

3-5-8 KEY LOCK BOXES

1. This section shall apply to property owners of any:
 - a. Commercial structures constructed after the effective date of this ordinance.
 - b. Apartment buildings which have a common area (or areas) that are locked to the general public, constructed after the effective date of this ordinance.
 - c. An existing structure converted to commercial use after the effective date of this ordinance.
 - d. An existing structure converted to an apartment building which has a common area (or areas) that is locked to the general public, after the effective date of this ordinance.
2. For the purposes of this section, "Fire Official" shall mean the Maquoketa Fire Chief or designee.
3. The owners of any type of property designated in section 3-5-8 (1) shall install a key lock box system. This system shall be of a type approved by the Fire Official and shall be installed in a location and in a manner approved by the Fire Official. Such approval by the Fire Official must be received before a certificate of occupancy can be issued for any applicable structure. This requirement for a key lock box system may be waived by the Fire Official if, in the opinion of the Fire Official, the size of the building or other unusual circumstances render the lock box ineffective for its intended purpose.
4. The owners of commercial properties and/or apartment buildings that were in existence before the effective date of this section may voluntarily participate in the key lock box system. Upon notice to the Fire Official of the intent to participate in this system, participating owners shall install a key lock box upon the Fire Official's approval of the key lock box's type, location, and manner of installation.
5. Any owner that participates, whether required or voluntarily, in the Maquoketa Fire Department's key lock box program shall at all times provide a key for each locked point of entry or exit, whether on the interior or exterior of the structure; for each locked mechanical room; for each locked elevator room; for each fire alarm or sprinkler system control room; and for any other areas as directed by the Fire Official. Each key shall be labeled in a way that will enable the Fire Official to determine which lock it operates.

6. Any owner that participates, whether required or voluntarily, in the Maquoketa Fire Department's key lock box program shall immediately notify the Fire Official and provide a replacement key for the key lock box if, for any reason, the condition of the lock requires that its key be replaced.

7. Key lock boxes must be mounted near the main entry door to the building. The box must be mounted within three feet of the main entry at a height of four to six feet. Unusual buildings may allow other mounting standards, at the discretion of the Fire Official.

(Ord. No. 1044, 03-19-07)