

Chapter 4

Fire Prevention Code

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Sec. 15-4-1 Definitions.

- (a) The following definitions shall be applicable in this chapter:
- (1) **Approved.** When applied to any material, device, or mode of construction, means approval by the Fire Chief or other person charged with the enforcement of this Chapter. When applied to all suppression and detection system devices, approval means approval by a recognized testing laboratory.
 - (2) **Approved Water Hydrant.** A water hydrant approved by the City Engineer, connected to a municipal water main, with one (1) four and one-half (4 ½) inch hose connection and two and one-half (2½) inch connections.
 - (3) **Area.** The space on any one floor or story, stated in terms of square feet, within the exterior walls of a building or structure between approved firewalls and within a building or structure.
 - (4) **Automatic Fire Sprinkler System.** An approved system of piping connected to an adequate source of water supply, which includes approved automatic fire sprinklers and devices so arranged and located as to discharge water automatically in the event of a fire.
 - (5) **Basement.** Any story where less than half the height between floor and ceiling is above the average level of street, sidewalk, or finished grade.
 - (6) **Building.** Any structure that has the capacity to contain, or is used for the occupation by Wis. Adm. Code, Chapter IHLR 51.03, “Classes of Construction Standards”. The classes of construction are: Class 1, Fire Resistive Type A; Class 2, Fire Resistive Type B; Class 3, Metal Frame-Protected; Class 4, Heavy Timber; Class 5, Exterior Masonry; Class 6, Metal Frame-Unprotected; Class 7, Wood Frame-Protected; and Class 8, Wood Frame-Protected.
 - (7) **Chief.** The Chief of the Monona Volunteer Fire Department.
 - (8) **Class.** That classification of a building according to type of construction established by Wis. Adm. Code, Chapter IHLR 51.03, “Classes of Construction Standards”. The classes of construction are: Class 1, Fire Resistive Type A; Class 2, Fire Resistive Type B; Class 3, Metal Frame-Protected; Class 4, Heavy Timber; Class 5, Exterior Masonry; Class 6, Metal Frame-Unprotected; Class 7, Wood Frame-Protected; and Class 8, Wood Frame-Protected.

- (9) **Dwelling Unit.** A building or that part of a building which is designed, intended to be used, or is used as a home, residence or sleeping place by one (1) person or by two (2) or more persons maintaining a common household to the exclusion of others.
 - a. **Single Family Dwelling.** A building containing a single dwelling unit.
 - b. **Two Family Dwelling.** A building containing two (2) dwelling units which are entirely separated by vertical walls or horizontal floors, unpierced except for access to the outside or to a common cellar.
 - c. **Multiple Dwelling.** Any building, including but not limited to apartments, hotels, motels, rooming houses, hospitals, nursing homes, dormitories, row houses, tenement houses and flats, which contains three (3) or more dwelling units.
- (10) **Fire Department.** The Monona Volunteer Fire Department and its associated Emergency Medical Services.
- (11) **Firefighter and/or EMT.** Any member of the Monona Volunteer Fire Department of its associated Emergency Medical Services.
- (12) **Fire Resistive Construction.** That type of construction in which the structural members of the building, including walls, partitions, columns, floor and roof consist of non-combustible materials
- (13) **Fire Wall.** A wall that has a fire resistance rating of not less than one (1) hour and which divides or separates a building or buildings and restricts the spread of fire. The term includes a three (3) foot parapet wall.
- (14) **Smoke Detector.** A device that detects the visible or invisible products of combustion.
- (15) **Story.** That part of a building situated between a floor and a floor or roof above.
- (16) **Sleeping Area.** The area of the unit in which the bedrooms or sleeping rooms are located. Bedrooms or sleeping rooms separated by another use area such as a kitchen or living room are separated sleeping areas but bedrooms or sleeping rooms separated by a bathroom are not separate sleeping areas.
- (17) **Unit.** A residential building or that part of a residential building which is intended to be used as a home, residence, or sleeping place by one (1) person or by two (2) or more persons maintaining a common household, to the exclusion of all others.
- (18) **Public Building.** Any structure, including exterior parts of such building, such as a porch, exterior platform or steps providing means of ingress or egress, used in whole or in part as a place of resort, assemblage, lodging, trade, traffic, occupancy, or used by the public or by three (3) or more tenants.
- (19) **Public Residential Building.** Any public building which is used for sleeping or lodging purposes including any apartment house, rooming house, hotel, children's home, community based residential facility or dormitory, but does not include a hospital or nursing home.
- (20) **Remodel.** To change any building or structure which affects the structural strength, fire hazard, internal circulation, or exits of the existing building or structure. This definition does not apply to reproofing, or alterations to the heating and ventilating or electrical systems.
- (21) **Use.** The purpose for which a building or part thereof is used or intended to be used.

Sec. 15-4-2 General Provisions.

- (a) **Intent of Code.** It is the intent of this Fire Prevention Code ("Code" or "Chapter") to prescribe regulations consistent with nationally recognized good practice for the safe-guarding to a reasonable degree of life and property from the hazards of fire and explosion arising from the storage, handling and use of hazardous substances, materials, and devices, and from conditions hazardous to life or property in the use or occupancy of buildings or premises. Compliance with standards of the American Insurance Association or the National Fire Protection Association, or other approved nationally recognized safety standards, as later referred to and as listed in Section 15-4-6 shall be deemed to be prima facie evidence of compliance with this intent.
- (b) **Application of Code.**
 - (1) The provisions of this Chapter apply equally to new and existing conditions except that existing conditions not in strict compliance with the terms of this Chapter shall be permitted to continue

where the exceptions do not constitute a distinct hazard to life or property in the opinion of the Chief

