



# Security Code – Commercial Buildings, Hotels, and Motels

CITY OF NEWARK, CALIFORNIA

BUILDING INSPECTION DIVISION

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The City has a Security Code which addresses security issues on new construction, remodels, and additions to both residential and commercial projects. The following standards are for commercial and industrial structures and hotels/motels. For multi-family complexes and single-family dwelling units, please refer to other informational documents.

1. The provisions of this Security Code apply to all new construction and additions and/or alterations to existing structures with the following exceptions:
  - a. Detached buildings 120 square feet or less in area and accessory to Group R, Division 3 Occupancies.
  - b. Any structure housing a group B, F, M, R, or S Occupancy which, by the nature of its operation, is unenclosed.
  - c. Any structure housing a group B, F, M, or S Occupancy where the owner submits written notice to the Building Division of intent to substitute security personnel and/or site security installations in lieu of requirements of this chapter. Such exemption shall be subject to the concurrence of the Building Official and Police Chief and shall be one of the conditions upon which the Certificate of Occupancy is issued.
  - d. An opening in a wall, partition, or roof when such opening occurs in any of the following locations:
    - d.1. In an exterior wall and not less than 16 feet above the grade of any adjoining yard, court, passageway, public way, walk, breezeway, patio, planter, porch, or similar area.
    - d.2. In an exterior wall and not less than 16 feet above the surface of any adjoining roof, balcony, landing, stair tread, platform, exterior ladder, or similar structure, when that surface is accessible to the public or another tenant or when any portion of such surface is itself less than 16 feet above an accessible grade.
    - d.3. In a roof when any portion of such roof is not less than 16 feet above an accessible grade or surface accessible by another tenant or public.
    - d.4. The main front entrance to a hotel lobby/registration area when such facility is opened and staffed 24 hours per day.
2. Any existing structure in which the use is changed from one Occupancy Group or Occupancy Group Division to another Occupancy Group or Occupancy Group Division, as designated in the California Building Code, shall comply with all applicable provisions of this Title.
3. Security methods shall not create a hazard to life by obstructing any means of egress or any opening classified, designated, or utilized as an emergency exiting feature. Security provisions shall not supersede the safety and accessibility requirements relative to latching or locking devices on exit doors which would be contrary to the applicable provisions of the California Building Code.

4. Exterior swinging wood doors shall be (a) solid core, a minimum of 1-3/8 inches thick; or (b) wood panel type fabricated of lumber not less than 9/16 inch thickness, provided shaped portions of the panels along the panel edges are not less than 1/4 inch thick. Individual panels shall not exceed 300 square inches in area. Stiles and rails shall be of solid lumber with overall dimensions of not less than 1-3/4 inch thick and three inches wide.
5. Stops for in-swinging exterior doors shall be of one-piece construction with the jamb.
6. All exterior swinging doors shall have no less than three (3) hinges. All pin-type hinges accessible from outside the secured area when the door is closed shall have nonremovable hinge pins.
7. All exterior doors providing security at an exterior opening shall be equipped with lockable hardware. Single swinging doors shall be equipped with either dead bolt or deadlocking latch hardware. The inactive leaf of a pair of doors shall be equipped with deadbolts located at both the top and bottom of the door. The strike and latch at the active leaf of a pair of doors shall be protected by a strike guard.
8. At exterior doors any open space between trimmers and wood door jambs at the strike plate and hinges shall be shimmed to preclude rotation or flexing of the jamb.
9. Roll-up, sectional, and overhead garage doors shall be fabricated and installed utilizing materials, assembly methods, installation, or locking devices which will deter forced entry. When such doors are equipped with electrical automatic operating devices, such devices shall be so constructed to preclude the ability to manually open fully engaged doors from the exterior.
10. Exterior sliding doors and windows shall be so constructed that the movable panel cannot be lifted out of its track when it is within five inches of the fully closed position.
11. Openings, such as mail slots, located within forty (40) inches of a locking or latching device on any exterior door, window, or an interior burglar alarm control device, shall be of a size that will not allow the passage of a two inch sphere. In addition such openings shall be covered by an interior hood which will preclude manipulation of the interior locking/latching device from the exterior.
12. All glazing and window assemblies within forty (40) inches of the locking or latching device of any exterior door shall be leaded glass with no single piece of glass larger than nine (9) square inches, tempered glass, wire glass, or laminated glass.
13. Buildings in which the roof or roof parapets are within eight feet of utility poles or similar structures which can be used to gain access to the building's roof, shall have such access area barricaded or otherwise secured, in a manner approved by the Building Official or Community Development Director, to deter human access from the pole or structure to the roof.
14. In multiple-occupancy buildings, interior (demising) walls dividing the individual occupancy spaces shall run full height from the floor to the underside of the roof or floor ceiling assembly. At a minimum, framed demising walls shall have vertical framing members spaced no further

than 24 inches and covered with minimum one-half inch thick gypsum board on both sides or an equivalent system approved by the Building Official.

