



Structural Key Plans

The City of Carmel-by-the-Sea strives to provide timely review and permitting of proposed construction projects taking place in the City. The Building Safety Division has established performance goals of two week turnaround for review and issuance of a Request for Information (RFI); or approval of initial submittal documents, including applicant initiated revisions to already issued permits. For responses to RFI's, the goal is to provide a follow-up RFI or approval within a week of submittal of the RFI response.

With a small staff and an extremely active local construction industry we must depend on the assistance of our clients in the design community to provide complete, organized, and well-detailed plans and construction documents. This includes clearly correlating structural calculations for bearing members to the structural plans illustrating their location.

To assure efficient plan review services the building official has determined that the practice of providing key plans identifying the locations of structural members addressed in the structural calculations is essential. The building official requires that designers responsible for the calculation and specification of more than two structural bearing members provide plans that are clearly correlated with the calculation sheets. Two commonly used methods which expedite the review process are described below:

1. Key plan in calculations. Provide foundation and floor plans in the calculations which show the locations of bearing members with references to their labels as provided on the calculation sheets. The use of alphanumeric labels (i.e. B-2 (beam 2), G-2 (girder 2), J-1 (joist 1), H-1 (header 1) etc.) on the calculation sheets correlated to call-outs on the plans is particularly effective and encouraged.
2. Member schedule and call outs on plan sheets. Provide a table on the structural sheets that identifies each structural member by alphanumeric labels and member specification (size, material spec.). Structural members are identified on the plan sheets with call-outs referencing the labels on the table. Again, the calculation sheets should be keyed to the alphanumeric labels used on the plans.

When the design involves new structural members which the designer sizes "by inspection" (without calculations) these should also be given a common alphanumeric label keyed to a statement in the calculations or plan sheets indicating that the specified member is sized "by inspection" based on the designers experience.

Existing structural members should be noted on the plans. This is commonly done by an (E) preceding the call-out for the member (i.e. (E) 4x6 header, (E) 2x8 floor joists, (E) 18x18x12 pier footing, etc.).

By providing the requested information as described above, designers can assist us in providing fast, efficient plan review and permitting services to the benefit of all involved in the project. We appreciate your cooperation.