



# MCKINNEY FIRE DEPARTMENT FIRE MARSHAL'S OFFICE



## Knox® Boxes and Key Switches

Due to the variations of Fire Department access needs from property to property, McKinney Fire Marshal's Office (FMO) personnel must approve placement of all lock boxes and key switches.

### GENERAL NOTES FOR ALL PROPERTIES

1. All Knox® Boxes are required to be installed between 4 to 5 feet above finished floor. Knox® Boxes shall be installed no more than 10 feet horizontally from the entrance of door being served. All Knox® Boxes shall be of the hinged door type (except residential use)
2. When any building utilizes a card reader access system (electric or magnetic) a minimum of a series 4400 Knox® Box will be required.
3. Knox® Boxes that serve multiple tenants, are difficult to locate or, as required, shall be identified using the approved signage. *See Fire Department Sign Specifications.*
4. Tamper switches are allowed only with McKinney FMO approval.

### LARGE OFFICES, WAREHOUSES AND BIG BOX RETAIL BUILDINGS

1. A 4400 series Knox® Box is required at the main entry.
2. A 4400 series Knox® Box is required at the riser room.
3. An additional Knox® Box may be required at the rear entry of the building.

### SHOPPING STRIP CENTERS

1. A 4400 series Knox® Box is required. The Box should be located by the riser room. If there is no riser room, the lock box should be centrally located on the building, in an approved location, and identified by approved signage.

### SMALL COMMERCIAL BUILDINGS (SMALL, SINGLE OCCUPANT BUILDINGS)

1. A 4400 series Knox® Box is required.
2. An additional Knox® Box may be required at the rear of the building.

### HIGH RISE BUILDINGS (Any building where any occupied floor is located greater than 55 feet from the lowest point of Fire Department Access)

1. A 4400 series Knox® Boxes are required at the main entry of the building and at the entrance to the Fire Command Room. More than one Knox® Box may be required at other access points.
2. A 1400 series Knox® Box is required in elevator lobby(is) in the building.
3. A 1300 series Knox® Box is required in the Fire Control Room / Fire Command Room.

### MULTI-FAMILY COMPLEXES

1. A 4400 series Knox® Box shall be placed at the Club House or Leasing Office. A 1658 series Knox® box will be placed at all riser rooms.
2. Individual apartment lessees shall be allowed to purchase and place a 1600 series Knox® Box outside their front door.

### ONE OR TWO-FAMILY RESIDENTIAL

1. When a resident wishes to provide access to their home, they may use a 1600 series Knox® Box. The box should be placed at the main front entrance of the residence.

### SPECIAL HAZARD OCCUPANCY

1. Any occupancy containing special hazards must contact McKinney FMO for the amount and placement of lock boxes.
2. A 1300 series Knox® Box shall be required at a minimum for occupancies with hazardous materials or other high hazard occupancies.



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### OTHER APPLICATIONS

#### ELEVATOR LOBBIES

1. Knox® Elevator Key Box (Model Series 1400) shall be mounted at each elevator bank in the lobby nearest to the lowest level of fire department access. The key box shall be mounted 5 feet 6 inches above the finished floor to the right side of the elevator bank. Where elevator banks are separated by more than 30 feet, additional elevator key boxes will be required.

#### PEDESTRIAN AND OTHER ACCESS GATES (*HOA operated pools, apartment complexes, construction, etc.*)

1. Access points that are require for fire department access require Knox® access.
2. Access may be accomplished with a 1600 series lock box or a 3500 series key switch. (A 3500 series key switch is required on electronically locked gates.)
3. Vehicle access gates must comply with the published codes and guidelines. Construction gates shall be provided with a 3700 series padlock.

#### FIRE DEPARTMENT CONNECTION CAPS

1. All newly installed FDC shall be provided with Knox® FDC locking caps. Any existing FDC with missing caps shall retrofit to the Knox® FDC locking caps. The 3100 series Knox® FDC locking cap shall be used 2.5" hose threads; and Model #5002 shall be used for 5" Storz connections

#### KNOX® BOX ORDERING INFORMATION:

NOTE: It is the responsibility of the Contractor to order the appropriate box(es) and/or switch(es). Please Contact the McKinney FMO for proper number and series to order. Failure to order the appropriate item(s) will delay the issuance of a CO. Exceptions will not be made.

VIA INTERNET: Go to [www.knoxbox.com](http://www.knoxbox.com), Click the "ONLINE PURCHASE link. You will be prompted to enter the Zip Code, which is 75071. A list of departments in the area will be listed. Select McKinney and click continue. Select your product(s) and follow the instructions from that point.