- (2) Nothing contained in this Fire Prevention Code shall be construed as applying to the transportation of any article or thing shipped under the jurisdiction of and in compliance with the regulations prescribed by the U. S. Department of Transportation, nor as applying to the military forces of the United States.
 - (3) The Chief may delegate any or all of his authority under this Chapter to such subordinates in the Fire Department as the Chief may designate, and the actions of such authorized subordinates shall be construed as valid actions of the Chief.
- (c) **Authority to Enter Premises.**
- (1) The Chief may, at reasonable hours, request permission of the owner or occupant to enter any building or premises for the purpose of making an inspection or investigation, which, under the provisions of this Chapter, the Chief may deem necessary to be made. No person shall deny the Chief free access to any property within the City at any reasonable time for the purpose of making fire inspections. No person shall hinder or obstruct the Fire Inspectors in the performance of their duties or refuse to observe any lawful direction given by them.
 - (2) The Chief may obtain a search warrant under Section 66.122 and 66.123, Wis. Stats., when necessary for the purpose of making an inspection or investigation of any building or premises where the owner or occupant has refused admission.
 - (3) No person, having been advised of the existence of a search warrant to search the premises owned or occupied by him or her, shall refuse to permit such search to be made. Each day, or part thereof, during which such refusal continues shall be deemed a separate violation.
- (d) **Inspection of Buildings and Premises.** It is the duty of the Chief to inspect all buildings and premises except the interiors of dwelling units, as often as may be necessary for the purpose of ascertaining and causing to be corrected any conditions liable to cause fire, endanger life from fire, or any violations of the provisions or intent of this Chapter and any other ordinance affecting a fire hazard.
- (e) **Order to Eliminate Dangerous or Hazardous Condition.** Whenever the Chief shall find in any building or upon any premises dangerous or hazardous conditions or materials as follows, the Chief shall order such dangerous conditions or materials to be removed or remedied:
- (1) Dangerous or unlawful amounts of combustible or explosive or otherwise dangerous materials.
 - (2) Hazardous conditions arising from defective or improperly installed equipment for handling or using combustible or explosive or otherwise hazardous materials.
 - (3) Dangerous accumulations of rubbish, waste paper, boxes, shavings or other highly combustible materials.
 - (4) Accumulations of dust or waste material in air conditioning or ventilating systems or of grease in kitchen or other exhaust ducts or inadequate clearances to unprotected combustible materials from hoods, grease extractors and ducts.
 - (5) Obstructions to or on fire escapes, designated access openings in exterior walls for Fire Department use, stairs, passageways, doors or windows liable to interfere with the operations of the Fire Department or egress of occupants in case of fire.
 - (6) Any building or other structure which for want of repairs, lack of adequate exit facilities, automatic or other fire alarm apparatus, or fire extinguishing equipment, or by reason of age or dilapidated condition, or from any other cause, creates a hazardous situation.
- (f) **Service of Orders.**
- (1) The service of written orders for the correction of violations of this Chapter shall be made upon the owner, occupant, or other person responsible for the conditions, either by delivering a copy of same to any person in charge of the premises, or by mailing such orders to the owner or other responsible person. This subsection shall in no way preclude the Chief from issuing oral orders in such manner as deemed appropriate under the circumstances.
 - (2) If buildings or other premises are owned by one (1) person and occupied by another the orders issued in connection with the enforcing of this Chapter shall apply to the occupant thereof as well as the owner, except where the rules or orders require the making of additions to or changes in the premises themselves, such as would immediately become fixtures upon real estate or real estate

and be the property of the owner of the premises. In such case, the orders shall affect the owner, and not the occupant.

- (3) Receipt of such orders by the owner or occupant is sufficient notice to effect compliance with the order.
- (g) **Fire Drills in Educational and Institutional Occupancies.** Fire drills shall be held at least once a month in educational and institutional occupancies where such occupancies constitute the major occupancy of a building. During severe weather, fire drills may be postponed. A record of all fire drills shall be kept and persons in charge of such occupancies shall file written reports annually with the Chief giving the time and date of each such drill held.

Sec. 15-4-3 Authority to Designate Fire Lanes.

- (a) **Authority.** The Fire Chief may designate certain areas of public or private property as fire lanes in order to ensure proper access to buildings in the event of a fire or other emergency situation.
- (b) **Fire Lanes.** Fire lanes shall be provided on public or private property devoted to public use for all buildings used for human habitation or occupancy which are set back more than one hundred (100) feet from a public road or exceed thirty (30) feet in height and are set back more than fifty (50) feet from a public road. Fire lanes may also be designated on those private roadways where it is found by the Fire Chief that such access is necessary for fire apparatus.
- (c) **Width.** Fire lanes shall be at least twenty (20) feet in width, with the closest edge of the lane at least twenty (20) feet from the building.
- (d) **Dead-End Roads.** Any dead-end road more than three hundred (300) feet long shall be provided with a turn around at the closed end of at least ninety (90) feet in diameter.
- (e) **Designation, Marking and Maintenance of Fire Lanes.**
- (1) The designation, marking and maintenance of fire lanes shall be accomplished as specified by the Fire Chief. The current Wisconsin Department of Transportation standards for highway marking shall be used as guidelines in designating and marking any fire lanes.
- (2) Designated fire lanes shall be marked with signs within five (5) feet of the beginning and within five (5) feet of the end of the fire lane, with spacing between signs not to exceed seventy-five (75) feet. Each sign shall face in the direction of oncoming traffic. The curb shall be painted the full length of the fire lane. Fire lane sign shall be affixed to a stationary pole or object. Sign shall be plainly visible.
- (3) Roadways identified exclusively as fire lanes, shall be identified with approved fire lane signs on each side facing forward and the pavement area between the signs shall be striped with six (6) inch wide yellow stripes.
- (4) It shall be unlawful for any person(s) or firm(s) to post a fire lane sign without the approval of the Fire Department.

Sec. 15-4-4 False Fire Alarm Prohibited.

No person shall give or cause to be given any false fire alarm.

Sec. 15-4-5 Adoption of State Codes.

- (a) Except as otherwise specifically provided in this Chapter, the following orders, rules and regulations of the Department of Industry, Labor and Human Relations, as set forth in the Wisconsin Administrative Code, are adopted by reference and made a part of this Fire Prevention Code as if fully set forth herein. Any act required to be performed or prohibited by a statute incorporated herein by reference is required or prohibited by this Fire Prevention Code. Any future amendments, revisions or modifications of the Wisconsin Administrative Code are intended to be made a part of this Chapter and are hereby incorporated herein as if fully set forth.

