

ORDINANCE REPEALING AND RECREATING SUBSECTIONS 4-1-4, 4-1-8 and 7-2-1 OF THE MONROE CITY CODE: CHANGES TO BUILDING CODE AND FIRE REGULATIONS TO ALLOW FOR E-PLAN REVIEW

THE COUNCIL of the city of Monroe does ordain as follows:

SECTION 1: Subsection 4-1-4 of the Monroe City Code is hereby repealed and re-created as follows:

The following chapters of the Wisconsin administrative code are hereby adopted by reference, including amendments, additions and recodifications thereto:

SPS 305 (Licenses, certifications and registrations)

SPS 316 (Electrical code)

SPS 320-325 (Uniform dwelling code)

SPS 327 (Camping Units)

SPS 361-366 (Wisconsin commercial building codes)

SPS 381-387 (Plumbing code)

SECTION 2: Subsection 4-1-8 of the Monroe City Code is hereby repealed and re-created as follows:

The building inspector shall conduct plan examinations for buildings, structures and driveways, except state-owned buildings and structures, if the plans are for:

- (A) Any commercial or residential driveway that will be altered, expanded, replaced or installed.
- (B) Any alterations, new construction or remodel of a residential one or two family structure.
- (C) **Delegated Appointed Agent Municipality.** The City has adopted the Appointed Agent Municipality Status as described in SPS 361.60 and SPS 382 of the Wisconsin Administrative Code.
 - (1) **Responsibilities.** The City shall assume the following responsibilities for the Department of Safety and Professional Services ("Department"):
 - a) Provide inspection of commercial buildings with certified commercial building inspectors.
 - b) Provide plan examination of commercial buildings with certified commercial building inspectors.
 - (2) **Plan examination.** Drawings, specifications and calculations for all the types of buildings and structures, except state-owned buildings and structures and other structures exempted in SPS 361.03(3) and SPS 382, to be constructed within the limits of the City of Monroe shall be submitted, if the plans are for any of the following:

- a) A new building or structure.
- b) An addition to a building, structure, or building system such as fire alarm, sprinkler, plumbing, or HVAC system.
- c) An alteration of a building space, element, or structure, including the alteration of an existing fire alarm system, fire sprinkler system, plumbing system, HVAC system or replacement of equipment or fixtures within those systems.
- d) A certified or delegated municipality may waive its jurisdiction for the plan review a specific project or types of projects, or components thereof, in which case plans and specifications shall be submitted to the Department for review and approval.
- e) The Department may waive its jurisdiction for the plan review of a specific project, where agreed to by a certified municipality, in which case plans and specifications shall be submitted to the certified municipality for review and approval.

(3) Plan submission procedures. All commercial buildings, structures and alterations, including new buildings and additions require plan submission as follows:

- a) Building permit application
- b) Application for review – State of Wisconsin forms as applicable based on trade submitted or City equivalent
 - i. Fees per city fee schedule
 - ii. Fees appl to all commercial projects
- c) Plans which include one of the following 2 options
 - i. Four sets of plans
 - (1) Signed and sealed per SPS 361.31 or SPS 382 as appropriate;
 - (2) One set of specifications;
 - (3) Component and system plans; and
 - (4) Calculations showing code compliance
 - ii. One set of plans with 3 project cover sheets
 - (1) Signed and sealed per SPS 361.31 or SPS 382 as appropriate;
 - (2) One set of specifications;
 - (3) Component and system plans; and
 - (4) Calculations showing code compliance.

Note: Nothing in this code or Chapters SPS 361 to 366 and SPS 380-387 is intended to prohibit the submission and acceptance of plans and construction documents in an electronic or digital media. However, if plans are approved electronically, applicant is to coordinate with the City of Monroe regarding how many hard copies bearing the approval stamp of the reviewer is still required to be submitted prior to permit issuance.

SECTION 3: Subsection 7-2-1 of the Monroe City Code is hereby repealed and re-created as follows:

(A) The following chapters of the Wisconsin administrative code are hereby adopted by reference, including amendments, additions and re-codifications thereto:

SPS 305: Licenses, certification and registration

SPS 307: Explosives and fireworks

ATCP 93: Flammable, combustible and hazardous liquids

SPS 314: Fire prevention

SPS 316: Electrical

SPS 318: Elevators, escalators and lift devices

SPS 328: Smoke detectors and carbon monoxide detectors

SPS 340: Gas systems

SPS 345: Mechanical refrigeration

SPS 361-366: Commercial Building Code

SPS 375-379: Buildings Constructed Prior to 1914

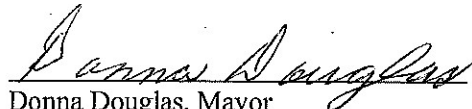
- (B) Any act required to be performed or prohibited by any section of the Wisconsin administrative code adopted by reference is required or prohibited by this chapter.

SECTION 4: This ordinance shall be in full force on the day following passage and official publication.

.Dated the 5th day of February, 2024.

Passed the 5th day of February, 2024.

Published the 10th day of February, 2024.



Donna Douglas, Mayor



Nikolai Wahl, City Clerk

