

# ACCESS CONTROL SYSTEMS REQUIREMENTS

## CITY OF PLANO BUILDING INSPECTION DEPARTMENT

**CONSTRUCTION DOCUMENT SUBMITTALS:** Two (2) copies of the complete set of construction documents are required for plan review. Construction documents must be submitted along with a completed permit application form and access control systems checklist (see reverse side).

**PROFESSIONAL LICENSE:** Electrical drawings shall be sealed, dated, and designed by a State of Texas Registered Engineer (when applicable).

**NECESSARY DRAWINGS:** The following is a general outline of drawings necessary for plan review (Building Inspection may request additional information if necessary).

1. Site plan.
2. Entire floor layout showing the location of the access control systems.
3. Specifications of device that will be installed including verification of approved listing agency.
4. Electrical plan (when applicable)

### FEES:


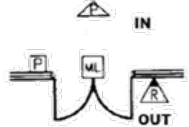
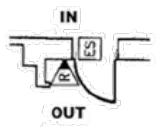
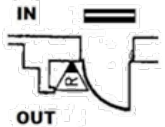






See Fee Schedule - Electrical Fee (when applicable)

### NOTE:

1. Permit holder is responsible for requesting and completing all required inspections.
2. Conditions that will require an electrical permit and electrical contractor:
  - 2.1) When a new 120-volt dedicated circuit is routed to the access control panel from the main electrical panel;
  - 2.2) Remote door locks requiring 120 v.a.c. input. Door locks that require individual transformers to step the voltage down from 120 volts to 12 or 24 volts.  
Note: An electrical permit is not required when an existing wall outlet is used for the control panel power supply and the control panel is cord and plug connected.

# Access Control Checklist

## City of Plano Building Inspections Department

| How doors are controlled   |  |   |   |
|--|--|---|---|
| 2015 I.B.C. Sections:<br>1010.1.9.7<br>1010.1.9.8<br>1010.1.9.9  | [1] Magnetic Locks <small>see section, 1010.1.9.9</small>  | [2] Non-magnetic Locks <small>see section, 1010.1.9.8</small>   | [3] Delayed Egress <small>see section, 1010.1.9.7</small>   |
|                         | <br>IN<br>OUT   | <br>IN<br>OUT  | <br>IN<br>OUT  |
| Motion Sensor  | <b>Required:</b> Alternatively, may use Touch Sense Bar as noted below or floor sensor pads.   | n/a   | n/a   |
|                         | Optional: If installed in lieu of Motion Sensor or floor sensor pads, Touch Sense Bar are not considered as panic hardware & shall work with touch of prosthesis.  | n/a   | <b>Required (Delay Egress Device):</b> Shall work with touch of prosthesis and shall have posted signs by doors: <b>PUSH UNTIL ALARM SOUNDS. DOOR CAN BE OPENED IN 15 SECONDS.</b>            |
| Push to Exit Button<br> | <b>Required:</b> Button shall be located 40 to 48 inches vertically above floor & within 5 FT of secured doors. Button or sign adjacent to button shall state "PUSH TO EXIT." Once activated, door shall remain unlock for 30 seconds minimum. | n/a   | Optional: See Push to Exit Button in column [1]   |
| Electric Strike<br>     | n/a  | Optional: Entry or Egress side  | n/a   |
| Mortise Lock<br>        | Optional: Entry or Egress side, if magnetically locked, then shall comply with column [1]  | Optional: Entry or Egress side, if magnetically locked, then shall comply with column [1]   | n/a   |
| Card Reader<br>         | Optional: Entry side only  | Optional: Entry side only   | Optional: Entry or Egress side  |
| Key Pad<br>             | Optional: Entry side only  | Optional: Entry side only   | Optional: Entry or Egress side  |
| Electric Panic Hardware (Von Duprin E98/99 or equivalent)  | Optional for non-assembly or non-education occupancies. Required for assembly or education occupancy with occupant load of 50 or more.   | Optional for non-assembly or non-education occupancies. Required for assembly or education occupancy with occupant load of 50 or more.  | Optional for non-assembly or non-education occupancies. Required for assembly or education occupancy with occupant load of 50 or more.  |
| Electric Permit  | Optional: If new circuits are installed for access control system. (120 Volts dedicated circuit or individual transformers to step the voltage down from 120 volts to 12 or 24 volts).   | Optional: If new circuits are installed for access control system. (120 Volts dedicated circuit or individual transformers to step the voltage down from 120 volts to 12 or 24 volts).        | Optional: If new circuits are installed for access control system. (120 Volts dedicated circuit or individual transformers to step the voltage down from 120 volts to 12 or 24 volts).        |
| Inspections  | <b>Required:</b> BI FINAL ACCESS CONTROL INSP. Add electric inspections if needed (EL ROUGH ELECTRIC and EL FINAL ELECTRIC).   | <b>Required:</b> BI FINAL ACCESS CONTROL INSP. Add electric inspections if needed (EL ROUGH ELECTRIC and EL FINAL ELECTRIC).  | <b>Required:</b> BI FINAL ACCESS CONTROL INSP. Add electric inspections if needed (EL ROUGH ELECTRIC and EL FINAL ELECTRIC).  |
| High Rise & Hospital only  | <b>Required:</b> Stairway doors locked on stairway side shall have the capability of being unlocked simultaneously upon signal activation from approved location (Fire Command /Control Room)  | <b>Required:</b> Stairway doors locked on stairway side shall have the capability of being unlocked simultaneously upon signal activation from approved location (Fire Command /Control Room) | <b>Required:</b> Stairway doors locked on stairway side shall have the capability of being unlocked simultaneously upon signal activation from approved location (Fire Command /Control Room) |
| Power Loss / Fire Alarm or Sprinkler Activation  | <b>Required:</b> Shall automatically unlock all access controlled doors. Doors shall remain unlock until the Fire Alarm system has been reset.   | <b>Required:</b> Shall automatically unlock all access controlled doors. Doors shall remain unlock until the Fire Alarm system has been reset.  | <b>Required:</b> Shall automatically unlock all access controlled doors. Relocking of the delayed egress device at each door shall be by manual means only.                                   |
| Free Egress Requirements   | <b>Required:</b> Entrance doors in buildings (not tenant spaces) of A,B,E,M, shall not be secured on the egress side during periods that the building is open to the general public.   | <b>Required:</b> Entrance doors in buildings (not tenant spaces) of A,B,E,M, shall not be secured on the egress side during periods that the building is open to the general public.          | n/a   |
| Prohibited Exit Devices (Typical Examples)   | <b>Break Glass to Exit and Pull Lever to Exit.</b> Other devices not listed require review and approval by the Building Official.  |   |   |

This handout is for informational purposes only and should not be relied on in place of official regulations and/or policies. The CITY OF PLANO makes no representations, guarantees, or warranties as to the accuracy, completeness, currency, or suitability of the information provided via the handout. Customers and citizens are personally responsible for complying with all local, state and federal laws pertaining to projects within the city. Copies of the CITY OF PLANO adopted codes and Zoning Ordinances can be found on the city website at [www.plano.gov](http://www.plano.gov) or at the CITY OF PLANO Municipal Center at 1520 K Avenue, Plano, Texas.