

MIDDLESEX TOWNSHIP
CUMBERLAND COUNTY, PENNSYLVANIA

ORDINANCE NO. 6-2007

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF MIDDLESEX TOWNSHIP, CUMBERLAND COUNTY, PENNSYLVANIA, REQUIRING A KEY-LOCK BOX FOR CERTAIN STRUCTURES IN MIDDLESEX TOWNSHIP AND PRESCRIBING PENALTIES FOR VIOLATION THEREOF

WHEREAS, prompt access to certain buildings by police, fire, ambulance and emergency personnel servicing Middlesex Township is necessary in the event of an emergency or other situation involving criminal activity, fire, natural disaster and other catastrophe that threatens health, life and property; and

WHEREAS, prompt access to certain buildings by police, fire, ambulance and emergency personnel will assist in ensuring the preservation of health, safety, life and property of residents, persons and property located within Middlesex Township.

NOW THEREFORE, BE IT ENACTED AND ORDAINED and it is hereby enacted and ordained by the Board of Township Supervisors in and for the Township of Middlesex, Cumberland County, Pennsylvania, as follows:

SECTION 1: PURPOSE AND LEGISLATIVE INTENT.

The purpose of this Ordinance is to ensure that there is prompt access to certain structures in Middlesex Township by fire, police and ambulance personnel in order to ensure the preservation of life, health, safety and property of residents, persons and property located in Middlesex Township.

SECTION 2: TITLE.

This Ordinance shall be known and may be cited as the "Key Lock Box Ordinance".

SECTION 3. DEFINITIONS.

The following words and terms shall have the meanings ascribed to them below unless the context clearly indicates otherwise:

AUTOMATIC DETECTION SYSTEM - Any centrally monitored system, device, equipment, mechanical, electrical or battery-operated arrangement to activate an alarm or signal of the occurrence of a police, fire, hazard or medical emergency requiring urgent attention and to which police, fire or emergency medical service ("EMS") personnel are expected to respond.

AUTOMATIC SUPPRESSION SYSTEM – Any system that automatically detects a fire, activates an alarm and suppresses a fire by the application of an extinguishing agent through fixed piping and nozzles.

FIRE COMPANIES – All members and equipment of those fire companies that serve Middlesex Township.

FIRE EMERGENCY – A fire.

TOWNSHIP SECRETARY – The Secretary of the Township of Middlesex or his or her designee.

MEDICAL EMERGENCY – An emergency involving the health of a person.

PERSON – Any individual, group, firm, partnership, association, company, corporation or organization of any kind.

POLICE DEPARTMENT – All members of the Middlesex Township Police Department.

POLICE EMERGENCY – Any incident requiring prompt response by the Police Department.

STRUCTURE – That which is built or constructed or a portion thereof.

TOWNSHIP – The Township of Middlesex, Cumberland County, Pennsylvania.

SECTION 4: KEY LOCK BOX REQUIRED.

All structures within the Township having an automatic detection system and/or automatic suppression system that are secured in a manner that restricts access during an

emergency, any commercial or industrial structure, all multi-family residential and apartment complexes, government buildings, nursing care facilities, schools and educational facilities, places of assembly and churches shall be equipped with a key lock box at or near the main entrance or in such other location as approved by the Township Fire Chief.

SECTION 5: KEY LOCK BOX TYPE.

The key lock box shall be an Underwriter's Laboratory type and approved by the Township Fire Chief. The key lock box shall be equipped with a lock which can be opened only with a key that is issued to the Township Secretary. Emergency vehicles shall each be equipped with one key that is held in a special security device. The owner of the structure is prohibited from obtaining or otherwise possessing a key to open the lock box.

SECTION 6: LOCATION.

The key lock box shall be mounted on the structure entrance at a height of four (4) to six (6) feet and within three (3) feet thereof or such other location approved by the Township Fire Chief. Flush mounted or recessed key lock box installations shall be permitted, provided that the key lock box is clearly marked. Once the key lock box is installed, the owner of the structure shall contact the Township Fire Chief during regular office hours to arrange for the owner of the structure to be visited by the Fire Companies and a member of the Police Department to inspect the key lock box and install the access keys and any other items required by this Ordinance.

SECTION 7: CONTENTS OF KEY LOCK BOX.

Each key lock box shall contain the following:

1. Information concerning how to shut off or disable all alarm systems;
2. All security and access codes in any way applicable to the nonresidential building and the property on which the building is located;

3. Keys, card keys, access codes or any other device or information necessary to provide access to:
 - a. Any locked doors or any ports of entrance or exit, whether on the interior or exterior of the building or on the property;
 - b. Mechanical equipment rooms or facilities;
 - c. Electrical rooms or facilities;
 - d. Elevators and elevator controls; and
 - e. Any fenced or secured areas; and
4. Floor plans of the rooms within the building or structure identifying any utility disconnects or controls, fire alarm panels or controls and the location of any hazardous materials stored in the structure.

SECTION 8: TIME OF COMPLIANCE.

The owner of each structure constructed after the effective date of this Ordinance and subject to this Ordinance shall have a key lock box installed and operational prior to the issuance of an occupancy permit. The owner of each structure in existence on the effective date of this Ordinance and subject to the requirements of this Ordinance shall have one (1) year from the effective date of this Ordinance to have a key lock box installed and operational.

SECTION 9: CONTACT PERSON.

The owner of each structure required to have a key lock box shall provide a list of contact persons, indicating the name, home address, home telephone number and cell telephone number to the Township. The owner of each structure shall immediately upon any change with respect to the list of contact persons, provide the Township Secretary with such information.

SECTION 10: VIOLATIONS AND PENALTIES.

Any person who violates any provision of this Ordinance, upon summary conviction thereof, shall be sentenced to pay a fine of not more than One Thousand and No/100 Dollars

(\$1,000.00) plus costs of prosecution and, in default of payment thereof, be imprisoned in the Cumberland County Prison for a period of not more than thirty (30) days. Each day of violation of any provision of this Ordinance shall constitute a separate offence.

SECTION 11: SEVERABILITY.

The provisions of this Ordinance shall be severable. If any of its provisions shall be held to be unconstitutional, illegal or otherwise invalid, that decision shall not affect the remaining provisions of this Ordinance or any other Ordinance of Middlesex Township.

SECTION 12: EFFECTIVE DATE.

This Ordinance shall become effective in accordance with applicable law.

DULY ENACTED AND ORDAINED this 29th day of June, 2007 by the Board of Township Supervisors of the Township of Middlesex.

TOWNSHIP OF MIDDLESEX

By: Charles W. Shugart
Chairman, Board of Supervisors

ATTEST:

Mary O. Guste
Township Secretary

(Township Seal)