



Building Safety Division
City of Bend
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710 NW Wall Street, Bend OR 97703

This submittal form is to be completed as part of your application with the City of Bend. *Download this form before completing fillable fields*, then upload with your application through the Online Permit Center at www.bendoregon.gov/permitcenter.

ACCESS CONTROLLED EGRESS SYSTEMS CHECKLIST

Background/Definitions

- Access control systems restricting entrance, egress, or those used on fire rated doors are regulated by the Oregon Structural Specialty Code.
- Access control systems are allowed in the egress path provided they are installed in accordance with this guide and the OSSC.
- Request to Exit Devices (REX) include motion detectors, step pads, manual touch bars, panic bars or crash bars.

General

The installed Access Control System shall:

- Not require keys, tools, or special knowledge to operate doors or locks when traveling in the direction of egress (OSSC 1010.1.9)
- Allow normal and emergency egress through doors at all times
- Allow doors required to have a fire rating to latch at all times

Electronically Locked Egress Doors (OSSC 1010.1.9.9)

Sensor release of electric locking systems shall be permitted on doors located in the means of egress in any occupancy except Group H where installed and operated in accordance with all of the following criteria:

- A sensor device shall be provided on the egress side of the doors as follows:
 - The device shall be located to detect individuals approaching the doors, and shall cause the electric locking system to unlock.
 - The electric locks shall be arranged to unlock by a signal from or loss of power to the sensor.
- Loss of both normal and emergency power to the door lock or lock system device shall cause the doors to automatically unlock.



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- The doors shall be arranged to unlock from a manual release device. The manual release device shall meet all of the following conditions:
 - The device shall be located 40" – 48" vertically above the floor and within 5' of the secured doors
 - The device shall be readily accessible, located within the reach ranges described in Chapter 11 of the OSSC and clearly identified by a sign that reads "PUSH TO EXIT"
 - When operated, the manual unlocking device shall result in direct interruption of power to the lock – independent of the access control system electronics – and the doors shall remain unlocked for a minimum of 30 seconds
- Electric locks used in a fire door shall be equipped with a latching mechanism (OSSC 716.2.6.2)
- Where provided, activation of the fire alarm system (manual or automatic) shall automatically unlock the doors. The doors shall remain unlocked until the fire protective signaling system has been manually reset
- Where provided, activation of the building's automatic sprinkler or fire detection system shall automatically unlock the doors. The doors shall remain unlocked until the alarm system has been manually reset
- Be listed in accordance with UL 294 (OSSC 1010.1.9.9)

Controlled Egress Doors in Facilities Providing Care (OSSC 1010.1.9.7)

Approved special egress locks shall be allowed in occupancy Groups I-1, I-2, R-3 and R-4 and shall meet all of the following requirements: (Please see exceptions to requirements 1010.1.9.7)

- The doors unlock upon actuation of the required automatic sprinkler system in accordance with 903.3.1.1 in group I-1 and I-2, section 903.3.1.3 in group R-3 and section 903.3.1.2 in group R-4 or an approved automatic smoke or heat detection system installed and operate in accordance with section 907.
- The doors unlock upon loss of power controlling the lock door mechanism.
- The door locks shall have the capability of being unlocked by a switch located at the fire command center, a nursing station or other approved location. The switch shall directly break power to the lock.
- A building occupant shall not be required to pass through more than one door equipped with special egress locks before entering an exit.
- All clinical staff shall have the keys, codes or other means necessary to operate the locking system.
- Emergency lighting shall be provided at the door.
- The door locking system units shall be listed in accordance with UL 294.

Door Hardware Release Locked Egress Doors (OSSC 1010.1.9.10)

Door hardware release of electric locking systems that shall be listed in accordance to UL 294 shall be permitted on doors in the means of egress in any occupancy except Group H where installed and operated in accordance with all of the following:



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- The listed hardware that is affixed to the door leaf has an obvious method of operation that is readily operated under all lighting conditions
- The listed hardware is capable of being operated with one hand and shall comply with 1010.1.9.6.
- Operation of the listed hardware directly interrupts the power to the electric lock and unlocks the door immediately.
- Loss of power to the listed electric locking system automatically unlocks the door.
- Where panic or fire exit hardware is required by Section 1010.1.10, operation of the listed panic or fire exit hardware also releases the electric lock.

