

SCHEDULE OF FEES FOR DUPLICATION OF PUBLIC RECORDS

Fees for copies in excess of fifty (50) pages:

Copies (Black & White) per side

8 ½ x 11	\$0.10
8 ½ x 14	\$0.15
11 x 17	\$0.25

Copies (Color) per side

8 ½ x 11	\$0.25
8 ½ x 14	\$0.30
11 x 17	\$0.35

Certification per document \$1.00

Plats & Maps larger than 11x17 (Actual cost of outsourced duplication)

Accident Report \$5.00 (Request shall be submitted to the Police Department)

All copying shall be performed by an employee of the Village. Copies of public records shall be provided to the requester upon payment of any charges due for reproduction of the documents.

**VILLAGE OF PLAINFIELD
INDEX OF RECORDS**

BUILDING DEPARTMENT

Annual Building Reports
Building Code
Building Contractor's List
Certificates of Occupancy
Demolition Permits
Electrical Permits
Electrical Contractor's List
Miscellaneous Permits
Monthly Building Reports
Notice of Dangerous Buildings
Permits (commercial & residential
Permit Fees
Plumbing contractor's List
Plumbing Permits

PLANNING DEPARTMENT

Village Comprehensive Plan
Commercial Plans
Flood Damage Prevention & control
Flood Zone Determination
Land Use Maps
Plan Commission
Historic Preservation
Street Addresses
Street Vacations
Zoning Board of Appeals
Zoning Ordinance
Zoning Maps
Zoning Enforcement
Zoning Verifications

VILLAGE CLERK

Accounts Payable Reports
Annual Audit Report
Annual Treasurer's Report
Agreements
Audit Reports
Audit Correspondence
Bid Bonds
Board of Commissions
Cable TV
Campaign Disclosure
Capital Improvements

VILLAGE CLERK CONT'D

Census
Village Budget
Village Board:
 Agenda
 Minutes - Open Session
 Minutes - Released Closed
 Bills Payable
Village Investment Policy
Reports
Comprehensive Plan
Collections
Computers
Copiers
Correspondence
Deferred Compensation
Drug & Alcohol Policy
Elections
Equal Employer Opportunity
Commissions
Family & Medical Leave Act
Financial Institutions
Fire Department
Franchise Agreements
Fleet Management
Freedom of Information Act
Liquor Licenses
Municipal Code
Oaths of Office
Ordinances
Payroll Reports
Payroll Tax Returns
Police Pension Annual Report
Prevailing Rate of Wages
Public Hearings
Resolutions
Tax Increment Financing
Tax Levy
Training
Utility Franchises
Utility Tax

POLICE DEPARTMENT

Accident Reports
Activity Reports
Alarms
Annual Reports
Bicycle Registrations
Bicycles
Budget
Business Licenses
Community Based Policing
Contracts
Crime Stats
DARE
Department Forms
Eligibility Lists
Equipment
Grievances
Incident Reports
Injured Officer Files
Job Descriptions
Labor/Management Committee
News Releases
Ordinances
Overtime
Policy Manual
Ride-Along
Safety Committee
Sex Offenders
Uniform Crime Reports

STREET DEPARTMENT

Stop Signs
Street Light
Street Maintenance
Pot Holes

WATER DEPARTMENT

Billing
Purchasing
Inventory
Memos
EPA Reports
Meter Readings
Safety Meetings

**WASTEWATER TREATMENT
PLANT**

Annual "503" Report
BI-Monthly IEPA Sampling
BI-Weekly Sampling
Monthly "DMR'S"
Monthly Analysis Worksheet
Quarterly Federal EPA Sludge
Semi-Annual Sludge Application
Sludge Quantity and Concentration
Sludge User Information Sheets

**EXEMPT FROM RELEASE UNDER THE FREEDOM OF INFORMATION ACT
PER LANGUAGE IN ACT:**

Employee Grievance Background
Collective Bargaining Materials
Employee Home Addresses
Employee Medical Information
Competitive Bids
Minutes of Meetings Closed
Criminal History Information Applicants
Various Portions of Police and Fire and Other Employee Recruitment