- (b) Except as otherwise specifically provided, those portions of the National Fire Codes published by the NFPA, Boston, Massachusetts, and other codes and standards, as listed in the following pages, are hereby incorporated by reference and adopted as a part of this Fire Prevention Code. Any future amendments, revisions, or modifications of the NFPA Codes adopted herein are intended to be made part of this Chapter and are hereby incorporated as if fully set forth herein.
- (c) In the event that any of the foregoing Orders, Rules and Regulations of the Department of Industry, Labor and Human Relations or National Fire Code conflict with any provisions of this Chapter or with one another, the most strict shall apply.
- (d) A copy of the foregoing provisions shall be kept on file at the office of the Chief and shall be made available to the public subject to the provisions of Title 3, Chapter 3, of the Monona Municipal Code.

Sec. 15-4-6 Automatic Fire Sprinkler Systems Required.

Approved automatic fire sprinkler systems shall be installed and maintained as follows:

- (a) **Commercial, Service, Office, Industrial, Manufacturing, Storage and Sales Buildings.**
Throughout any commercial, service, office and industrial building and any building occupied for the manufacture, storage or sale of goods:
 - (1) Which is of Class I or Class 2 fire resistive construction and is:
 - a. Ten thousand (10,000) square feet or more in total area; or
 - b. Over one (1) story in height and six thousand (6,000) square feet or more in total area; or
 - c. Over four (4) stories in height regardless of area.
 - (2) Which is of Class 3 through 8, non-fire resistive construction, and is:
 - a. Seven thousand (7,000) square feet or more in total area; or
 - b. Over one (1) story in height and four thousand (4,000) square feet or more in total area; or
 - c. Over three (3) stories in height regardless of area.
- (b) **Garages.** Throughout any garage which is:
 - (1) In a building of Class 1 or 2 fire resistive construction and over ten thousand (10,000) square feet in area or exceeding three (3) stories.
 - (2) In a building of Class 3 through 8, non-fire resistive construction and either exceeds six thousand (6,000) square feet in total area or three (3) stories.
 - (3) In a basement or a sub-basement above or below other occupancies if more than three (3) passenger vehicles can be parked therein.
 - (4) Used as or is part of a passenger terminal.
- (c) **Basements and Sub-Basements.** Throughout any basement which exceed two thousand five hundred (2,500) square feet in area; and throughout any sub-basement regardless of size (not including garages).
- (d) **Multiple Dwelling Units.**
 - (1) In the basements, crawl spaces, stairways, hidden spaces and all corridors of any multiple dwelling unit building.
 - (2) Buildings that exceed two (2) stories in height or containing more than a total of eight (8) living units shall be protected by an automatic sprinkler system installed throughout the building regardless of size or construction. The system shall be installed in accordance with NFPA 13. Fast response sprinkler head shall be used within the individual dwelling units of such building.
 - a. Buildings with no common interior area shall have a separate heated room for the sprinkler system riser. The room shall be provided with direct access to outside of the building for use by Fire Department personnel.
- (e) **Theaters and Assemblies.**
 - (1) Throughout any theater, as defined in Wis. Adm. Code IHLR 55.01(2), or assembly hall, as defined in IHLR 55.01(1), Wis. Adm. Code, of Class 3 through 8, non-fire resistive construction.
 - (2) In the stage area, the area under the roof of the stage, gridiron, fly galleries and bridges, in dressing rooms, work rooms, property rooms, crawl spaces, hidden spaces and the stage side of the proscenium opening of any theater of Class 1 or 2 fire resistive construction.
- (f) **Nursing, Convalescent, Old Age, Prison, Group Care and Other Institutional Facilities.**
Throughout all nursing, convalescent, old age, prison, and other group care or inscriptional facilities.

- (g) **Schools, Colleges and Universities.**
 - (1) Throughout any school, college, or university building of Class 3 through 8, non-fire resistive construction.
 - (2) Throughout the basement, workshops, laboratories, stairways and corridors, stage areas of auditoriums, janitor closets, kitchens, cafeterias, craw spaces, hidden spaces and any area where combustible materials are handled or stored of any school, college, or university building of Class 1 or 2 fire resistive construction.
- (h) **High Hazard Occupancies.** Throughout any building which by reasons of its construction, use or high combustible occupancy, involves a severe life hazard to its occupants, or which in the judgment of the Chief constitutes a fire hazard, including, but not limited to:
 - (1) Aircraft hangers.
 - (2) Dry cleaning establishments using or storing gasoline or other volatile flammable liquids.
 - (3) Enameling or japanning operations.
 - (4) Mills, including sugar, starch, cereal, feed, flour and grist.
 - (5) Paint and varnish, including manufacturing, storing, handling, spraying and other related operations.
 - (6) Pyrozylin products, manufacture and storage.
 - (7) Repair garages.
 - (8) Smokehouses.
 - (9) Storage of explosive gases under pressure [fifteen (15) p.s.i. and over five thousand four hundred (5,400) cubic feet] such as acetylene, hydrogen, natural gas, etc.
 - (10) Storage of materials with a flash point under two hundred degrees Fahrenheit (200°F) such as celluloid products, kerosene, fuel oil, etc.
 - (11) Woodworking establishments.
 - (12) Chemical works.
 - (13) Explosives and pyrotechnics manufacturing.
 - (14) Oil refineries.
 - (15) Any other occupancies involving processing, mixing, storage and dispensing of volatile liquids.
- (i) **Non-Hydrant Areas.** Any building erected in a non-hydrant area (no city water) for any of the uses described in Subsections (a) through (h) of this Section shall be constructed to support a sprinkler system and the sprinkler system shall be installed and operating without ninety (90) days after municipal water becomes available.
- (j) **Exceptions.** Automatic fire sprinkler systems shall not be required in:
 - (1) **Certain Manufacturing Areas.** Rooms or building used for the manufacture or storage of aluminum powder, calcium carbide, calcium, metallic sodium or potassium, quick lime, magnesium powder, sodium peroxide or like materials where the application of water may cause or increase combustion.
 - (2) **Where Water Would Increase Hazard.** Any location where, in the sole discretion of the Chief, the use of water as a fire extinguishing agent would increase hazards or unduly expose equipment, machinery, or other chattel to damage or destruction provided, however, that an automatic fire suppression system using an extinguishing location is connected to an approved Central Station Monitoring service.
 - (3) **Single Family or Two Family Houses.** However, sprinkler systems installed in single or two family dwellings shall comply with the following:
 - a. Any installation of an automatic sprinkler system within a one (1) or two (2) family dwelling shall be installed in accordance with NFPA.
 - b. Automatic sprinkler systems installed within one (1) or two (2) family dwellings shall have two (2) plans submitted to the Fire Department for review and conditional approval.
 - c. Fast response sprinkler heads are to be used in buildings of this type.
 - d. A final inspection by the Fire Chief or his designee shall be conducted prior to placing the system in service.

- (a) **Installation Standards.**
 - (1) Approved automatic fire sprinkler equipment shall be installed in accordance with the current editions of Pamphlet No. 13, “Standards for the Installation of Sprinkler Systems”, and other applicable standards of the National Fire Protection Association.
- (b) **Plans.** No automatic sprinkler equipment shall be installed or altered in any building until plans have been submitted to and approved by the City Engineer and the Fire Chief. Two (2) copies of the plans and specifications shall be submitted for review. Approved plans and one (1) copy kept on file in the Fire Department offices. Calculations shall be submitted with all plans. In the event a pipe schedule is used, a written report with verified pressure information shall be submitted. The Engineer completing such calculations shall stamp and sign the report. The installer shall give advance notice to the Fire Chief or his designee for any test to be conducted.
- (c) **Specific System Requirements.**
 - (1) **System Drain.** The building automatic sprinkler system shall have a drain piped to the outside of the building or to a drain suitable to handle the required flows.
 - (2) **Inspector’s Test Valve.** The building automatic sprinkler system shall have an inspector’s test valve piped so as to discharge to the outside of the building. The inspector’s test valve shall be mounted at the most hydraulically remote location of the system. An orifice equal to the discharge of one (1) sprinkler alarm shall be tied into the building alarm system.
 - (3) **Alarm Bell.** Alarm bells shall be installed on all alarm systems. One (1) bell shall be installed on the outside of the building. The sprinkler alarm shall be tied into the building alarm system.
 - (4) **Inspections.** Every standpipe system or sprinkler system required by this Chapter or by the Wisconsin Administrative Code shall be inspected by certified sprinkler installer once every twelve (12) months.

Sec. 15-4-8 Alarm Systems (Fire and Smoke Detection).

- (a) **Scope.** To provide early warning in the event of fire, detection systems shall be installed and maintained in operable condition in all occupancies and locations set forth in this Section.
- (b) **Where Required.** Smoke and heat detection systems shall be installed in all spaces in all buildings regardless of size or construction except for one (1) and two (2) family dwellings. The detection systems shall be in all spaces, including but not limited to hidden spaces (e.g., attics, crawlspaces, truss constructed areas), basements, storerooms, closets, occupied and unoccupied areas. One (1) and two (2) family dwellings shall have smoke detection systems as required by Wisconsin Administrative Code.
- (c) **Monitoring.** All detection systems shall be monitored by an approved central station monitoring service, except for one (1) and two (2) family dwellings.
- (d) **Installation.**
 - (1) All components of a fire or smoke detector system shall be listed by Underwriters Laboratories (UL) or the Factory Mutual System (FM). The entire installation shall conform to applicable provisions of NFPA Standards 71, 72A, 72C, 72D, or 72E, the National Electrical Code Article 760, and the Wisconsin Electrical Code.
 - (2) The system shall monitor the integrity of all alarm initiating and indicating appliance circuits, shall be provided with automatically charged standby batteries to maintain system operation for twenty-four (24) hours in the normal supervisory mode and have sufficient capacity to operate in the alarm mode for five (5) minutes at the conclusion of this supervisory time period. Batteries shall be supervised for connection to the system and for a low voltage threshold. The automatic battery charger shall be capable of charging fully discharged system batteries to one hundred percent (100%).
 - (3) A remote annunciator shall be provided at the main entrance of the building to indicate each of the designated alarm initiating zones via Red LED’s which flash when in alarm and lock in upon acknowledging the alarm. The remote annunciator shall be electrically supervised from the main fire alarm control panel. Space shall be provided on the remote annunciator for custom zone labels. The zone labels shall plainly describe the location of the zones. Different occupancies in one (1) building shall be zoned separately.

(4) Wiring of required fire and smoke detection systems:

- a. All electrical wiring in connection with required fire alarm systems, including accessory devices, such as detectors, shall be installed in rigid metal conduit, intermediate metal conduit, electrical metallic tubing, flexible metal conduit or surface metal raceway. Buildings not required by State Code to have alarm systems may use NFPKA approved fire wire in non-exposed areas. All wiring piercing walls and ceiling shall be protected in metal conduit or metal raceway.
- b. Raceways for required fire alarm system wiring shall contain no other circuits. All such raceways shall be colored red or clearly identified.

(5) External devices:

- a. The system shall utilize UL or FM listed fire alarm initiating devices (pull stations, smoke detectors, heat detectors, water flow switches, duct detectors, etc.) and UL and FM listed fire alarm indicating devices (horns, bells, visual lights, etc.). Smoke detectors shall possess a Light Emitting Diode (LED) lamp to indicate either “ready” or “alarm” status.
- b. Smoke detectors (photoelectric, ionization) shall be installed approximately thirty (30) feet on center, located on the ceiling or wall of the protected area. Smoke detection shall be provided but not limited to the following areas: basements, common hallways, stairwells, sleeping rooms and all other rooms over fifty (50) square feet in size.
- c. Heat detectors shall be installed approximately thirty (30) feet on center, located on the ceiling of the protected area. Heat detection shall be provided but not limited to the following areas: furnace rooms, engine rooms, garages, hidden spaces and kitchens and all other rooms over fifty (50) square feet in area. Heat detectors shall also be installed as a substitution for smoke detectors in locations determined by the Fire Chief to be unsuitable for smoke detector installation.
- d. Horns/Bells:
 1. Alarm System Horns: Horns used as the audible alarm indicating appliance shall be twenty-four (24) volt direct current (DC) horns of metal construction with a minimum sound pressure output of eighty-seven (87) db at ten (10) feet. Fire alarm horns shall be UL or FM listed for fire alarm use. Horns shall be adaptable for surface or semi-flush mounting and be suitable for use within combination audio-visual systems.
 2. Alarm System Bells: Bells used as the audible alarm indicating appliance shall be twenty-four (24) volt DC bells of the vibrating or single stroke type with a minimum sound pressure output of ninety (90) db at ten (10) feet. Bells shall be suitable for surface or semi-flush mounting and be suitable for use within combination audio-visual systems.
 3. Visual Flashing Lamps: Visual indicating appliances shall be comprised of a strobe-type flash tube and be entirely solid state. These devices shall be UL or FFM listed and be capable of either ceiling or wall mounting. Visual units shall incorporate a built-in reflector to improve lighting characteristics. Visual units shall be incorporated as part of the horn or bell assembly.
 4. Horns, bells, or visual flashing lamps shall be installed in each unit, living space or tenant space in the building.

(e) **System Operation.**

- (1) Alarm initiating devices shall be grouped in zones identified by zone LED's on the control panel and at the remote annunciator.
- (2) Actuation of an alarm initiating device shall:
 - a. Cause the respective red zone alarm LED on the control panel to flash until the “acknowledge” switch is actuated at the control panel. Once acknowledged, the zone LED shall be constantly illuminated until the actuating device is restored to normal and the system is reset or equivalent operation.
 - b. The audible alarm indicating appliance shall sound throughout the entire facility until the system alarm acknowledge/silence switch is operated.
 - c. Visual indicating appliances shall flash until the acknowledge//silence switch is operated.
 - d. After the acknowledge switch is operated, subsequent activation of an initiating appliance shall cause the alarm bells or horns to resound, and the visual indicating appliances to flash.

- (3) Each alarm initiating circuit and indicating appliance circuit shall be electrically supervised. Any disarrangement of system wiring such as opens and grounds shall activate the audible and visual trouble indicators at the control panel. Actuation of the trouble silence switch shall silence the audible trouble indicator but the trouble LED shall remain lit. The trouble LED shall be non-canceling, except by an actual clearing of the trouble condition and restoring the trouble silence switch to normal.
- (4) The alarm system shall provide for the selection of:
 - a. Desire type of signal operation; alarm signal tempos, area selective codes, zone codes, general alarm codes and alarm silence inhibit.
 - b. UL or FM approved alarm verification operation.
 - c. Water flow/sprinkler supervisory operation on a distinct zone of the system.
- (5) Upon actuation of a smoke detector, the LED on the smoke detector shall remain constantly illuminated until the system is reset.
- (f) **Conditional Approval for Installation of Fire and Smoke Detection Systems.** No fire and smoke detection system shall be installed or altered in any building until plans have been submitted to and conditionally approved by the Fire Department. Two (2) copies of the plans shall be submitted. The plans shall contain drawings showing locations of detectors, pull stations and horns. The plans shall contain a brief description of connections within the system. Conditionally approved plans shall be stamped with the date of approval. One (1) copy shall be returned to the owner.
- (g) **Acceptance Test Required.**
 - (1) The acceptance test of a fire and smoke detection system shall be conducted in the presence of the Fire Chief or his designee and the City of Monona Electrical Inspector prior to being placed in service. All testing shall be conducted by the installer.
 - (2) The installer shall give three (3) working days advanced notice to the Fire Department prior to the conduction of any test.
- (h) **Failure to Comply.** Failure to comply with the items listed in Section 15—4-20 may result in enforcement action against the installer.
- (i) **System Service Support.**
 - (1) The system installer must maintain a service organization within fifty (50) miles of the City of Monona.
 - (2) The system installer must be a licensed electrician or a certified installer.
- (j) **Alarm Systems; Test Requirements; Owner's Responsibility to Maintain Alarm System.**
 - (1) Maintenance. Fire detection and fire alarm systems shall be tested for efficient service as specified by NFPA requirements.
 - (2) A current test/maintenance record shall be posted at the system control panel.

Sec. 15-4-9 Existing Buildings.

- (a) Except as hereinafter provided, automatic fire sprinklers, smoke detectors and standpipes need not be installed in buildings which existed or were under construction before this Chapter became effective unless such installation was required by a previous ordinance, administrative regulation, or state statute.
- (b) Where a building is expanded or remodeled and the building as remodeled or expanded is of a size, is of a type, or is for a use which, were the building then to be constructed, would be subject to the provisions of Sections 15-4-6, 15-4-8 and/or 15-4-10.
 - (1) The entire building (existing, new and remodeled areas) shall be made to conform to the requirements of Sections 15-4-6, 15-4-8 and 15-4-10 if more than fifty percent (50%) of the gross interior area of the building is remodeled or added to the building.
 - (2) A monitored heat/smoke detection system complying with the requirements of this Chapter shall be installed if more than twenty-five percent (25%) of the gross interior area of the building is remodeled or added to the building.
 - (3) The requirements of Section 15-4-6, 15-4-8 and 15-4-10 need not be satisfied if less than twenty-five percent (25%) of the gross interior area of the building is remodeled or added to the building.

- (4) In determining the foregoing percentages successive additions, expansions, or remodeling, if made within a five (5) year period shall be aggregated and treated as a single expansion or addition.
- (c) Regardless of any percentage test set forth in Subsection (b), if the additional expanded, or remodeled area is of a size, is of a type, or is for a use which is subject to the provisions of Section 15-4-6, 15-4-8 and 15-4-10 the additional, expanded, or remodeled area must conform to the requirements of such Sections.
- (d) Where at the time of its construction a building or any part thereof is exempt from the requirements of Section 15-4-6 by reason of its proposed or intended use and subsequent to construction the use of such building or part thereof is changed in such a way that the reason for the exemption no longer exists, the entire building or area as the case may be shall be made to conform to the requirements of Section 15-4-6.
- (e) If the use of an existing building or structure is changed and the requirements for the new use are more stringent than those for the previous use, the building or structure shall be made to comply with the requirements for the new use as provided in this Chapter.

Sec. 15-4-10 Standpipes.

Fire Department standpipes of the type described in and required by ILHR 51.21, Wis. Adm. Code, shall be installed in all buildings which exceed sixty (60) feet in height and in all buildings three (3) stores or more in height.

Sec. 15-4-11 Fire Hydrants Required.

