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.ny.gov

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.
- 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 <u>not</u> 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. 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.)

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Local Law Filing

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

County (Select one:)	☐City ☐Tow	n ⊠Village		
of Green Isla	and			
Local Law N	No. 2		of the year 20 ²⁴	
A local law		of the Code of the	Village of Green Island	
	(Insert Title)			
				_
	Board o	f Trustees		
Be it enacte	ed by the $\frac{\text{Board o}}{\text{(Name of L)}}$	egislative Body)		of the
		. Willege		
County (Select one:)	☐City ☐Tow	n ⊠Village		
	_ • _	n ⊠Village		as follows:
of Green Isla Of Ursuant to the Aut	and hority conferred in	Section 7-700 of th	e Village Law of the State of New d enacts Local Law No. 2 of 2024	York, the Board of
of Green Isla Of Ursuant to the Aut	and hority conferred in	Section 7-700 of th		York, the Board of
of Green Isla Pursuant to the Aut rustees of the Villa Section I.	hority conferred in age of Green Island	Section 7-700 of the hereby adopts an age of Green Island		York, the Board of as follows:
of Green Isla Pursuant to the Aut rustees of the Villa Section I. Chapter 169-17 of t	hority conferred in age of Green Island the Code of the Villand enacted as follows:	Section 7-700 of the hereby adopts an age of Green Island	d enacts Local Law No. 2 of 2024	York, the Board of as follows:
of Green Isla Pursuant to the Aut Trustees of the Villa Section I. Chapter 169-17 of the hereby adopted a S 169-17 Zoning Ma The zoning districts	hority conferred in age of Green Island the Code of the Vill and enacted as follows ap s are shown, define oning Map dated A	Section 7-700 of the distribution of the distr	d enacts Local Law No. 2 of 2024	York, the Board of as follows: and a new Secion 169-1 9, 2024 accompanying
of Green Isla Pursuant to the Aut rustees of the Villa Section I. Chapter 169-17 of the hereby adopted at S 169-17 Zoning Mathematics The zoning districts his Chapter. The Z	hority conferred in age of Green Island the Code of the Vill and enacted as follows ap s are shown, define oning Map dated A	Section 7-700 of the distribution of the distr	d enacts Local Law No. 2 of 2024 d is hereby repealed in its entirety the Zoning Map revised August 1	York, the Board of as follows: and a new Secion 169-1 9, 2024 accompanying
of Green Isla Pursuant to the Aut Trustees of the Villa Section I. Chapter 169-17 of the hereby adopted a S 169-17 Zoning Ma The zoning districts his Chapter. The Zoffice of the Village Section II.	hority conferred in age of Green Island the Code of the Vill and enacted as follows are shown, define oning Map dated A Clerk."	Section 7-700 of the hereby adopts an age of Green Islandows:	d enacts Local Law No. 2 of 2024 d is hereby repealed in its entirety the Zoning Map revised August 1	York, the Board of as follows: and a new Secion 169-1 9, 2024 accompanying r and shall be on file in th

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

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(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, design	anated as local law N	2		of 2024	of
the (County)(City)(Town)(Village) of Green Island Board of Trustees (Name of Legislative Body)	griated as local law iv	o	was duly	nassed hy	the
Board of Trustees	on August 19	20.24	in accordance with	the annlic	ahle
(Name of Legislative Body)	011	20	_, III accordance with	i tilo applio	abic
provisions of law.					
(Passage by local legislative body with approva Chief Executive Officer*.) I hereby certify that the local law annexed hereto, design	•		•	y the Elec	
the (County)(City)(Town)(Village) of			was duly	passed by	the
	on	20	, and was (approve	ed)(not app	roved)
(Name of Legislative Body)					
(repassed after disapproval) by the(Elective Chief Exect	(' Off' +)		and was deeme	ed duly ado	pted
on 20, in accordance w ith t	he applicable provision	ns of law.			
3. (Final adoption by referendum.) I hereby certify that the local law annexed hereto, design the (County)(City)(Town)(Village) of			was duly	passed by	
	on	20	, and was (approved	d)(not appro	oved)
(Name of Legislative Body)					
(repassed after disapproval) by the (Elective Chief Exect	(' - Off' - +)		on	_ 20	
(Elective Chief Exect	utive Oπicer^)				
Such local law was submitted to the people by reason of vote of a majority of the qualified electors voting thereor	n at the (general)(spe	*			
20, in accordance with the applicable provisions	of law.				
 (Subject to permissive referendum and final add hereby certify that the local law annexed hereto, desig 	=	-	_	_	lum.)
the (County)(City)(Town)(Village) of			was duly	passed by	the
(Name of Legislative Body)	011		, and was (approved)	χιιοι αρριο	veu)
(repassed after disapproval) by the		on	20	. Such le	ocal
(repassed after disapproval) by the	tive Officer*)				
aw was subject to permissive referendum and no valid	petition requesting su	ıch referendu	ım was filed as of		
20, in accordance with the applicable provisions					
, in accordance that the applicable provident	J. 14111				

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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	3 . ,	of 20	of
I hereby certify that the local law annexed hereto, designated			
the City of having been submitted			
the Municipal Home Rule Law, and having received the affirm		ers 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	l as local law No	of 20	_ of
the County ofState of New York, ha	aving been submitted to the electors at the Ge	eneral Election	of
November 20, pursuant to subdivisions	5 and 7 of section 33 of the Municipal Home	Rule Law, and	havino
received the affirmative vote of a majority of the qualified elec			
qualified electors of the towns of said county considered as a	•		
(If any other outhorized form of final adention has been f	fallowed places provide an appropriate as	rtification \	
(If any other authorized form of final adoption has been f		•	
I further certify that I have compared the preceding local law	•		
correct transcript therefrom and of the whole of such original paragraph 1 above.	local law, and was finally adopted in the mani	ner indicated in	l
	Clerk of the county legislative body, City, Town officer designated by local legislative body	i or Village Clerk	or
(Seal)	Date:		

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