

CHAPTER 4

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## CHAPTER 4

### BUILDINGS

#### Part 1

#### Buildings Required to Use Lock Boxes

§101. General Requirement. An approved emergency access lock box shall be installed on the outside of all new buildings in the Borough. However, a lock box is not required to be installed on single family and two family dwellings, or multi-family dwellings which have no enclosed common areas (i.e., no lock box is required for a multi-family dwelling which consists entirely of individual dwellings), or on accessory buildings related to those dwellings or buildings.

§102. Renovated or Expanded Buildings. If a building would be required by Section 1 to have an approved emergency access lock box but for the fact that the building is not new, and if the building is hereafter expanded or otherwise renovated or repaired in a way which requires a building permit from the Borough, the building shall at that time be equipped with an approved emergency access lock box.

§103. Required for Existing Buildings. An approved emergency access lock box is required for all existing buildings in the Borough which are equipped with an automatic fire suppression system, an automatic fire detection system, or a medical emergency alarm system.

Part 2  
Approval and Inspection of Lock Boxes

§201. Written Approval. Whenever this Ordinance would require the installation of an approved emergency access lock box, written approval of a proposed emergency access lock box shall be obtained from the Chief of Police or designee before an emergency access lock box is installed.

§202. Occupancy Permit. No occupancy permit shall be issued for any building in the Borough which is required to have an approved emergency access lock box until such a lock box has been installed for that building.

§203. Responsibility. It shall be the responsibility of the owner, lessee, tenant, occupant or other party in control of a building, jointly or severally, to assume all costs and obligations associated with the purchase and installation of an approved emergency access lock box required by this Ordinance. Further, they shall all, jointly or severally, be responsible to maintain the lock box in good condition, and to ensure that all keys and information in the lock box are correct.

§204. Inspection. The Chief of Police or designee will have the right to periodically inspect property in the Borough for:

- (A) Proper maintenance of the lock box;
- (B) Visibility of the lock box;
- (C) Accessibility of the lock box; and
- (D) Proper contents of the lock box.

Part 3  
Lock Box Location and Contents

§301. Location. An approved emergency access lock box required by this Ordinance shall be installed on the outside of the building or structure in a location approved by the Chief of Police or designee. Written approval of a proposed location for a lock box shall be obtained from the Chief of Police or designee before a lock box is installed.

§302. Contents. The contents of an approved emergency access lock box shall include all of the following, unless any of the items are deemed unnecessary by the Chief of Police or designee.

(A) Keys to the building or structure, including keys to the exterior and interior doors, except for the doors to individual residences within a multi-family building (if a master key is available, then it shall be provided to eliminate multiple keys);

(B) Keys to mechanical and equipment rooms;

(C) Keys to elevator controls;

(D) Keys to specific areas as required and deemed necessary by the Chief of Police or designee;

(E) Keys necessary for the control of a fire protection system; and

(F) A list of names and contact numbers of three people familiar with the building or structure who may be contacted in an emergency.

Part 4  
Penalties

§401. Penalties. Any person who violates a provision of this Ordinance shall, upon conviction thereof, be sentenced to pay a fine not exceeding Six Hundred (\$600.00) Dollars and costs and, in default of payment thereof, shall be subject to imprisonment for a term not to exceed thirty (30) days. Each day that a violation of this Ordinance continues shall constitute a separate offense.

The Chief of Police or designee is designated as the authorized Borough official to issue municipal civil infraction citations (directing alleged violators to appear in Court) or municipal civil infraction notices (directing alleged violators to appear at the magisterial district court).  
(Ord. 725, 11/6/2006)