Where municipal fire hydrants are available and any portion of a commercial or industrial building is a distance of more than three hundred (300) feet from the municipal fire hydrant, the owner shall install at his or her expense approved water hydrants. Hydrants shall be freestanding and shall be installed not more than fifty (50) feet nor less than twenty-five (25) feet from the building. One (1) hydrant shall be provided around the perimeter of the building so that no hydrant is more than four hundred (400) feet from any other approved hydrant measured by normal access routes. The connecting water line between the municipal water main and the approved water hydrant shall be not less than eight (8) inches. All water hydrants shall be approved by the Chief and shall be installed in compliance with the standards of the City Water Utility. All water hydrants shall be installed in such a manner and location so as to be accessible at all times to the Fire Department. All private water hydrants shall be kept in good operating condition and the owner with the City Water Utility shall file a maintenance report monthly.

Sec. 15-4-12 Maintenance of Equipment.

Any sprinkler system, standpipe system, fire alarm system, smoke detection system, and other fire protective or extinguishing system or appliance which has been installed pursuant to this chapter or in compliance with any other statute, ordinance, or regulation, shall be maintained in operative condition at all times. It shall be unlawful for any owner or occupant to reduce the effectiveness of the protection so required; provided, however, that the owner or occupant may temporarily reduce or discontinue the protection where necessary to make tests, repairs, alterations or additions to the system or appliance. The Chief shall be notified before any system is reduced or discontinued for repair, alteration, or addition and shall be notified again when the system has been restored to service.

Sec. 15-4-13 Access in Construction Area.

During the course of erection, any major alteration, or demolition of any building, the following provisions shall be complied with:

- (a) **Access to Equipment.** Access for use of heavy fire fighting equipment shall be provided to the immediate job site at the start of construction and maintained until all construction is completed.
- (b) **Access to Fire Hydrants.** Free access from the street to fire hydrants, and to outside connections for standpipes, sprinklers, or other fire extinguishing equipment, whether permanent or temporary, shall be provided and maintained at all times. Protective pedestrian walkways shall not be so constructed as to impede ready access to hydrants. No material or construction shall be placed within ten (10) feet of such hydrants or connections, nor between them and the centerline of the street.
- (c) **Access to First Aid and Fire Equipment.** During building operations, free access to permanent, temporary or portable first aid and fire equipment shall be maintained at all times.
- (d) **Stairways.** In all buildings over fifty (50) feet in height, at least one (1) stairway shall be provided in usable condition at all times. The stairway shall be extended upward as each floor is installed in new construction.
- (e) **Firefighter's Access to Premises.** Arrangements shall be made so that firefighters will have immediate access to the premises when called.

Sec. 15-4-14 Setting of Fires and Blasting.

- (a) **General Prohibition.** All setting of fires or blasting on any land in the City is prohibited, except as provided in Subsections (b) or (c). This shall include burning or causing to be burned any leaves, brush, grass, wood, rubbish or other combustible materials on any street, alley, sidewalk within the City at any time.
- (b) **Exceptions.** Setting of fires shall be allowed in any of the following situations, provided applicable state regulations are followed:
 - (1) Any non-recyclable paper products not covered by the City's recycling regulations in Title 8, Chapter 3 of this Code of Ordinances may be burned in an indoor or outdoor incinerator or covered container.
 - (2) The burning of standing or razed buildings, or fires which have been set under the control and supervision of the Fire Chief are permitted if approved in writing by the Fire Chief or his/her designee.
 - (3) Fires set for the sole purpose of cooking food are permitted. This shall include but not be limited to the burning of charcoal or similar substances outdoors in vessels designed for cooking purposes only, when such burning does not constitute a fire hazard.
 - (4) Burning of wood (not building materials) is permitted subject to the following restrictions:
 - a. The perimeter of the fire must be at least fifteen (15) feet from any lot line building, utility pole, overhead wires or any other combustible material.
 - b. No burning will take place in City streets, curbsides, in roadside ditches, or so close to surface waters as to allow for ash runoff into the surface waters.
 - c. No burning will take place between the hours of 10:00 p.m. and 7:00 a.m.
 - d. Persons utilizing and maintaining outdoor fires shall be responsible for monitoring atmospheric conditions, and shall be responsible for any liability resulting from damage caused by the fire.
 - e. All outdoor fires will be attended at all times.
 - (5) Prescribed/controlled burns for environmental purposes are allowed if approved in writing by the Fire Chief or his/her designee.
- (c) **Blasting.** Blasting is allowed if all applicable State regulations are followed and a written permit has been obtained from the Fire Chief or his designee.
- (d) **Fire Emergency.** Whenever the Common Council deems it imprudent to set fires upon any land within the City, it shall issue a Class I notice forbidding the setting of fires in the area designated as a fire emergency area. No person may set any fire in the area so designated, unless a permit has been received from the Fire Chief.
- (e) **Enforcement.** Enforcement of this Section shall be provided under Section 1-1-7.

Sec. 15—4-15 Appeals.

- (a) The following decisions of the Chief or Building Inspector may be appealed to the Public Safety Committee:
 - (1) The rejection of any application for a required permit or certificate for approval.
 - (2) The revocation of any permit or certificate previously issued.
 - (3) Conditioning the issuance of any required permit, certificate or approval upon compliance with any requirement other than those established by this Chapter, or any other applicable state, federal, county or local ordinance, statute or administrative regulation.
- (b) A written notice of appeal must be filed with the Chief within fourteen (14) days of the date when notice of the action appealed from is received. Notice of any action of the Chief is received when it is personally served or is mailed by first class mail.
- (c) The notice of appeal shall state the action appealed from, shall specify the reasons given for such action, and shall specify the reasons why the person believes said action was unlawful, unjust, or inappropriate.
- (d) The Chief shall file the notice of appeal with the Public Safety Committee for consideration by the Committee. The appeal shall be processed as provided by the rules of the Public Safety Committee.
- (e) Within thirty (30) days of the appeal hearing, the Public Safety Committee shall affirm, modify, or reverse the action of the Chief or Building Inspector.
- (f) The provisions of Chapter 68, Wis. Stats., shall not be applicable to any determination made pursuant to the provisions of this Chapter.

Sec. 15-4-16 High Rise Buildings.

