

# OAKHAM GENERAL AND ZONING BYLAWS

The original bylaws of the Town of Oakham were adopted at the Annual Town Meeting, February 4, 1951, and were approved by Attorney General Francis E. Kelly, April 23, 1951.

## CHAPTER I / 1                    GENERAL PROVISIONS

- Section 1.**                    The following provisions shall constitute the General Bylaws of the Town of Oakham, Massachusetts.
- Section 2.**                    Words and phrases specifying or naming any officer, board, or committee of the Town, shall be construed as including the lawful successor, or the person or persons having the powers and performing the duties of such officer, board or committee.
- Section 3.**                    Whoever violates any of the provisions of these bylaws whereby any act or thing is enjoined or prohibited, shall, unless other provision is expressly made, forfeit and pay a penalty not exceeding twenty dollars for each offense.
- Section 4.**                    Any or all of these bylaws may be repealed or amended or other bylaws may be adopted at any Town Meeting, an article or articles for that purpose having been inserted in the warrant for such meeting by the Selectmen.

## CHAPTER II / 2                    TOWN MEETINGS

- Section 1.**                    The Annual Town Election shall be called at 10 o'clock forenoon on the Third Monday of May of each year. The polls will be open at 10:00 a.m., and shall remain open until 8:00 p.m., for the purpose of election of Town Officers and voting on such matters as may be voted for on the ballot.

Adopted at Annual Town Meeting, June 26, 1989 (Section 1). Approved by Attorney General James M Shannon, October 12, 1989.

- Section 2.**                    The Annual Town Meeting will be called at 7:30 p.m., on the second Monday in May.

Adopted at Annual Town Meeting, May 12, 1986. Approved by Assistant Attorney General Henry F. O'Connell, June 12, 1986.

- Section 3.**                    Notice of every Town meeting shall be given by posting on the official Town website and on the Public Posting Board outside the Town Hall at 2 Coldbrook Road in said Town of Oakham, attested copies of the warrant for such meeting; provided, however, that if, due to technological issues, the warrant is not posted on the Town's website, or is not posted continuously for the time period required by G.L. c.39, §10, such issues shall not affect the validity of the meeting called by such warrant.

Adopted at Annual Town Meeting 6-20-17. Approved by Attorney General Maura Healey, September 20, 2017.

- Section 4.**                    At least four days before the day fixed in the warrant for the Annual Town Meeting, the Selectmen shall make available to the voters copies of the Annual Town Report.

- Section 5.**                    The number of voters necessary to constitute a quorum at any Town meeting shall be ten, provided that a number lesser than a quorum may from time to time adjourn the same. This shall not apply to such parts of meetings as are devoted to the election of Town officers.

- Section 6.**                    Articles of the warrant shall be acted upon in the order in which they appear unless otherwise determined by vote of the meeting.

- Section 7.**                    Any motion, if required by the Moderator or Town Clerk, shall be presented in writing.

- Section 8.**                    If a motion is susceptible of division, it shall be divided and the question shall be put separately upon each part thereof, if seven voters so request.

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- Section 9.** There shall be no than two amendments to a motion.
- Section 10.** When a question is put, the sense of the meeting shall be determined by the voices of the voters and the Moderator shall declare the vote as it appears to him. If the Moderator is unable to decide the vote by the sound of the voices, or if his decision is immediately questioned by three or more voters rising in their places for that purpose, he shall determine the vote by ordering a show of hands and he may appoint tellers to make and return the count.
- Section 11.** The meeting may order that the vote on any motion shall be taken by a "Yes and "No" ballot.
- Section 12.** There shall be no reconsideration of a vote once reconsidered, and when reconsideration shall have once been refused by the meeting, the Moderator shall refuse to entertain any motion for further reconsideration.
- Section 13.** No motion, the effect of which would be to dissolve the meeting, shall be in order until every article in the warrant therefor has been duly considered and acted upon, but this shall not preclude the postponement of consideration of any article to an adjournment of the meeting at a stated time and place.
- Section 14.** All committees shall report as directed by the Town. If no report is made within one year after the appointment, a committee shall be discharged unless, in the meantime, the Town shall have granted an extension of time.

### CHAPTER III / 3 TOWN OFFICERS

- Section 1.** The Selectmen shall be agents of the Town to institute, prosecute, and defend claims, actions and proceedings to which the Town is a party or in which the interests of the Town are or may be involved, and many appoint Counsel to advise and represent the Town, officers, boards, and departments of the Town in any legal matters.
- Section 2.** The Selectmen shall cause each Town officer and department head having custody of Town property to keep a true inventory thereof on file, and each officer and department head shall deliver a copy of said inventory to the Selectmen at least annually.
- Section 3.** The Board of Assessors shall cause the Town's "Valuation and Taxes" to be printed at least once in three years.
- Section 4.** Any Town officer and board having charge of Town property or material not required for Town purposes may sell the same with the approval of the Selectmen, to an amount not exceeding two hundred dollars in any one year.

Adopted at Annual Town Meeting, February 4, 1952. Approved by Attorney General Francis X. Kelly, April 23, 1952.

- Section 5.** All Town Officers, Inspectors and Agents shall during July, cause a report to be written and submitted to the Board of Selectmen. Such report to include the amount of money deposited in the Town Treasury by said Officer, Inspector or Agent and the amount of money returned during the prior fiscal year as compensation for services rendered. Said report shall also indicate in a descriptive manner, the total number of licenses, or inspections or other services issued or rendered by the Town Officer, Inspector or Agent during the prior fiscal year.
- Section 6.** Unless other provisions is made in the General Laws of the Commonwealth or the bylaws of the Town of Oakham, all Town Officers, Inspectors and Agents (except those compensated by salary or otherwise) shall be compensated for all services for which fees are charged, by reimbursement of an appropriate portion (not to exceed

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100%) of the fee charged.

Adopted at a Special Town Meeting, November 12, 1982. Approved by Attorney General Francis X. Bellotti, January 20, 1983.

**Section 7.** The Tax Collector is allowed to keep for his/her services, the fee for issuance of Certificates of Municipal Liens. Provided by Chapter 60, Section 23 of the General Laws.

Adopted at the Special Town Meeting, April 24, 1985. Approved by Assistant Attorney General Henry F. O'Connell, June 6, 1985

**Section 8.** The Town may deny any application for, or revoke or suspend, any local licensee or permit including renewals and transfers, issued by any board, officer, or department, for any person, corporation, or business enterprise who has neglected or refused to pay any local taxes, fees, or betterments, or any other municipal charges. This section shall not apply to open burning permits, sales of charitable purposes, children's work permits, food and beverage licenses, fishing/hunting permits, marriage licenses and public exhibition permits.

Adopted at Annual Town Meeting, June 23, 1992. Approved by reason of such failure of the Attorney General to act, October 15, 1992.

## CHAPTER IV / 4 REMOVAL OF SOIL

Sections 1, 2, and 3 deleted from General Bylaws for the Town of Oakham. See Chapter XIV - ZONING, Sections 3, 4 and 6.

Adopted at Annual Town Meeting, June 26, 1989. Approved by Attorney General James M. Shannon, October 12, 1989.

## CHAPTER V / 5 BOARD OF APPEALS

**Section 1.** [Superseded 4/13/1977 by Chapter XIII - Board of Appeals] A Board of Appeals is hereby established in accordance with the provisions of Chapter 41, Section 81Z, of the General Laws, consisting of three years, one for a term of two years, and one for a term of one year, and thereafter one to be appointed each year for a term of three years.

Adopted at Annual Town Meeting, March 2, 1959. Approved by Attorney General Edward J. McCormack, Jr., April 1, 1959.

(Building Code Board of Appeals, voted to establish at Annual Town Meeting, March 10, 1975, Article 20.)

## CHAPTER VI / 6 PERSONNEL RULES AND REGULATIONS

### Section 1. Definitions

Appointing Authority / Hiring Authority: shall be the Board of Selectmen and/or their designee.

Department Head: employee's immediate supervisor.

Employee: shall mean any person paid and employed by the Town on a full time, part time, temporary or stipend basis, as those terms are hereinafter defined.

Exempt Employees: Employees who are paid a salary are not eligible for overtime pay. Exempt employees are expected to work the number of hours required in order to perform their job in a satisfactory manner.

Non-exempt Employees: Employees who are paid an hourly rate and who are eligible for overtime compensation. Non-exempt employees must document the number of hours worked.

Regular Full Time Employees: Employees who are scheduled to work forty or more

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hours a week, fifty-two weeks per year.

Regular Part Time Employees: Employees scheduled to work less than twenty hours per week, fifty-two weeks per year.

Temporary Employees: Employees hired for less than fifty-two weeks per year (e.g. seasonal employees and fill-ins).

Stipend Employees: Employees whose hours are not regularly scheduled from week to week.

## Section 2.

Hours of Work: Each department's hours of work shall be determined by the appointing authority. The appointing / hiring authority retains the right to adjust work schedules of any individual employee or department as deemed necessary based on the needs of the Town.

Overtime: The Department Head, hiring authority or its designee must approve all overtime before it is worked. All full time non-exempt employees shall be paid at a time-and-one-half rate for all hours worked over forty in a week except during weather related storm events when overtime shall be paid for all hours in excess of eight hours in one day.

Computing Overtime: All compensated absences during the work week including but not limited to vacation leave, bereavement leave, absence due to injury, sick leave, personal leave or pay for a holiday not worked shall not be counted as hours worked for the purposes of computing overtime.

## Section 3.

Holiday Pay: All regular full time and regular part time employees shall receive eleven paid holidays as listed below. Employees authorized by the appointing authority to work their regularly scheduled shift on a holiday will be paid at a time-and-one-half rate for the shift worked. All holidays falling on Saturday will be observed on Friday, and all holidays falling on Sunday will be observed on Monday.

Holidays: New Year's Day, Martin Luther King's Birthday, Presidents Day, Patriots Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day.

Section 3.1 Holiday Pay Overtime: Any regular part-time or part-time employee who is required to work by the Town on one of the days set forth below shall be paid at their time-and-one-half rate for all hours worked.

New Year's Eve after 4:00 p.m.; Easter Day; Memorial Day; Independence Day; Labor Day; Thanksgiving Day; Christmas Eve after 4:00 p.m.; and Christmas Day.

## Section 4.

Sick Leave: All regular full time and regular part time employees shall be entitled to twelve sick days per year, to accrue at the rate of one day per month of employment to a maximum accrual of twelve days per year. Employees may use sick leave only when they are incapacitated by illness or injury, or otherwise as permitted by law. Employees reporting in sick shall contact their Department Head or appointing authority to make such report and shall make such notification no later than within two hours prior to a scheduled shift. Should it be determined as a result of an investigation that an employee was feigning illness or injury, appropriate disciplinary action will be taken, including but not limited to forfeiting pay for the day(s) listed as sick. For sick leave of three or more consecutive days, the employee will be required to provide a doctor's note. Unused sick leave will not be compensated at termination of employment and will be forfeited.

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**Section 5.** **Vacation Leave:** All regular full time and regular part time employees shall be entitled to vacation leave. Any regular part time employee who works less than forty hours but a minimum of twenty shall receive vacation pro-rated to the number of hours actually worked in a regularly scheduled work week.

The vacation year of the Town shall be the period from July one to June thirty, inclusive, with vacation accrual beginning as of July one each year. Vacation leave shall be taken annually within the fiscal year and any unused vacation leave will be lost at the end of that period, except as set forth in Section 5B. Employees with unused vacation leave at termination of employment will be compensated for such. Should a holiday fall on an authorized vacation, an additional day of vacation will be allowed during that fiscal year. The amount of vacation time earned shall be in accordance with the following schedule:

6 months to 1 year of employment	5 days
1 year to 5 years of employment	10 days
5 years to 15 years of employment	15 days
15 years and over of employment	20 days

**Section 5A.** Department Heads of the respective departments shall grant vacation leaves at such time as, in their opinion, will cause the least interference with the performance of the regular work of the Town.

**Section 5B.** Department Heads of the respective departments shall grant vacation leaves in the vacation year in which they become due, unless, in their opinion, it is impossible or impracticable to do so because of work schedules or emergencies. In this case vacation credits may be carried over for no more than one vacation year.

**Section 6.** **Personal Leave:** All regular full time and regular part time employees shall be provided two personal days per fiscal year. Personal leave is earned at the rate of one day per six months of employment. After the first six months of employment an employee is entitled to one personal day; after the second six months of employment another personal day is earned. No more than two personal days may be taken in any fiscal year. Notice of request shall be reasonable under the circumstances and shall be approved by the Department Head or appointing authority. Unused personal days will not be compensated upon termination of employment.

**Section 7.** **Wages:** Wages are paid on a bi-weekly schedule.

**Section 8.** **Health Insurance:** All regular full time and regular part time employees are eligible for health insurance as provided by the Town to the extent offered and as authorized by law.

**Section 9.** **Bereavement Leave:** The Department Head or appointing authority may grant bereavement leave to any regular full time or regular part time employee in the event of the death of an employee's parent, child, spouse, brother, sister, parent-in-law, or stepchild. Two additional days may be granted if the travel is in excess of five hundred miles from Oakham.

