

ARTICLE VI. RAPID ENTRY SYSTEM

Sec. 5-128. Definitions.

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Fire alarm or fire alarm system shall mean a system or portion of a combination system consisting of components and circuits arranged to

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monitor and annunciate the status of fire alarm or supervisory signal-initiating devices and to initiate the appropriate response to those signals. Such equipment which is intended to alert persons outside (and/or inside) a premises to a fire or conditions similar to a fire on the premises, or to the existence of a hazard or emergency, whether by means of an audible response, by automatically dialing an emergency agency, by connection to a private answering point for the purpose of reporting to emergency agencies, or by direct connection to an emergency agency or the emergency communications center.

Fire official shall include code enforcement officer, fire marshall, fire chief, or other fire department member designated by the fire chief, and shall express the opinion of the town fire department regarding key lock boxes, their mounting, contents, etc., as specified by this article.

Fire protection system shall mean approved devices, equipment and systems or combinations of systems used to detect a fire, activate an alarm, extinguish or control a fire, control or manage smoke and products of a fire or any combination thereof.

Gate shall mean any gate, crossbar, door, or other obstructive device which is utilized for the purpose of restricting, controlling, or obstructing entry or exit by motor vehicles or pedestrians to or from private streets, parking areas, or any other enclosed or unenclosed common area established for vehicular or pedestrian use, or any fenced in area or premises, and which is not manned on a 24-hour, seven-day per week basis by a person capable of providing immediate access by a police or fire safety vehicle or personnel.

Key lock box (Knox box) means a device designed to hold entry devices, including keys, access cards, plans, lists, etc. which allow access to a business and all parts thereof, which is mounted in an approved position on the premises. Hazardous material data and key storage cabinets shall be included in the definition of key lock boxes. Electric key switches, provided by the Knox Company, shall be included in the definition of key lock boxes, as it pertains to electrically operated gates or doors, when approved by the fire official. Padlocks, provided by the Knox Company, shall

also be included in the definition of key lock boxes, where applicable, and as approved by the fire official.

Town codes official means the department head of the building and codes department of the town or their designee within that department.
(L.L. No. 4 of 2007, § I)

Sec. 5-129. Mandatory key boxes for fire suppression and standpipe systems.

Each building within the town which is protected by an automatic fire suppression or standpipe system shall be equipped with a key box. The key box shall be at a location approved by the town codes official (hereby referred to as codes official). The key box shall be a type and size approved by the codes official.
(L.L. No. 4 of 2007, § I)

Sec. 5-130. Mandatory key boxes for fire alarm systems.

When a building is whole or partially protected by a manual or automatic fire alarm system, the codes official shall require a key box to be installed at that location. The key box shall be a type, brand and size approved by the codes official and town fire department.
(L.L. No. 4 of 2007, § I)

Sec. 5-131. Mandatory key boxes for hazardous materials.

The codes official shall require a key box to be installed for any building, facility, firm, or corporation which handles, uses, or stores hazardous materials as defined by FCNYS and/or is required to prepare the emergency services material safety data sheets (MSDS) or hazardous chemical inventory forms under the Superfund Amendments and Reauthorization Act of 1986 (SARA Title III). All pertinent documents shall be stored in a lock box document vault or as approved by the codes official and the fire official. This includes any building, facility, firm or corporation operating structures that handle, use or store hazardous materials. The key box shall be a type and size approved by the codes official.
(L.L. No. 4 of 2007, § I)

Sec. 5-132. Security padlocks.

When a property contains a building or structure that is protected by a locked fence, switch, gate, or any locking device, the codes official may require a key box padlock to be installed at a location approved by the codes official upon consultation with the fire official.
(L.L. No. 4 of 2007, § I)

Sec. 5-133. Applicability.

