



Knox Box Standard

Standard

International Fire Code 2018 – Section 506.1, 506.1.1, 607.3

Practice

The Richland Fire Department shall be held harmless from damage or loss that may result from a lost or stolen key.

All new and existing buildings with a fire alarm or sprinkler system, or a locked fenced area incorporating a portion of the exterior of a structure shall have an approved Knox brand key box and/or gate switch. If a gate is mechanically automatic opening a Knox key switch is required. If a gate is manually opened, a key box is required. If the building already has a key box within 150' of a manual gate, the gate key may be placed in the building key box.

Key boxes and switch purchasing, installation and maintenance is the responsibility of the property owner.

Approved locking products are purchased online directly from the Knox Company.

Required Locations:

For single key box or gate key switch only

- Key boxes shall be mounted adjacent to the main entrance, external accessed riser rooms and gates to secure areas as determined by the fire code official.
- Key boxes shall be clearly visible
- Key boxes shall be mounted 5-6' above the finished grade
- Key switches on automatic gates shall be mounted approximately 48 inches above the roadway on the exterior approach to the gate

Commercial buildings requiring a fire sprinkler system shall have a Knox key box at the main entrance and at each riser room exterior access doorway.

Each key box shall have identical key sets for the entire structure.

In buildings 4 or more stories in height, a key box shall be located at the bottom of each protected egress stairway that exits directly to the exterior.

In each ground floor elevator lobby on buildings with elevators deemed remote by the Fire Marshal's Office from an already required key box

On entry gates to buildings and properties inside a secured area as required by the Fire Marshal's Office

Secured boat docks

Secured hazardous material sites as required by the Fire Marshal's Office

Keys that must be provided and placed within the Knox key box:

- The key box shall contain a grand master key and/or a coded card to open doors or other access means at the following locations:
- The main entrance
- Individual tenant spaces, except for self-service storage areas
- Rooms containing control valves for automatic fire extinguishing systems
- Rooms containing fire alarm system control panels
- Rooms containing elevator-operating equipment
- Rooms or areas containing hazardous storage
- Rooms containing the main electrical service panel
- The elevator lobby for elevator recall and emergency override systems
- Rooms or other areas the Fire Chief, or designee, determines immediate access is necessary.

Guideline

Residential key boxes may be mounted on individual homes or tenant spaces for residents with special needs. They shall be mounted within 2', left or right of the main entry door and in plain sight.

The purchase and installation of the key box is the responsibility of the owner or tenant.

All key boxes shall be Knox Brand type key boxes, approved by the Fire Marshal and keyed for the Richland Fire & Emergency Services.

Insure that all City of Richland Knox orders are keyed for:

Richland Fire and EMS.
Washington.