



Grapevine Fire Department

601 Boyd Drive • Grapevine, Texas 76051-6245

817-410-4400 • Fax 817-410-8106

Locks and Latches

Door locks and latches are the most critical component to life safety. The exit from a building must be equipped with appropriate locks or latches to allow you to leave quickly without any special knowledge or skills. The exit door is provided to aid in escape from any type emergency.

1. Key operated locks are permitted on businesses and stores from the egress side provided
 - a. the locking device is readily distinguishable as locked,
 - b. Readily visible sign is posted on the egress side of the door stating "THIS DOOR TO REMAIN UNLOCKED WHEN BUILDING IS OCCUPIED"
 - c. Should the door be found locked, the key operating locking device is revocable by the Fire Marshal.
2. Bolt Locks or manually operated flush bolts or surface bolts are not permitted.
3. Unlatching of any door or leaf shall not require more than one operation.
4. Delayed egress locks are permitted in certain buildings with special conditions taken. Please consult direct with the Fire Prevention Office for assistance.
5. Panic or fire exit hardware is required on each door in public assembly buildings or schools that serve at least 50 people or more.
6. Access Controlled Egress Doors require submittal of plans and specifications to the Building Department prior to implementation. Final inspection and test will be conducted by the Fire Department to verify operational elements to meet life safety minimums.
7. Fire Department Key Safe Boxes are required on building exteriors to permit emergency response into locked property. This avoids the need to damage or destroy doors, locks or the building to make entry.