

Chpt. 67 Building Construction  
Art II. Adoption of Standards; General Regulations

§67.11 (a) KNOX BOX

A.

The following buildings located within the service boundaries of the Buchanan Engine Company No. 1 (Buchanan Fire Department) specifically identified in subsections A 1-6, shall be equipped with a Knox Box<sup>®</sup>, or such other lockbox device as approved by the Chief of the Buchanan Engine Company (“Fire Chief”), at or near the main entrance thereto or such other location as determined by the Fire Chief or his/her designee and shall contain keys to gain necessary access to the subject premises as required by the Fire Chief:

- (1) Any new commercial construction.
- (2) Any new commercial/ mixed use buildings.
- (3) Any new multifamily residential structures consisting of three or more dwelling units that have restricted access through locked doors.
- (4) At the request of the Building Department or Fire Chief based on a particularized need to access a building for safety purposes.
- (5) Upon application for a building permit to modify or an application for a change of use to an existing commercial building greater than three stories, the AHJ may require a Knox Box.
- (6) Where access to or within a particular commercial building or structure or to a particular area within a commercial building or structure is restricted because of secured openings or where immediate access is deemed necessary by the Village Building Inspector or Fire Chief for lifesaving or firefighting purposes, the Village Building Inspector and/or Fire Chief is authorized to require a Knox-Box<sup>®</sup> to be installed on such premises at a location approved by the Fire Chief.
- (7) The cost of purchasing and installing, along with any cost associated with implementation of the program at a specific property, will be borne by the property owner.

B.

The property owner and occupant of a building required to have a Knox-Box<sup>®</sup> shall, at all times, keep the following in the Knox-Box<sup>®</sup>:

- (1) Labeled keys to locked access points of ingress and egress, whether interior or exterior of such building(s).

**(3)** Labeled keys to any fenced areas.

**(4)** Labeled keys to any other areas as may be required by the Fire Chief or his/her designee

**(5)** Contact information card containing at least two emergency contact people and the phone number(s) for each contact person.

**C.**

**Locks.** An approved lock shall be installed on gates or similar barriers that would prevent immediate access to the Knox-Box<sup>®</sup> where required by the Fire Chief.

**D.**

**Elevator keys.** A Knox-Box<sup>®</sup> provided for nonstandard fire service elevator keys shall comply with the New York State Uniform Fire Prevention and Building Code, as amended from time to time.

**E.**

**Keys to the Knox-Box<sup>®</sup>.** All key-box cylinders to gain access to the Knox-Box<sup>®</sup> shall be keyed to conform with the key registered to the Buchanan Fire Department. The key shall not be freely duplicated.

**F.**

**Maintenance.** It shall be the responsibility of the property owner and lessee, or the owner's/lessee's representative, to maintain any Knox-Box<sup>®</sup> in good, operable condition and to ensure the keys contained therein are compatible with existing door locks on the premises.

**G.**

Buildings one story in height will require one set of building keys within the Knox-Box<sup>®</sup>. Buildings two to four stories tall will require two sets of building keys within the Knox-Box<sup>®</sup>. Buildings five or more stories will require at least four sets of building keys within the Knox-Box<sup>®</sup>. More key sets may be required by the Building Department or Fire Chief in their sole discretion. Large facilities may require multiple Knox-Boxes<sup>®</sup> at strategic locations as required by the Building Department or Fire Chief. ("Story" shall have the meaning set forth in the New York State Building Code.)

**H.**

Buildings equipped with a central station monitored automatic fire alarm system shall be required to wire the Knox-Box<sup>®</sup> into said system that will trigger a tamper alarm when the box is opened.

**I.**

All locations of Knox-Boxes<sup>®</sup> shall be reviewed and approved by a representative from the Buchanan Fire Department prior to installation of the Knox-Box<sup>®</sup>. Failure

to properly locate the Knox-Box<sup>®</sup> may result in its relocation. Generally, Knox-Box<sup>®</sup> installation locations will be at or near the recognized public or designated Fire Department entrance that leads to the fire annunciator panel. Knox-Boxes<sup>®</sup> shall be positioned at a height of approximately five feet above the finished grade, measured to the center line of the box. Alternate installation heights will be evaluated and approved by the above-noted Village officials on a case-by-case basis. The installation location shall be located away from displays, signs, fixtures or structural protrusions that may restrict access to the box.

**J.**

If a Knox-Box<sup>®</sup> is required by this law and is not provided, no certificate of occupancy shall be issued for the occupancy until said Knox-Box<sup>®</sup> is provided. If there is an existing certificate of occupancy it may be rescinded until said Knox-Box<sup>®</sup> is provided.

**K.**

Each building key within the Knox-Box<sup>®</sup> shall be clearly labeled as to its use by engraving or by affixing durable plastic or metal tag(s). Labels must be engraved or laminated. At no time shall handwritten labels be acceptable.

**L.**

Knox-Boxes<sup>®</sup> shall be inspected yearly by the Building Department for compliance or at any time that the Fire Chief of the Buchanan Fire Department requires. Failure to comply with inspection or with any provision of this Section shall result in the issuance of a fine at a rate as set forth in the Village of Buchanan Master Fee Schedule.

**M.**

If a Knox-Box<sup>®</sup> is required by this law and is not provided, or the building keys within the Knox-Box<sup>®</sup> do not provide the required access, the Fire Department shall be held harmless to any damage required to gain access to the premises that is considered customary and reasonable consistent with Fire Department accepted forcible entry practices.

**N.**

All single and two-family homes, and accessory buildings thereto, shall be exempt from the requirements of this section.