This article shall not apply to owner occupied one and two family dwellings and individual townhouse units as defined by BCNYS. This article includes any commercial or industrial buildings, multi-family residential and apartment complexes, buildings that have restricted access through locked doors, governmental buildings, nursing care and related buildings, educational buildings, places of assembly (churches), and other at risk properties as determined by the codes official.
(L.L. No. 4 of 2007, § I)

Sec. 5-134. Key lock boxes.

The owner or operator of a building subject to this article is required at all times to keep all key(s) or other access devices in the lock box that will allow access to the entire building. The key box(es) shall contain the following:

- (1) Keys to locked points, whether interior or exterior of such buildings;
- (2) Keys to locked mechanical rooms;
- (3) Keys to locked elevator rooms and controls;
- (4) Keys to any fenced in or secured areas;
- (5) Keys to any other area that may be required by the codes official. A written notice will be supplied for these other areas;
- (6) A weather resistant card containing the emergency contact people and phone numbers for such building;
- (7) Keys to areas of the building where fire alarm systems and automatic fire suppression systems are located.

- (8) An inventory of the keys is to be posted inside all lock boxes, as per approval of the codes official.

If approved by the codes official, the interior keys to buildings may be secured in a second lock box located within the main lobby of the building. (L.L. No. 4 of 2007, § I)

Sec. 5-135. Installation.

Lock box(es) shall be installed in locations as approved by the codes official. At least one per building or complex shall be installed on the front of the building (side 1) near the main entry door, between six (6) and eight (8) feet above ground unless approved at a higher or lower level by the codes official and/or first due fire company. The town must provide written notice and provide owner 30 days to install the lock box. A permit/registration with the town is required prior to the installation of a key box in order to verify the proper mounting location and installation of said key box. If a permit/registration fee is required, the fee will be set by the town board by resolution and may be changed or eliminated by such. (L.L. No. 4 of 2007, § I)

Sec. 5-136. Maintenance.

It shall be the responsibility of the building or premises owner:

- (1) To assume all costs involved in the purchase and installation of the key lock box and supplying the required contents for it.
 - (2) To keep said key lock box in good repair and visible to fire and code officials.
 - (3) To ensure that all keys and information required to be contained in the key lock box shall be provided, and kept current.
- (L.L. No. 4 of 2007, § I)

Sec. 5-137. Enforcement.

The town codes department, upon consultation with the fire advisory board, shall be authorized to implement rules and regulations for the use of the lock box system, shall designate the type of

key lock box system to be implemented within the town, and shall have the authority to require all structures to use the designated system. (L.L. No. 4 of 2007, § I)

Sec. 5-138. Penalties.

Failure of any building owner or agent of the owner to install the box after thirty (30) days as directed by the codes official constitutes a violation of this section and in addition to fines and penalties the town may install said box at the owner's expense. The owner or agent so directed to install a box may appeal that determination within thirty (30) days after notification of required installation. (L.L. No. 4 of 2007, § I)

Sec. 5-139. Optional applicability.

Owners or occupants of one and two family dwellings and townhouse units may utilize the key box system upon consultation with and issuance of proper permits/registration by the town codes official. The key box shall be a type, brand and size approved by the codes official. (L.L. No. 4 of 2007, § I)

Sec. 5-140. Security.

No stairs or steps, displays, sign or other fixtures or structure protrusions shall be located near the box, which would allow unauthorized users to access the key box, or would obstruct the visibility of the key box or limit fire department access to the key box. (L.L. No. 4 of 2007, § I)

Sec. 5-141. Repealer.

Any and all ordinances or parts of ordinances inconsistent with this article are hereby repealed to the extent of their inconsistency. The town may from time to time amend, supplement, change, modify or repeal this ordinance pursuant to the provisions of federal, state and local laws. (L.L. No. 4 of 2007, § I)

Sec. 5-142. Compliance.

All existing buildings shall comply with this article within twelve (12) months from the effec-

five date. All newly constructed buildings not yet occupied or buildings currently under construction and all buildings or businesses applying for certificate of compliance, shall comply immediately upon approval of this article.
(L.L. No. 4 of 2007, § 1)