



**City of Coppel**  
**Fire Prevention Division**  
265 E Parkway Blvd  
Coppell, TX 75019

Phone: (972) 304-3512

## **ACCESS CONTROL REQUIREMENTS**

### **When is a permit required for an access control system?**

Any time a system is installed where doors are electronic controlled from either the ingress or egress side. Installation shall conform to the 2015 IBC/IFC.

### **What needs to be included in the access control submission packet?**

2 sets of plans, 1 set of material specifications, Building Department Commercial Building Permit form.

### **How long does the permitting process take?**

Less than 10 working days.

### **What is the permit fee for an access control system?**

The permit fee is: \$50.00 + \$15 per door

This includes the plan review and acceptance test.

### **When is an acceptance test of an access control system required?**

Any time a permit is required, an acceptance test is required.