

**TOWNSHIP OF HALIFAX  
DAUPHIN COUNTY, PENNSYLVANIA**

**ORDINANCE NO. 15-10-2015**

**AN ORDINANCE REGULATING AND REQUIRING KEYLOCK BOXES IN THE  
TOWNSHIP OF HALIFAX**

**WHEREAS**, the Second Class Township Code, 53 P.S. §66527 authorizes the adoption of Ordinances to secure the safety of persons within the Township;

**AND WHEREAS**, the Board of Supervisors finds it necessary and in the best interests of the Township residents and for the public safety, health and welfare to regulate and require key lock boxes within Halifax Township;

**BE IT ENACTED AND ORDAINED** by the Board of Supervisors of Halifax Township, Dauphin County, Pennsylvania as follows:

**ARTICLE I  
PURPOSE**

**SECTION 101.**

The owner of each newly constructed structure to this chapter shall have a key lock box installed and operational prior to the issuance of an occupancy permit and the owners of an already constructed structure shall (or is encouraged to) also install a key lock box under the circumstances set forth below.

**ARTICLE II  
DEFINITIONS**

**SECTION 201.** Certain words and phrases shall have the meaning ascribed to them, as follows:

**AUTOMATIC DETECTION SYSTEM** – Any engineered 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 units or EMS personnel are expected to respond.

**AUTOMATIC SUPPRESSING SYSTEM** – An engineered system that automatically detect a fire, activates an alarm and suppresses a fire by applications of an extinguishing agent or water through fixed piping and nozzle.

**FIRE DEPARTMENT** – All members and equipment of the Halifax Fire Department.

**FIRE EMERGENCY** – A fire.

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

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

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

**TOWNSHIP** – Halifax Township, Dauphin County, Pennsylvania.

### **ARTICLE III** **GENERAL PROVISIONS**

#### **SECTION 301.      Key Lock Box Required**

All structures with the Township

- i.      Newly constructed;
- ii.     For which there is an ownership change; or
- iii.    For which a Building Permit has been applied,

on or after the Effective Date of this Ordinance having an automatic detection system and/or an automatic suppression system which is secured in a manner that restricts access during an emergency, including but not limited to

- i.      Multi-family residential structures that have restricted access through a locked door or have a common corridor for access to the living units;
- ii.     Governmental structures;
- iii.    Health care facilities; and
- iv.    School and churches,

shall, prior to the issuance of an Occupancy Permit (for new construction) or, within thirty (30) days of (a) the recording of a Deed evidencing a change in ownership or (b) an application for a Building Permit, be equipped with a key lock box at or near the main such other location required and approved by the Fire Department. Single family residential dwellings having independent means of ingress and egress shall be exempt from this requirement.

**SECTION 302.      Key Lock Box Encouraged**

All existing Structures within the Township having an automatic detection system and/or automatic suppression system which is secured in a manner that restricts access during an emergency, as aforesaid, are encouraged by the Halifax Township Board of Supervisors to be equipped with a key lock box at or near the main entrance in such other location as requested and approved by the Fire Department.

**ARTICLE IV**  
**SPECIFICATIONS**

**SECTION 401.      Key Lock Box Type**

The key lock box shall be an Underwriter's Laboratory type and approved by the Township. The key lock box will be equipped with a lock, which can be opened only with a key that is issued only to Fire Department. Emergency vehicles will be equipped with one key that is held in a special security device. The structure owner shall not be able to obtain a key to open the lock box.

**SECTION 402.      Location**

The key lock box shall be mounted on the structure entrance at a height between four to six feet and within three feet if the direct access port or such other location approved by the Fire Department. Flush mounted or surface recessed key lock box installations will 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 Fire Departments to arrange for the owner of the structure to be contacted and visited by a member of the Fire Department to inspect the key lock box and install the access keys.

