



TOWN OF PLAINFIELD

Residential Deck Submittal Requirements

A building permit shall be issued for any deck constructed in the Town of Plainfield except for free standing decks that meet all the following criteria:

- The joists bear directly on precast concrete pier blocks at grade without support by beams or posts.
- The area of the deck does not exceed 200 square feet.
- The walking surface is not more than 20 inches above grade at any point within 36 inches measured horizontally from the edge.

All building and plot plans shall be submitted through iWorQ, the Town of Plainfield's permit management system.

Link to iWorQ - <https://plainfieldin.portal.iworq.net/portalhome/plainfieldin>

Submittal Procedure

- Use the link above to access the town's iWorQ portal.
- Complete the application - Upload the projects construction plans/document outlined below.
Incomplete submittals will not be accepted.
- Upon receipt of a completed application and the required construction plan/document submittal we will begin the review process.
 - Typical review time is dependent upon the current workload.
- When approved, you will be invoiced the fees for the permit. Permit and Utility Fees are due at the time of permit issuance.
 - Permits may be paid online using the inspection portal.
 - <https://portal.iworq.net/PLAINFIELD/permits/600>
 - Once all payments have been completed, your permit placard will be emailed to you. You must post it on the site until a Certificate of Occupancy has been issued.

Permit Documents

- **One (1) Complete set of plans drawn to scale showing the following:**
 - Deck Dimensions
 - Footing Plan
 - Elevation Views showing the walking surface height above finish grade.
- **One (1) Typical cross-section showing the following:**
 - Foundation
 - Joist
 - Decking
 - Railing
 - Balusters
 - Indication of construction materials
- **One (1) Plot Plan drawn to scale no smaller than 1"=60' and shall include:**
 - North Arrow
 - Lot Dimensions
 - Location of the proposed deck to the existing residence.
 - Indicate the proposed setbacks from the established property lines.
 - Location of well or septic system to the proposed deck. (when applicable)