

AN ORDINANCE REQUIRING KEY BOXES/KNOX® BOXES

Pursuant to 24 V.S.A. § 2291(14), the Cabot Selectboard adopts this ordinance governing Knox® Boxes. This ordinance replaces the Key Box Ordinance dated May 14, 1996, in full.

Section 1: KNOX® BOX REQUIREMENT

Any developed property in the Town or Village of Cabot—residential, seasonal, commercial, or mixed-use—with an alarm system that automatically transmits signals** from the premises panel to a UL® Central Station monitoring company must have a Knox® Box installed.

Owners shall notify the Town Clerk of a new alarm installation within 72 hours of it being put into service.

****Automatic signal types include:** fire, carbon monoxide, smoke, heat, and sprinkler activation.

Note - Properties with alarms for burglary only, low temperature only, or similar systems that notify only occupants or law enforcement, and do not automatically connect to a UL® Central Station for fire department response, are not subject to this ordinance.

Section 2: Knox® BOX TYPE

The Knox® Box must be a UL®-approved container manufactured by Knox® Inc. and approved by the Cabot Fire Department. Any other type of "key box" is not allowed. The Knox® Box must be installed on the Structure having the alarm system and be visible from the traveled part of the public highway or, on a private drive and not altered in any way, (i.e. painted, covered, obstructed, etc.) The property owner is solely responsible for the cost, upkeep and its installation.

Section 3: Knox® Box CONTENTS

The Knox® Box must always contain an updated Cabot Fire Department form for the property type, completed by the owner and secured inside the Knox® Box by the Cabot Fire Department. The owner must promptly notify the Cabot Fire Department within 72 hrs of any changes to access locks, or premises ownership. At a minimum, the box must include:

1. Keys, keypad codes, or swipe cards for all exterior doors to the alarmed premises;
2. Names and contact information of three (3) key holders: (i.e. owners, property managers, or lessees);
3. Special hazards (i.e. location of flammable gases such as oxygen tanks >100 cubic feet, commercial chemical storage) if applicable,
4. Instructions about pets and primary Vet contact information if applicable
5. The location of the main electrical panel,
6. The emergency shut-off location of any solar array on the premise if applicable,
7. Keys, swipe cards, or keypad codes for locked areas needing special access, including equipment, electrical, boiler, elevator/lift control rooms, and the main fire alarm panel; ALL KEYS MUST BE IDENTIFIED.
8. Sprinkler shut-off location and access if applicable
9. Propane shut off location if applicable
10. Any other information the Cabot Fire Chief or designee deems relevant.

Section 4: TIME FOR COMPLIANCE

Structures already subject to the May 14, 1996 ordinance must update their existing Knox® Box contents to comply within 90 days of this ordinance's effective date.

Cabot Fire Department representatives will help property owners locate and update Key Box contents and answer compliance questions.

Section 5: PENALTIES

Violations are civil matters enforced under 24 V.S.A. §§ 1974a and 1977 et seq. A violation may result in a civil penalty of up to \$400, with a waiver fee of \$200 for each 30-day period of noncompliance after the initial ticket payable to the Cabot Town Clerks Office. Each additional 30-day period of noncompliance after the first ticket is a separate violation.

Section 6: REPEALER

All ordinances or parts of ordinances inconsistent with this ordinance are repealed.

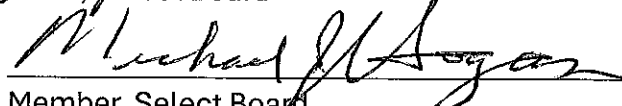
Section 7: EFFECTIVE DATE

This ordinance takes effect 60 days after adoption by the Cabot Selectboard.

Adopted this 16 day of June, 2026



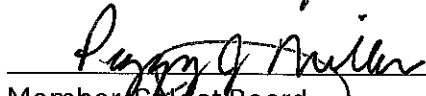
Chair, Select Board



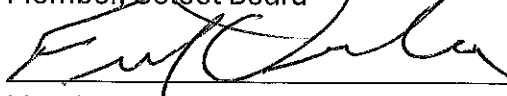
Member, Select Board



Member, Select Board



Member, Select Board



Member, Select Board