

ORDINANCE # 361
KNOX BOX

The Village Board of the Village of Lomira, Wisconsin, hereby ordains as follows:

Section 12-5 of the Lomira Municipal Code is hereby amended to read as follows:

12-5 KNOX BOX REQUIRED. 1. The following structures shall be equipped with a Knox Box installed on the address side of the building or such other location as approved by the Fire Chief:

- (A) Commercial or Industrial structures protected by an automatic alarm system or automatic suppression system, or such structures that are secured in a manner that restricts access during an emergency.
 - (B) Multifamily residential structures that have restricted access through locked doors and/or have a common corridor for access to the living unit.
 - (C) Governmental structures and nursing care facilities.
 - (D) All public and private educational facilities.
2. The owner or operator of a structure required to have a Knox Box shall, at all times, keep keys in the box that will allow access to the building. Additional keys may be required, as determined by the Fire Chief. Examples might be locked mechanical rooms, elevator controls, or rooms containing fire control systems.
 3. Each key shall be legibly labeled to indicate the lock that it opens in such a manner as is approved by the Fire Chief.
 4. The Fire Chief or his designee shall be authorized to implement rules and regulations for the use of the Knox Box system.
 5. Knox Box Exceptions: A Knox Box shall not be required for the following:
 - (A) Single family dwellings, duplexes, and multi-family dwellings that have an outside individual access without a shared hallway entrance to individual units
 - (B) Any building for which a staff person is required to be on site at all times, provided that such staff person possesses necessary keys, and the ability to access all areas of the building.
 - (C) Owners of non-residential commercial or industrial structures can “opt out” of the Knox Box requirement with a signed village supplied Waiver and Hold Harmless Agreement.
 6. The Village of Lomira will designate a Knox Box system to be implemented within the Village and shall have authority to require such designated system on all required buildings.
 7. Penalty: Any person who owns or operates a structure subject to this section shall be subject to penalties per fire inspection and for any violation of this Code, provided the minimum fine for the violation shall be \$700.00.

Moved by Tr. Luedtke, seconded by Tr. Ritger,


to adopt Ordinance #361 as presented and be effective immediately.


Roll call showed the following results: Ayes Jewell, Zoomans, Luedtke,
More, Priesgen, Ritger

Nays: Kohlmann Absent: —

Motion carried.

Passed and adopted this 9 day of October, 2024.

Signed: 
Donald Luedtke
Village President

Attest: 
Jenna Rhein
Administrator-Clerk-Treasurer

**VILLAGE OF LOMIRA
KNOX BOX WAIVER AND HOLD HARMLESS AGREEMENT**

Per Village of Lomira Municipal Code 12-5(6)(c), owners of non-residential commercial or industrial structures can “opt-out” of the Knox Box requirement under the following terms:

1. The business will provide an updated list of key holders and contact information for the premises to the Lomira Fire Department (hereinafter referred to as “FD or EMR”).
2. The business is willing to hold harmless from certain claims and or litigation arising out of the Village of Lomira FD and EMR services arising out of emergency entry to the premises.
3. In the event of an apparent emergency, the FD or EMR may forcibly enter the premises to identify and address the apparent emergency.
4. The business waives any claim or demand against the FD or EMR departments or Village of Lomira for property damage or loss of business resulting from such entry.
5. Conditions:
 - i. The entry was reasonably necessary based upon the facts known or readily observable at the time and place of the entry; and
 - ii. Entry was made in good faith and with reasonable effort to minimize damage related solely to the entry; and
 - iii. Entry was made in the absence of a key holder on the premise.
6. Each party warrants that the individuals who have signed this agreement have the actual legal power, right, and authority to make the Agreement and bind each respective party. In the event the Property Owner and Business Owner are two separate entities, both parties must sign the Waiver to be effective and “opt-out” of the Knox Box requirement.

By signing below, I understand and accept the Waiver and Hold Harmless Agreement.

Property Owner Signature: _____ Date: _____

Property Owner Printed Name: _____

Business Owner Signature (if different from above): _____ Date: _____

Business Owner Printed Name: _____

Premise Address: _____

Fire Department Official: _____ Date: _____

FD Official Printed Name: _____

Once completed:
Original to Fire Department
1 copy to Property Owner
1 copy to Business Owner
1 copy to Village Administrator

