



City of Coppell
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?

1 set of plans and specifications - On-line submittal only at:

<https://energovcss.coppelltx.gov/EnerGovProd/SelfService#/home>

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.