



CIVIL/SITE-INFRASTRUCTURE PLAN REVIEW APPLICATION
Plainfield Engineering and Department of Public Works

TOWN OF PLAINFIELD
206 W. Main Street, Plainfield IN 46168
www.townofplainfield.com

IMPORTANT – APPLICANT TO COMPLETE ALL ITEMS. MARK WHERE APPLICABLE (PLEASE PRINT)

<u>Project Name</u>	<u>Project Location</u>	<u>Date Submitted</u>
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PROJECT CONTACTS

Project Developer/ Owner: _____	Contact Person: _____
Address: _____ _____	Contact Number: _____
	Email Address: _____
Design Engineer: _____	Contact Person: _____
Address: _____ _____	Contact Number: _____
	Email Address: _____

SITE/INFRASTRUCTURE PLAN APPLICATION CHECKLIST

For a complete submittal, the following items must be included.

- 1. Review Fee (Residential: \$300.00 + \$20.00/unit; Non-Residential: \$300.00 + \$20.00 per acre). Check payable to the Town of Plainfield.
- 2. One complete full-size paper set of Civil/Site-Infrastructure plans with attached Plan Review Checklist and full-size set of most current Plainfield Town Standards, attached
 - **Applicant to deliver** paper copy to the **BF&S Plainfield Office – Attention Kim Hill, 210 N Mill Street, Plainfield IN 46168** (Include one drainage report and **Plan Commission Commitments/Conditions**)
 - **Applicant to Email** complete digital submittal, including drainage report and evaluation to khill@bfsengr.com and jmeyer@bfsengr.com.
 - **Applicant to Email** set of plans to wstevens@plainfieldfire.com
- 3. Secondary plat for the site (primary plat if application for secondary has not been initiated)
- 4. Completed IDEM Permit Package(s) (Include letter requesting sewer and water allocation)
 - IDEM NOI – Notice of Intent to Construct a Water Main
 - IDEM Sanitary Sewer Packet – Town of Plainfield must approve sanitary sewer main extensions.
- 5. Completed Construction Stormwater General Permit Application for Erosion Control and Storm Water Pollution Prevention Plan Review. Go to <http://www.operation-ms4.com/> to submit for MS4 Permit Review.
- 6. Proposed offsite easement where needed. Final approval will not occur prior to appropriate easements being recorded.

Signature of Applicant: _____ Date: _____

****Site/Infrastructure Plan Review is scheduled twice a month on the Tuesday following the Town Council meetings scheduled for the 2nd and 4th Monday of each month. For a project to be placed on agenda for review, the COMPLETE submittal packet must be submitted by 4:00 p.m. Tuesday prior to the following Tuesday’s Plan Review Meeting. Dates may change at the discretion of the plan review committee. ****

To obtain a set of Plainfield Town Standards and Specifications please visit our website at www.townofplainfield.com

Plan Review Checklist

General

- Complete Set of Current Standards Included
- No Details That Conflict with Standards Per Directions for Use Note 1
- No Specifications or Details That Conflict with Standards Per Directions for Use Note 1
- Mitigation Option Identified Per General Note 11 On Sheet 01
- Regulatory Signs & Pavement Markings Identified Per Sheet 06

Streets

- ROW Per Standards
- Cul-de-sac Layout Per Ordinance
- Corner Radius Per Ordinance
- 5' TOP Easement
- 20' Utility Easement
- Auxiliary Lane Construction Compliance Per Sheet 02
- Curb Ramps Per Standards DS-R03 Through DS-R08
- No Road Grades Less Than Minimum (0.5%)

Approaches

- Concrete Sidewalk Transition Per DS-R01
- Drive Culvert Per Standard
- Residential Private Drives Per DS-R02
 - Catch Basin Modification Per DS-G05 Identified

Storm

- Drainage Report Including
 - A drainage narrative describing the existing and proposed conditions
 - A site map showing the site's existing drainage basins.
 - A site map showing the existing and proposed time of concentration flow-paths
 - A soils map with the project area indicated.
 - A Flood Insurance Rate Map with the project area indicated on the map
 - Rational storm sewer sizing calculations.

- Detention basin stage/storage/discharge information including modeling
- Detention basin emergency overflow calculations and routing.
- Existing site conditions 10-year release rate
- Proposed conditions 100-year release rate.
- Detention Basin Meeting Requirements of Detail DS-G01 on Sheet 07 of Town Standards
- All Castings in Compliance with Development Standards on Sheet 10
- Drainage Report Stamped & Signed
- Catch Basin Spacing
- Detention Pond Sizing & Section Per DS-G01
- Outlet Pipe Details Match on Plans & Report
- Catch Basins Used Throughout Project
- Catch Basins Meeting Per Details on Sheet 09 of Town Standards
- Mainline Pipe Compliance Per Note 11 On Sheet 09
- Sanitary Sewer & Water Line Conflicts Shown on Profile
- RCP End Sections with Toe Anchors Per Sheet 08
- Post Construction Measures Shown Correctly
- BMP meeting all requirements of Ordinance 33-2006 and Chapters 8 and 9 of Hendricks County Stormwater Technical Standards Manual.
- O&M Manuals for all BMPs
- 20' access easement provided to allow inspection by the Town of Plainfield of the proposed BMPs

Sanitary

- All Casting Reference DS-S07
- Gravity Service Requirements Per Note 5 On Sheet 15
- Lift Station Compliance with Sheet 16
- Sanitary Manhole Spacing
- Sanitary Lateral Saddle Tap References DS-S02
- Lateral Abandonment If Required References DS-S02
- Existing Manhole Connections & Special Manhole Connections Per DS-S03
- Restaurants Have Grease Trap Provided Per DS-S04
- Outside Drop Manholes Per Special Drop Connection
- Inside Drop References DS-S05
- Storm Sewer & Water Line Conflicts Shown on Profile

- Minimum Slope Permitted on Sanitary Laterals is ¼" Per Foot
- Sanitary Profile Shows Granular Backfill to the **Proposed** Surface Elevation
- Design Engineer's Certification Sheet signed and stamped by the design engineer.