- (a) **Applicability.** This Section shall apply to all buildings, each having floors located more than sixty (60) feet above the lowest interior level or exceeding five (5) stories.
- (b) **Construction.** The building shall be constructed of Class I – Fire Resistive construction as defined in ILHR 51.03, Wis. Adm. Code.
- (c) **Stairway Doors and Telephones.** Doors from stairways to floors may be locked only if provided with a remote release system from building control station. Stairways shall have a telephone or intercom to the building control station at least every five (5) floors, if kept located. Locks must release on power failure, with doors remaining unlocked.
- (d) **Smoke Control.** Operable windows, tempered glass or operable panels shall be provided to accomplish ventilation during fire operations. Tempered glass shall be marked with a two (2) inch etched circle. A mechanical air conditioning system may be substituted if the system is designed for smoke removal.
- (e) **Automatic Sprinkler and Standpipe Systems.**
 - (1) An automatic sprinkler system shall be installed in accordance with NFPA 13.
 - (2) A standpipe system shall be installed in accordance with NFPA 14.
 - (3) Shut-off valves and water flow detection devices for the standpipe and sprinkler systems shall be provided for each floor.
 - (4) Standpipe and sprinkler valves shall be supervised by a continuously manned station or central station.
- (f) **Smoke/Heat Detection Systems.**
 - (1) At least one (1) approved smoke detector, suitable for the intended use shall be installed:
 - a. Within every mechanical equipment, electrical transformer or control telephone equipment, elevator machine, or similar room.
 - b. Within the main return and exhaust air plenum of each air conditioning system and located in a serviceable area down stream of the last duct inlet.
 - (2) These detectors shall activate an alarm or signaling system and shut down the ventilation system except where automatic smoke control is incorporated in the system.
 - (3) Approved heat detection equipment shall be installed in boiler rooms and furnace rooms in lieu of smoke detection equipment.

- (4) Alarm systems installed within such buildings shall conform to the Wisconsin State Electrical Code and one (1) of the following standards: NFPA 71, 72B, 72C, 72D.
- (5) Detectors shall conform to the Standards for Automatic Fire Detectors NFPA 72E. Alarm and Communications Systems.
- (6) The alarm and communications systems shall be designed and installed so that damage to any terminal unit or speaker will not render more than one (1) zone of the system inoperative.
- (g) **Voice Alarm System.**
 - (1) The operation of any smoke detector, water flow device or manual fire alarm station shall automatically sound an alarm signal to the desired areas, followed by voice direction to the occupant. The voice alarm and public address system may be a combined system. When approved, the Fire Department communications system may be combined with the voice alarm system and the public address system.
 - (2) The central control station shall contain controls for the voice alarm system so that a selective or general voice alarm may be manually initiated.
 - (3) The system shall be supervised to cause the activation of an audible trouble signal in the central control station upon interruption or failure of the audiopath including amplifiers, speaker wiring, switches and electrical contacts and shall detect opens, shorts and grounds which might impair the function of the system.
 - (4) The alarm shall be designed to be heard clearly by all occupants within the building or designated portions thereof as is required for the public address system.
- (h) **Public Address System.** A public address communications system designed to be clearly heard by all occupants of the building shall operate from the central control station. It shall be capable of directing message selectively or on a general basis to the following terminal areas:
 - (1) Elevators.
 - (2) Elevator lobbies.
 - (3) Corridors.
 - (4) Exit stairways.
 - (5) Rooms and tenant spaces exceeding one thousand (1,000) square feet in area.
 - (6) Dwelling units.
 - (7) Hotel guest rooms and/or suites.
- (i) **Fire Department Communications System.** A central control station for Fire Department operations shall be provided in a location approved by the Fire Department. This station shall contain:
 - (1) Voice alarm and public address system control panels.
 - (2) Two (2) way communications between the control stations and all elevators, elevator lobbies, exit access and stairways at each floor. The type of equipment proposed for this function shall be approved by the Fire Department.
 - (3) Fire detection and alarm system annunciator panels.
 - (4) Annunciator visually indication the location and status of each elevator.
 - (5) Status indicators and controls for air-handling systems.
 - (6) Controls for unlocking all stairway doors simultaneously.
 - (7) Sprinkler valve and water flow detector display panels.
 - (8) Standby power controls and status indicators.
 - (9) A telephone for Fire Department use with controlled access to the public telephone system.
 - (10) Manual override control for elevators.
 - (11) Small scale layout plan of building showing all permanent partitions, identifying permanent areas and doorways, exterior wall openings suitable for use in smoke ventilation, elevator locations and stair locations.
 - (12) Diagrams to indicate the location of the main shutoff for sprinkler or standpipe systems, electrical, water, gas and steam systems with an indication of the area(s) served by each of these main shutoffs.
 - (13) A list of names indicating all key building operating personnel and where they may be reached.
 - (14) An emergency plan of action for the building with personnel responsibilities defined.
- (j) **Standby Power and Lighting.**

- (1) An approved, permanently installed standby power generating system shall be provided. The system shall be equipped with suitable means for automatically starting the generator set upon failure of the normal electrical service and for automatic transfer and operations of the required electrical functions at full power within sixty (60) seconds of such normal service failure. System supervision with manual start and transfer features shall be provided at the central control station.
 - (2) An on-premise natural gas fuel supply, or other fuel approved by the Department, sufficient for not less than twelve (12) hours full demand operation of the system shall be provided.
 - (3) The power requirement shall be determined so as to provide service to, but not limited to:
 - a. Fire alarm system.
 - b. Exit and other emergency lighting.
 - c. Fire protection equipment.
 - d. Mechanical ventilation equipment.
 - e. Elevators.
 - f. Communications systems.
 - g. Maintenance: All communications, fire protection, detection and suppression systems required under this Section, shall be tested and maintained in an operable condition. All installed equipment required under this Section shall be maintained pursuant to the current standards of the National Fire Protection Association (NFPA). Floor level identification.
 - (4) All stairways shall have each floor level or story identified on both sides of the door leading to the stairway as to its name or number with a permanent sign having letters or characters at least two (2) inches in height.
 - (5) All elevators shall have each floor level or story identified on both sides of the door leading to the elevator shaft s to its name or number with a permanent sign having letters or characters at least two (2) inches in height.
- (k) **Lock Boxes for Keys for Elevators and Building Control Station Area.**
- (1) Elevator control and building control station keys shall be provided in a standard lockbox of a type approved by the Fire Department.
 - (2) Lock boxes shall be installed in the elevator lobby or other location approved by the Fire Department.
 - (3) Properly identified keys for emergency elevator control and keys required to gain access to the building control station shall be maintained in the lock box. Removal of any key by other than Fire Department personnel shall be a violation of this Chapter.