Chapter VI, Section 2, Vacation Rules and Regulations, adopted at a Special Town Meeting, May 27, 1963. Approved by Attorney General Edward W. Brooke, June 7, 1963

Chapter VI, Section 2, Vacation Rules and Regulations, amended at Annual Town Meeting, June 17, 2002. Approved by Attorney General Thomas F. Reilly, September 16, 2002.

Chapter VI, Section 2, Vacation Rules and Regulations, amended as Personnel Rules and Regulations at Annual Town Meeting, June 4, 2012.

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## CHAPTER VII / 7 INSPECTOR OF GAS PIPING AND GAS APPLIANCES

[Voted to delete in 1978.]

## CHAPTER VIII / 8 FINANCE COMMITTEE

**Section 1.** There shall be a Finance Committee consisting of five legal voters of the Town who shall be appointed by the Moderator as hereinafter provided. No elected or appointed Town employee shall be eligible to serve on said committee.

Adopted at a Special Town Meeting, June 29, 1987. Approved by Attorney General James M. Shannon November 4, 1987.

**Section 2.** The Moderator of the Town Meeting when this Bylaw is adopted, shall within thirty days after such Bylaw becomes effective appoint two members of two years, and two members for terms of three years. At each Annual Town Meeting thereafter, the Moderator shall appoint two members of said committee for terms of three years. The office of said members shall commence immediately upon qualification and shall expire at the close or final adjournment of the Annual Town Meeting at which their successors are appointed. Said committee shall choose its own officers, shall serve without pay, and shall cause to be kept a true record of its proceedings.

**Section 3.** Whenever any vacancy shall occur in said committee by resignation, removal from Town, death, failing to qualify, or otherwise, said vacancy shall be filled by said committee; and if any member is absent from five consecutive meetings, except in the case of illness, said committee shall consider his position vacant and proceed to fill same. The term of office of all persons chosen, as aforesaid, to fill vacancies shall expire at the close or final adjournment of the Annual Town Meeting. The Moderator thereof shall appoint a successor to fill the unexpired term of each member whose office has been vacated in the same manner as the original appointment.

**Section 4.** The Oakham Finance Committee shall consider any and all municipal questions for the purpose of making reports or recommendations to the Town including a budget, warrant article and referenda and shall have other such powers and duties as are from time to time established by law for such committees.

Adopted at Annual Town Meeting, March 7, 1966.  
Approved by Attorney General Edward W. Brooke, June 1, 1966.

## CHAPTER IX / 9 PROTECTIVE BYLAW FOR THE REGULATION OF MOBILE HOMES, TRAILERS, TRAILER PARKS, AND FAMILY TYPE CAMPGROUNDS

**Section 1.** Definitions:

Trailer or Mobile Home Park: Any premises used for parking three or more trailers or mobile homes for use as year round residences.

Family Type Campgrounds: Any area set aside for incidental camping by tourists in tents or trailers but not occupied as year round residences.

**Section 2.** Use of Trailers: No person shall park, store or occupy a trailer for living or business use, except:

(1) The owner of land may permit occupancy of said land by a non-paying guest, using a single trailer for living purposes, for a period of not exceeding thirty days in any calendar year. A permit must be obtained from the Board of Selectmen, after site approval by the Board of Health, before such land may be so occupied. Such a permit may not be transferred or renewed.

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(2) A trailer may be occupied by the owner of land as a temporary dwelling incidental to the construction of a home to be occupied by the owner. The Board of Appeals may grant a permit for such use after holding a public hearing two weeks in advance of the occupancy, and after site approval by the Board of Health. In no case may the trailer be occupied for more than two years during which time the construction of the dwelling is to be completed and the dwelling occupied. Lack of good faith on the part of the owner shall be cause of cancellation of the permit by the Board of Appeals. The permit is not transferable.

**Section 3.** Mobile Home and Trailer Parks: No mobile home or trailer parks are allowed in any district in Oakham.

**Section 4.** Family Type Campgrounds: All existing family type campgrounds or new additions to the same, as well as any new family type campgrounds, shall meet the minimum standards set for this purpose by the Commonwealth of Massachusetts, Department of Public Health, under the Sanitary Code, Article VIII, adopted by the Massachusetts Department of Public Health on May 14, 1963 in accordance with the provisions of Section 5 of Chapter III of the General laws as amended by Chapter 522 of the Acts of 1959 and by Chapter 172 of the Acts of 1960 in accordance with the procedure required by Chapter 30A of the General Laws and after a public hearing held May 3, 1963. Any new additional areas to any existing campgrounds set aside for a new trailer site must be approved by the Board of Health and the Board of Selectmen. No new family type campgrounds will be permitted without the approval of the Board of Selectmen and Board of Health, and only after a public hearing has been held on each application.

**Section 5.** This bylaw is to become effective immediately on adoption by the Town of Oakham, pending approval by the Attorney General of Massachusetts. No part of the bylaw is intended to affect the present status of any trailer or campgrounds.

**Section 6.** Penalty: A fine not to exceed fifty dollars will be imposed for each violation of this bylaw.

**Section 7.** [This paragraph superseded 4/13/1977 by Chapter XIII - Board of Appeals] Board of Appeals: There is hereby established a Board of Appeals of three members to be appointed by the Selectmen for a term of three years except that the original appointments shall be one of three years, one for two years and one for one year, as provided in Chapter 40A of the General Laws, which shall act on all matters within its jurisdiction under this bylaw. In the manner prescribed in Chapter 40A of the General Laws. This Board of Appeals may also act as the Board of Appeals under any local building, planning or zoning ordinances or bylaws.

Every decision of the Board of Appeals shall be in writing and assented to by at least two members.

Any applicant for a permit or certificate of occupancy whose application has been refused by the Selectmen, or any person dissatisfied with the decision of the Selectmen on any matter left by this bylaw to their approval or discretion, may appeal therefrom to the Board of Appeals within ten days from the date of said refusal or decision. If the refusal or decision of the Selectmen is affirmed, the ruling shall be final. If the action of the Selectmen is modified or annulled, the Selectmen shall issue a permit or decision in accordance with the decision of the Board of Appeals.

Upon petition filed by any person whose application for a permit or certificate of occupancy has been refused by the Selectmen, the Board of Appeals may suspend or vary the application of the provision or where a literal enforcement of the provisions of this bylaw would involve substantial hardship to the applicant and where desirable

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relief may be nullifying or substantially derogating from the intent or purpose of this bylaw, but not otherwise.

The Board of Appeals shall grant a hearing on each appeal of which all persons interested shall have notice.

Adopted at a Special Town Meeting, Dec. 20, 1966. Approved by Attorney General Elliott L. Richardson, Jan. 17, 1967.

## **CHAPTER X / 10            DOG CONTROL**

### **Section 1            Definition of Terms**

- 1.1     Animal Control Officer: Any person designated by the Board of Selectmen to be responsible for issues relating to animals.
- 1.2     Dangerous dog: Any dog so designated by the Board of Selectmen after a finding that the dog:
  - 1.2.1    Without provocation, killed or inflicted serious bodily injury on a human being or other domestic animal on public or private property; or
  - 1.2.2    Without provocation, bit, attacked or endangered the safety of humans or domestic animals on public or private property subsequent to a finding by the Board of Selectmen of the Town of Oakham or the appropriate governing body of another municipality and notice to the owner that the dog was potentially dangerous; or
  - 1.2.3    Without provocation demonstrated highly aggressive, menacing behavior or acted otherwise in a highly aggressive manner which threatens the safety of humans or domestic animals on public or private property; or
  - 1.2.4    Acted in violation of an order issued by the Board of Selectmen in a previous hearing.
- 1.3     Provided, however, that a dog shall not be deemed a dangerous dog for purposes of this bylaw if:
  - 1.3.1    the threat, injury or damage was sustained by a person who, at the time, was committing a willful trespass or other tort upon the premises occupied by the owner/keeper of the dog or was otherwise committing or attempting to commit a crime; or
  - 1.3.2    the threat, injury or damage was sustained by a person who was teasing, tormenting, abusing or assaulting the dog or who has in the past been observed or reported to be engaged in such activity; or
  - 1.3.3    the dog is owned by a law enforcement agency or law enforcement officer and such behavior occurred while the dog was engaged in the performance of police work.
- 1.4     Dog: any animal of domestic canine species.
- 1.5     Domestic Animal: any dog, cat, equine, cow, sheep, goat, pig, Alpaca, llama, ferret, rabbit or domestic fowl.
- 1.6     Kennel: a pack or collection of more than three dogs three months of age or older on a single premises, irrespective of the purpose for which they are maintained.
- 1.7     Owner or Keeper: any person(s), firm, corporation, or organization owning, keeping, harboring, or having an interest in or care, custody, or control of one or more dogs.
- 1.8     Public Nuisance: any dog free of restraint and permitted to wander at will on private property other than that belonging to the owner/keeper or another whose express permission has been provided, or on public property or public or private ways except:
  - 1.8.1    if such dog is under the care and control of a responsible person who is competent to prevent the dog from being a threat to public safety or attached to a restraining device no



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longer than 15 feet in length; the mere muzzling of a dog shall not be sufficient to satisfy the requirements of this section; or

1.8.2 if such dog is being used as a so-called "working/hunting/sporting dog" and is being supervised as such by a person competent to prevent the dog from being a threat to public safety; provided, however, that this section shall apply only while such dog is being used for sporting/hunting events or trials or training for such purposes.

1.9 Potentially dangerous dog: any dog so designated by the ACO and/or the Board of Selectmen after an investigation and determination that the dog:

1.9.1 Without provocation, chased or threatened in a menacing fashion which suggested attack or took other action of a highly aggressive nature against a human being or domestic animal on public or private property; or

1.9.1 Without provocation, attacked or caused minor injury or threatening the safety of a human being or domestic animal on public or private property. "Unprovoked" means that the animal was not hit, kicked or struck by a person with any object or part of a person's body, nor was any part of the animal's body pulled, pinched or squeezed by a person, nor was the animal verbally or physically taunted in any way whether there be physical contact or p.o.t.

### **Section 2 Registration and License**

2.1 The owner or keeper of any dog more than six months old shall obtain a dog license from the Town Clerk and keep it securely affixed to the dog with a collar or harness at all times.

2.2 The owner or keeper of more than three dogs on a single premises shall obtain from the Town Clerk a kennel license. The following requirements shall at all times apply to a kennel:

2.2.1 the location and operation of the kennel shall be appropriate for housing the number of animals to be maintained and shall not be detrimental to the health and safety of the animals or persons;

2.2.2 the kennel shall be operated in a safe, sanitary and humane manner; and

2.2.3 the kennel shall at all times keep and maintain on its premises accurate records of the identities of all animals kept on the premises and the number of animals on the premises on each day;

2.3 Upon receipt of a completed application for a kennel license, the Town Clerk shall notify the ACO who shall forthwith conduct an inspection of the applicant's kennel. Upon receipt of the ACO's report, the Town Clerk shall submit the completed application and such report to the Board of Selectmen for its consideration and review to determine whether the kennel is in compliance with the requirements of this Bylaw.

2.3.3 If the kennel is in compliance, the Board of Selectmen shall authorize the license to be issued. If the kennel is not in compliance, the Board of Selectmen shall not authorize the issuance of the license and shall state in writing the reasons therefor. Under such circumstances, the Town Clerk shall deny the application.

2.4 In the event a kennel license application or renewal application is denied, the applicant may file a new kennel license application and request a re-inspection to demonstrate to the ACO that it has brought the kennel into compliance with the requirements of this Bylaw. The ACO shall then, as soon as is practicable, re-inspect the kennel and issue a report to the Board of Selectmen, which shall within a reasonable time review the application and take appropriate action thereon.

2.5 No license shall be issued without a current rabies certificate for each dog which certificate meets the requirements of G.L. c.140, §145B, or a veterinarian's certificate exempting the dog from this requirement.

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2.6 License Period shall be from April 1 in any year to the March 31 next following.

2.7 Fees and Penalties

Spayed/neutered dog	\$7.00
Non-spayed/non-neutered dog	\$11.00
Kennel- 4 dogs	\$30.00
Kennel - up to 9 dogs	\$60.00
Kennel- 10-20 dogs	\$100.00
Kennel inspection fee	\$____.00
Lost license	\$1.00
Failure to license dog by start of license period (except for a dog which attains the age of six months during said period)	\$25.00
Failure to license dog during license period when dog attains the age of six months	\$25.00
Dog found running at large without attached license	\$10.00

**Section 3 Public Nuisance Prohibited**

3.1 No owner/keeper of any dog shall permit such dog, whether licensed or unlicensed, to become a public nuisance.

3.2 Any dog found to be a public nuisance shall apprehended by the ACO, and, when appropriate, impounded, as follows:

3.2.1 If the dog is properly licensed, the ACO shall attempt to return the dog to its owner immediately. If the ACO cannot safely return the dog to its owner, the dog will be impounded, and the ACO will notify the owner/keeper by phone or notice left at the residence of the owner/keeper based upon the licensing records maintained by the Town. The dog will remain impounded until the owner seeks return of the dog. The owner/keeper may reclaim the dog upon production of a valid and current rabies certificate, current dog license, and payment of all applicable fees and penalties.

