TOWN OF PLAINFIELD

Residential

Building and Plot Plan Submittal Requirements

One (1) Signed Copy; of the Declaration of Responsibility for Erosion and Sediment Control form.

Two (2) Complete Sets of Plans drawn to scale showing the following:

Floor Plans including the square footage (each floor)
Foundation Plans (basement plans-when applicable)
Elevation Views (front, rear, sides)

Two (2) Typical Cross Sections showing the following:

Foundation
Sidewall
Roof Framing
Indication of Construction Materials

Two (2) Plot Plans from an Engineer or Land Surveyor drawn to scale no smaller than 1"= 60' and shall include:

North Arrow
Legal Description of the Lot
Lot dimensions and area
Elevations:

- First floor elevations
- Garage elevations
- Minimum flood plain elevation and flood protection grade
- Finish grade and existing elevations
- Proposed drainage method and location of swales
- Street elevations
- Temporary benchmark

Location and dimensions of all proposed buildings and accessory structures, including walks, driveways, and approaches, also indicate easements, sewer and water lines, and established set-back requirements. When applicable; the location of septic tank, distribution box, splitter box, and absorption field including elevations and well location.

All permit application reviews will take approximately 5-7 working days.

TOWN OF PLAINFIELD

Residential

Building Inspection Procedures

Building permits shall be clearly displayed at the site.

All inspection requests are to be made by calling **839-2561** or by the fax request sheet at **837-2162.** All requests will require the permit number.

All requests should be made two (2) business days in advance of the date of the inspection.

Footing/Foundation Inspection: A combined footing/foundation inspection before the placement of backfill or any structural framing.
* A granular or stone base drive must be installed from the street to the garage and erosion control in place for the site at the time of this inspection.

Under-Slab Inspection: (when applicable) Mechanical, Electrical and Plumbing materials shall remain exposed until inspected.

Rough-in Inspection: Mechanical, Electrical, Plumbing and Framing inspection with firestopping installed and before the placement of the insulation.

Energy Efficiency Inspection: Insulation installed and a weather resistant covering on the exterior of the home or project at the time of this inspection.

Occupancy Inspection: Contact the building department @ 839-2561 for the scheduling of an occupancy inspection. A Certificate of Occupancy will not be issued until the home or project is in compliance with the provisions of the Town of Plainfield Building Codes. **It shall be unlawful to occupy any such building or structure, unless a certificate of occupancy has been issued by the Building Commissioner.**

Town of Plainfield

Declaration of Responsibility

for

Erosion and Sediment Control

Individual Lot

Pursuant to the Storm Water Management Ordinance, 36-2005, an individual building lot containing less than one (1) acre of land may be required to complete this Declaration and comply with said Ordinance which enforces 327 IAC 15-5-7.5 ("Rule 5") within the local MS4 Area.

Individual Lot Owner or Developer:_____

Address of Lot:_____ Lot No.:_____

Located in subdivision _____ which was developed

by _____ Under Permit No. _____

As the Individual Lot Owner or Developer named above, I indicate with my signature below that I accept responsibility for stormwater erosion and sediment control on the above described lot. This responsibility includes acceptance of ownership and maintenance of the stormwater erosion and sediment control best management practices (BMPs) currently in place on the lot and any other BMP necessary to comply with 327 IAC 15-5-7.5, including but not limited to:

1)
2)
3)
4)
5)
6)

I understand this Declaration is enforced through the MS4 Operator and violation may result in a written notice, hearing, fines and/or further action not exceeding two thousand five hundred ($2500) dollars per offense. As the responsible permit holder, I will advise and direct the Contractor or personnel other than myself of these requirements and accept responsibility for actions or violations thereof.

Dated this _____ day of _____, 20___.

_____ _____

Signature of Individual Lot Owner/Developer Printed Name

Current Contact Information: _____

Agency

_____

Street Address

_____

City, State, Zip

_____/_____

Phone (day/evening)

_____

Email

PACKET A

Erosion and Sediment Control for Individual Lots Within a Permitted Project

The following are required:

1.) A **'Declaration of Responsibility'** shall be submitted

2.) Comply with the provisions and regulations developed by the Permitted Project.

3.) Installation and maintenance of a stable construction access.

4.) Installation and maintenance of appropriate perimeter erosion and sediment control measures prior to land disturbance.

5.) Sediment and discharge and tracking from each lot must be minimized throughout the land disturbing activities on the lot until permanent stabilization has been achieved.

6.) Clean-up of sediment that is either tracked or washed onto roads.
   a. Bulk clearing of sediments shall not include flushing the area with water.
   b. Cleared sediment must be redistributed or disposed of in a manner that is in compliance with all applicable statutes and regulations.

7.) Adjacent lots disturbed by an individual lot operator must be repaired and stabilized with temporary or permanent surface stabilization.

8.) Unvegetated areas that are scheduled or likely to be left inactive for fifteen (15) days or more must be temporarily or permanently stabilized with measures appropriate for the season to minimize the erosion potential. Vegetated areas with a density of less than seventy percent (70%) shall be restabilized using appropriate methods to minimize the erosion potential.

9.) Final stabilization meeting the criteria in Rule 5 is achieved when the individual lot operator:
   a. Completes final stabilization.
   b. Has installed appropriate erosion and sediment control measures for an individual lot prior to occupation of the home by the homeowner and has informed the homeowner of the requirement, and benefits of, final stabilization.