Water

- Valve Clusters Per Standard New Work Branch Connection
- Commercial Site Water Meter Compliance (DS-W02 Required Even for A Single Private Hydrant)
- Commercial Site FDC Compliance (Within 150' Hose Lay of Public Hydrant & DS-W04 Requirements)
- Compliance with General Note 2 On Sheet 11 (Water Lines Above Mainline Storm Sewers)
- Compliance with General Note 3 On Sheet 11 (3.5' Behind Back of Curb)
- Terminations & Cul-de-sac Per General Note 5 On Sheet 11

Secondary/Final Plat Checklist for Engineering Review

This checklist is to be used as a guide only. The certifying Engineer/Surveyor shall remain the responsible party for maintaining all compliance and this checklist may not be inclusive of all the requirements of the Town of Plainfield or other applicable agencies needed for approval. Plats must reflect construction drawings (improvements, easements, etc.) and any Plat submittal to iWorQ is not valid until Site/Infrastructure Plan Review approval.

Streets and Approaches:

- Location, width, dimension from the centerline and name of all existing and proposed *Public* or *Private Streets, Access* easements and *Rights-of-Way* located on and adjacent to the site.
 - Verify compliance with Town Standards and Subdivision Control Ordinance
 - Verify compliance with Zoning Ordinance Requirements for All Private Streets and Private Alleys and Vision Clearance Areas.
 - Verify compliance with Speed Limits.
- All improvements to the *Street* system on-site and off-site, including measurement of curb radius and taper.
 - Verify compliance with *Town Standards* and Subdivision Control Ordinance: Minimum Design Standards for Streets.
- Traffic Study, if required by the terms and provisions of Plainfield Ordinance "Access Permit Ordinance".

Sanitary Sewer, Water, Storm Water

- Location, sizes, elevations, and slopes of all existing utility facilities and easements, including, but not limited to sanitary sewer, water, storm water management, etc.
- Preliminary proposals for connection with existing sanitary sewer, water, storm water management, etc.

▪ **Sanitary Sewer**

- Verify compliance with Town Standards and Subdivision Control Ordinance Sewage Facilities
- Verify compliance with Plainfield, "Sewer Use Ordinance."

▪ **Water**

- Verify compliance with Town Standards and Subdivision Control Ordinance Water Facilities
- Verify compliance with Plainfield, "Water Use Ordinance",

Connections which serve multi-family residential property or are required to cross property lines shall be provided within a drainage and utility easement throughout the entire system.

▪ **Storm Water**

- Verify compliance with Town Standards and Subdivision Control Ordinance Drainage

Drainage

- Drainage Plan for all watersheds in and around the proposed *Subdivision*, indicating the general drainage pattern of *Streets* and *Lots*, the location of all drainage channels and sub-surface drainage structures, the proposed method of disposing of all stormwater runoff from the proposed *Subdivision* including data to show that the proposed outlet(s) are adequate to accommodate the drainage requirements of the *Subdivision*, and all existing and proposed detention facilities.
 - Verify compliance with Town Standards and Subdivision Control Ordinance Drainage
 - Verify compliance with Plainfield Ordinance, "Drainage and Erosion Control Ordinance",
 - Verify compliance with Hendricks County Stormwater Management Ordinance Drainage Easement Requirements and Easement Requirements
- Names of all legal ditches and streams on or adjacent to the *Subdivision*

Floodway

- Location, delineation and elevation of all floodway and floodway fringe areas within the boundaries of the *Subdivision*
- Proposed finished floor elevation of all *Building* pads adjacent to or within the flood plain.
 - Verify compliance with Plainfield Ordinance, "Management of Flood Hazard Areas in the Town of Plainfield".

Erosion Control

- A preliminary erosion control plan for all areas of site disturbance
 - Verify compliance with Town Standards and Subdivision Control Ordinance Sewage Facilities
 - Verify compliance with Plainfield Ordinance, "Postconstruction Storm Water Run-Off."
- The Town or its representatives shall have the right to access the site for inspection of the storm water quality BMP. Any maintenance or repairs that are required as a result of the Town's inspection shall be paid by the owner.*

Site, Misc.

- Verify proposed *Setback* lines compliance with Zoning Ordinance
- Stop sign plan indicating the proposed location of all stop signs within the proposed *Subdivision*.

- Sidewalk plan (or alternate plan for pedestrian ways, when applicable).
 - Verify compliance with *Town Standards* and Subdivision Control Ordinance Sidewalks.
- Preliminary plans and specifications for all infrastructure *Improvements* and installations required or proposed in the *Subdivision*.
- Verify all lots are marked with addresses.
- Verify all plat text complies with the Plainfield Subdivision Control Ordinance.