3.2.2 If the dog is not properly licensed, the ACO shall impound the dog for a period of not longer than 10 days during which the owner may contact the ACO and seek return of the dog. The owner/keeper may reclaim the dog upon production of a valid and current rabies certificate, current dog license, and payment of all applicable fees and penalties. If the owner/keeper does not reclaim the dog prior to the expiration of 10 days, the dog will be disposed of as provided by G.L. c.140, §151.

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## 3.3 Fees and Penalties

Dog apprehension fee	\$25.00
Impoundment fee	\$25/day
Surcharge for unlicensed apprehended dog	\$25.00
Surcharge for apprehended dog without current rabies certificate	\$50.00
Dog constituting a public nuisance:	
for the first offense	\$10.00
for the second offense	\$25.00
for third and subsequent offenses	\$50.00

3.4 All fees and penalties collected by the ACO shall be itemized in writing and turned over regularly to the Town Treasurer. The ACO shall receive from the Treasurer payment of \$25.00 per pick-up and \$10.00 per day for impoundment of a dog.

## **Section 4 Removal of Dog Waste**

4.1 An owner/keeper shall immediately remove any fecal material deposited by a dog under his or her control on any street or way or on public or private property, other than that belonging to the owner/keeper or another whose express permission has been provided.

## 4.2 Fees and Penalties

Failure to remove dog waste:

for the first offense	\$10.00
for the second offense	\$25.00
for third and subsequent offenses	\$50.00

provided, however, that an owner/keeper committing five or more offenses of Section 4.1 shall be referred to the Board of Selectmen for a hearing pursuant to Section 6.4 of this Bylaw and the provisions of G.L. c.140, §157.

## **Section 5 Emergency Treatment of Dogs and Cats Injured on Public Ways**

5.1 The ACO shall bring any dog or cat injured on a public way to a registered veterinarian registered under the provisions of G.L. c.112, §§55 and 56A. If the owner of the dog or cat is known, the veterinarian shall receive payment therefrom for emergency care, treatment or disposal of said animal. If the owner is unknown, the Town shall pay such veterinarian a fee of up to \$250, subject to an appropriation made for such purposes for such emergency care, treatment or disposal. Emergency care, for purposes of this section, shall mean such care as is necessary for the purpose of maintaining life, stabilizing the animal or alleviating suffering until the owner of the animal can be identified or for a period of 24 hours, whichever comes first. In order to be eligible for reimbursement, such emergency care shall be detailed and documented to the satisfaction of the animal control officer.

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## Section 6 Potentially Dangerous or Dangerous Dogs

- 6.1 No owner/keeper or other person responsible for a dog exhibiting vicious, dangerous or potentially dangerous behavior shall fail to safeguard human beings or other animals from said dog.
- 6.2 For purposes of this bylaw, a dangerous dog shall mean a dog which meets one or more of the four standards set forth in Section 1(B)(I) of this Bylaw and does not fall within one of the exemptions set forth in Section 1 (B)(II), and a "potentially dangerous dog" is a dog which meets one or more of the two standards set forth in Section 1 (H) of this Bylaw.
- 6.3 The ACO shall investigate any claims of unprovoked menacing behavior or attack by a dog on a public way or on public or private property to determine whether a finding is warranted that such dog is a "potentially dangerous dog." If the circumstances support such a finding, the ACO shall determine the same in writing, and notify the owner/keeper by regular and certified mail. An additional incident occurring within a 36 month period from the date of the first incident shall result in a referral to the Board of Selectmen for a determination as to whether the dog is a "dangerous dog." If the ACO believes that the circumstances warrant imposition of conditions on the maintenance of the "potentially dangerous dog," the ACO shall refer the matter to the Board of Selectmen pursuant to the provisions of Section 6(D) of this Bylaw. If the circumstances support a finding that the dog may be a "dangerous dog," including the infliction of injury on a human being or domestic animal, the matter will immediately be referred to the Board of Selectmen.
- 6.4 Upon receipt of a referral from the ACO or written complaint, the Board of Selectmen shall hold a hearing pursuant to the provisions of G.L. c.140, § 157. If, after hearing, the Board determines that a dog is a "potentially dangerous dog" or a "dangerous dog" the Board may so declare and, at its discretion, order an appropriate remedy. Such remedy may include, but not be limited to, one or more of the following:
- 6.4.1 spaying or neutering within a specified period;
  - 6.4.2 use of a muzzle or other restraint system on or off the owner/keeper's premises;
  - 6.4.3 containment of the dog on the owner/keeper's property in a secure fashion, provided, however that a radio-fence alone will not constitute restraint on owner's property;
  - 6.4.4 construction of a secure enclosure to house the dog while on the owners property;
  - 6.4.5 display of a sign indicating that a dangerous dog is on the premises;
  - 6.4.6 enrollment and successful completion of a behavioral modification training course from a qualified instructor;
  - 6.4.7 [deleted 6-23-2014]
  - 6.4.8 humane euthanization of the dog.
- 6.5 The owner/keeper of a potentially dangerous dog or a dangerous dog must immediately notify the ACO or the Police Department if the dog is loose or unconfined; bites/attacks a human being or domestic animal; is sold, given away, or dies; or is to be or has moved to another address, including provision of the new address.
- 6.6 Penalties: Failure to comply with Section 6 of this Bylaw, including failure to comply with an order issued by the Board of Selectmen pursuant to Section 6(D) and G.L. c.140, § 157.
- |   |          |
|---|----------|
| for the first offense                   | \$150.00 |
| for the second and all further offenses | \$300.00 |
- provided, however, that failure to comply with the provisions of Section 6 may also result in a fur-

# OAKHAM GENERAL AND ZONING BYLAWS

ther hearing in accordance with Section 6(D) and G.L. c.140, §157 and the imposition of additional restrictions, up to and including an order to remove the dog from Town or that the dog be humanely euthanized.

## **Section 7 Enforcement**

7.1 The provisions of this Bylaw, and any regulation of the Board of Selectmen adopted hereunder, may be enforced by the ACO or any police officer of the Town of Oakham by any available means in law or equity, including but not limited to enforcement by noncriminal disposition pursuant to the provisions of G.L. c. 40, §21D. Each day a violation exists shall constitute a separate violation.

Previous Dog Restraining Bylaw deleted and replaced by Dog Control Bylaw adopted at Annual Town Meeting, June 18, 2008. Approved by Attorney General Thomas F. Reilly, August 18, 2008. Amended by vote at Annual Town Meeting, June 23, 2014.

## **CHAPTER XI / 11 RATE OF DEVELOPMENT**

**Section 1.** Areas of land subject to the jurisdiction of the Planning Board under the Subdivision Control Law shall not be developed by the construction of dwelling units at a greater rate than permitted by the following:

Subdivisions containing sufficient area to provide more than eight building lots at the maximum intensity permitted under the Zoning Bylaw shall not be developed by the construction of dwelling units at a greater rate than eight lots per year or twenty percent per year of the total lots shown on an approved Definitive Subdivision Plan or a plan bearing an endorsement that no subdivision approval is required.

Adopted at a Special Town Meeting, April 13, 1977. Approved by Attorney General Francis X. Bellotti, July 5, 1977.

## **CHAPTER XII / 12 UNREGISTERED MOTOR VEHICLES**

**Section 1.** Not more than one unregistered motor vehicle shall be placed upon any land in the Town of Oakham unless the same be within a building or within an area not exposed to public view.

Any person violating the provisions of this bylaw shall be subject to a fine of fifty dollars for each offense. Each day that a willful violation continues shall constitute a separate offense.

Adopted at a Special Town Meeting, April 13, 1977. Approved by Attorney General Francis X. Bellotti, July 5, 1977.

## **CHAPTER XIII / 13 BOARD OF APPEALS**

[See also Chapter IX, Section 7.]

**Section 1.** There is hereby established a Board of Appeals of three members to be appointed by the Selectmen for a term of three years each, except that the original members shall be appointed one for a term of one year, one for a term of two years and one for a term of three years and one each year for a term of three years after that as provided in Chapter 40A of the General Laws as amended. The Board of Appeals shall also include two associate members who shall be appointed in the same manner, except that the original appointments shall be one for a term of one year and one for a term of two years and one each year for a term of two years after that. The Chairman of the Board of Appeals may designate any such associate member to sit on the Board in the case of the absence, inability to act or interest on the part of a member thereof, or in the event of a vacancy on said board may designate any such associate member to sit as a member of the Board until such vacancy is filled. This Board of Appeals shall also act as the Board of Appeals under any local building, zoning or other

# OAKHAM GENERAL AND ZONING BYLAWS

bylaw and the members of this Board may also act as the members of the State Building Board of Appeals if so qualified.

Adopted at a Special Town Meeting, April 13, 1977. Approved by Attorney General Francis X. Bellotti, July 5, 1977.

## CHAPTER XIV / 14 ZONING

### Section 1. General

- 1.1 Authority:** This Zoning Bylaw is adopted in accordance with the provisions of the Zoning Act (General Laws, Chapter 40A as amended).
- 1.2 Purpose:** The purpose of this Zoning Bylaw is to regulate the use of land, buildings and structures to the full extent of the independent constitutional powers of cities and towns to protect the health, safety and general welfare of their present and future inhabitants.
- 1.3 Basic Requirements:** All structures hereinafter erected, reconstructed or moved, or the use of premises in the Town of Oakham, shall conform with the provisions of this bylaw.

### Section 2. Establishment of a District

- 2.1 Class of a District:** For the purposes of this bylaw, the Town of Oakham is hereby designated as an agricultural and rural residential district.
- 2.2 Zoning Map:** Said district is located and bounded as shown on a map entitled "Zoning Map of Oakham, Massachusetts" dated March, 1972, on file in the Town Clerk's Office. This zoning map with all explanatory matter thereon is hereby made a part of this bylaw.

### Section 3. Use Regulations

#### 3.1 Basic Requirements:

3.1.1 No building, structure or land shall be used for any purpose or in any manner other than as permitted and set forth in Section 3 and Section 4 of this bylaw and in accordance with the following notations:

- Y Use permitted.
- SP Use allowed as an exception with a Special Permit granted by the Planning Board.  
[See Section VII.7.4]

#### 3.2 Agriculture

- Y 1. Farms: agriculture, orchard, plant or tree nursery.
- Y 2. Farms: livestock.
- Y 3. Sales room or stand for the display or sale of agricultural or horticultural products, the major portion of which is grown or produced on the premises by a resident proprietor.

#### 3.3 Residential

- Y 1. Single family\* detached building.
- SP 2. Conversion of a single family\* dwelling existing prior to the adoption of this bylaw to accommodate not more than two families.
- Y 3. Cellar hole or basement area used as a dwelling for not more than two years.
- Y 4. Two family\* dwellings.
- SP 5. Professional office or studio of a resident physician, dentist, attorney, architect, musician, engineer or other member of a recognized profession.

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- Y 6. Customary home occupation such as preserving or home cooking, repair of portable equipment or appliances, real estate agent, craft manufacturing, giving private music or dance lessons, provided that not more than one other person beyond the immediate family is regularly employed therein in connection with such use and there is no storage of materials or equipment unless the same be within a building or in an area unexposed to public view.
- 7. The removal of soil in amounts not to exceed five hundred cubic yards shall be permitted when:
  - Y (a) such removal is needed for the construction which has been granted a building permit.
  - Y (b) not associated with the construction of a building, if a land owner wishes to remove up to but not exceeding five hundred cubic yards of soil from his / her property to improve the usefulness of the property.

\* Family: one or more persons living together in one dwelling unit but not including sororities, fraternities or other communal arrangements.

Chapter XIV, Zoning, Section III, Use Regulations, 3.3.7 adopted at Annual Town Meeting, June 26, 1989. Approved by Attorney General, James M. Shannon, October 12, 1989.

Chapter XIV, Zoning, Section III, Use Regulations, 3.3.7 amended at Annual Town Meeting, June 17, 2002. Approved by Attorney General Thomas F. Reilly, September 16, 2002.

Chapter XIV, Zoning, Section III, Use Regulations, 3.3.7(b) amended at Annual Town Meeting, June 17, 2002. Approved by Attorney General Thomas F. Reilly, September 16, 2002.

Chapter XIV, Zoning, Section III, Use Regulations, 3.1. amended at Annual Town Meeting, June 10, 2013. Approved by Attorney General Martha Coakley, September 23, 2013.

## **Section 4. Regulation of a Business**

### **4.1 Basic Requirements:**

- 4.1.1 No building, structure or land shall be used for any purpose or in any manner other than as permitted and set forth in Section 3 and Section 4 of this bylaw and in accordance with the following notations.
- 4.1.2 There shall be no storage of materials or equipment in connection with any business or commercial use unless the same be within a building or an area not exposed to public view, except as expressly granted as a condition of a special permit.
- 4.1.3 A proposed use not included in the list of uses allowed by special permit shall require an amendment to the list through the process of draft bylaw amendment proposal, public notice, public hearing(s), and Town meeting vote on amendment of the list.