**SECTION 403.      Contents of Key Lock Box**

The key lock box shall contain keys to locked ports of entrance, whether on the interior or exterior of the structure, keys to locked mechanical equipment rooms, keys to locked rooms, keys to elevator controls, keys to any fenced or secured area, floor plans of the rooms within the structure denoting any utility disconnects or controls, fire alarm panels or controls and any hazardous materials stored in the structure. If contents of the key lock box must be added or removed, arrangements shall be made with the Fire Department to visit the structure to open the box, inspect the change of contents and then lock the box.

**ARTICLE V**  
**CONTACT**

**SECTION 501.**      **Contact Person**

The owner of a Structure required to have a key lock box shall provide a list of contact persons, indicating name, home address and home telephone number to the Fire Department. The owner of the Structure shall immediately upon any change with respect thereto furnish the Fire Department with such information with respect to such change.

**ARTICLE VI**  
**PENALTY FOR VIOLATION; SUIT IN EQUITY; REMEDIES; NUISANCE**

**SECTION 601**      An Owner who refuses to comply with this Ordinance may be prosecuted before the local Magisterial District Judge or in the Court of Common Pleas and if he or she shall be found guilty of a violation of this ordinance, shall, upon conviction thereof, pay a fine of not more than Three Hundred Dollars and No Cents (\$300.00) for each day in which the Owner is in violation of this Ordinance plus costs including but not limited to the costs incurred by the Township in prosecuting the violation, including attorney fees.

**SECTION 602.**      The Township, by means of a Complaint in Equity may compel any individual to comply with this Ordinance or seek any such other relief as any such court of competent jurisdiction is empowered to afford including but not limited to costs, attorney fees and injunctive relief.

**SECTION 603.**      The remedies above are cumulative and not subject to any election of remedies by the Township.

**SECTION 604.**      A violation of this Ordinance may also be prosecuted under and is subject to the Township's Nuisance Law, Ordinance 2013-8.

**ARTICLE VII**  
**ADMINISTRATIVE PROVISIONS**

**SECTION 701.**      **Severability**

The provision of this Ordinance are severable. If any sentence, clause or section of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses or sections of this Ordinance. It is hereby declared to be the intent of the Board of Supervisors of Halifax Township that this Ordinance would have been adopted

had such unconstitutional, illegal or invalid sentence, clause or section not been included herein.

**SECTION 702. Repealer**

All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed insofar as they may be inconsistent herewith.

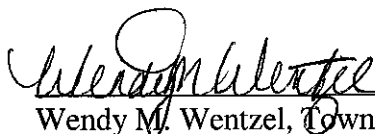
**SECTION 703. Effective Date**

This ordinance shall be effective immediately.

**DULY ENACTED AND ORDAINED** this 14<sup>th</sup> day of Sept., 2015, by the Board of Township Supervisors of Halifax Township in public session duly assembled after public hearing held thereon.

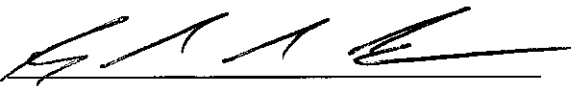
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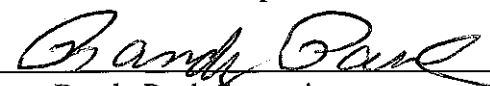
HALIFAX TOWNSHIP  
BOARD OF SUPERVISORS,  
DAUPHIN COUNTY,  
PENNSYLVANIA

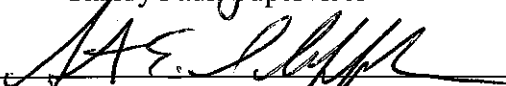
  
Wendy M. Wentzel, Township Secretary

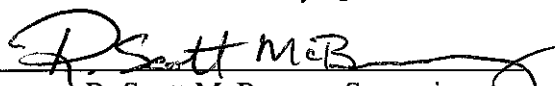
By:   
Kenneth E. Bechtel, II, Chairman

(Township Seal)

  
Brad Bruner, Supervisor

  
Randy Paul, Supervisor

  
Steven Shreffler, Supervisor

  
R. Scott McBurney, Supervisor