

OFFICIAL  
TOWN OF McCANDLESS  
ORDINANCE NO. 1535

AN ORDINANCE OF THE TOWN OF MCCANDLESS, AMENDING PART 15 OF THE TOWN CODE OF ORDINANCES, "FIRE PREVENTION CODE," BY INSERTING A NEW ARTICLE 1511 TITLED "KNOX BOX" TO REQUIRE CERTAIN STRUCTURES TO HAVE A KEY LOCK BOX INSTALLED ON THE EXTERIOR OF THE STRUCTURE FOR SAFETY PURPOSES AND TO PROVIDE FINES AND PENALTIES FOR VIOLATIONS THEREOF.

**WHEREAS**, Section 202 of the Town of McCandless Home Rule Charter provides that the Town has the affirmative duty to provide for the health and well-being of its citizens and the safety of persons and property within the Town; and

**WHEREAS**, the Town Council of the Town of McCandless has determined that the health, safety and welfare of the citizens of the Town of McCandless are promoted and safeguarded by requiring certain structures to have a key lock box installed on the exterior of the structure to aid the Town's volunteer fire departments, police department and the McCandless Franklin Park Ambulance Authority or their successors to gain access to locked or unoccupied structures to the Town's volunteer fire departments, police department and the McCandless Franklin Park Ambulance Authority or their successors; and

**WHEREAS**, the key lock box system will reduce the need for forced entry into locked or unoccupied structures, avoid unnecessary property damage, and time-consuming efforts to gain access to locked structures during an emergency.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED** by the Town Council of the Town of McCandless, Allegheny County, Pennsylvania, incorporating the above recitals by reference, that:

**Section 1.** Part 15 of the Town Codes of Ordinances, "Fire Prevention Code," is hereby amended by inserting a new Article 1511 entitled "Knox Box" as follows:

**§ 1511.01      Knox Box Required.**

The Town Council of the Town of McCandless has determined that the health, welfare and safety of the citizens of the Town of McCandless are promoted by requiring certain structures to have a key lock box installed on the exterior of the structure to aid Town's volunteer fire departments, police department and the McCandless Franklin Park Ambulance Authority or their successors to gain access to or within a structure when responding to calls for an emergency service, and to aid access into or within a building that is secured or is unduly difficult to gain entry because it is unoccupied or the occupants are unable to respond.

**§ 1511.02     Key lock box system.**

- (a) The following structures shall be equipped with a key lock box at or near the main entrance, or such other location as required by the Town Fire Marshal:
  - (1) Any commercial structure that is protected by an automatic fire alarm system.
  - (2) Any commercial structure that is protected by an automatic fire suppression system.
  - (3) Any commercial structure that the Town Fire Marshal deems necessary for immediate life-saving or firefighting purposes.
  - (4) Any gate or similar barrier where the gate or barrier restricts immediate access to a property that meets the requirements of (a)(1), (a)(2) or (a)(3).
- (b) All new construction subject to Subparagraph (a), shall have a key lock installed and operational prior to the issuance of an occupancy permit. All structures in existence on the effective date of this article, and subject to Subparagraph (a), shall have twelve (12) months from the enactment date of this article to have a key lock box installed and operational.
- (c) The type of key lock boxes to be implemented within the Town shall be the “Knox Box” brand system.
- (d) The Knox Box shall be installed on the exterior of the building unless otherwise approved by the Town Fire Marshal. The Knox Box shall be installed between 5 to 6 feet above the ground unless otherwise approved by the Town Fire Marshal.
- (e) The Town Fire Marshal shall have the sole discretion to determine the number of Knox Boxes to install on the building or property.

**§ 1511.03     Contents of the Knox Box.**

The Knox Box shall include the following contents, which shall be clearly marked as to each key's function:

- (a) Keys to locked points of ingress or egress, whether on the interior or exterior of such buildings.
- (b) Keys to all locked mechanical rooms
- (c) Keys to all locked electrical rooms and locked electrical panels
- (d) Keys to elevator and their control rooms
- (e) Keys to the Fire Alarm panels
- (f) Keys (special) to re-set pull stations, other Fire Protective devices
- (g) Keys to any other areas as may be requested by the Town Fire Marshal.
- (h) A current list of emergency contact information including contact name(s) and phone number(s).

**§ 1511.04      Knox Box maintenance.**

The owner of the building shall notify the Fire Marshal in writing within 24 hours of the change of the Knox Box or a change to the key that is used to access Knox Box. The owner shall provide the new key to the Town Fire Marshal within 24 hours of the changes referenced above.

**§ 1511.05      Penalties.**

(a) Violation of article.

(1) Any individual, firm or corporation that violates any provision of this article, or who has failed to comply with any order issued pursuant to any section of this article commits a summary offense and shall, upon conviction, be sentenced to pay a fine of not more than \$500 plus costs of court and prosecution.

(2) Each day that a violation of this article continues shall be considered a separate violation.

(b) Disposition of penalties. The amount of the penalty shall be forwarded to the entity with enforcement jurisdiction.

**Section 2.** If any of the provisions or terms of this Ordinance shall be held invalid for any reason whatsoever, then, unless such provision or term is material to this Ordinance as to render this Ordinance impracticable to perform, such provision or term shall be deemed severable from the remaining provisions or terms of this Ordinance and shall in no way affect the validity or enforceability of any other provisions hereof.

**Section 3.** All prior ordinances are hereby repealed in whole or in part to the extent inconsistent herewith.

ORDAINED AND ENACTED into law this 12th day of June 2023, Effective immediately.

ATTEST:

TOWN COUNCIL  
TOWN OF McCANDLESS

  
\_\_\_\_\_  
Secretary

  
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President