SP Use allowed as an exception with a Special Permit granted by the Planning Board.  
[See Chapter XIV Section VII.7.4]

### **4.2 Commercial:**

- SP 1. Retail establishments distributing merchandise to the general public.
- SP 2. Craft, consumer or professional establishment dealing with the general public.
- SP 3. Animal or veterinary hospital.
- SP 4. Automotive filling or service station.
- SP 5. Repair garage for motor vehicles.

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- SP 6. Restaurant providing food and beverage within a building.
- SP 7. Drive-in eating establishment.
- SP 8. Contracting business and equipment storage yard.
- SP 9. Building for the sale or boarding of dogs and / or cats.
- SP 10. The raising of swine, fur animals or poultry.
- SP 11. The removal of soil in amounts exceeding five hundred cubic yards may be allowed by Special Permit granted by the Planning Board. Fee shall be in accordance with the current Fee Schedule. The Board may engage engineers, planners, attorneys, designers, or other appropriate professionals able to provide the Board with the necessary guidance, and to ensure compliance with all relevant regulations. Such assistance may include, but shall not be limited to, analyzing information and supporting material submitted with an application; monitoring or inspecting a project site for compliance with the Board's decisions and all relevant regulations; and inspecting a project during implementation of the permitted activity.

Chapter XIV / 14, Zoning, Section III, Use Regulations, 4.2.11 amended at Annual Town Meeting, June 17, 2002. Approved by Attorney General Thomas F. Reilly, September 16, 2002.

- (a) All permit applications must be accompanied by a timetable of when the operation is proposed to begin and when all soil removal will be completed with topsoil replaced and replanted.
- (b) Any person who desires approval of a Special Permit for the removal of soil shall file with the Planning Board the following:
  - 1. Two copies of a properly executed Special Permit Application for the Removal of Soil, and any supporting information.
  - 2. A Proposed Soil Removal Plan printed on mylar transparency sheets, satisfying the form and content requirements set forth below, with eight contact prints thereof.
  - 3. A complete list of abutters, and abutters to abutters to a distance of three hundred feet from all boundaries of the proposed soil removal site, or lying within three hundred feet of any tract of land of the Applicant, any part of which is adjacent to and/or included in the proposed soil removal site; said list shall be prepared and certified by the Town of Oakham Assessors at the request of the Applicant, for submittal with the Special Permit application.
  - 4. Filing Fee and Project Review Deposit in conformance with the current Fee Schedule.
  - 5. A detailed site plan prepared by a Professional Engineer registered in the Commonwealth of Massachusetts, titled "Proposed Soil Removal Plan", which shall contain the following information:
    - i. Suitable space to record the action of the Planning Board, including space for reference to any considerations or limitations of approval, the date, the signatures of the members of the Planning Board, and the Town Clerk's Certification of No Appeal.
    - ii. An area locus plan of the proposed soil removal site drawn to a convenient scale between 1"=800 feet and 1"=200 feet inclusive, to show on one sheet all of the proposed soil removal site, all other adjacent land of the Applicant, and other adjacent properties to the nearest street in every direction. Important ground features such as brooks, public areas, lot lines, easements and streets only need be shown in a general manner and labeled. No dimensions need be given except where of specific im-



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portance in evaluating the site. The limits of the proposed soil removal shall be indicated by a heavy line, and existing and proposed features shall be distinguished by different lines, labeling, or other methods.

- iii. Deed references and the date(s) of acquisition of the property and the name of current or former owners of abutting properties.
- iv. Frontage and area of any remaining adjoining land owned by the Applicant, not included in the soil removal plan.
- v. All property boundary lines adjacent to the proposed soil removal site.
- vi. The Town Assessor's sheet number(s) and parcel number(s) for the property.
- vii. Locus plan, north point, date, scale, legend, and the title "Proposed Soil Removal Plan".
- viii. Indication of all easements, covenants or restrictions applying to the land, and their purposes, whether or not within the soil removal parcel.
- ix. Existing topographic contours and proposed restoration contours shall be shown at two-foot intervals, using dashed lines for existing and solid lines for proposed contours. All elevations shall be North American Vertical Datum (NAVD) of 1988, and shall list and, where possible, show the bench marks used and their elevations.
- x. Water table elevations, as established by test pits and test borings. Applicant shall submit a detailed summary of findings for each test pit or test boring, with a key plan indicating their locations on the site.
- xi. Major features of the land such as existing walls, fences, buildings, large trees, wooded areas, rock outcroppings, ditches, waterways, natural drainage courses, bodies of water, and swamps that exist in or adjacent to the site at the time of survey.
- xii. Existing drainage systems within and in the vicinity of the proposed soil removal area, including generally all areas of wetlands or waterways.

Chapter XIV, Zoning, Section III, Use Regulations, 4.2.11(b) amended at Annual Town Meeting, June 17, 2002. Approved by Attorney General Thomas F. Reilly, September 16, 2002.

- (c) In accordance with M.G. L., Chapter 40A Section 9, a public hearing shall be held.
- (d) Special permits for the removal of soil shall be subject to governed by the rules and regulations of the Special Permit Granting Authority relative to the issuance of such permits as adopted and amended in accordance with M.G.L. Chapter 40A Section 9.

Chapter XIV, Zoning, Section IV, Regulation of a Business, 4.2.11 Commercial, adopted at Annual Town Meeting, June 26, 1989. Approved by Attorney General James M. Shannon, October 12, 1989.

SP 12. Golf Course, either private or public.

Chapter XIV, Zoning, Section IV, Regulation of a Business, 4.2.12 Commercial, adopted at a Special Town Meeting, March 28, 1990. Approved by Attorney General James M. Shannon, October 5, 1990.

SP 13. Construction and erection of wireless communication towers, personal wireless service facilities, and their accessory structures in accordance with the provisions of Section 6.4 Wireless Communications Facilities.

Chapter XIV, Zoning, Section IV, Regulation of a Business, 4.2.13, adopted at a Special Town Meeting, November 27, 2000. Approved by Attorney General Thomas F. Reilly March 19, 2001.

SP 14. Wholesale, warehouse and storage facilities, and manufacturing use limited to processing, fabrication and assembling. No such use shall be permitted that would be detrimental or have an adverse impact by reason of dirt, odor, smoke, gas, sewage,

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refuse, noise, excessive vibration or danger of explosion or fire on the immediate neighborhood, general surrounding area, or the Town. In considering whether there would be such a detrimental or adverse impact, in addition to the factors set forth in Section 7.4, Special Permit Criteria, the Planning Board shall consider the impact of the proposed use on the property values of other properties in the immediate neighborhood, general surrounding area, or the Town.

SP 15. Large Scale Ground-mounted Solar Photovoltaic Installation.

4.3 Industrial: No land in the Town of Oakham is now, nor has ever been, zoned "Industrial", nor expressly designated for industrial land use. No special permit shall be granted for industrial land use including, but not limited to, Prohibited Uses, Section 4.4.

4.4 Prohibited Uses: In furtherance of the intent of Section 3.1 and Section 4.1 Basic Requirements, expressly prohibited uses of buildings, structures or land in the Town of Oakham include, but are not limited to, the following:

4.4.1 The commercial reception, storage, processing, transfer of garbage, household trash, sewage, construction waste, demolition waste, manufacturing waste byproducts, medical waste, biohazard waste, radioisotope waste, or waste materials containing any measurable level of nuclear radiation beyond natural background;

4.4.2 importation and dumping of any amount of contaminated soil;

4.4.3 importation and dumping of snow removed from vehicle traveled surfaces;

4.4.4 Battery Energy Storage System (BESS) not located on the site of, and specifically appurtenant to, a permitted Large Scale Solar Installation (LSSI). For the purposes of this section, Battery Energy Storage System (BESS) is defined as a non-generating energy storage system that utilizes batteries and other commercially available technology capable of drawing electric power from existing electrical infrastructure, storing it for a period of time, and thereafter discharging electric power into the existing electrical infrastructure.

Chapter XIV, Zoning, Section IV, Regulation of a Business, amended at Annual Town Meeting, June 10, 2013. Approved by Attorney General Martha Coakley, September 23, 2013.

Chapter XIV, Zoning, Section IV, Regulation of a Business, amended at Annual Town Meeting, June 27, 2022. Approved by Attorney General Maura Healey, January 4, 2023.

## Section 5. Dimensional Requirements

### 5.1 Schedule of Dimensional Requirements

Type	Minimum Lot Size	Minimum Width at Street Frontage
Residence	130,680 sq. ft.	300 ft.
Two family, new construction	174,240 sq. ft.	400 ft.
Business	44,000 sq. ft.	150 ft.

For Large Scale Ground-mounted Solar Photovoltaic Installations, see Section 6.6

Chapter XIV, Section V. Dimensional Requirements, 5.1 Schedule of Dimensional Requirements, was amended at a Special Town Meeting, April 13, 1977. Approved by Attorney General Francis X. Bellotti, July 5, 1977. Amended by vote at Annual Town Meeting, June 10, 2013. Approved by Attorney General Martha Coakley, September 23, 2013.

5.2 **Height Limits:** No structure erected in the Town of Oakham shall exceed thirty-five feet in height, calculated from the average grade around the perimeter of the structure.

Exceptions: Church steeples; wireless communication towers, if granted a Special Permit pursuant to Chapter XIV Section 6.4.

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Chapter XIV, Section V, Dimensional Requirements, 5.2 Height Limits, was amended at a Special Town Meeting on November 27, 2000. Approved by Attorney General Thomas F. Reilly, March 19, 2001.

**5.3 Lot Line Regulations:** No structure shall be erected within fifty feet of the sideline of an abutting lot nor fifty feet from the front lot line.

**5.4 Lot Frontage:** Minimum Width at Street Front shall be continuous, and may be on no more than two existing Town roads.

Chapter XIV, Zoning, Section V, Dimensional Requirements, 5.4 added at Annual Town Meeting, June 17, 2002. Approved by Attorney General Thomas F. Reilly, September 16, 2002.

## 5.5 Minimum Buildable Area

For all Lot Types listed in Paragraph 5.1 above, a lot shall not be considered a buildable lot unless a minimum of sixty-five contiguous percent of the minimum stipulated lot area is free of marsh, swamp, bog, certified or non-certified vernal pool, natural or dam-made pond, stream, or other standing, circulating, or flowing water. The basis for area calculation of a dam-made pond shall be the area of the most recent five-year average water and wetland perimeter, not the area of an original stream submerged beneath the dam-made pond.

Minimum Frontage	300'	400'
Minimum Lot Area 174,240 SF (one acre = 43,560 SF)	3 acres / 130,680 SF	4 acres /
Minimum buildable contiguous lot area SF	65% = 84,942 SF	65% = 113,256

Chapter XIV, Zoning, Section V, Dimensional Requirements, 5.5 Minimum Buildable Area, added at Annual Town Meeting, June 17, 2002. Approved by Attorney General Thomas F. Reilly, September 16, 2002.

### 5.5.1 Compliance:

5.5.1.1 ANR lots: For a lot shown on a plan endorsed by the Planning Board as "Approval Not Required" ("ANR"), the Building Inspector shall not issue a building permit unless:

- (a) the ANR plan is submitted as endorsed by the Planning Board;
- (b) the endorsed ANR plan bears the certification by a Massachusetts licensed surveyor and/or Massachusetts licensed civil engineer that the lot complies with all applicable zoning requirements, including Minimum Buildable Area;
- (c) the Building Inspector determines that the lot complies with all applicable zoning requirements, including Minimum Buildable Area;
- (d) the Building Inspector conducts a site inspection of the lot and determines that access from an existing public way is not illusory in fact; and
- (e) the Building Inspector conducts a site inspection of the public way and determines that the way, in its existing condition, is adequate to provide safe and all-season access to the lot by standard emergency vehicles.

5.5.1.2 Definitive Subdivision Plan lots: The Building Inspector shall not issue a building permit unless:

- (a) the lot plan is submitted as endorsed by the Planning Board;

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- (b) the endorsed plan bears the certification by a Massachusetts licensed surveyor and/or Massachusetts licensed civil engineer that the lot complies with all applicable zoning requirements, including Minimum Buildable Area;
- (c) the Building Inspector determines that the lot complies with all applicable zoning requirements, including Minimum Buildable Area;
- (d) the Building Inspector conducts a site inspection of the lot and determines that access from the subdivision way is not illusory in fact; and
- (e) the Building Inspector conducts a site inspection of the subdivision way and determines that the way, in its existing condition, is adequate to provide safe and all-season access to the lot by standard emergency vehicles.

Chapter XIV, Zoning, Section V, Dimensional Requirements, 5.5.1.1 and 5.5.1.2 added at Annual Town Meeting, June 20, 2005. Approved by Attorney General Thomas F. Reilly, October 7, 2005.

5.5.2 The Minimum Buildable Area provisions shall not apply to lots of record as of the date of adoption of this amendment.

## 5.6 Lot proportions

5.6.1 In order to prevent evasion of the intent of bylaw requirements for frontage and area, the following lot configurations shall not be approved as building lots:

- 5.6.1.1 Lots with proportionally thin, finger-like frontage, including "landscape easements", or "turn-arounds".
- 5.6.1.2 Lots with long, narrow ribbon shapes, including "ribbon lots", rat-tail lots, flag lots, hourglass lots, pork-chop lots, hammerhead lots.

