Jefferson Monroe Fire Department

Knox Box Rapid Entry

Standard Operation Guideline

Guideline Number: 2 Revision: 2-26-09 Effective Date: xx-xx-12

Code Language:

Fees and Cost: The Jefferson-Monroe Fire Department is responsible for ordering and registration of this product. A one time registration fee of **$150.00** payable to the Jefferson-Monroe Fire department for handling and registration is required. This fee includes personnel time and labor associated with ordering required Knox Box, colored tags for identifying keys inside of Knox Box, and annual upkeep if necessary to ensure that proper keys are kept up to date. The one time fee is payable to Jefferson-Monroe Fire Department when occupant or owner applies for Building Permit. In addition, prices for allowed Knox Box are as follows.

Depending on installation:
Required Model 3261 **Surface Mount- $255.00**.

Or

Required Model 3270 **Recess Mount** with 3290 Hinged Door Recessed Mounting Kit - **$295.00 + $79.00**.

Keep in mind that the Jefferson-Monroe Fire Department is responsible for ordering and helping property owner with questions and ideas on installation of Knox Box.

Any buildings prior to this code update would be grandfathered in, unless structure is undergoing remodel. Then structure would be required to have a Knox Box, due to code updates and enforcement.

The Knox Box shall be installed on the front of the building near the main entry door, on the right hand side, between six and eight feet above the ground, unless approved by the Jefferson-Monroe Fire Department.

The Knox Box shall contain the key(s) for the exterior doors, the keys for all interior doors within the building, and may also contain a scaled floor plan of the building. Contents which are provided by the owner and or occupant that are to be placed into the box are:

-Marked and tagged keys for access to central core of the building (Mandatory)

-A current telephone list of contact people for each business (Optional)

-A map or diagram showing locations of sprinkler room and or alarm panel (Optional)

Advantages:

The Knox system is used by nearly 5,000 various departments nationwide.

Allows the Fire Department quick access to restricted structures, and prevents expensive damage to entry systems. With the Knox system, there is no cost to the fire department, no waiting for a property owner to unlock the door in the middle of the night, and no forcing the door open to gain entry. The Knox system reduces response time, property damage and the liability for lost keys.

Allows the fire department to rapidly search a structure for life, with limited personnel and resources. This is very advantageous to the Jefferson-Monroe Fire Department.

Is considerably cheaper than the damages that would occur to a business if forcible entry would be required. Most deductibles do not cover damage under $500.00. With this system, multiple doors can be unlocked and not forced causing damage.

Waiting for a key holder to arrive can be very lengthy. If a contact can be found at all.

Helps prevent water damage to a structure by allowing firefighters to shut off a malfunctioning water or sprinkler pipe.

The Knox Box itself is very secure and very durable. The keys to the Knox Box are kept in an electronic device in the fire trucks and can only be released by Fire Department members only. The keys must be placed back in the Knox Box at the structure with the supervision of the building representative or fire department officer. The Knox Box system that would be required is also capable of tracking who removes the key from the fire truck.

The advantages clearly outweigh the disadvantages of this system.

Disadvantages:

Cost of Knox Box and fee permit to building owner apx $400.00.

Time management for Fire Department members who will have to up date the keys and ensure that Knox systems are being utilized.

ORDINANCE NO. XXX

AN ORDINANCE ESTABLISHING A RAPID ENTRY SYSYTEM, KNOX BOX, FOR THE CODE OF ORDINANCES OF THE CITY OF SHUEYVILLE, IOWA.

BE IT ENACTED by the City Council of the City of Shueyville, Iowa:

Whereas it is the desire and intent of the City of Shueyville, Iowa to provide for and recognize the importance of providing Jefferson-Monroe Fire Department rapid entry into locked buildings.

APPLICABILITY: This shall apply to all new construction and new remodel projects with in the City of Shueyville, that are used for public buildings, restricted business, industrial, commercial, or limited commercial use, and all multi residential living(Condos, Townhouse, Duplex, anything more than single family residence), and:

Contain a fire alarm system that may or may not use an automatic dialer or:

Contain an automatic fire suppression system or:

Is a facility that is required to prepare and have available material safety data sheets and or hazardous chemical inventory forms under the (SARA Title II) act.

Multi-family residential structures, including senior citizen apartments/ condo complexes, that have restricted access through locked doors and have a common corridor for access to the living units:

Governmental structures and nursing care facilities:

All high rise buildings, structures having floors above 50 feet above ground level:

Commercial and industrial buildings identified by fire officials as difficult to access during emergencies:

However, any building or structure having on site 24 hour security personnel may be exempt from requirements of this section at the discretion of the fire department.

PENALTIES FOR OFFENSES

Any violation of this chapter is herby declared to be an offense, punishable pursuant to Municipal Infractions.

Effective. This ordinance shall be in effect from and after its final passage, approval, and publication, as provided by the law.

PASSED AND APPROVED by the City Council of the City of Shueyville, this _XXX___day of __XXX_____ 2009.

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Mayor

ATTIEST: