

**THE BOROUGH OF PEN ARGYL
NORTHAMPTON COUNTY, PENNSYLVANIA
ORDINANCE No. 744**

**AN ORDINANCE OF THE BOROUGH OF PEN ARGYL, PENNSYLVANIA AMENDING
ITS FIRE PREVENTION ORDINANCE, AS CODIFIED AT CHAPTER 57 OF THE CODE
OF THE BOROUGH OF PEN ARGYL, TO PROVIDE FOR THE REGULATION OF KEY
LOCK BOXES (KNOWN ALSO AS "KNOX-BOXES®") WITHIN THE BOROUGH**

WHEREAS, The Borough of Pen Argyl Council has determined that the health, welfare and safety of the citizens of the Borough are promoted by requiring certain structures to have a key lock box installed on the exterior of the structure to aid the Lookout Volunteer Fire Company in gaining 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 due to being either unoccupied or the occupants are unable to respond.

NOW THEREFORE, be it Ordained and Enacted by The Pen Argyl Borough Council, and it is hereby Ordained and Enacted by authority of the same, as follows:

SECTION 1. AMENDMENTS

The Code of the Borough of Pen Argyl Chapter 57 "Fire Prevention" to add a new "Article 11" "Key Lock Boxes" as follows: "Section 57-20, et seq. DEFINITIONS" shall add the following Definitions:

Knox-Boxes®, OR THEIR APPROVED SUBSTITUTE: A small wall mounted safe that holds building keys for fire departments, emergency medical services and sometimes police to retrieve in emergency situations. The fire Department can hold master keys to all boxes within the Borough so that they can quickly enter buildings without having to force entry or find individual keys.

OWNER: Any person or entity which owns, leases, manages, and/or is in control of a structure, building, facility or man-made object.

Section 57-21. Findings; purpose.

The Council of the Borough had determined that the health, welfare and safety of the citizens of the Borough are promoted by requiring certain structures to have a key lock box installed on the exterior of the structure to aid the Lookout Volunteer Fire Department in gaining 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 due to being either unoccupied or the occupants are unable to respond.

Section 57-22. Required Installation.

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 Fire Code Officer:

1. Commercial or Industrial structures.
2. Multifamily residential structures defined as those residential structures with 4 or more dwelling units.
3. Schools.
4. Governmental structures and/or properties where access to or within a structure or area is restricted because of secured openings or where immediate access is necessary for lifesaving or fire-fighting purposes.

B. All new construction subject to Subsection A of this Section shall have a key lock box installed and operational prior to the issuance of an occupancy permit.

C. All structures in existence on the effective date of this Section and subject to Subsection A of this Section shall have until January 1, 2027 to have a key lock box installed and operational.

D. The following structures are exempt from the mandate to install a key lock box system:

1. Detached residential one-family and two-family dwellings and one family townhouses that are not more than three (3) stories in height and their accessory structures.

2. Any structure or property having twenty-four (24) hour on-site security personnel who have full access to the entire structure or property may be exempt from the requirement of this Ordinance at the discretion of The Borough Fire Department or Fire Code Enforcement Officer.

3. Rental storage facilities, including garages where vehicles are stored where there is a single lock on the separate storage pods that are renter supplied; provided, however, the entry security gate(s) will require a Knox-Box® if electronically controlled or locked with a master key issued by the landlord to all tenants.

Section 57-23. Installation.

- A. The Owner is responsible for ordering and installing the lock box.
- B. The type of key lock boxes to be implemented with the Borough shall be a Knox-Box® brand system or such other rapid entry system of comparable quality which has been specifically authorized in writing by the Fire Code Officer as being an acceptable substitution for the Knox-Box® brand system.
- C. The Owner of any structure or property required to have a fire department rapid entry key lock box shall ensure that the fire department has completely unobstructed access to the lock box at all times.
- D. All Knox-Boxes®, or their approved substitute, shall be installed to the left side of the main business doors.
- E. All Knox-Boxes®, or their approved substitute, shall be flush mounted 60 Inches from the ground to the center of the entry, if possible.
- F. In the event that the rapid entry box system cannot be installed at the aforesaid location and/or height, the Fire Code Enforcement Officer may designate, in writing, a different location and installation specifications.
- G. All Knox-Boxes®, or their substitute, shall have a tamper switch installed if the building has an instruction/burglar alarm.
- H. All really and/or property with an electronic security gate shall have the Knox-Box® installed outside of the gate.
- I. The Fire Code Officer of The Borough must approve any changes in the installation.

Section 57-24. Notification of changes; updating information.

- A. The Owner of any structure of property required to have a fire department rapid entry key lock box seal ensures that the keys contained within the lock box are up-to-date and provide access to all required areas within the structure or property. Whenever a lock is changed or new doors, gates, or panels are installed within a structure or property, the Owner shall immediately notify The Borough Fire Code Official to coordinate the placement of Items within the lock box.
- B. The Owner of any structure or property required to have a fire department rapid entry key lock box shall provide The Borough Fire Department or Fire Code

Official with up-to-date contact information that includes the owner's name; addresses; and facsimile, telephone, mobile phone, and pager numbers. Any change in this information must be provided in writing to the Borough Fire Code Official at least forty-eight (48) hours in advance of the change occurring, along with the date such change will take place.

Section 57-25. Contents of lock box.

The contents of the lock box are as follows:

A. The lock box shall contain the key(s) for all exterior doors and gates, the keys for all interior doors and gates within the building, including doors to any living units and the keys to all door panels which control access to shared systems; including but not limited to the following:

1. Mechanical rooms.
2. Electrical rooms.
3. Elevators and elevator control rooms.
4. Fire alarm panels.
5. Special reset pull stations or other fire-protection devices.
6. All other keys as requested by The Borough's Fire Code Official.

B. Each key shall be clearly labeled and easily identifiable.

Section 57-26. Keys to lock box.

A. No fire Department personnel shall carry a Knox-Box® key.

B. All Knox-Box® access keys shall be installed in a Knox-Box® Sentri-Loc™ system installed in the fire apparatus.

Section 57-27. Rules and regulations.

The Fire Department and/or Code Enforcement Officer shall be authorized to implement rules and regulations for the use of the key lock box system, which rules and regulations shall be approved by The Borough.

Section 57-28. Limitations of Liability.

The Borough incorporates the immunity and regulations set forth in the Political Subdivision Tort Claims Act, 42 Pa. C.S.A. Section 8541, et seq.

Section 57-29. Violations and penalties.

Any person, entity or corporation who has violated any provisions of this article or who has failed to comply with any order issued by the Fire Code Officer pursuant to any section thereof shall, upon conviction before the proper judicial authority, be punished by a fine of not more than One Thousand (\$1,000) Dollars. Each day a violation continues shall be considered a separate offense, justifying an additional penalty of One Hundred (\$100) Dollars, per day.

Section 57-30. Repealer.

All ordinances or parts of ordinances which are inconsistent herewith are hereby


Section 57-31. Severability.

If any sentence, clause, section or part of this Ordinance is, for any reason, found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses sections or parts of this Ordinance. It is hereby declared as the intent of The Borough Council that this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included herein.

ORDAINED AND ENACTED into law this 7th day of April, 2026:

ATTEST:

BOROUGH OF PEN ARGYL


Juli Lemak
Juli Lemak, Secretary

[Signature]
Steven Goffredo, President

APPROVED ON THIS 7th DAY OF April, 2026:

ATTEST:

BOROUGH OF PEN ARGYL


Juli Lemak
Juli Lemak, Secretary

[Signature]
Stephen Male, Mayor