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Sec. 13-5. - Rapid entry key lock box system.

a) **Statement of purpose.**

- (1) The fire department strives to provide the best and most up-to-date service to the people in our fire protection area. Unfortunately, maintaining keys to alarmed buildings has become unmanageable and is causing delays when responding to emergencies. The intent of this section is to permit the fire department to assess a one hundred dollar (\$100.00) application fee to property owners and/or property managers who are required to purchase and maintain the rapid entry key lock box system and to provide a penalty for failure to do so.
- (2) The rapid entry key lock box system will eliminate forced entries into structures thereby avoiding costly and time consuming efforts in gaining access to locked structures during an emergency, protecting both property and lives.

b) **Definitions.** The following terms shall have the meanings indicated unless the context clearly requires a different meaning:

Rapid entry key lock box system consists of a box, typically made of steel and approximately 5"W × 4"L × 3"D. It will contain property ingress keys and may also contain other keys to locked mechanical equipment rooms, electrical rooms, elevator controls, boiler rooms, etc. as deemed necessary by the fire chief.

c) **Lock box** system required in various structures.

- (1) The following structures shall be equipped with a rapid entry key lock box at an accessible location near the main entrance of the structure or at such other location approved by the fire chief:
 - a. All buildings within the city, having an automatic alarm system, or equipped with an automatic fire suppression system except one- and two-family owner-occupied dwellings as identified in this Code;
 - b. Multi-family residential structures, including senior citizen housing complexes, that have restricted access through locked doors and have a common corridor for access to the living units;
 - c. All high rise buildings;

d. Commercial and industrial buildings.

- (2) Any building or structure having on-site 24-hour security personnel may be exempt from the requirements of this section at the discretion of the fire chief.
- (3) All new construction subject to this section shall have the rapid entry key lock box installed and operational prior to the issuance of a certificate of occupancy.
- (4) All structures in existence on the effective date of this section and subject to this section shall have six (6) months from the effective date of this section to have the rapid entry key lock box installed and operational.

d) **Operation and enforcement.**

- (1) The fire chief shall be authorized to implement rules and regulations for the use of the rapid entry key lock box system.
- (2) The owner or operator of a structure required to have a rapid entry key lock box shall, at all times, keep a key or keys, in the lock box that will allow for complete and unobstructed access to the structure interior. The lock box may also contain other keys to locked mechanical equipment rooms, electrical rooms, elevator controls, boiler rooms, etc. as deemed necessary by the fire chief. These keys are to be marked and identified in a manner approved by the fire chief.
- (3) Any property owner or manager required to purchase and maintain the rapid entry key lock box system pursuant to this section shall submit to the fire prevention chief or his designee a timely application for said system with a one hundred dollar (\$100.00) fee payable to the city. Upon receipt of the application and fee, the chief or his designee will advise the applicant how to obtain the lock box system from the appropriate company so designated by the city. The property owner will be required to install the equipment.
- (4) Failure to purchase and/or maintain the rapid entry key lock box system as required under this section will result in a penalty fine of one hundred dollars (\$100.00).

(Ord. No. 03-07, 4-24-07)