

# Chapter 130. Building Construction and Fire Prevention

## § 130-26. Fire protection within building.

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E. Emergency services repository unit required.

[Added 8-5-2002 by Ord. No. 05-2002; amended 9-6-2005 by Ord. No. 10-2005]

(1) The owner or person in control of the following types of buildings shall install and maintain an approved emergency services repository unit:

(a) Any apartment building or other building containing four or more residential living units and in which access to a building or to common areas or mechanical or electrical rooms within the building ~~is~~ are doors that are capable of being locked.

(b) Any nonresidential building with an alarm or fire detection or suppression system that is monitored by a third party or that has an audible alarm that can be heard from outside of the building.

(c) Any facility at which hazardous materials may be stored or used.

(d) Governmental buildings, schools, nursing care/assisted living centers, and daycare facilities.

(e) All buildings with a footprint of over twenty-five thousand (25,000) square feet.

(f) Any building equipped with a standpipe.

(2) Installation requirements.

(a) Upon notification, the property owner has five months from the date of the notice to install a repository unit. Penalties for violation of this requirement are provided in Chapter 1, General Provisions, § 1-19, of the Municipal Code.

(b) The repository unit shall be located at a height of not less than four feet and not more than six feet above grade, or as approved by the Fire Chief or the Fire Chief's designee.

(c) The repository unit shall be located at the recognized public entrance, on the exterior of the structure. If there are more than one recognized public entrance, then a repository unit shall be located at each such entrance. If the building is surrounded by a locked fence or gate the location of the repository unit shall be installed in a location approved by the Fire Chief or the Fire Chief's designee.

(d) The property owner shall provide the Fire Chief with a direct contact phone number for the property owner or a designated property manager at the time of

**Commented [LK1]:** Question for committee – Who should approve emergency services repository units? Fire chief? Building inspector? How will building owners be informed of what types of units are “approved”?

**Commented [JR2R1]:** IMO the Board should approve it/them as one (1) core allow access by all emergency services.

**Commented [JR3]:** We may need to define what hazardous materials are. I can see this being an issue and coming into question.

**Commented [LK4]:** Questions for committee – should this be removed, so that all nonconforming buildings must come into compliance? Maybe within a specified period of time? If not, who provides the notification, and when? Building permit process? Fire inspection?

**Commented [JR5R4]:** Notice can be provided by the Fire Chief's designee (Fire Inspector). That is what happens at this time. Inspections occur, in most cases, 2x per year. The time frame will be at the discretion of the Board. I'd recommend no longer than 6 mos.

installation of the repository unit, and shall update that contact information immediately if it changes.

(3) Repository contents. Keys shall be placed in every repository unit that are capable of opening or controlling all of the following:

- (a) The main entrance door at the location of the repository unit.
- (b) The room that contains the alarm controls. Instructions for disarming the alarm system must be posted on or near the alarm controls with a zone map, if appropriate.
- (c) Mechanical rooms and sprinkler control rooms.
- (d) Rooms that contain electrical panels or controls.
- (e) Resting pull station alarms or other fire protection devices.
- (f) Elevator keys, if required for emergency use and control of an elevator on the property.
- (g) All other rooms as specified during plan review process or during a fire inspection.

[2] Every key shall be labeled to correspond to a number placed on the door or system to be controlled by the key. Such numbers shall be a minimum of eight inches tall, made of reflective material, and for a color that contrasts with the color of the door. The building owner shall provide a floor plan of the building with locations of doors and control systems if required by the Fire Chief.

[4] Right of appeal. Any property owner required to install a repository unit or otherwise take action under this ordinance may appeal that determination before the Joint Fire Department Committee. The Joint Fire Department Committee shall have discretion to waive the requirements of this ordinance, after consultation with the Fire Chief, and subject to any conditions it determines to be necessary for such waiver.