



ORDINANCE NO. 1, SERIES 2019

ORDINANCE AMENDING SECTION 3-4-4
FIRE DEPARTMENT ACCESS TO BUILDINGS AND HAZARDOUSE MATERIALS

The Village Board of the Village of Prairie du Sac, located in Sauk County, Wisconsin, do ordain as follows:

SECTION ONE: Amend Section 3-4-4 of the Code of Ordinances of the Village of Prairie du Sac by striking and adding language as follows:

Sec. 3-4-4 FIRE DEPARTMENT EMERGENCY KEY BOX ACCESS TO BUILDINGS AND HAZARDOUS MATERIALS INFORMATION

- (a) INTENT AND PURPOSE. It is hereby declared the intent of the Village Board, through the enactment of this section, to establish requirements for the installation of an Fire Department Emergency Key Box and/or an accessible on-site inventory of hazardous materials at properties within the Village Limits for purposes of rapid entry for firefighting or rescue activities when life or property is threatened. The purpose of the Emergency Key Box is to allow Fire Department and Ambulance personnel to gain access to specified buildings at times when the buildings are not occupied or when an occupant is unable to provide ingress. The purpose of the Hazardous Materials Inventory is to provide accurate reference materials for rescue and firefighting personnel prior to entry of a structure so as to prepare themselves for entry into potentially hazardous environments during emergency responses.
- (b) INSTALLATION. An Fire Department Emergency Key Box shall be installed on all businesses, public and commercial buildings, multiple family dwellings where access to interior units is through a common secured entrance, industrial facilities, residential care facilities or where a property within the Fire Department's jurisdiction is protected by an automatic fire alarm or fire sprinkler/suppression system. One and two family dwellings are exempt from these requirements as to Emergency Key Boxes. Owners of all existing buildings affected by Subsection (b) shall comply by January 1, 2018. All newly constructed or remodeled structures subject to Subsection (b) shall have the Emergency Key Box installed and operational prior to the issuance of the occupancy permit by the building inspector. All newly constructed buildings or buildings under construction shall comply immediately.
- (c) EMERGENCY KEY BOX TYPE, LOCATION AND CONTENTS. The type and location of the Emergency Key Box shall be approved by the Fire Chief or his/her designated representative prior to installation. The owner of a structure required to have an Emergency Key Box shall keep a key in the lock box that will allow access to the building and all locked or secured areas within the building. The location of the Emergency Key Box shall be in accordance with the following criteria:
 - (1) The access box shall be at or near the main entrance or such other location as approved by the Fire Chief or his or her designee prior to installation.
 - (2) The access box shall be located at a height of not less than four (4) Feet and not more than six (6) feet above final grade.

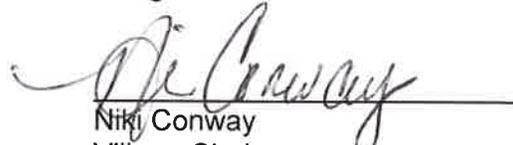
- (3) The owner(s) of the property shall keep keys, key cards, or codes in the access box that will allow access to the building and all locked or secured areas within the building.
- (d) MAINTENANCE. It is up to the property owner(s) of the building to notify the Fire Department of updated or added keys for the facility. It is the responsibility of the building owner(s) to keep the area around the Emergency Key Box clear of obstructions including, but not limited to, vegetation, paint, or clutter.
- (e) HAZARDOUS MATERIALS INVENTORY LIST, LOCATION AND CONTENTS. Owners of buildings which are required to have and maintain one or more Material Safety Data Sheets (MSDS) by the Occupational Safety & Health Administration (OSHA) Standard 29 CFR 1910.1200 or as directed by the Fire Chief shall have a Hazardous Materials Inventory List in a location and cabinet approved by the Fire Chief or his/her appointed representative. The Hazardous Materials Inventory List shall include an alphabetical list of hazardous materials, location and approximate quantity on site. The cabinet shall also include Material Safety Data Sheets (MSDS) of all chemicals located on the premises, in alphabetical order.
- ~~(e) APPLICABILITY/COMPLIANCE. One and two family dwellings are exempt from these requirements as to Emergency Key Boxes and Hazardous Materials List.~~
- (f) ACCOUNTABILITY. The Fire Department and Ambulance Service shall utilize a system approved by the Village Administrator to maintain the accountability and tracking of the use of the Emergency Key Box.
- (g) PENALTIES. Any ~~building owner~~person violating any provision of this ~~Ordinance~~Section after receiving a Notice of Non-compliance from the Fire Chief or his/her appointed representative shall be subject to the general penalty of this Code, found in Sec. 1-1-6, to a fine as stated in the Schedule of fees each day of non-compliance.

SECTION TWO: This ordinance shall become effective following the date of its enactment and publication in the manner provided for by law.

Adopted this 14th day of May, 2019.
 Published this 23rd day of May, 2019.

Village of Prairie du Sac, WI


 Cheryl A. Sherman
 Village President


 Nikki Conway
 Village Clerk

