

**TOWN OF HUNTER**

Local Law No. \_\_\_\_\_ of 2023

**A Local Law Providing for Regulations Pertaining to Emergency Access Systems**

Be it enacted by the Town Board of the Town of Hunter as follows:

**Section I.** A new Local Law is hereby enacted as appears in Schedule “A” attached hereto.

**Section II. Severability**

If any clause, sentence, paragraph, section, article or part of this Local Law shall be adjudicated in any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, section, article or part thereof directly involved in the controversy in which such judgment shall have been rendered, and such invalidity shall not be deemed to affect the remaining portions thereof.

**Section III. Effective Date**

This Local Law shall be effective as provided by law, upon filing and acceptance by the New York State Secretary of State.

**SCHEDULE “A”**

**A Local Law Providing for Regulations Pertaining to Emergency Access Systems**

**§ 1. Lock Boxes**

- A. The following structures shall be equipped with a key lock box at or near the main entrance or such other location as determined by the Code Enforcement Official:
  - (1) Commercial or industrial structures protected by an automatic alarm system or automatic suppression system, or such structures that are secured in a manner that restricts access during an emergency;
  - (2) Multifamily residential structures consisting of three or more dwelling units that have restricted access through locked doors and have a common corridor for access to the living units;
  - (3) Government structures and nursing care facilities.

- B. The cost of purchasing and installing, along with any cost associated with implementation of the program at a specific property, will be borne by the property owner.
- C. When a property is protected through a locked 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 in a location approved by the Code Enforcement Official. In lieu of a key lock box an optional system approved by the Code Enforcement Official may be implemented.
- D. When a construction site is to be secured by a locked fence or gate, that site will fall under Subsection C above during the duration of the construction or until said fence or gate is removed.
- E. This chapter shall not apply to those structures where a twenty-four-hours, seven-day-a-week, on-site police force is present, provided members of that police force also respond to all fire department call responses with the correct means of accessing the affected structures.
- F. All newly constructed structures subject to this chapter shall have the key lock box installed and operational prior to the issuance of a certificate of occupancy by the Code Enforcement Official. All structures in existence on the effective date of this chapter and subject to this chapter shall have eighteen (18) months from notification of the effective date of this chapter to have a key lock box installed and operational.
- G. The Code Enforcement Official shall designate the type of key lock box system to be implemented within the Town of Hunter and shall have the authority to require all structures to use the designated system.
- H. The owner or operator of a structure required to have a key lock box shall, at all times, keep the following in the lock box:
  - (1) Labeled keys to locked access points of egress, whether interior or exterior of such buildings.
  - (2) Labeled keys to the locked mechanical rooms.
  - (3) Labeled keys to any fenced or secured areas on the property.
  - (4) Labeled keys to any other areas that may be required by the Code Enforcement Official.
  - (5) A card containing a minimum of three emergency contact people and phone numbers for each contact.

- (6) Hazardous materials MSDS as requested.
- (7) Keys to the locked elevator rooms.
- (8) Keys to the locked elevator controls.
- I. Floor plans of the rooms within the building may also be required to be submitted to the Code Enforcement Official.
- J. The Code Enforcement Official shall be authorized to implement rules and regulations for the use of the lock box system.
- K. It shall be the responsibility of the property owner to ensure all keys, materials, and other requested information is kept up to date and shall notify the Code Enforcement Official within three days of any changes.

**§ 2. Security caps.**

When a building is protected by an automatic sprinkler system or standpipe system and the fire department connection is exposed to undue vandalism, the Code Enforcement Official may require that a fire department connection security cap(s) be installed. The fire department connection security cap(s) shall be a type approved by the Code Enforcement Official. Existing sprinkler installations will require approved locking fire department connection caps to be installed when directed by the Code Enforcement Official.

**§ 3. Penalties for violations.**

- A. It shall be the duty of the Code Enforcement Official to enforce the provisions of this chapter and of all rules, conditions and requirements adopted or specified pursuant thereto.
- B. Violation of any provision or requirement of this chapter shall be deemed a violation pursuant to penal law.
- C. The owner, general agent or contractor of a building, premises or part thereof where such a violation has been committed shall be responsible for the occurrence of any violation of this chapter.
- D. Any agent, contractor, architect, builder, corporation or other person who commits, takes part or assists in such violation shall also be responsible for any such violation.
- E. Any person, firm or corporation who shall be found guilty of violating any provision of this chapter, or who shall knowingly assist therein, shall be liable to a

minimum fine of \$100 and a maximum fine of \$1,000 or imprisonment not exceeding 15 days, or both such fine and imprisonment. Each and every day that any such violation continues shall constitute a separate offense.

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