



ABILENE FIRE

Access Control Permit Submittal Guideline

These guidelines are to be followed when a building, or facility within the City of Abilene, is provided with an approved, entry and exit access controlled or delayed egress door for pedestrian traffic.

All access control criteria for the purposes of these guidelines and any other guidelines or requirements of the Abilene Fire Marshal's Office shall conform to the 2021 International Fire Code, as adopted and amended by the City of Abilene. These guidelines do not replace, nor supersede, any codes and/or ordinances adopted by the City of Abilene, or determinations and positions of the Abilene Fire Marshal's Office.

- 1) The doors in a means of egress in any occupancy except Group H are permitted to be equipped with an approved entrance and egress access control system which shall be installed in accordance with IFC 1010.2.11, 1010.2.12, 1010.2.13, 1010.2.14, or 1010.2.15, or shall be readily openable from the egress side without the use of a key or special knowledge or effort.

Access-Controlled Doors in Group R-1 and R-2 (Hotels and apartments)

- 2) Exterior doors or gates on R-1 and R-2 occupancies that are equipped with electronic locks or strikes shall have a Knox key switch, Model #3502, mounted above the access control pad. The switch shall be installed so that it will interrupt the power to the lock allowing entry.

Access-Controlled Doors in Group F and S over 10,000 square feet

- 3) Exterior doors in an F or S occupancy larger than 10,000 square feet may have the capability of being unlocked by a signal or Knox KS-2 switch located in the fire sprinkler riser room or other approved locations approved by the fire code official. The signal device or KS-2 switch shall be labeled as "Access Control Override".

Inspection Requirements

- 4) Operational test under normal conditions.
- 5) Back-up Power Verification: Test emergency backup power to the access control system, where provided
- 6) Fail Safe Verification: Loss of power, or function to that part of the access control system, which locks the doors, shall automatically unlock.

Abilene Fire Department
250 Grape Street
Abilene, Texas 79601
325.676.6676

ABILENEFIREDEPARTMENT.ORG



- 7) If door is part of a fire rated assembly, verify the door remains latched upon loss of power to locking devices.
- 8) Connection to Fire Sprinkler/Alarm System: Activation of the building fire alarm or automatic sprinkler system, if provided, shall automatically unlock the doors. In addition, remain unlocked until the fire alarm system is reset.
- 9) Manual Operation: Manual operation of the access control system, independent of any automatic function, will be tested.
- 10) Egress: Electric strike, or designated access doors shall be tested to verify free egress.
- 11) Required Signage: All required signage shall be in place.

Submittal Requirements

- 12) Plans shall contain sufficient detail to enable the plan reviewer to accomplish a complete review.
- 13) Sequence of operation details shall be submitted that is a written description of the operation of the Access-Control/Delayed Egress System in normal mode, loss of power mode, activation of a fire protection system and manual modes.
- 14) Construction plan drawings detailing the installation location and layout, including all hookups/integration into building systems (i.e. fire alarm) and wiring.
- 15) Submittal shall include:
 - a. Construction Plans
 - b. Equipment Specifications
 - c. Sequence of operation details
 - d. Installer License



CITY OF ABILENE FIRE MARSHAL'S OFFICE

Access Control Permit Submittal



2201 S. 19th St. Abilene, TX 79602 • (325) 676-6483 • fmo@abilenetx.gov

Complete and return to the Abilene Fire Marshal's Office at least ten (10) working days prior to start of work. At the time of application, attach all additional information required for permit review, type of business, type of work to be performed, material(s) to be stored/dispensed, site plan (if required), and/or any applicable license(s).

Business Name:

Installer License:

Address:

Owner/Responsible Representative:

Phone:

Email:

Billing Address:

Apt/Suite:

City:

State:

Zip:

I understand all statements made herein are true and accurate to the best of my knowledge. I understand and agree to notify the City of Abilene Fire Marshal's Office of any changes in the written information in this application within five (5) working days from the date such change occurs. Furthermore, I agree to pay all permit fees associated with this application.

Signature:

Date:

Sequence of operation details shall be submitted that is a written description of the operation of the Access-Control/Delayed Egress System in normal mode, loss of power mode, activation of a fire protection system and manual modes.

Construction plan drawings detailing the installation location and layout, including all hookups/integration into building systems (i.e. fire alarm) and wiring.

Permit Fee: **\$50.00**

Enclosed: ☐ Invoice: ☐

DO NOT WRITE BELOW THIS LINE

Date Received:

Submittal Approval: Yes No

Plans Examiner:

Date Permit Issued: