Doors – Getting Them to Self-Close & Latch

According to Ann Arbor Fire Code doors need to self-close and latch. Any door that does not do so of its own volition needs to be repaired. This includes all bedroom, common room, stairway, hallway, and hallway closet doors. Bathroom doors and closet doors that are within bedrooms do not need to self-close.

Checklist

(Always assess in order listed below, as addressing steps 1 or 2 may eliminate issues in steps 3 or 4. Addressing steps 3 or 4 before looking at steps 1 & 2 can actually exacerbate problems.)

1. **Ensure that hinges are secure and intact.** If hinges are coming loose from door frame secure them. If hinge screws are missing replace them. If screws are coming loose try wider and longer screws or repairing the door frame. If major door frame repair is necessary contact the ICC Maintenance Staff. If hinges are bent or broken replace them.

2. **Ensure that strike plate and door-latch are properly installed and secure so as not to obstruct door closure or latch.** Reposition or secure as necessary. If latch is bluntly hitting strike plate, bend strike plate to soften angle of impact, using a hammer or pliers. If latch is damaged contact the ICC Maintenance Staff.

3. **Ensure that door fits frame properly.** Double check step 1 and then sand or plane down door or frame if necessary.

4. **Ensure that hinge springs and/or door closers have enough tension to close door.** Tighten springs as necessary. Add an additional spring hinge or closer if necessary. Lubricate noisy hinges and closers by spraying joints with WD40.

Some **spring hinges** (Figures 1&2) are tightened using two metal rods to rotate holes found along a groove in the side of the hinge. Other hinges (Figure 3) are tightened with a hex key placed in the top or bottom of the hinge.

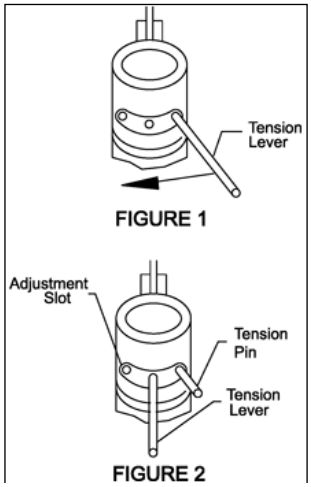


FIGURE 1

FIGURE 2

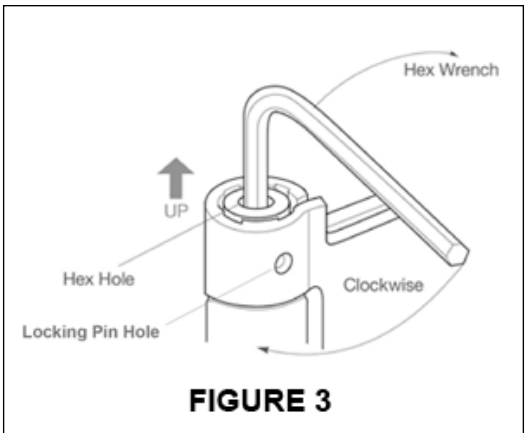
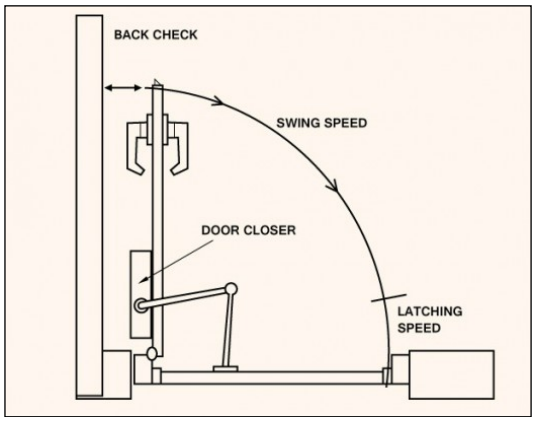
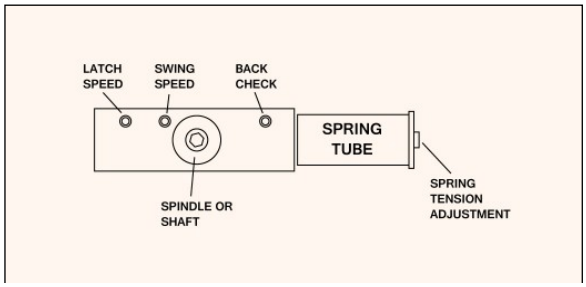
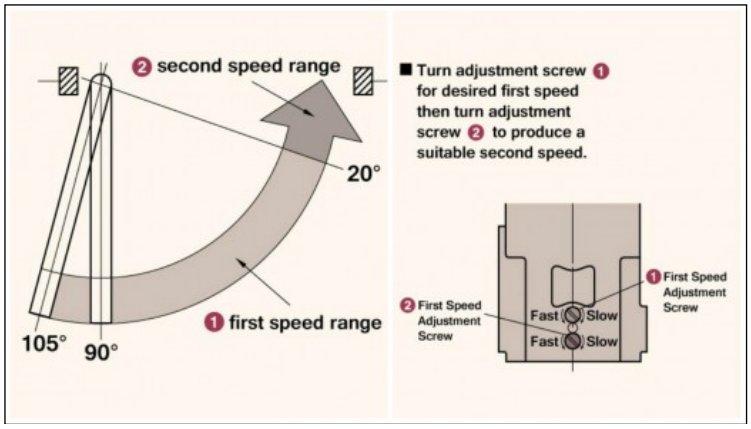


FIGURE 3

Door closers normally have two control mechanisms, one that controls the swing speed of the door and another that controls the latching speed. Make adjustments by turning the swing speed and latch speed screws in small increments. You will need to find the right balance of settings to ensure self-closing and latching without the door slamming. This can be particularly tricky with vestibules where the open/closed position of one door will affect the closing speed of the second door. If your closer is leaking oil, contact the ICC Maintenance Staff.







Doors – Handles & Locks

Common Door Handle/Lock Types

Passage Handle – no lock
Privacy Lock – push-button lock
Keyed Entry Lock – thumb-turn lock
Storeroom Lock – always locked

Deadbolt – lock separate from handle

Keypad Lock

Mortise Lock

Additional Options

Door Thickness
- $1\ ^{3}/_{8}$ or $1\ ^{3}/_{4}$

Backset
- $2\ ^{3}/_{8}$ or $2\ ^{3}/_{4}$

Handle Type
- Knob or lever

Style
- Residential or commercial

Door Reinforcement
- Door wraps