

8.12.080 Lock Boxes – Knox Company Ref. NFPA 1 (3-6)

The following structures shall be equipped with a Knox Box at or near the main entrance or such other location approved by the Fire Chief.

A. Commercial or industrial structures protected by an automatic alarm system or automatic suppression system, or such structures that are secured in a manner that restricts access during an emergency:

1. Multi-family residential structures that have restricted access through locked doors, and have a common corridor for access to the living units;
2. Governmental structures and nursing care facilities;
3. All public and private educational facilities.

B. All newly constructed structures subject to this section shall have the Knox Box installed and operational prior to the issuance of an occupancy permit. Existing structures will be exempt from this rule, but have the option to install a Knox Box at any time at their cost, unless renovations are done as part of

C. Existent structures that are under construction shall be exempt from requirement of an ordinance, unless the following are part of renovations, at which time, a Knox Box must be installed as part of the ordinance:

1. Structural addition that increases the square footage of the existing structure;
2. Addition of an automatic alarm system or automatic sprinkler system.

D. The owner or operator of a structure required to have a Knox Box shall, at all times, keep keys in the box that will allow for access to the following:

1. Keys to locked points of ingress or egress, whether on the interior or exterior of such buildings;

2. Keys to locked mechanical rooms;
3. Keys to elevator controls;
4. Keys to rooms containing Fire Control Systems;
5. Keys to other areas as directed by the Fire Chief.

E. Each key shall be legibly labeled to indicate the lock that it opens in such a manner as is approved by the Fire Chief.

F. The Fire Chief or his designee shall be authorized to implement rules and regulations for the use of the lock box system.

G. "Knox Company" will be the only lock box permitted by Oakfield Fire Department & EMS to be installed.

H. Installation of the lock box shall be done by the property owner and abide by the following guidelines:

1. As stated before, be located at or near the main entrance to the structure, or other location approved by the Fire Chief;
2. Be located no less than 54 inches to center, or greater than 66 inches to center from the ground;
3. Structures are allowed to have multiple lock boxes installed, but will require approval of the Fire Chief. Additional boxes will require multiple sets of keys.

This Ordinance shall take effect immediately upon its passage.