Additional Limitations (NFPA 101B Table 5.2.1.6.2)

- Health Care (Ambulatory) (SR-1, I-1.2 or I-3)
 - Devices allowed on exterior doors only
- Health Care (Secure-Alzheimer or new baby wards, emergency rooms) (I-1, I-3 (Health Care only) or SR-1)
 - Devices allowed on exterior doors only unless specifically approved through code alternate appeal process
- Mercantile (M)
 - Buildings shall be protected throughout by either:
 1. An approved, supervised fire detection system; or
 2. An approved, automatic sprinkler system.

Delayed Egress Locking Systems (OSSC 1010.1.9.8)

Delayed egress locking systems, that are UL 294 listed, shall be permitted to be installed on doors serving the following occupancies in buildings that are equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1 or an approved automatic smoke or heat detection system installed in accordance with Section 907:

- Group B, F, I, M, R, S and U occupancies, also group E classrooms with an occupant load of less than 50.

The delayed egress locking system shall be installed and operated in accordance with all of the following:

- The delay electronics of the delayed egress locking system shall deactivate upon actuation of the automatic sprinkler system or automatic fire detection system, or upon loss of power controlling the lock or lock mechanism allowing immediate free egress.
- The door locks shall have the capability of being deactivated at the fire command center and other approved locations.
- The attempt to egress shall initiate an irreversible process that shall allow such egress in not more than 15 seconds when a physical effort to exit is applied to the egress side door hardware for not more than 3 seconds. Initiation of the irreversible process shall activate an



audible signal in the vicinity of the door. Once the delay electronics have been deactivated, rearming the delay electronics shall be by manual means only.

- Exception: Where approved, a delay of not more than 30 seconds is permitted.
- A sign shall be provided on the door located above and within 12 inches of the door exit hardware reading, "PUSH [PULL] UNTIL ALARM SOUNDS. DOOR CAN BE OPENED IN 15 [30] SECONDS" and shall comply with ICC A117.1.
- Emergency lighting shall be provided on the egress side of the door.
- The egress path shall not pass through more than one delayed egress locking system.

Locking Arrangements within Correctional Facilities (OSSC 1010.1.9.11):

In buildings within correctional and detention facilities, doors in means of egress serving rooms or spaces occupied by persons whose movements are controlled for security reasons shall be permitted to be locked where equipped with egress control devices that shall unlock manually and by not less than one of the following means:

- Activation of an automatic sprinkler system install in accordance with section 903.3.1.1.
- Activation of an approved manual fire alarm box.
- A signal from a constantly attended location.

Permits

Building Permits

Building permits are required for installation of new access control systems using REX devices or other restrictions to egress in new or existing buildings. Building permit submittal information for access control systems shall include all of the following:

- Floor plan indicating location of REX device used to detect approaching occupant
- Location of manual release device
- Specifications for timer settings for automatic and manual release functions
- Documentation that use of locking mechanisms (hinges, bolts, latches, etc.) is consistent with their listing
- If installation affects REX or other restrictions to egress, plan review is required

Alarm Permits

If the building has a fire alarm, access control systems must be tied to the alarm system and fire alarm permit is required. Please consult with a Plans Examiner for plan submittal requirements.

Is the building equipped with a Fire Alarm system? Yes No

Electrical Permits

Electrical permits are required for the following installations:

- All installations of electrically powered access control system
- Adding additional doors to an existing access control system or retrofitting a system



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Electrical installations must comply with the following:

- Use of a listed power supply for access control systems

Electrical devices connected to listed Class 2 or Class 3 power supplies are not required to be listed, but must be recognized as part of the access control system. Electrical devices connected to listed Class 1 power supplies must be listed or be an identified part of the listed access control system.



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