

CHAPTER V ZONING, LAND USE AND BUILDING REGULATIONS

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ORDINANCE 56 BUILDING NUMBERS AND KEY BOXES

Section 56.1. Building Numbers. Building numbers are important in providing public safety services as well as mail and other deliveries to the affected buildings.

Subd. 1. Placement and Specifications. The owner, lessor, or occupant of every industrial, commercial or other building in the City shall have a proper building number on the building by affixing to the building the numbers in metal, glass, plastic or any other durable material. The numbers shall not be less than four (4") inches in height in a contrasting color to the base. The numbers shall either be lighted or made of some reflective material and so placed to be easily seen from the street.

Subd. 2. Maintenance. The occupant of the primary structure shall be responsible for keeping the address numbers in good repair and clear of snow, dirt, debris and other obstructions.

Subd. 3. Enforcement. The City may withhold all city licenses, applications, and permits from owners or occupants of primary structures if the address is not placed or maintained in conformance with this Ordinance.

Subd. 4. Penalty. Any person violating or failing to comply with this Ordinance shall be guilty of a petty misdemeanor.

Section 56.2. Key Boxes. Where property is protected by an automatic alarm system, a protected access to or within a structure, or access to an area on that property is unduly difficult because of secured openings and where immediate access is necessary for public safety, lifesaving, or firefighting purposes, the Fire Chief may require a key box to be installed in an approved location. The key box shall be of the type approved by the fire department and shall be the expense of the landowner.

Subd. 1. Contents. The key box shall contain:

- A. Keys to locked points of ingress whether on the interior or exterior of such buildings.
- B. Keys to locked mechanical equipment rooms.
- C. Keys to locked electrical rooms.
- D. Keys to elevator controls.
- E. Keys to other areas as directed by the Fire Chief.

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Subd. 2. Waiver. The owner of every building of every property defined by Section 56.1 of this Ordinance shall either assure that a key box is installed and maintained in an approved location by the Fire Chief for the City of Waite Park or shall provide the Waite Park City Clerk a written letter dated and delivered between December 1 and December 29 of each year indicating that they have not installed a key box pursuant to this Ordinance and that in the event of any response by the City or its representatives, they shall waive any claim for damages or trespass.

Subd. 3. Penalties. If the key box is not installed and a waiver is not received, the land owner shall be subject to a petty misdemeanor following a continued failure to either install the key box or provide the City with a written waiver after ten (10) days written notice. A second offense within the same calendar year shall be punishable as a misdemeanor.

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