and any appropriate non-profit organizations aimed at helping individuals find shelter.

b. The department shall ensure that such signs and any other related materials are available on the department's website in English and each of the designated citywide languages as defined in section 23-1101 of the administrative code.

§ 2. This local law takes effect 90 days after it becomes law.

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