15. Roof openings larger than 144 square inches in area and used for vents, exhaust fans, mechanical ducts, and similar equipment shall be secured by covering the opening with the equivalent of six inch by six inch 10 gauge welded wire mesh, securely fastened to opening frame. Other methods for securing openings that provide equal or greater protection than the prescriptive method specified above may be utilized when approved by the Building Official.
16. Roof access ladders permanently attached to a building exterior shall extend to grade as required by California Building Code, California Mechanical Code, and state General Industry Safety Orders and have a lockable shield extending from below the lowest rung to eight feet (8') above grade. The shield shall be constructed so as to preclude a person from scaling the ladder unless the shield is unlocked and opened.
17. All entry doors to hotel and motel guest rooms shall be arranged so that the occupant has a view of the area immediately outside the door without opening the door. Such view may be provided by a door viewer, through windows located in the vicinity of the door, or through view ports in the door or adjoining wall. Such windows or view ports shall be constructed in compliance with the provisions of this Title.
18. All open parking lots, and access thereto, providing more than ten parking spaces for use by the general public, shall be provided with a minimum maintained one foot candle ( $1^{fc}$ ) of light at ground level from dusk until the termination of business every operating day. At all other times of darkness the lighting level at the ground surface shall be maintained at no less than .25 foot candle ( $.25^{fc}$ ). At sites with multiple tenants, the electrical supply and control of these lighting fixtures shall be independent of individual tenant space's electrical systems and control. No switching and/or control devices shall be connected to such lighting other than a secured time clock and/or photo sensitive switch and a secured circuit breaker. Other than daylight, illumination from any off-site lighting sources, including street lights, shall not be included in calculating or measuring the minimum on-site lighting levels. Lighting levels in parking areas shall be measured when such parking areas are empty. Landscaping shall not reduce the required lighting below the minimum required levels. A photometric plan demonstrating compliance with this section may be required by the Building Official.
19. All common interior hallways, entries, lobbies, mail rooms, and similar interior areas of a multi-tenant building containing three or more tenant spaces, shall be illuminated at all times the building is occupied, with a lighting level at the floor of no less than five foot candles ( $5^{fc}$ ). Electrical supply and control of these lighting fixtures providing such illumination shall be independent of individual tenant's electrical systems. No switching and/or control devices (other than a dedicated circuit breaker) shall be connected to such lighting unless it is automatically activated by a secure timing, light sensing, or motion sensing device.
20. The exterior landings at all exterior doors shall be illuminated during times of darkness at no less than one foot candle ( $1^{fc}$ ) measured at the landing surface. No switching and/or control devices shall be connected to such lighting fixtures other than a secured time clock and/or photo sensitive switch and a secured circuit breaker. Other than daylight, illumination from any off-

site lighting sources, including street lights, shall not be included in calculating or measuring the minimum on-site lighting levels. Landscaping shall not reduce the required lighting below the minimum required levels. At sites with multiple tenants, the electrical supply and control of these lighting fixtures providing such illumination shall be independent of individual tenant space's electrical systems and control.

21. In multiple-occupancy commercial buildings, all entrance doors to individual tenant spaces shall meet the construction and locking requirements for exterior doors.
22. In addition to glazing requirements found in Chapter 24 of the California Building Code, all skylights shall be provided with rated burglary resistant glazing, wire glass, or security grills. Security grills shall be made from six inch by six inch 10 gauge welded wire mesh, securely fastened to opening frame or other devices offering similar protection and approved by the Building Official.
23. Chain link fencing, not less than six feet in height, which is designed to preclude human intrusion, shall be installed along the perimeter boundaries of the construction site for new construction, and reconstruction projects in which no structures are occupied, on sites exceeding one acre in area.
24. The address number of every commercial building constructed after February 1989 shall be installed and maintained on such building in a position and location plainly visible and legible from the street fronting the building. When a building does not front toward a public street or address numbers installed on the building cannot be viewed from the street from which the building is addressed, additional addressing shall also be installed in a position and location plainly visible and legible from the street fronting the building. Numbers shall be no less than six inches high with a minimum one-half inch stroke, be placed on a contrasting background, and be either internally or externally lighted during non-daylight hours. Larger numerals as approved by the Building Official shall be provided when address numbers are installed over 100 feet from the centerline of the street, driveway, or pedestrian walkway fronting the building. Assignment of new or changed addresses is done by the City's Engineering Division.
25. Whenever additions and/or renovations exceeding \$1,000 and requiring a building, electrical, plumbing, and/or mechanical permit are performed on a commercial building and constructed prior to March 1989, addressing complying with item 24 above shall be provided.
26. The address numbers for all active construction sites shall be installed and maintained for the duration of construction. Unless existing addressing meeting the standards set forth in item 26 above is present, temporary address signs shall be installed at the entrance to the construction site. Numbers shall be no less than nine inches high with a minimum one-inch stroke. Such temporary signs may be painted on a rigid, durable, weather resistant and contrasting material, and need not be illuminated.