



DEPARTMENT OF DEVELOPMENT SERVICES

PRIMARY PLAT (MINOR SUBDIVISION)

Electronic copies shall be submitted through [iWorQ](#), the Town of Plainfield's permit management system. If you already have an account from other municipalities you should be able to login using your existing information. Otherwise, you will need to create an account.

Items that require only a single electronic and hard copy at the filing date.

Supplemental application	Contact Information	Findings of Fact
Checkpoint Agency Notification	Interested Party List	Traffic Impact Study ^(c)
Impact on Public Sanitary Sewer and Water Utility Worksheet		Authorization from Owner

- o [FRED](#)--Filing Readiness Determination (formerly called "Pre-File")
- o Filing—Initial Filing of Plans
- o Revised—submittal after Design Review Committee. New hard copies are required as the prior copies were distributed to a different board.

Items that may require up to three (3) separate submittals

		FRED	FILING	REVISED
Project Narrative	Electronic	Yes	Yes	(a)
	Hard Copies	No	10 copies	11 copies
Legal Description	Electronic	Yes	Yes	(a)
	Hard Copies	No	10 copies	11 copies
Primary Plat (b)	Electronic	Yes	Yes	(a)
	Hard Copies	No	10 full size	1 full size, 10 tabloid

(a) If Revised

(b) Included, but not limited to the following: Drainage Plan, Topographic Contours Map, Stop Sign Plan, and, andy proposed Covenants, Commitments, Conditions, and Restriction

(c) If required