5.6.2 Lot depth perpendicular to the frontage at any point along the frontage shall not be less than fifty feet.

5.6.3 No angle of intersection with the road frontage shall be less than forty-five degrees.

5.6.4 No dimension between the required side setbacks shall be less than one hundred feet.

5.6.5 Proportion Factor:

- 5.6.5.1 No building permit or certificate of occupancy shall be issued for any new construction on a lot which has a Proportion Factor of less than 0.40. The Proportion Factor shall be determined by the following formula:

$$PF = \frac{16a}{p^2}$$

Proportion Factor = (16 x land area) divided by  
land perimeter in feet, squared

Example A, conforming to the Proportion Factor:

A rectangular lot three acres in area (43,560 x 3) = 130,680 SF Area  
x 16 = 2,090,880 Area

Perimeter 300' frontage + 435.6' + 300' + 435.6'

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= 1,471.2 feet Perimeter

1471.2 feet squared = 2,164,429.44

2,090,880 divided by 2,164,429.44 = 0.966 (greater than 0.40)

Example B, NOT conforming to the Proportion Factor:

An irregular lot with three acres in area (43,560 x 3) = 130,680 SF

Area

x 16 = 2,090,880

Perimeter 306.31' around a cul-de-sac + 101.46 + 225.18 + 240.12

+ 849.82 + 225.74 + 40' + 248.73 + 349.70 + 195.11

= 2475.86 feet Perimeter

2475.86 squared = 6,129,882.74

2,090,880 divided by 6,129,882.74 = 0.34 (less than 0.40)

Example C, NOT conforming to the Proportion Factor:

A ribbon lot with three acres in area (43,560 x 3) = 130,680 SF

Area

x 16 = 2,090,880

Perimeter 400.22 + 393.43 + 288.09 + 319.12 + 309.13 + 588.52 +

228.86 + 760.67

= 3288 feet Perimeter

3288 squared = 10,811,207

2,090,880 divided by 10,811,207 = 0.19 (less than 0.40)

- 5.6.5.2 That part of the lot in excess of the *required* lot area may be excluded from the Proportion Formula in determining the Proportion Factor. The perimeter containing the excess area shall not include the required frontage.
- 5.6.5.3 Any area of the lot bounded by lot lines which intersect at an angle less than thirty degrees shall be excluded from the area calculation
- 5.6.5.4 The Proportion Formula shall not apply to lots of record as of the date of adoption of this amendment.

Chapter XIV, Zoning, Section V, Dimensional Requirements, 5.6 Lot Proportions, added at Annual Town Meeting, June 17, 2002. Approved by Attorney General Thomas F. Reilly, September 16, 2002.

## 5.7 Retreat Lots

Purpose: To preserve the rural character of the Town, and to enable an alternative to a Definitive Subdivision Plan with three-acre lots and new subdivision roads, a Retreat Lot bylaw offers an incentive for optional subdivision into large lots with frontage on an existing Town road, if a Special Permit is granted by the Planning Board following application and a public hearing.

- 5.7.1 New applications for Retreat Lot designation shall be considered on a case by case basis. Disapproval by the Planning Board, with a written summary of the reasons for disapproval, shall be sufficient basis for denial of the application. Notwithstanding Section 5.6, the Planning Board may allow, by Special Permit, a Retreat Lot satisfying the criteria of Section 5.7.

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- 5.7.2 Lot Area and frontage: A Retreat Lot shall have a minimum area of ten acres (435,600 square feet), of which no less than three acres shall be contiguous upland. In order to accommodate placement of a driveway no less than thirty feet from abutting properties, frontage for a proposed Retreat Lot shall not be less than seventy-five feet. Access from the public way to the open area of the lot shall not be less than seventy-five feet in width at any point. Area of the access shall not be included in calculation of the minimum three acres of contiguous upland. No structures shall be erected in the access area.
- 5.7.3 Lot Access: A Retreat Lot shall have direct, unencumbered, adequate actual access from a public way in the Town of Oakham to the single family dwelling located or to be located on the Retreat Lot. The access shall be entirely within the boundary lines of the Retreat Lot, and not subject to any public or private easement.
- 5.7.4 Lot Width: The minimum width of a Retreat Lot shall not be less than seventy-five feet of frontage on an existing Town road; not less than seventy-five feet for the entire length of access into the lot; and not less than three hundred feet at all points beyond the end of access from the public way.
- 5.7.5 A Retreat Lot may have contiguous frontage with any one proposed or approved Retreat Lot.
- 5.7.6 A Retreat Lot may have contiguous frontage with any lot endorsed as Approval Not Required.
- 5.7.7 No lot within or subdivided from an existing or proposed Definitive Subdivision shall be considered for Special Permit as a Retreat Lot.
- 5.7.8 A Retreat Lot shall be clearly annotated on the plan for submittal: "In compliance with the Town of Oakham Bylaws, this entire lot is designated a RETREAT LOT by Planning Board Special Permit, and as such shall not be further divided."
- 5.7.9 The proposed Retreat Lot deed shall also carry a covenant, to run with the land, stating: "In compliance with the Town of Oakham Bylaws, this entire lot is designated a RETREAT LOT by special permit granted by the Planning Board, and as such shall not be further divided."
- 5.7.10 A complete submittal to the Planning Board shall include the following:
- 5.7.10.1 The deed prepared for the lot, with the Retreat Lot covenant.
  - 5.7.10.2 The plan of the lot with the Retreat Lot notation.
  - 5.7.10.3 An application for Special Permit for Retreat Lot.
  - 5.7.10.4 All scheduled fees.
  - 5.7.10.5 A complete list of abutters, and abutters to abutters to a distance of three hundred feet from all boundaries of the proposed Retreat Lot, or lying within three hundred feet of any tract of land of the Applicant, any part of which is adjacent to and/or included in the proposed Retreat Lot; said list shall be prepared and certified by the Town of Oakham Assessors at the request of the Applicant, for submittal with the Retreat Lot Special Permit application.
- 5.7.11 Approval of the Special Permit for Retreat Lot shall require a public hearing, followed by a super-majority vote of the Planning Board; endorsement by signatures on the plan; and issuance of the Special Permit.
- 5.7.12 Compliance: No building permit shall be issued by the Building Inspector until the plan with the required Retreat Lot notation, the Special Permit, and the accompanying deed, have

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been recorded at the Worcester District Registry of Deeds, and a copy of the record indicating the Book and Page numbers of the deed and of the plan, has been received by the Planning Board, and the Planning Board has so notified the Building Inspector.

5.7.13 A Retreat Lot application to the Planning Board shall be accompanied by a Retreat Lot survey plan, prepared by a Massachusetts Registered Land Surveyor and / or a Registered Professional Engineer, in form suitable for recording with the Worcester District Registry of Deeds, printed on 24 inch by 36 inch mylar transparency sheets, with eight contact prints thereof.

5.7.14 The Retreat Lot Plan submittal shall include:

- 5.7.14.1 Suitable space to record the action, date and signatures of the Planning Board, including space for reference to any considerations or limitations of approval, and the Town Clerk's certification of no appeal.
- 5.7.14.2 A locus plan showing the location of the proposed Retreat Lot.
- 5.7.14.3 Deed references and the date(s) of acquisition of the property and the name of current or former owners of abutting properties.
- 5.7.14.4 Frontage and area of any remaining adjoining land owned by the Applicant, not included in the Retreat Lot.
- 5.7.14.5 All existing and proposed property boundary lines.
- 5.7.14.6 The Town Assessor's sheet number(s) and parcel number(s) for the property.
- 5.7.14.7 The names of the record owner(s) of the property shown on the Retreat Lot Plan, and the name(s) of the Applicant, if not the owner; and the names, signatures and appropriate seals of the engineer and / or land surveyor who prepared the Retreat Lot Plan, as appropriate.
- 5.7.14.8 Names and locations of all abutters, as they appear in the most recent tax list.
- 5.7.14.9 Location, general direction, names and present widths of streets or ways bounding, approaching, or within reasonable proximity of the retreat Lot.
- 5.7.14.10 All existing structures, septic systems, wells, stone walls, fences.
- 5.7.14.11 Major features of the land such as existing large trees, wooded areas, rock outcroppings, ditches, waterways, natural drainage courses, bodies of water, and swamps that exist in or adjacent to the site at the time of survey.
- 5.7.14.12 Locations of all rights-of-way, easements, covenants or restrictions applying to the land, and their purposes. Locations of all rights-of-way, easements, covenants or restrictions on *abutting* land which are appurtenant to the proposed Retreat Lot.
- 5.7.14.13 Topographic contours of the existing and finish grades of the access way at two foot intervals; topographic contours of the balance of the lot at not more than five foot intervals. Both existing and proposed contours shall be shown on the same drawing, using dashed lines for existing and solid lines for proposed contours.
- 5.7.14.14 Topographic information may be prepared by the applicant's surveyor or civil engineer as an excerpt from a USCGS topographic map, enlarged to a scale sufficient to fill most of a 24 inch by 36 inch page.
- 5.7.14.15 Location, width and center line of any existing or proposed access driveway;

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necessary drainage facilities; all filling, cutting and grading required for the construction thereof.

- 5.7.14.16 To facilitate access by standard emergency vehicles, the angle of grade change from Retreat Lot driveway to the existing public way shall not be greater than one foot in ten feet; the driveway width shall not be less than fifteen feet; and the rise of a Retreat Lot driveway shall not be greater than one foot in fourteen, except that slopes no greater than one foot in ten may be permitted if paved as directed by the Highway Superintendent.

Chapter XIV, Zoning, Section V, Dimensional Requirements, 5.7 Retreat Lots, added at Annual Town Meeting, June 17, 2002. Approved by Attorney General Thomas F. Reilly, September 16, 2002.

Chapter XIV, Zoning, Section V, Dimensional Requirements, 5.7 Retreat Lots, amended at Annual Town Meeting, June 20, 2005. Approved by Attorney General Thomas F. Reilly, October 7, 2005.

## Section 6. Special Regulations

- 6.1 Off-street Parking:** Suitable off-street parking shall be provided for which will be equal to one space more than the total registered vehicles at each location.
- 6.2 Unregistered Motor Vehicles:** Unregistered motor vehicles unfit for use permanently disabled, dismantled or otherwise inoperative shall not be placed upon any land in the Town of Oakham unless the same be within a building or an area unexposed to the public view.  
[See also Chapter XII. Unregistered Motor Vehicles.]
- 6.3 Removal of Soil:** The removal of soil including but not limited to sand, gravel, loam, clay, stone, or other subsurface materials, except water, in amounts greater than five hundred cubic yards

Chapter XIV, Zoning, Section VI, Special Regulations, 6.3 Removal of Soil amended from fifteen hundred cubic yards to five hundred cubic yards, at Annual Town Meeting, June 17, 2002. Approved by Attorney General Thomas F. Reilly, September 16, 2002.

shall be in accordance with the following conditions, as well as any other conditions that the Planning Board may set forth to ensure public safety and the general welfare of the Town.

- 6.3.1. Prior to any activity related to the removal of soil, including site preparation, a performance bond shall be posted by the applicant. The amount of the bond shall be determined by the Planning Board and shall be based on the estimated cost of restoration of the site.
- 6.3.2. There shall remain on the site enough topsoil so that a minimum of six inches can be replaced over all the excavated areas except driveways. If less than six inches of topsoil previously existed, that same amount shall be replaced.
- 6.3.3. There shall be no excavation below existing grade, within two hundred feet of any public roadway or within two hundred feet of an abutting property line, unless special consideration is granted by written permission of an abutter and by super-majority vote of the Planning Board. Excepting only haul road access to the soil removal work area, all of the perimeter buffer shall be left in its existing natural condition until reclamation of the site has been completed. No trees or other vegetation shall be removed from the perimeter buffer, nor shall any earth, rock, or other materials be stockpiled thereon.
- 6.3.3.1 Visual barrier: As an alternative to leaving the perimeter buffer in its natural condition, the applicant may propose a setback of one-half the required depth, provided that a continuous visual barrier is constructed by the applicant and approved by the Planning Board. Such barrier may consist of opaque fencing, capable of lasting for the duration of the gravel mining operation; other durable opaque materials; evergreen plant materials, densely placed; bermed topsoil from the site, free of stumps and debris, and seeded with a conservation mix approved by the Planning Board; a combination of any of the above. If ap-



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proved by the Planning Board, no gravel removal shall commence until the visual barrier is in place and has been approved by the Planning Board.

