

ORDINANCE NO. 275 OF 2008

AN ORDINANCE PROVIDING FOR THE  
INSTALLATION OF LISTED RAPID ENTRY  
KEY BOXES, HAZARDOUS MATERIALS  
CABINETS, KEY SWITCHES, SECURITY  
PADLOCKS, AND FIRE SPRINKLER  
SECURITY CONNECTION CAPS FOR USE BY  
THE FIRE DEPARTMENT TO GAIN ACCESS  
TO A STRUCTURE

**Background:**

Many buildings, particularly buildings other than one and two-family dwellings, are equipped with automatic alarm systems and/or sprinkler standpipe systems. Such automatic systems may cause the fire companies of East Lampeter Township or neighboring townships to be summoned at a time when the building is not occupied or when the occupant of the building is not available to provide entry for the Fire Department. The township wishes to prevent damage from forceful entry to such structures and to provide swift entry into such structures by the Fire Department. The standard model fire code provides that any Fire Department may require certain occupancies to maintain a rapid access or rapid entry system as prescribed by the Fire Department. The East Lampeter Township Board of Supervisors finds the need to establish such a rapid entry system for the township and for any areas covered by the Hand-In-Hand, Lafayette, Ronks, Witmer, Paradise-Leaman Place, Eden, Lampeter and Gordonville Fire Companies.

NOW THEREFORE, be it enacted and ordained as follows:

**Section 1. Definitions:**

***FIRE OFFICIAL:*** The Fire Chief or his designee.

***FIRE DISTRICT:*** The normal fire protection district located within East Lampeter Township covered by the Hand-In-Hand, Lafayette, Ronks, Witmer, Paradise-Leaman Place, Eden, Lampeter or Gordonville Fire Companies.

***RESPONSIBLE PARTY:*** The person or persons charged with the responsibility for the occupancy of a building or the owner of a business which is the occupant of such building.

***KEY BOX:*** A UL Listed box, size and style, approved by the Fire Official that meets the requirements and uses the same security key code adopted by the Fire Department.

**KEY SWITCH:** A switch that allows a person with a key (but no one else) to override an electronic system. A key switch can also control the emergency power shutoff system allowing for access by the Fire Department.

**SECURITY PADLOCK:** A padlock approved by the Fire Official that utilizes the approved key code utilized by the Fire Department.

**SECURITY CAP:** A Fire Department Connection (FDC) Plug and Cap approved for use in East Lampeter Township by the Fire Official.

**Section 2. Application of Ordinance:**

A) MANDATORY KEY BOXES FOR FIRE SUPPRESSION AND STANDPIPE SYSTEMS

When a building within the Fire District is protected by an automatic fire suppression and/or standpipe system, it shall be equipped with a Key Box, installed at a location approved by the Fire Official.

B) MANDATORY KEY BOXES FOR AUTOMATIC ALARM SYSTEMS

When a building is protected by an automatic alarm system and or access to or within a building, or an area within that building, is unduly difficult because of secured openings, and where immediate access is necessary for life saving or firefighting purposes, it shall be equipped with a Key Box, to be installed at a location approved by the Fire Official.

C) MANDATORY KEY BOXES FOR MONITORED ALARM SYSTEMS, SPRINKLER SYSTEMS, OR AUDIBLE ON SITE ALARMS

When an existing building is protected by a monitored alarm system, a sprinkler system, and or an audible on site alarm, it shall be equipped with a Key Box, to be installed at a location approved by the Fire Official within six (6) months of being notified by the Township of the requirements of this Ordinance.

D) KEY BOX STANDARD

The Key-Box shall be a Knox-Box as approved and agreed upon by the Fire Official and the building owner.

E) MANDATORY STORAGE CABINET

In buildings storing or dispensing Hazardous Materials, a Hazardous Materials Cabinet may be required to store Material Safety Data Sheets and other information as required by the Fire Official.

F) AUTOMATIC GATES

When a property is accessed through a gate or cross arm that impedes ingress through required Fire Lanes by means of a key or swipe card, it shall be equipped with a Key Switch to be installed at a location approved by the Fire Official.

G) SECURITY PADLOCK

When requested by the Fire Official, a property that is protected by a locked fence or gate and where immediate access to the property is necessary for life saving and firefighting purposes, it shall be equipped with a Security Padlock to be installed at a location approved by the Fire Official. It shall then be the responsibility of the Responsible Party to see that the fence or gate is secured properly so that the Security Padlock is accessible.