Sec. 15-4-17 Lockbox Requirements

- (a) **Purpose and Policy.** The purpose of this section is to provide for effective fire protection by providing a method for rapid response entry into and throughout locked buildings in emergency situations where time may be of the essence. A lockbox system shall be mandatory for specified buildings as of a March 1, 2013. Owners of buildings not required to participate by this section are still encouraged to participate in the emergency entry lockbox system.
- (b) **Scope.** The owner of any building, for which a building permit is issued for: 1) any new construction or 2) any alteration, enlargement or repair to any existing building, shall install and maintain an emergency entry lockbox system meeting the requirements of this section. Any building that undergoes a change in ownership, use or occupancy shall be required to purchase and install and maintain an emergency entry lockbox system meeting the requirement of this section.
- (c) **Exceptions.** This section shall not apply to the following:
 - (1) Single-family dwellings and two-family dwellings.
 - (2) Multiple-family dwellings; provided, however, that this exception shall only apply if every entrance into each dwelling unit shall have direct access to the exterior of the building, i.e., no entry or exit into a common corridor or hallway before entering or exiting the building.
 - (3) Buildings that are staffed twenty-four (24) hours per day, seven (7) days per week and three hundred sixty five (365) days per year by a front desk person, caretaker or security person, provided that the fire chief has issued a written variance approval therefor.
- (d) **Selection of Vendor and System.** To facilitate access by the fire department without confusion or delay, the only city approved emergency entry lockbox system permitted to be installed and the only

approved vendor(s) therefor shall be the emergency entry lockbox system and vendor(s) approved in writing by the fire department.

- (e) **Location of Lockbox.** The lockbox shall be installed within five feet (5') of the main entry door on the addressed side of the building. The lockbox shall be located no lower than four feet (4') above grade nor higher than six feet (6') above grade. However, alternative locations may be approved by the fire chief or his designee.
- (f) **Contents.** The lockbox shall contain the building master keys to all of the following:
 - (1) All locked points of ingress and egress, whether located at the exterior or in the interior of the building. This shall include keys for all locked exterior doors and keys for all locked principal ingress and egress doors to individual businesses and offices, but shall not be mandatorily required for any residential dwelling unit located within the building.
 - (2) All locked mechanical equipment rooms.
 - (3) All locked electrical rooms.
 - (4) All locked elevator controls.
 - (5) All locked elevator rooms.
 - (6) All locked fire alarm panels.
 - (7) All locked fire suppression systems.
 - (8) All other areas deemed necessary by the fire chief.
- (g) **Access to Lockbox.** Only fire department personnel shall have access to the lockbox or possess the master key to the lockbox.
- (h) **Lockbox Use.** Lockboxes shall be utilized only to gain entry into properties in the event of an emergency situation. Lockboxes shall not be utilized in nonemergency situations such as lockouts. Fire department personnel, for the purpose of gaining emergency access during an ongoing police emergency situation, can utilize lockboxes during police incidents. Safety of fire department personnel is of the utmost importance and if the company officer deems the situation unsafe, other means shall be used to gain entry into the building/complex. At no time shall the lockbox master key or building master keys located in the lockbox be turned over to law enforcement personnel. Lockboxes shall not be used for the purpose of gaining entry to gather evidence or process court ordered search warrants.
- (i) **Owner's Responsibilities.** Building owners:
 - (1) Shall provide to the fire department, on an annual basis and on a form provided by the fire department, a list of emergency contacts for use in the event of an emergency.
 - (2) Shall purchase the lockbox directly from the vendor referenced in subsection (d) of this section at owner's expense.
 - (3) Shall supply the fire department with the building master keys referenced in subsection (f) of this section, said keys being properly labeled with respect to their identity and function, with the building master keys being placed in the lockbox by fire department personnel.
 - (4) Shall provide to the fire department, when a change of locks occurs, properly labeled replacement keys for installation by the fire department in the lockbox.
 - (5) Shall not have possession of a lockbox master key.
 - (6) Shall keep the immediate area of the lockbox free and clear of any obstructions.
 - (7) Shall not tamper with or remove any lockbox, or direct or permit another person to so do, without permission of the fire department.
- (j) **Certificate of Occupancy.** No certificate of occupancy shall be issued until there is compliance with the requirements of this section.
- (k) **Standard Operating Guideline.** The fire department shall adopt a standard operating guideline to implement the requirements of this section.

Sec. 15-4-18 Penalty.

Any person who shall violate any provision of this Chapter shall be subject to a penalty as provide in Section 1-1-7.

TITLE 15, CHAPTER 4
FIRE PREVENTION CODE

Offense	Description	Fine
15-4-1	Definitions	\$ 50.00
15-4-2	General Provisions	\$100.00
5-2-5	Police Powers of the Department	\$100.00
5-2-7 and 15-4-4	False Alarms Prohibited	\$100.00
15-4-5	State Codes Adopted	
15-4-6	Automatic Fire Sprinkler Systems Required	\$100.00
15-4-7	Installation and Inspection of Automatic Sprinklers	\$100.00
15-4-8	Smoke Alarms and/or Heat Detectors Required (Dwellings)	\$ 50.00
15-4-9	Existing Buildings	\$ 50.00
15-4-10	Standpipes	\$100.00
15-4-11	Fire Hydrants Required (Private Property)	\$100.00
15-4-12	Maintenance Required (Sprinkler and Alarm Systems)	\$100.00
15-4-13	Access in Construction areas	\$100.00
15-4-14	Setting of Fires and Blasting	\$100.00
15-4-15	Appeals	
5-2-1	Volunteer Fire Department Recognized	
5-2-2	Organization and Membership of Fire Department	
5-4-1(a)	Fee for Non-Resident Ambulance Transportation	
5-4-1(a)	Fee for Resident Ambulance Transportation	
15-4-16	Penalty	

Any violation of this Chapter for which no specific fine is provided is \$50.00. See Uniform Bail Schedule for costs. Juveniles 12 through 17 same Bond as adults.