

**Gun Plain Charter Township  
Allegan County, Michigan  
Lock Box Entry Ordinance No. 171**

**Adopted: 11-07-2019  
Effective: 11-22-2019**

**ORDINANCE NO. 171**

**An Ordinance to Amend the Code of Ordinances, Charter Township of Gun Plain,  
Allegan County, Michigan to Require New Buildings to Have a Lock Box Entry  
System Installed For Fire Safety Purposes.**

**WHEREAS**, when fires or other emergencies occur in locked buildings the Gun Plain Charter Township Fire Department (the "Department") is faced with the difficult and time-consuming task of gaining entry into the buildings; and

**WHEREAS**, entry into such buildings in some cases must be made by force, which is time consuming and may cause unnecessary damage and injury to firefighters, and in other cases valuable time is lost waiting for a person with a key to arrive on the scene; and

**WHEREAS**, a lock box entry system can provide immediate access to a building, which will save time, avoid entry damage and injuries, and facilitate immediate fire suppression activities.

**NOW, THEREFORE, THE CHARTER TOWNSHIP OF GUN PLAIN ORDAINS:**

**Section 1.** There is hereby added a new Article IV to Chapter 4 of the Gun Plain Charter Township Code, which shall read as follows:

**ARTICLE IV.  
LOCK BOX ENTRY SYSTEM.**

**Sec. 4-70. New Buildings.** An approved lock box entry system shall be installed for all new buildings constructed in the Township after the effective date of the Article. Provided, however, a lock box entry system shall not be required to be installed on single-family and two-family dwellings, on multi-family dwellings which have no enclosed common areas (i.e. no lock box entry system is required for a multi-family dwelling which consists entirely of individual dwellings), on agricultural buildings, or on accessory buildings related to those dwellings or buildings. Provided further, a lock box entry system shall not be required if the Fire Chief or the Fire Chief's designee determines in writing that, because of the size, purpose, or character of the new building

or other relevant factors a lock box entry system is not necessary or warranted to provide immediate access to the building in times of emergency.

**Sec. 4-71. Renovated or Expanded Buildings.** If a building would be required by Section 4-70 to have an approved lock box entry system but for the fact that the building is not new, and if the building after the effective date of this Article is expanded or otherwise renovated or repaired in a manner that requires a building permit from the Township, the building shall at that time be equipped with an approved lock box entry system.

**Sec. 4-72. Recommendation for Existing Buildings.** An approved lock box entry system is recommended for all existing buildings in the Township which are equipped with an automatic fire suppression system, an automatic fire detection system, or a medical emergency alarm system.

**Sec. 4-73. Written Approval Required.** Whenever this Article requires the installation of an approved lock box entry system, written approval of the proposed lock box entry system and its location shall be obtained from the Fire Chief or the Fire Chief's designee before installation.

**Sec. 4-74. Occupancy Permit.** No occupancy permit shall be issued for any building in the Township, which is required to have an approved lock box entry system until such system has been installed for that building.

**Sec. 4-75. Responsibility for Compliance.** It shall be the responsibility of the owner, lessee, tenant, occupant or other party in control of a building, jointly and severally, to assume all costs and obligations associated with the purchase and installation of an approved lock box entry system required by this Article, and to Maintain the lock box entry system in good condition, and to ensure that all keys and information in the lock box are correct.

**Sec. 4-76. Inspection.** The Department shall have the right during regular business hours to periodically inspect property in the Township for:

- 1) Proper maintenance of the lock box entry system;
- 2) Visibility of the lock box entry system;
- 3) Accessibility of the lock box entry system; and
- 4) Proper contents of the lock box entry system.

**Sec. 4-77 Contents.** The contents of a lock box shall include all of the following, unless any of the items are deemed unnecessary by the Department's Fire Chief or the Fire Chief's designee:

- 1) Keys to the building or structure, including keys to the exterior and interior doors, except for the doors to individual residences within a multi-family building (if a master key is available, then it shall be provided to eliminate multiple keys):
- 2) Keys to mechanical and equipment rooms;
- 3) Keys to elevator controls;
- 4) Keys to specific areas as required and deemed necessary by the Fire Chief or the Fire Chief's designee;
- 5) Keys necessary for the control of fire protection system; and
- 6) A list of names and contact numbers of two people familiar with the building or structure who may be contacted in an emergency.

**Section 2. Penalty.** Any person who violates a provision of this Ordinance shall be responsible for a municipal civil infraction and subject to enforcement procedures as set forth in the Section 4-69 of the Gun Plain Charter Township Code. Each day during which any violation continues shall be deemed a separate offense. Increased civil fines may be imposed for repeat violations as provided in section 4-69 of the Gun Plain Charter Township Code.

**Section 3. Enforcement.** Professional Code Inspections is designated as the authorized official to issue municipal civil infraction citations under this ordinance.

**Section 4. Severability and Captions.** This Ordinance and its various parts, sections, subsections, sentences, phrases and clauses are declared to be severable. If any part, section, subsection, sentence, phrase or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected. The captions included at the beginning of each Section are for convenience only and shall not be considered a part of this Ordinance.

**Section 5. Repeal.** All resolutions, ordinances or orders in conflict in whole or in part with any of the provisions of this Ordinance are, to the extent of such conflict, repealed.

**Section 6. Effective Date.** This Ordinance will become effective eight (8) days after its publication.

AYES: Members: VanDenBerg, Meert, Pearson, Shannon, Kopka, And Horton  
NAYS: Members: None  
ABSENT: Morehouse

Ordinance declared adopted.

**CERTIFICATE**

I hereby certify that the following is a true and complete copy of ordinance adopted by the Township Board of the Township of Gun Plain at a regular meeting thereof held on the date first stated above, and a fully certified that publication notice of such meeting was given as provided by law.

A handwritten signature in blue ink that reads "Marty Meert". The signature is written in a cursive style and is positioned above a horizontal line.

Marty Meert  
Gun Plain Township Clerk

Marty Meert  
Gun Plain Charter Township, Clerk  
381 8<sup>th</sup> Street  
Plainwell, Mi 49080  
269 685-9471