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BULLETIN 79-6

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Subject: Hotel and Multiple Dwelling Security Requirements

Reference: N.J.A.C. 5:23-2.18(g) and N.J.A.C. 5:10-1.10, 1.12, 19.1 and 19.2

The Department of Community Affairs' Bureau of Housing Inspection enforces the "Regulations for Maintenance of Hotels and Multiple Dwellings" (N.J.A.C. 5:10- 1.1 et seq.) on a five-year, cyclical basis for all Bureau-registered hotel and multiple dwelling buildings.

However, per N.J.A.C. 5:10-1.12(f), a Certificate of Occupancy issued by the local construction official for a newly constructed building is considered equivalent to a Certificate of Inspection for the initial Bureau inspection. Therefore, based on this ruling, the Bureau of Housing Inspection will not conduct the first scheduled cyclical inspection on such buildings until five years subsequent to issuance of the Certificate of Occupancy.

Since the Uniform Construction Code does not address building security requirements, and the Regulations for Maintenance of Hotels and Multiple Dwellings do, a problem will exist for property owners at their building's first scheduled, cyclical inspection. In order to alleviate this problem, per N.J.A.C. 5:23-2.18(g) and N.J.A.C. 5:10-1.10(a), the Bureau of Housing Inspection authorizes the local construction official to enforce Bureau Regulations N.J.A.C. 5:10-19.1 and 19.2 prior to issuance of the Certificate of Occupancy.

A reprinting of N.J.A.C. 5:10-19.1 and 19.2 follows:

5:10-19.1 Hotels

(a) The following provisions apply to hotels.

1. Entrance doors to dwelling units shall be equipped with a medium-duty, dead-latching lockset (series 160, FF-H-106c, minimum, with a minimum 11/16 inch by 1/2 inch, with 1/2-inch minimum throw-latch bolt with automatic dead-locking plunger) or with a dead bolt separate from the latch set.
2. Such entrance doors shall also be equipped with either a viewing device installed on the designated main entrance door to the dwelling unit located so as to enable a person on the inside of the entrance door to view a person immediately outside, or with a chain door guard so installed as to permit partial opening of the door.
3. All openable windows, sliding doors, basement windows, and windows opening onto exterior stairways, fire escapes, porches, terraces, balconies, or other areas affording easy access to the premises shall be equipped with a locking device of some kind.

4. Grilles lockable from the inside only may be placed on the inside or outside of windows only if the windows do not serve to provide access to exits.

5:10-19.2 Multiple Dwellings

(a) The following provisions apply to multiple dwellings.

1. Every building entrance door or other exterior door permitting access to two or more units of dwelling space shall be equipped with heavy-duty dead-latching locksets (series 161, FF-H-106c, minimum, with a minimum 7/8 inch by 5/8 inch, with 1/2-inch minimum throw-latch bolt with automatic dead-locking plunger). Outside cylinders of main entrance door locks shall be operated by the tenant's key, which shall not be keyed to also open the tenant's dwelling unit entrance door.
2. All exit and exitway doors shall be freely openable from the inside at all times.
3. All exterior entrance doors to common basement, cellar, or storage areas shall be self-closing and lockable.
4. All entrance doors to dwelling units shall be equipped with a medium-duty, dead-latching lockset (series 160, FF-H-106c, minimum, with a minimum 11/16 inch by 1/2 inch, with 1/2-inch minimum throw-latch bolt with automatic dead-locking plunger) or with a dead bolt lock separate from the latch set.
5. All entrance doors to each dwelling unit shall be equipped with a chain door guard so as to permit partial opening of the door, and a viewing device installed on the designated main entrance door to the dwelling unit, located so to enable a person on the inside of the entrance door to view a person immediately outside.
6. All openable windows; sliding doors; basement windows, and windows opening onto exterior stairways, fire escapes, porches, terraces, balconies or other areas affording easy access to the premises shall be equipped with a locking device of some kind.
7. Grilles lockable from the inside only may be placed on the inside or outside of windows only if the windows do not serve to provide access to exits.
8. Every exterior entrance door leading to interior common areas which provide access to two or more interior dwelling unit entrance doors shall be a self-closing and self-locking door, shall be kept closed at all times except when in actual use, and shall be equipped with a viewing device if it would not otherwise be possible to see a person seeking to enter without opening the door. In addition, the main entrance door shall be either attended at all times by a doorman or equipped with an electrically operated buzzer and latch-release system, individual exterior door bells connected to each dwelling unit, or an approved alternative security and entrance system. However, no building shall be equipped with an electrically operated latch-release system if such building is not also equipped with an intercommunication system allowing effective communication between a person in any dwelling unit and a person standing outside of the main entrance door.
9. When the main entrance to a building contains a vestibule with doors at both ends, only the inside set of doors must conform to the security requirements.
10. Buildings with fewer than six dwelling units shall not be required to have bells in every dwelling unit provided there is at least one exterior doorbell connected so as to ring at least one bell in the common areas which will be audible in all dwelling units.

11. Exposed hinges on building entrance doors and entrance doors to dwelling units are either to be removed and replaced with hinges which have nonremovable hinge pins, or altered so that the door would be protected against being lifted from its hinges by pulling the hinge pin. (An acceptable alteration method to an existing door would be to remove two screws, opposite each other, from both leaves of the hinge; insert screw, steel pin, or equivalent into jamb leaf, protruding ½ inch, and drill out the opposing screw hole in the door. Do this in the top and bottom hinge of the door. When closed, the hinge pins may be removed, but the door will remain firmly in place.)