



### Drawing Requirements for Plan Submittal to the City of Monroe

*All plans are to include drawings for the scope of work being performed during construction. Any plans with work not included in the submittal set may result in a failed submittal or inspection at any time. All plans are to be computer drafted and of easily legible quality. See below for general requirements for drawings to be included in the submittal. Please note on plans if the project does not include the scope of work that may necessitate any specific drawing.*

### Drawing Requirements

- *Site Plan* – indicating property setbacks, property lines, existing buildings, and adjacent buildings
- *Life Safety Plan* – including information such as building type, building occupancy, door swing clearances, fixture clearances and counts, exit signs, fire walls, and egress paths
- *Demolition Plan*
- *Floor Plan*
- *Elevations* – indicating exterior finishes, window locations and sizes, and door sizes
- *Building Schedules* – including information such as window types, window details, door types, door details
- *Foundation Plan* – with information including foundation details
- *Electrical Plan* – with information including light switches, outlet locations, smoke alarm locations, doorbell chimes, etc.
- *Framing Plan* – indicating beam sizes and spacing
- *Roof Plan* – indicating roof slopes
- *Plumbing Diagrams* – indicating riser locations, vent stacking, and sloping as needed
- *Building Details* – Including additional information needed for constructability

### Residential

- New Construction – All general requirements except the *Life Safety Plan* and *Demolition Plan*
- Addition – All general requirements except the *Life Safety Plan*
- Remodel – All general requirements except the *Site Plan*, *Life Safety Plan*, *Roof Plan*, *Foundation Plan* (unless alterations are included), and *Building Details*



CITY OF MONROE

PLANNING & ZONING | INSPECTIONS & PERMITTING

802 N. 31<sup>st</sup> STREET | MONROE, LA 71201 | (318) 329-2210

### **Commercial**

- **New Construction** – All general requirements except *Demolition Plan*
- **Tenant Infill** – All general requirements except *Roof Plan*, and *Foundation Plan*
- **Remodel** – All general requirements except *Roof Plan*, *Foundation Plan* (unless alterations are required), and *Building Details*

*All Residential & Commercial Plans need to be digitally submitted in 18x24 or greater format to the City of Monroe Inspections Division via City of Monroe's online permitting process – [MGOConnect](#).*