

BUILDING DIVISION

PLAN CHECK NOTE

From: Building Plan Check

PCN #3

Previous Version: 7-1-2011

Revised: 1-1-2014

Subject: Architect or Engineer of the Record for Buildings with Multiple Design Professionals

Reference: 2013 California Building Code

Purpose:

The purpose of this document is to specify the responsibility of the architect and/or engineer of the record to ensure proper review and coordination of all submittal documents prepared by others.

Findings:

For all projects having multiple design professionals, the project Architect or Engineer of the record shall provide a note on the drawing to the effects that:

“I am the responsible Architect/Engineer of record on this project and will be responsible for reviewing and coordinating all submittal documents prepared by others, including deferred submittals, for compatibility with the overall design of the building.”

The statement shall be accompanied by the signature of this individual on the cover sheet of the drawings. In addition, the structural engineer for any portion of the building that supports another, shall review, and stamp as reviewer, the structural drawings prepared for the other portions, to ensure design compatibility with the supporting structure. For example, if a building is comprised of a concrete podium supporting multistory wood framed structures above, the engineer for the concrete portion shall review and stamp (as reviewer) the plans for the wood frames portion before Building Division approval. The engineer for the substructure is also responsible for showing all the elements connecting the superstructure to the substructure on his/her drawings.