

Town of Cumberland, Rhode Island  
**Land Development & Subdivision Regulations**

**APPENDIX C: CHECKLIST FOR A PRELIMINARY PLAN SUBMISSION**

Item	Complete	Incomplete/ Incorrect	Not Required
Application cover sheet and fee			
Sufficient number of plan copies (generally, 20)			
Name of project; submission type and stage of submission			
Tax Assessor's Plat and Lot number(s)			
Name and address of property owner(s) and applicant(s)			
Name and RI registration number of professional engineer or land surveyor responsible for the plan submitted			
Date of plan preparation, with revision date(s) (if any)			
Graphic scale and true north arrow			
Zoning District(s), including minimum area, dimensions and setbacks			
Total Area of subdivision or land development project			
Existing and proposed property lines and building setback lines			
Proposed area(s), angles and dimensions of the parcel(s) and street(s)			
Location and size of existing buildings, structures, utilities and improvements on the lot(s) and on abutting lots			
Location, width and names of platted streets within or directly adjacent to the parcel being re-subdivided			
Plan scale shall be no smaller than one inch equals eighty feet (1"= 80'). The scale may be modified with the permission of the Administrative Officer.			
Sufficient Plan Size. (Plans may be reduced to 11" x 17" provided that they are still legible, as determined by the Administrative Officer. Number sheets sequentially.)			
A location map showing the physical relationship of the proposed project to the area within a radius of 1/2 mile. Said location map (USGS or comparable may be used) shall identify location of all brooks, streams, ponds, lakes, wetland area, public drinking water reservoirs, and public wells within 1,000 feet of the project.			
Certification by the Superintendent of the Cumberland Water Department that the proposed water service is acceptable and that water can be provided to the proposed project. Location of fire hydrants shall be determined by the Cumberland Water Department in cooperation with the local fire department. If water is to be provided by a water system other than the Cumberland Water Department similar certification and hydrant location is required.			
Certification by the Cumberland Public Works Department that the proposed sewer layout is acceptable and can accept the effluent load of the proposed project.			
An advisory report from the Cumberland Police Traffic Officer as to the need for and location of traffic control signs or other traffic control devices as well as any required ordinances deemed necessary for traffic control.			
A notarized statement from the property owner authorizing the submission of his/her land to the subdivision and/or land development procedures if he/she is			

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not the subdivider.			
Total area of all lots and roadways involved in project			
Construction phasing illustrated on plan			
Plat and lot location and names of each abutter; submission of abutter's names and addresses on 2 sets of self-adhesive mailing labels.			
Preliminary site suitability determinations by the RI DEM as to the suitability of the soils for the operation of ISDS(s)			
Ground elevation data referenced to mean sea level and illustration of floodplains in accordance with Federal flood insurance maps and reports			
Topographic contours at 2' intervals; illustrate other conditions such as ledge outcroppings and appropriate setback lines to all brooks, reservoirs, streams, ponds, lakes, wetland areas, drinking water supplies and other waterways within 200' of the proposed project (if none, state on the Plan).			
Proposed areas to be dedicated as open space & ownership/maintenance proposals			
Proposed street names (Names shall not be a duplicate of, or closely resemble, existing street names)			
Existing and proposed water line, sewer line, drainage line and all manholes, catch basins including location and dimensions of each and data that supports their sizing and design			
Existing and proposed easements, plat restrictions and/or covenants; include draft legal documents (if none, state on Plan)			
Existing and proposed curb lines and driveway openings			
Location of existing and proposed permanent monuments			
Location of existing and proposed fire hydrants			
Location of existing private wells within two hundred 200' of the proposed project, locations of wells within the project, and the location and type of public wells within 800' feet of the project.			
Location of existing cesspools, septic systems, seepage pits, or other sewerage disposal systems within 200' of the project			
A soil erosion and sedimentation control plan			
Identification of any land located within public drinking water supply areas			
Identification of storm water controls and data that supports sizing and design			
Engineered centerline profiles of proposed streets containing, as appropriate: existing and proposed street grades, sewer mains, water mains, all other underground utilities, and drainage facilities. Profile scale shall have a horizontal scale of 1"= 40' and vertical scale of 1" = 4'.			
Street ROW cross-section detail illustrating all utilities, sidewalks & trees			
Street signs and traffic calming measures, as appropriate			

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A landscape plan prepared by a RI registered Landscape Architect identifying the location of existing tree cover, location and common name of individual trees of 16-inch diameter or greater within 50 feet of the right-of-way and the location of proposed trees			
A street lighting plan, showing the location of proposed lights and the existing lights within 50' of the proposed development			
All necessary State and Federal permits			
Identification of flood areas in accordance with the flood hazard regulations.			
If wetlands are located within the project area, a written determination from RI DEM is necessary documenting either that the Wetlands Act does not apply, or that the proposal will result in an insignificant or significant alteration as granted by evidence of a permit. Copies of DEM stamped plans and permits along with any conditions shall be submitted.			
Demonstrated compliance/submission of any materials required as a condition of Master Plan approval; Any other information or data which is relevant to good land planning and design			