This policy is promulgated in accordance with Section 104.1 of the 2020 International Fire Code and is an official interpretation of Section 506.1 of the 2020 International Fire Code.

The following shall apply to the location for installation of lock boxes:
Section 506.1 of the 2018 International Fire Code: “Where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for life-saving or fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an approved location. The key box shall be of an approved type listed in accordance with UL 1037, and shall contain keys to gain necessary access as required by the fire code official.” It is the opinion of the Fire Marshal that the location of the lock box on every building should be consistent throughout the City of Des Moines. The following is the Des Moines Fire Prevention Bureau’s policy on where a lock box is to be installed:

1.) Where possible, the lock box shall be installed to the right of the main entrance to the building between 5 and 7 feet above the finished grade.

2.) Where construction or other features prohibit the lock box from being installed as required above, the lock box shall be installed to the right of an exterior access door to the fire sprinkler riser or the entrance nearest the fire alarm control panel (or annunciator) between 5 and 7 feet above the finished grade.

3.) Where construction or other features prohibit the lock box from being installed as required above, the lock box shall be installed in the most appropriate location as determined by the fire code official.

Any comments or questions regarding the above information may be submitted to:

City of Des Moines Fire Department
Fire Prevention Bureau
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Des Moines, Iowa 50317
Office: (515) 283-4240
Fax: (515) 283-4907
Email: firedept@dmgov.org