H) CONSTRUCTION SITES

When requested by the Fire Official, a construction site that is to be secured by a locked fence or gate, such site shall be subject to the same requirements as properties protected by Security Padlocks during the duration of construction or until the fence or gate is removed. The Security Padlock will be obtained by placing a security deposit with the first due covering fire company in an amount set to cover replacement of Security Padlock should it be lost or damaged. Once the deposit has been made, a Fire Official will come to the construction site and explain the use of the Security Padlock. It shall then be the responsibility of the construction company to see that the fence or gate is secured properly so that the Security Padlock is accessible.

I) SECURITY OF FIRE DEPARTMENT CONNECTIONS

When a building is protected by an automatic sprinkler and/or standpipe system and the fire department connection is exposed to vandalism, the Fire Official may require that a Security Cap be installed.

J) NON-APPLICABILITY TO ONE AND TWO-FAMILY DWELLINGS

The requirements of this ordinance are not applicable to one and two-family dwellings. However, the occupants of one and two-family dwellings are encouraged to participate voluntarily by using a Residential Security Box.

K) KEY BOX SPECIFICATIONS

The Key Boxes shall be located and shall contain, but not be limited to the following items as designated by the Fire Official.

- a. Labeled Keys or Key Cards to locked points of egress, whether in interior or exterior of such buildings.
- b. Labeled Keys or Key Cards that are current.
- c. Labeled Keys or Key Cards to the locked mechanical rooms.
- d. Labeled Keys or Key Cards to any fence or secured areas not covered by the provisions for Automatic Gates, Security Padlocks and Construction Sites (see Section 2 E, F and G above).
- e. Labeled Keys or Key Cards to any other areas that may be required by the Fire Official.
- f. A card containing the emergency contact people and phone numbers for each occupancy.
- g. Floor plans of the rooms within the building may also be required, showing locations of shut offs.
- h. The Material Safety Data Sheets for all Hazardous Materials, as required.
- i. The key box shall be installed at a location agreed upon by the Fire Official.
- j. The key box may have an optional tamper switch, wired on a separate zone, that will activate a trouble alarm if anyone tampers with the box.
- k. The installation of the key box shall be made in accordance with the manufacturer's recommendation in addition to the approval of the Fire Official.

L) ALERT DECALS

Alert Decals, approved by the Fire Official, to alert fire companies of the presence of security features covered by this ordinance, will be displayed on any outside doors or windows as designated by the Fire Official.

M) SHARING OF KEYS

Township based fire companies Hand-In-Hand, Lafayette, Ronks, Witmer, Paradise-Leaman Place, Eden, Lampeter and Gordonville Fire Companies are allowed to share the Key Box keys for their service area with other Township based fire companies.

N) RETURN OF KEYS CURRENTLY BEING HELD

After four (4) months following passage of this ordinance, all keys currently in possession of the Fire Department will be returned to the Responsible Party.

O) BUILDING PERMITS

Compliance with this ordinance shall be a condition precedent to obtaining a building permit for all buildings for which building permits have not been received as of the effective date of this ordinance and for receiving Certificates of Occupancy for all buildings for which Certificates of Occupancy have not been received before the effective date of this ordinance. The requirements of this ordinance, other than these requirements concerning building permits and certificates of occupancy, shall be applicable for all other buildings for which occupancy permits have been received prior to the effective date of this ordinance.

P) VIOLATIONS

Every violation of this ordinance shall constitute a summary offense which may be enforced by action brought before a District Justice under the Pennsylvania Rules of Criminal Procedure. Conviction of violation shall include a criminal fine not to exceed One Thousand and 00/100 (\$1,000.00) Dollars per violation. Each day that a violation exists or is permitted to continue to exist shall constitute a separate offense. In addition to summary criminal enforcement, the provisions of this ordinance may be enforced by the township through an action in equity brought in the Court of Common Pleas of Lancaster County. All fines and penalties collected for the violation of the ordinance shall be paid to the township Treasurer.

**Section 3. Provisions Severable:**

The provisions of this ordinance are severable. If any portion of this ordinance is deemed by a court of competent jurisdiction to be invalid or unenforceable, it is the stated intent of the Board of Supervisors that the remaining provisions would have been adopted.

**Section 4. Effect of this Ordinance on Other Ordinances:**

This ordinance is to be read as complementary with and not in substitution of or as a modification of other township ordinances addressing fire safety requirements and is further intended to be read as consistent with and complementary with the requirements of the Uniform Construction Code as implemented by East Lampeter Township.

**Section 5. Effective date of Ordinance:**

This ordinance shall become effective five (5) days after the date of its enactment.

Duly ordained and enacted by the Supervisors of the Township of East Lampeter, Lancaster County, Pennsylvania, this 7<sup>th</sup> day of September, 2008.

BOARD OF SUPERVISORS OF  
EAST LAMPETER TOWNSHIP

By:   
(Vice) Chairman

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