

**AN ORDINANCE ADDING CHAPTER 137 TO THE REVISED GENERAL
ORDINANCES OF THE BOROUGH OF WHARTON, COUNTY OF MORRIS, STATE
OF NEW JERSEY**

BE IT ORDAINED by the Governing Body of the Borough of Wharton that Chapter 137 of the revised general ordinances of the Borough of Wharton is hereby added as follows:

Chapter 137: Knox Box Entry Systems

§ 137-1. Purpose.

The Council of the Borough of Wharton determined that the health welfare and safety of the citizens and business owners of the Borough of Wharton are promoted by requiring certain structures to have a key Knox box installed on the exterior of the structure to aid the Wharton Volunteer Fire Department in gaining access to or within a structure when responding to calls for an emergency service, and to aid access into or within a building that is secured or is unduly difficult to gain entry due to being either unoccupied or the occupants are unable to respond.

§ 137-2. Definitions.

- A. “Knox Box” means a secure rapid entry system that is designed to be used by Fire Department Personnel in the event of an emergency to gain entry into a structure by using the enclosed owner provided key(s). This box is usually mounted on the exterior of the building in a location that is specified by the Borough Fire Official, Fire Chief, or Building Official. All boxes shall be UL (Underwriters Laboratories) certified and approved by the Borough Fire Official or Fire Chief.**
- B. “System Administrator” means a member of the Fire Department who is recommended by the Fire Department with confirmation by the Mayor and Council of the Borough of Wharton who is in charge of the Knox Box program.**

§ 137-3. Key Lockbox System.

- A. The following structures shall be equipped with a Knox Box, of a UL type and size approved by the Borough Fire Official, Fire Chief, or System Administrator:**
 - 1. New Commercial or industrial structures.**
 - 2. Existing Commercial Buildings equipped with automatic fire detection and/or suppression system.**
 - 3. Existing Commercial Buildings Making Improvements. All existing commercial buildings constructing improvements that require Planning Board approval shall install a Knox Box prior to the issuance of the final certificate of occupation.**

4. Multi-family-residential structures subject to inspection by the Department of Community Affairs.

B. All buildings that require a Knox Box shall install one within one year of the effective date of this Ordinance.

§ 137-4. Installation.

- A. It will be the responsibility of the Borough Fire Official, Fire Chief, or System Administrator to approve all purchases of Knox Box systems from the Knox Box manufacturer.**
- B. The size and model of the Knox Box installed shall be determined by the number of keys to be placed in the box and the specifications set forth by the Knox Box manufacturer.**
- C. Number of keys in the Knox Box cannot exceed the maximum number recommended by the box manufacturer.**
- D. All Knox Boxes shall be installed to the side of the main business door.**
- E. All Knox Boxes shall be mounted fifty to sixty inches from the ground and shall be kept free of any obstructions including snow and ice.**
- F. In the event that the Knox Box cannot be installed at the aforesaid location and/or height, the Borough Fire Official or Fire Chief may designate in writing a different location and installation specifications.**
- G. All Knox Boxes may have a Tamper Switch installed in the building as an intrusion/burglar alarm.**
- H. Purchase and installation of the Knox Box will be the sole responsibility of the building owner.**

§ 137-5. Maintenance.

The operator of the building shall immediately notify the Borough Fire Official or Fire Chief when any locks are added, changed or rekeyed which cannot currently be opened by the current key set in the Knox Box. Additional keys shall be added to the Knox Box immediately.

§ 137-6. Contents of Lock Box.

- A. The contents of the lock box shall include (but not limited to) the following:**
 - 1. Keys to locked points of ingress or egress, whether on the interior or exterior of such buildings.**
 - 2. Keys to all mechanical rooms.**

3. Keys to all locked electrical and utility rooms.
4. Keys to elevator and their control rooms.
5. Keys to the Fire Alarm panels and Fire Suppression Systems.
6. Keys to re-set pull stations or other Fire Protective devices.
7. Building Access Cards, devices, or methods as needed.

§ 137-7. Fire Department Responsibilities.

- A. Access to the Knox Box Master Key will be limited to the three Chiefs and the System Administrator.
- B. No Fire Personnel shall carry a Knox Box Master Key unless at an Emergency Scene.
- C. All Fire Personnel having access to the Knox Box Master Key will be subject to a comprehensive background check annually or until they have relinquished the position and no longer have access to the key.
- D. All Fire Personnel with access to the Knox Box Master Key must notify the Chief of Police immediately of any charges pending whether civil or criminal or any other event that would jeopardize their ability to have access to the key.
- E. All Knox Box Master Keys shall be installed in a Knox Box KeySecure or similar system installed in the Fire Apparatus.

§ 137-8 Penalties.

Any person who is convicted of a violation of this chapter shall be punishable as provided in Chapter 1, General Provisions, Article I, General Penalty.

First Reading: June 22, 2015
Second Reading: July 13, 2015

BOROUGH OF WHARTON

ATTEST:

**WILLIAM J. CHEGWIDDEN,
MAYOR**

**Robin Ghebreal,
Deputy Borough Clerk**