- 6.3.4. Unless otherwise granted by the Planning Board, hours of operation shall be limited to 7:00 A.M. to 5:00 P.M. Monday through Friday, and 7:00 A.M. to 12:00 noon on Saturdays. There shall be no operation of trucks or equipment on Sundays or holidays.
- 6.3.5. Upon completion of excavation all debris such as stumps and boulders shall be removed from the site and disposed of. If disposal is to be made within the Town limits, such site shall be acceptable to the Planning Board, before disposal is allowed. No area shall be left excavated so as to cause accumulation of free standing water.
- 6.3.6. Upon replacement of topsoil, all excavated areas, except driveways, shall be seeded with perennial conservation seed mix and reseeded as needed to guarantee re-establishment of vegetation.
- 6.3.7. All restored areas shall be graded to allow surface water to run off without causing erosion, and the land shall be left so that natural storm drainage shall leave the property at the original, natural points and the natural flow shall not be increased. Finish grade shall not exceed two feet horizontal to one foot vertical (two-to-one) slope, except in sensitive areas where it is necessary for the control of soil erosion it shall be no greater than four-to-one grade, unless special consideration is granted.
- 6.3.8. Restoration shall be carried on simultaneously with excavation so that when any three acre area of operation has been excavated, at least two acres shall be restored before work commences on the next contiguous three acres including building haul roads on the next area. Final restoration work shall be completed within sixty days of expiration of the special permit or upon cessation of operations.
- 6.3.9. All permits for removal of soil shall be subject to renewal after one year. Should the permit holder fail to meet the requirements set forth in the special permit issued to them, or after one year does not renew the permit and has not completed the restoration of the site, the bond shall be forfeited to the Town and applied toward such restoration.
- 6.3.10. No excavation or site activity shall take place within one hundred feet of a water course or wetlands without prior approval of the Conservation Commission.
- 6.3.11. No permanent shelters or buildings shall be erected on the property while it is subject to soil removal operations and until the entire site has been satisfactorily restored.
- 6.3.12. All access roads leading to public ways shall be treated with water, stone or other suitable material to reduce dust for a distance of two hundred feet back from said way. All access roads shall be sloped away from the public way to control mud and spillage. All access ways shall be curved or at an angle to the public way to help screen the operation from public view if possible.
- 6.3.13. No excavation shall be left less than six feet above the elevation of the average annual high water table, as established by test pits or borings. Such elevation shall be indicated by a concrete or stone marker. A minimum of one ground water monitoring well per acre shall be placed where directed by the town's consultant engineer, and shall be maintained until the worked area has been restored.
- 6.3.14. No excavation shall be left below four feet above the high water elevation of the one hundred year flood contour, as established by the town's consultant engineer, when located within a flood plain district.
- 6.3.15. All special permits for soil removal shall be subject to the recommendations and approval of the Chief of Police and Highway Superintendent regarding trucking and transporta-

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tion routes.

Chapter XIV, Zoning, Section VI, Special Regulations, 6.3 Removal of Soil, Paragraphs 1 through 15 adopted at Annual Town Meeting, June 26, 1989. Approved by Attorney General, James M. Shannon, Oct. 12, 1989.

Chapter XIV, Zoning, Section VI, Special Regulations, 6.3 Removal of Soil, amended at Annual Town Meeting, June 20, 2005. Approved by Attorney General Thomas F. Reilly, October 7, 2005.

## 6.4 Wireless Communication Facilities

### A. Definitions

1. **Personal Wireless Service Facility:** Any Facility for the provision of personal wireless communication service, including an antenna, dish, tower, and related equipment.
2. **Personal Wireless Services:** All forms of wireless communication included in this definition in the Federal Telecommunications Act of 1996, including, but not limited to, commercial mobile radio services, unlicensed wireless services, common carrier wireless exchange services, and other forms of communication of a similar nature. Common carrier wireless exchange services include, but are not limited to, cellular telephone services; wireless computer networking; wireless Internet access; and wireless communication services of a similar nature.
3. **Wireless Communication:** A form of communication by a signal sent through the air which does not use wires for transmission, including, but not limited to, radio, television, and personal wireless services.
4. **Wireless Communication Antenna:** An antenna installed for the primary purpose of transmitting and receiving wireless communication signals, including all surfaces from which wireless communications are sent or received.
5. **Wireless Communication Tower:** A structure designed and erected for the primary purpose of supporting wireless communication antennas.

### B. The following uses require a Special Permit from the Planning Board:

1. Construction and erection of wireless communication towers, personal wireless service facilities, and their accessory structures in accordance with the provisions of this Section.
2. Installation of a commercial wireless communication antenna on the exterior of an existing building.
3. Installation of a wireless communication antenna on an existing wireless communication tower which increases the height of the tower by more than twenty feet, provided that the applicant demonstrates that it is necessary for the provision of wireless communication services.

### C. Exemptions: The following are exempted from the provisions of this Section:

1. Town of Oakham communication services, including police, fire, ambulance, and public works.
2. Television and radio antennas, including satellite dish antennas, intended solely for private, non-commercial use.
3. Amateur radio towers used in accordance with the terms of an amateur radio service license issued by the FCC; and provided that the tower is not used or licensed for any commercial purpose.

### D. Procedures:

1. Erection of all wireless communication towers, personal wireless service facilities, and their accessory structures shall require a Special Permit from the Planning Board.

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- E. Filing Requirements: Applications for Special Permits made under this Section shall include the following information in addition to the information required for Special Permits under Chapter XIV, Sections 4 and 6 of this Zoning bylaw.
1. Names, addresses and telephone numbers of applicant and all co-applicants, as well as any agents for the applicant or co-applicants.
    - a. Co-applicants may include the landowner of the subject property, licensed carriers, and tenants of the wireless service facility.
    - b. Either an applicant or a co-applicant shall be a licensed telecommunications carrier.
    - c. If neither applicant nor co-applicant is a licensed telecommunications carrier, **no building permit shall be issued until supplementary information is filed to include a licensed telecommunications carrier as co-applicant.**
    - d. **Prior to issuance of a building permit**, applicant shall submit copies of the FCC license, any filings with the FAA and any other federal or state licenses required.
    - e. **Prior to issuance of a building permit**, applicant shall comply with bond requirements of this bylaw.
  2. A map showing the anticipated range of coverage for all proposed wireless service facilities, and the location and range of any existing wireless communications tower within the Town of Oakham, and within two miles of the site for which the application is filed, in order to indicate where gaps in coverage exist.
  3. A map showing the farthest point within a two mile radius from which the tower will be visible.
  4. A site plan prepared by a registered professional engineer, at a scale of one inch equals forty feet, showing the following:
    - a. location of the proposed wireless communication tower, personal wireless service facilities, and their accessory structures;
    - b. the tax map number and parcel number of the subject property;
    - c. height above grade of any tower and supporting structure;
    - d. topography with contours at two-foot intervals;
    - e. proposed access drives and their construction;
    - f. all areas proposed to be paved;
    - g. all fencing;
    - h. the outline of all existing buildings on the subject property and all adjacent properties within three hundred feet of all boundaries of the subject property, including their purpose (for example, residence, garage, barn, out-building);
    - i. all residential structures within five hundred feet of the proposed facility, with distances at grade from the residential structures to the base of the proposed tower.
  5. Applicant shall submit sight line graphs and photographic superimpositions showing the appearance of the tower at completion from at least three of the nearest residential structures, including the three that are closest or most significantly impacted.
  6. Applicants shall submit manufacturer's specifications for the proposed tower describing the technical reasons for the proposed height, design and capacity for co-location, including the number and type of antennas it can accommodate. Information shall be submitted showing

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representation, dimensioned and to scale, of any tower, antenna, mount, accessory structure, fence, cable and other appurtenances, and indicating the number, location, dimensions, materials of construction, and colors of these facilities.

7. Review by Consultants: The Planning Board may hire at the applicant's expense such qualified professionals as the Planning Board deems necessary for the review of an application for wireless communication towers, personal wireless service facilities, and their accessory structures.
  - a. Costs: The applicant shall deposit with the Town a sum of money sufficient to cover all costs associated with this review. The monies deposited with the Town shall be subject to MGL Chapter 44, Section 53G.
8. Public Hearing: The Planning Board shall hold a Public Hearing relative to the Special Permit application, in accordance with provisions of Sections 9 and 11 of Chapter 40A of Massachusetts General Laws.
9. Height Demonstration: Within two weeks prior to the Public Hearing, the Planning Board shall require the applicant to float a balloon at the specific location and elevation of a proposed wireless communication tower, to demonstrate its proposed height. The balloon shall be of a size, type and color visible for a distance of not less than a two mile radius. The duration of the height demonstration shall be not less than all daylight hours of three consecutive days, including Saturday and Sunday. The time and dates on which this height demonstration is to be performed, and a bad-weather alternate three-day period, shall be advertised in the Worcester Telegram for three consecutive days, beginning at least one week prior to the date of the test.
  - a. Costs: Applicant shall be responsible for all costs of all required advertising.
10. Term of Special Permit: A Special Permit issued for any wireless communication towers, personal wireless service facilities, and their accessory structures shall be valid for ten years unless otherwise indicated by the Planning Board. At the end of the specified time, the Special Permit may be renewed by the Planning Board for an additional ten-year term, subject to submittal by the owner-operator of active and valid use.
  - a. Lapse of Special Permit: If such documentation is not submitted, the Special Permit shall lapse, and a new Special Permit shall be required, or the Planning Board may require removal of all facilities by the owner-operator.
  - b. Lapse of Special Permit: In the event that substantial use of the wireless communication towers, personal wireless service facilities, and their accessory structures has not commenced with two years of issuance of a Special Permit, the Special Permit shall lapse as provided in Section 9 of Chapter 40A of the Massachusetts General Laws.

### F. Performance Standards

1. Wireless communication towers shall be of a monopole construction. No lattice towers shall be erected in the Town of Oakham.
2. Co-location: All wireless communication towers shall be designed to hold facilities for a minimum of three licensed telecommunications carriers.
3. No wireless communication tower shall exceed a maximum of one hundred and ninety feet in vertical height above the existing grade. Applicant shall submit complete documentation supporting a request for the specific height required.
4. The Planning Board may require a wireless communication tower to be set back from the property lines of the lot on which it is to be located, to protect abutting properties or traffic on adjoining roads, if necessary for public safety. This setback not exceed the vertical height of

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the tower and any attachments, plus five feet.

5. Setbacks
  - a. No wireless communication tower shall be erected within a minimum of five hundred feet of any residential dwelling. Greater setback may be required by the Planning Board, on a case-by-case basis.
  - b. No wireless communication tower shall be erected within two hundred feet of a public way.
  - c. No wireless communication tower shall be erected within two hundred feet of overhead electrical, telephone, or cable TV wires, except for wires on the property enclosed by the facility.
6. Wireless communication towers, personal wireless service facilities, and their accessory structures shall not be located in wetlands, wetlands buffer areas, or other sensitive natural areas which are subject to the jurisdiction of the Conservation Commission under the Massachusetts Wetlands Protection Act, unless the Planning Board and the Conservation Commission make a joint finding that such a location is in the best interest of the Town. All proposals shall be subject to the review of the Conservation Commission under state and local regulations.
7. It is strongly recommended that applicants construct no more than one above-ground accessory structure in connection with the construction of a wireless communication tower. The structure should be large enough to house all the equipment of all the telecommunications carriers who may co-locate on the tower, or be capable of expansion to house their equipment. Such accessory structures shall meet the following standards:
  - a. No accessory structure shall exceed twelve feet in height at the ridge line of the roof.
  - b. Exterior access shall be provided to each carrier's bay.
  - c. Within each accessory structure, a generator or generators shall be provided capable of future expansion to provide sufficient power to operate the equipment of all carriers at this location in the event of an electrical power failure. No generator shall be located outside of an accessory structure. The applicant shall make every effort to mitigate the intake and exhaust noises of all generators.
  - d. All accessory structures located within public view shall be screened from view shall be screened from view with landscaping.
8. Lighting: Night lighting of towers shall be prohibited except as specifically required by the Federal Aviation Administration. Site lighting shall be limited to that required for emergencies.
9. Fencing: For safety purposes, unauthorized access to the tower shall be secured by a perimeter chain link fence eight feet high, topped with barbed wire on angled extensions. Fencing may also enclose accessory structures. Razor wire shall not be used.
10. Signs: There shall be no signs other than the following:
  - a. Required: A sign at the base of the tower giving the phone number where the owner-operator can be reached on a twenty-four hour basis.
  - b. Optional: No Trespassing signs.
11. Bond: Prior to issuance of a building permit, the applicant shall post an initial bond payable to the Town of Oakham to cover removal of the facility in the event of abandonment, and an annual maintenance bond to cover maintenance of the access road. An access road may include an existing Town road not designed for heavy traffic. The amount of surety for each

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bond shall be subject to the approval of a consultant hired by the Town: an engineer, architect, or other qualified professional registered to practice in the Commonwealth of Massachusetts. The amount of surety for the annual maintenance bond shall be reviewed and adjusted by the Planning Board every five years, based on review of the estimate by a licensed engineering consultant.

12. Closure: The applicant and the owner-operator and subsequent owner-operators shall, prior to the first day of June of each subsequent year following the erection of a wireless communication tower, deliver a signed affidavit to the Town Clerk and the Building Commissioner indicating that each facility supported by the tower is still in operation. If the Town has not received an affidavit for any facility by the first day of June, the facility shall be deemed to be no longer in use.
13. Abandonment: All wireless communication towers, personal wireless service facilities, and their accessory structures not in use for a period of one calendar year expense, following notification to the owner-operator by registered mail. Following removal of these facilities, the site shall be restored to its condition prior to construction, to the greatest extent possible. If the wireless communication tower and other facilities are not removed within ninety days of notification of the owner-operator, the Town shall remove the tower and restore the site at the expense of the owner-operator. The annual maintenance bond shall cover the cost of the removal and may be used by the Town for this purpose. In the event that the amount of surety is insufficient to cover the costs of removal, the Town may place a lien upon the property to cover the difference in cost.

### G. Wireless Communication Towers Existing at Time of Application

1. Reconstruction or Replacement of Existing Wireless communication towers, personal wireless service facilities, and their accessory structures which were in existence at the time of the adoption of this section may be altered, extended or replaced on the same site, by Special Permit, in accordance with applicable provisions of this section.
2. A wireless communication antenna may be installed on an existing wireless communication tower provided there is no more than a twenty-foot increase in the height of the tower above the existing ground level at the base of the tower, and provided that the total height of the tower shall not exceed one hundred ninety feet.
3. A wireless communication antenna may be installed on an existing wireless communication tower so as to increase the height of the tower by more than twenty feet above the existing ground level, by Special Permit, in accordance with applicable provisions of this section, on condition that the applicant demonstrates that the additional height is necessary for the provision of wireless communications, and provided that the total height of the tower shall not exceed one hundred ninety feet.

### H. Wireless Communication Antennas on Existing Structures

1. Enclosed Commercial Wireless Communication Antennas: The installation of a wireless communication antenna within an existing structure shall be permitted provided that such antennas are totally enclosed by the structure and cannot be seen from outside the structure.
2. Commercial Wireless Communication Antennas on Existing Buildings: A wireless communication antenna may be installed on the exterior of an existing building, provided that a Special Permit is obtained from the Planning Board, and that the installation meets the following provisions:
  - a. The applicant shall demonstrate to the Planning Board that the existing building is structurally sound and capable of handling the additional loads created by the antenna.
  - b. The antenna shall not extend above the roofline of the structure unless it is located di-

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rectly next to a chimney or other project, in which case it shall not exceed the height of the chimney or other projection, and shall not project more than eighteen inches from the surface of the building, roof or chimney; and in no event shall any part of the antenna extend more than twelve feet above the roof line.

- c. All commercial antennas mounted on a structure shall be colored or painted to blend with the structure.
  - d. All commercial antennas shall be screened from view to the greatest extent possible, to minimize visibility from abutting properties and ways.
  - e. All commercial antennas and appurtenant equipment not in use for a period of six months or more shall be removed from the building at the expense of the owner-operator.
- I. Severability: If any section of this bylaw is ruled invalid, such ruling will not affect the validity of the remainder of the bylaw.

Adopted by unanimous vote at a Special Town Meeting, November 27, 2000. Approved by Attorney General Thomas F. Reilly, March 19, 2001.

### 6.5 Non-conforming Uses

6.5.1. Abandonment: An active conforming land use which is rendered non-conforming by the passage of a new zoning bylaw or bylaw amendment shall be allowed to continue as "pre-existing nonconforming use", until such non-conforming use ceases to be actively exercised for a continuous period of two years, at which point the "pre-existing nonconforming use" status shall lapse and shall not be reactivated. The most current zoning bylaw shall apply. It shall be the responsibility of the land owner and applicant to demonstrate to the satisfaction of the Board of Appeals that the use has not lapsed.

6.5.2. Exception: Agricultural use.

6.5.3 No reversion: Once changed to a conforming use, no structure or land shall be permitted to revert to a nonconforming use.

6.5.4. Land use extension or alteration: A nonconforming land use shall not be expanded or altered.

6.5.5 Dwelling alteration: As provided in MGL Chapter 40A, Section 6, a nonconforming single or two-family dwelling may be altered, reconstructed or extended by variance granted by the Zoning Board of Appeals, provided that the Board of Appeals finds that doing so does not increase the nonconforming nature of such structure.

Chapter XIV, Zoning, Section VI, Special Requirements, 6.5.5 Dwelling Alteration, amended at Annual Town Meeting, June 10, 2005. Approved by Attorney General Thomas F. Reilly, October 7, 2005.

6.5.6 Other structure alteration: Other pre-existing nonconforming structures may be altered, extended, or changed in use by zoning variance from the Zoning Board of Appeals, provided that the proposed change of use shall conform with the following conditions:

6.5.6.1 In granting a zoning variance, the Zoning Board of Appeals may impose any additional restrictions or conditions on the change, extension or alteration of structure to ensure that the use shall be no more detrimental or offensive to the neighborhood than the existing use or structure.

6.5.6.2 Extension: No nonconforming accessory use of a portion of a structure, nor any conforming accessory use of a portion of a nonconforming structure, shall

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be extended to more than forty percent of the floor area of the existing structure.

- 6.5.6.3 Unsafe structure: Any structure deemed to be unsafe may be restored to a safe condition, provided such work on any nonconforming structure shall not place it in greater nonconformity; and provided that, if the cost to restore any structure shall exceed fifty percent of its physical replacement value, it shall be reconstructed only as a conforming structure and used only for a conforming use.

Chapter XIV, Zoning, Section VI, Special Requirements, 6.5 added at Annual Town Meeting, June 17, 2002. Approved by Attorney General Thomas F. Reilly, September 16, 2002.

- 6.5.6.4 Exception: If a nonconforming single or two-family dwelling is damaged or destroyed by fire or other disaster, such dwelling may be rebuilt or restored and used again as previously, without requiring a variance to be granted by the Zoning Board of Appeals, provided that the rebuilding or restoration is completed within three years after occurrence of the damage, and that the dwelling as rebuilt shall not exceed the original footprint and projections, nor shall it be greater in volume or floor space than the original structure.

Chapter XIV, Zoning, Section VI, Special Requirements, 6.5.6.4 added at Annual Town Meeting, June 10, 2005. Approved by Attorney General Thomas F. Reilly, October 7, 2005.

Chapter XIV, Zoning, Section VI, Special Regulations, 6.5.6.4 Exception, added at Annual Town Meeting, June 20, 2005. Approved by Attorney General Thomas F. Reilly, October 7, 2005.

## Section 6.6 Large Scale Ground-mounted Solar Photovoltaic Installations

**Purpose:** To regulate the development of Large Scale Ground-mounted Solar Photovoltaic Installations in the Town of Oakham in compliance with Massachusetts General Laws Chapter 40A Section 3 by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations to protect public safety; to minimize impacts on property values and on scenic, natural and historic resources; and to protect the welfare of the citizens of the Town of Oakham by providing adequate financial surety for the eventual decommissioning and removal of such installations. The provisions set forth in this section shall apply to the construction, operation, maintenance, decommissioning and removal of Large Scale Ground-mounted Solar Photovoltaic Installations.

### 6.6.1 Applicability

This section applies to Large Scale Ground-mounted Solar Photovoltaic Installations proposed to be constructed after the effective date of this section. This section also applies to subsequent physical modifications that materially alter the type, configuration or size of the installation or related equipment.

### 6.6.2 Definitions

**As-of-Right Siting:** As-of-Right Siting shall mean that development of a single, Small Scale Solar Photovoltaic Installation (less than 100 kW) on an individual site may proceed under Massachusetts General Laws Chapter 40A Section 3 without the need for a Special Permit. However, as-of-right development shall be subject to Planning Board and Conservation Commission review to determine conformance with all other applicable bylaws and regulations.

**Applicant-Developer:** The entity proposing construction of a Large Scale Ground-mounted Solar Photovoltaic Installation, whether the entity submitting the application for Special Permit is the developer or its authorized agent.

**Building Official:** The state certified Oakham inspector of buildings, building commissioner, or



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local inspector, charged with the enforcement of the Oakham Zoning Bylaw.

**Building Permit:** A construction permit issued by an authorized building official; the building permit evidences that the project is consistent with the state and federal building codes as well as local zoning bylaws, including those governing Large Scale Ground-mounted Solar Photovoltaic Installations.

**Large Scale Ground-Mounted Solar Photovoltaic Installation (LSSI):** A solar photovoltaic system that is structurally mounted on the ground, is not roof-mounted, has a nameplate capacity of 100 kW DC or larger, and produces electric power for any purpose off of the proposed LSSI site.

**Owner:** the Owner of Record of the LSSI, whether the Owner is the developer, its authorized agent, or any successor-assignee of the Applicant-Developer.

**Operator:** The entity authorized by the Owner to manage the site operation and maintenance. Compliance by the Operator with all requirements indicated herein shall be the responsibility of the Owner of Record.

**Property Owner:** The owner of the land on which the LSSI is proposed, as recorded in the Town of Oakham Assessor's records and the Worcester District Registry of Deeds.

**Rated Nameplate Capacity:** The maximum rated output of electric power production of the Photovoltaic system in Direct Current (DC).

**Site Plan Review:** Review by the Site Plan Review Authority to determine conformance with local zoning ordinances or bylaws.

**Site Plan Review Authority:** For purposes of this bylaw, Site Plan Review Authority refers to Planning Board as Special Permit Granting Authority (SPGA).

**Small Scale Solar Photovoltaic Installation:** A solar photovoltaic system that has a maximum nameplate capacity under 100 kW DC.

**Zoning Enforcement Authority:** The Town of Oakham Building Official.

### 6.6.3 General Requirements for a Large Scale Ground-mounted Solar Photovoltaic Installations (LSSI)

- A. **Special Permit:** An LSSI requires a Special Permit from the Planning Board.
- B. **Public Hearing:** The Planning Board shall hold a Public Hearing relative to the Special Permit application, in compliance with provisions of Sections 9 and 11 of Chapter 40A of Massachusetts General Laws and the Town of Oakham Zoning Bylaws.
- C. **Review by Consultants:** The Planning Board may hire at the Applicant-Developer's expense such qualified professionals as the Planning Board deems necessary for the review of an application for an LSSI and its accessory structures. The Board may engage engineers, planners, attorneys, designers, wetland scientists, acoustical consultants, construction estimators or other appropriate professionals able to provide the Planning Board and other Town entities with guidance, and to ensure compliance with all relevant regulations. Such assistance may include, but shall not be limited to, analyzing information and supporting material submitted with an application; inspecting a proposed project site; monitoring ~~or~~ and inspecting a project site from construction through and after completion, for compliance with the Board's decisions and all relevant regulations; and inspecting a project during implementation of the permitted activity.
- D. **Filing Fee and Project Review Deposit:** The Applicant-Developer shall submit a Filing Fee and a Project Review Deposit with the application in compliance with the Regulations Governing Application Fees and Project Review Deposits.

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1. A Filing Fee shall be assessed to offset Planning Board expenses for legal publication and for solicitation of such qualified professionals as the Planning Board deems necessary. Filing Fees are not refundable. Any application filed without a Filing Fee in the amount required by the Regulations Governing Application Fees and Project Review Deposits shall be found to be incomplete, and no review work shall commence until the fee has been paid in full.
  2. A Project Review Deposit shall be submitted with the application, for deposit in an account established pursuant to MGL Chapter 44 Section 53G "Employment of Outside Consultants". Any application filed without a Project Review Deposit required by the Regulations Governing Application Fees and Project Review Deposits shall be found to be incomplete, and no review work shall commence until the fee has been paid in full. Outside consultants retained by the Planning Board to assist in the review of an application shall be paid from this account. If consultant expenses at any time exceed the balance in this account, the Applicant-Developer shall provide replenishment within thirty days. Failure to replenish the 53G Project Review Account will result in continuation of an open hearing, may be basis for denial of a special permit, withholding of a building permit, or a cease and desist order until the required replenishment is made. Excess deposits in the 53G Project Review Account, including accrued interest, shall be returned to the Applicant-Developer, or the Applicant-Developer's successor-assignee when no longer required by the Planning Board.
- 6.6.4 Filing Requirements: Applications for Special Permits made under this Section shall comply with all provisions of Town of Oakham Bylaws.
- 6.6.5 Compliance with Laws, Bylaws and Regulations: The construction and operation of an LSSI shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of a solar photovoltaic installation shall be constructed in compliance with the Massachusetts State Building Code.
- 6.6.6 Building Permit and Project Inspection: No LSSI shall be constructed, installed or modified as provided in this section without first obtaining a building permit.
- 6.6.7 Site Plan Review: An LSSI shall undergo site plan review by the Planning Board as Site Plan Review Authority as a precondition of construction, installation or modification as provided in this section.
- A. Purpose: The purpose of the Site Plan Review is to determine that the proposed use complies with all requirements set forth in the Town of Oakham bylaws and that the site design conforms to established standards regarding storm water control from beginning to completion of the proposed project; screening of the completed installation; revegetation and landscaping; routine and emergency access, and other provisions of the Town of Oakham bylaws.
  - B. The Planning Board as Site Plan Review Authority may waive documentary requirements as it deems appropriate.
  - C. The extensive site plan review documentation set forth herein shall not apply to small scale solar photovoltaic installations as defined above.
  - D. General: All plans shall be prepared, stamped and signed by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts.
- 6.6.8 Required Documents: Pursuant to the site plan review process, the Applicant-Developer shall provide the following documents with the application for Special Permit:

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- A. Name, address, phone number and signature of the Property Owner, the Applicant, and the Developer.
- B. The name, contact information and signature of any agents representing the Property Owner, the Applicant, and the Developer.
- C. The name, contact information and signature of the proposed installer.
- D. Copies of deed(s) of record for all parcels proposed for inclusion in the LSSI site.
- E. Copies of lease documents between Property Owner and Applicant-Developer.
- F. Documentation of actual or prospective access and control of the project site, sufficient to allow for construction and operation of the proposed LSSI.
- G. A project development timeline, which indicates proposed calendar progress from approval of special permit through completion of construction and start of power production.
- H. Abutters List: A certified list of abutters, prepared and certified by the Oakham Assessor's office, including all property owners within 300 feet of all boundaries of the property where the Solar Installation is proposed, including direct abutters and their abutters, to 300 feet from all boundaries; and owners of land directly opposite on any public or private street or way, to 300 feet from all boundaries; if any site boundary abuts any adjacent town, the same information shall be provided.
- I. Assessor's Locus Plan: A certified photocopy of the Town Assessor's Map, prepared and certified by the Oakham Assessor's Office, showing the property where the solar facility is proposed, with lot line dimension and abutting Town ways; all abutting parcel identification within three hundred feet of all of the site property lines, including the owners of land across any Town way and across any Town boundary.
- J. Locus Plan: An area locus plan of the proposed LSSI site drawn to a convenient scale between 1"= 800 feet and 1"= 200 feet inclusive, to show on one sheet, not to exceed 24 inches by 36 inches, all of the proposed LSSI site, all other adjacent land of the LSSI Owner and Property Owner, and other adjacent properties to the nearest street in every direction. Important ground features such as brooks, public areas, lot lines, easements and streets only need be shown in a general manner and labeled. No dimensions need be given except where of specific importance in evaluating the site. The limits of the proposed Solar Installation shall be indicated by a heavy line, and existing and proposed features shall be distinguished by different lines, labeling, or other methods.
- K. Engineered Site Plan: A detailed set of site plan drawings prepared by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts, not to exceed 24 inches by 36 inches, at a scale no smaller than one inch equals forty feet, titled "Proposed Plan of Large Scale Ground-mounted Solar Photovoltaic Installation", which shall contain the following information:
  - 1. A ground-based survey by a Registered Land Surveyor licensed to practice in the Commonwealth of Massachusetts, or ground-based verification by a Registered Land Surveyor licensed to practice in the Commonwealth of Massachusetts, of a survey obtained by LIDAR or from a previous survey recorded at the Worcester District Registry of Deeds.
  - 2. For the proposed site and for all abutting properties to three hundred feet from all boundaries of the proposed site, indicate the Town Assessor's map numbers and parcel numbers; Worcester District Registry of Deeds book, page and recording date of the properties and the names of current or N/F (Now or Formerly) owners. If any site bound-

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ary abuts any adjacent town, the same information shall be obtained from said town and indicated on the plan.

3. Frontage and area of any remaining adjoining land of the Property Owner or lessor not included in the proposed solar Installation plan.
4. All abutting intersecting property boundary lines adjacent to the proposed Solar installation site.
5. Indication of all easements, covenants or restrictions applying to the land, and their purposes, whether or not within the Solar installation portion of the parcel.
6. Existing topographic contours and proposed restoration contours shall be shown at two-foot intervals, using dashed lines for existing and solid lines for proposed contours. All elevations shall be North American Vertical Datum (NAVD) of 1988, and shall list and, where possible, show the bench marks used and their elevations.
7. Major features of the land such as existing walls, fences, buildings, large trees, wooded areas, rock outcroppings, ditches, waterways, natural drainage courses, bodies of water, and wetlands that exist in or adjacent to the site at the time of survey.
8. Existing Conditions showing property lines and physical features including, but not limited to: wetlands and related buffer zones, rivers and associated riverfront areas, seasonal streams, land subject to flooding, vernal pools, FEMA flood plains, logging or access trails, forested areas, forest density, and existing vegetation.
9. Locations of abutting properties' wells and septic systems, for potential impact of surface and subsurface water affected by proposed alteration of the site.
10. Proposed layout of the solar array and any potential shading from adjacent structures or vegetation that are not on the proposed site.
11. Location of existing Town ways and proposed site access roads, including emergency vehicle turnarounds.
12. Water table elevations, as established by test pits and test borings. Applicant-Developer shall submit a detailed summary of findings for each test pit or test boring, with a key plan indicating their locations on the site. Purpose: to assess the potentially detrimental effects on ground water flow of vegetation removal, regrading of contours and potential use of herbicides for vegetation management.
13. Existing drainage systems within and in the vicinity of the proposed soil removal area, including generally all areas of wetlands or waterways.
14. As applicable, indication of Bordering Vegetated Wetland (BVW).
15. As applicable, indication of Riverfront Area and 100 foot Inner Riparian Zone and 200 foot Outer Riparian Zone, plotted off the Mean Annual High Water Lines of any perennial stream within or adjacent to the overall site.
16. A DEP Storm Water Checklist signed and stamped by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts.
17. Proposed phasing of the project, detailed proposed stormwater management and erosion control measures and proposed monitoring provisions from the initial working of the site through final regrading and stabilization of the site.
18. Post-installation storm water management plan.

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19. Diagrams of sight lines from abutting residential and commercial structures and public ways, and visualizations of views of the site from which the facility would be visible.
  20. Proposed changes to the natural landscape of the site including grading, vegetation clearing and planting, as well as boundaries of proposed screening vegetation and/or structures.
- L. Landscape Plan(s) prepared by a Landscape Architect licensed to practice in the Commonwealth of Massachusetts detailing the proposed natural vegetative buffer and visual screen, and indicating boundaries of existing vegetation in lighter lines beneath.
1. Purpose: to minimize, to the greatest extent possible, the visual impact of the solar facility on abutting residences and public ways during all seasons of the year.
  2. The plan shall meet the objective through the use of mature, native, soil condition appropriate, and non-invasive plantings of trees and other vegetation, fencing with vegetation, earth berms, land contouring, existing vegetation, and strategic placement of solar components and appurtenant structures, to screen the solar facility from view from abutting residences and public ways during all seasons of the year.
- M. Deep hole tests, minimum two per acre, shall be performed in all proposed storm water feature locations, and within each subcatchment area. Deep hole tests shall be conducted in compliance with the Massachusetts Storm Water Handbook, and shall be witnessed at the Applicant-Developer's expense by an agent authorized by the Planning Board.
- N. Deep hole test reports stamped by a Certified Soil Evaluator.
- O. Orders of Resource Area Delineation (ORAD) or Notice of Intent (NOI) from the Oakham Conservation Commission.
- P. A comprehensive decommissioning/removal plan and cost estimate in compliance with this bylaw.
- 6.6.9 Additional Documentation:
- A. Blueprints or drawings of the LSSI signed by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts showing the proposed layout of the system.
  - B. A one-line or three-line electrical diagram detailing the LSSI, associated components, and electrical interconnection methods, including all National Electrical Code compliant disconnects and overcurrent devices.
  - C. Documentation of the major system components proposed to be used, including but not limited to the PV panels, mounting system, battery storage and inverter.
  - D. Material Safety Data Sheets for the system components both internal and external submitted prior to issuance of building permit.
  - E. Written confirmation from the Board of Assessors and the Collector of Taxes that all Real Estate, Rollback and Conveyance taxes, liens including Chapter 61, 61A or 61B liens, betterments, and special assessments are satisfied in full.
  - F. An operation and maintenance plan in compliance with this bylaw.
  - G. Insurance: At the time of application for a building permit, the Applicant-Developer shall provide to the Planning Board evidence of insurance coverage sufficient to build and operate the LSSI. Minimum required coverage includes: Five million dollars in general liability coverage by occurrence, and ten million dollars in the aggregate: or an excess liability policy in the amount of ten million dollars.

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H. Financial surety in compliance with this bylaw.

6.6.10 Operation & Maintenance Plan: The Applicant-Developer shall submit a plan for the operation and maintenance of the LSSI, which shall include measures for maintaining safe access to the installation, storm water controls, vegetation controls, as well as general procedures for operational maintenance of the installation.

### 6.6.11 Dimensional Requirements

A. Purpose: To mitigate the extent of alterations of existing conditions on the land by construction of the proposed LSSI, including but not limited to removal of trees and other native vegetation; site grinding of stumps, tree debris, rocks, and resulting noise; stripping of surface organic materials and resultant removal of habitat; alteration of non-designated vernal habitat; regrading of topography with predictable deleterious effects of storm water runoff on wetlands, waterways, water table and aquifer quality.

B. Setbacks:

1. For Large Scale Ground-mounted Solar Photovoltaic Installations, front, side and rear setbacks shall be no less than two hundred fifty feet from all boundaries, including boundaries of any abutting Town. Setback dimensions may be modified by the Planning Board on a case-by-case basis, without establishing precedent.
2. Perimeter security fence shall not be placed within a front, side or rear setback dimension.
3. Site access road into and within the solar installation is included in the solar installation use; therefore no part of any site access road shall be placed closer to any boundary of the site than the required setback dimension. This requirement may be modified by the Planning Board on a case-by-case basis.
4. Site access road shall be screened in compliance with this bylaw to within ten feet of each side of the fifteen foot dimension.
5. Access roads into and within a solar installation shall be no greater than fifteen feet wide, with appropriate turn-around areas based on current apparatus dimensions of the Oakham Fire Department.

6.6.12 Appurtenant Structures: All structures appurtenant to an LSSI shall be subject to regulations in compliance with criteria set forth in Section 7.4 Special Permits, including but not limited to the bulk and height of structures, lot area, setbacks, open space, parking and building coverage requirements. All such appurtenant structures, including but not limited to, equipment shelters, storage facilities, battery storage units, transformers, inverters and substations, shall be screened from view in compliance with this bylaw.

### 6.6.13 Design Standards

- A. Lighting: Lighting of all components of the LSSI shall be consistent with local, state and federal law; shall be limited to that required for safety and operational purposes; and shall be reasonably shielded from abutting properties. Where feasible, lighting shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.
- B. Signage: Signs on the LSSI shall be limited to identification of the Owner and a 24-hour emergency contact phone number. Solar photovoltaic installations shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the solar photovoltaic installation.

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- C. Utility Connections: Reasonable effort, as determined by the Planning Board, shall be made to place all utility connections from the LSSI underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.
- D. Battery Storage Unit: Applicant-Developer shall submit plans for proposed on-site battery storage unit(s) for review by the Oakham Fire Department and by consultants as deemed necessary by the Planning Board, per 6.6.3.C. Plans shall include but not be limited to storage unit specifications, battery type, battery storage configuration, and fire extinguishing system.
  - 1. Material Safety Data Sheets (MSDS) shall be included.
  - 2. The battery storage system shall be equipped with a fire suppression system capable of extinguishing a fire within the container, and immediate notification of the LSSI owner, the Oakham Fire Department and the Oakham Police Department.
  - 3. Battery storage units shall comply with NFPA 855, Standard for the Installation of Stationary Energy Storage Systems, and with all applicable local, state and federal regulations.
  - 4. Battery Energy Storage System (BESS) capacity shall not exceed fifty percent of the total nameplate capacity of the permitted LSSI. Example: an LSSI rated at four megawatts shall not install battery storage exceeding a total capacity of two megawatts.
  - 5. A Battery Energy Storage System (BESS) not located on the site of, and specifically appurtenant to, a permitted Large Scale Solar Installation (LSSI) is prohibited under Chapter XIV/14 Section 4.4 Prohibited Uses.

Chapter XIV, Zoning, Section 6.6.13 Design Standards, amended at Annual Town Meeting, June 27, 2022. Approved by Attorney General Maura Healey, January 4, 2023.

### 6.6.14 Siting Restrictions

- A. Wetland Resource Areas: The LSSI shall be located outside of all wetland resource areas and all associated buffers as evidenced in an Order of Resource Area Delineation (ORAD), which will confirm that the boundaries of those resource areas on the plans have been delineated and approved by the Conservation Commission.
- B. No construction or site alteration shall occur within the BVW two hundred foot buffer.
- C. Land Clearing, Soil Erosion and Habitat Impacts: Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the LSSI or otherwise prescribed by applicable laws, regulations, and bylaws.

### 6.6.15 Screening:

- A. Purpose: To minimize visibility of the solar installation from view at all times of the year, particularly through the months when deciduous trees are bare of foliage.
- B. Where the front, side and/or rear yard faces and/or abuts one or more residences and/or a Town way, the setback shall be screened with a mix of native evergreen and deciduous vegetation, of multiple species not susceptible to deer predation. Plant materials shall be placed

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with sufficient spacing and density to minimize view of the solar installation, including view of the site access road, through all seasons.

- C. Screening vegetation shall be planted at the earliest practicable time in the establishment of finished site grading, and shall be nurtured through completion of the project to final approval by the Planning Board.
- D. Plantings deemed to be dead, dying or diseased within one year of project completion of the project shall be replaced within thirty days of written notice to the Owner by the Planning Board, and shall be nurtured to final approval by the Planning Board. Replacement plantings shall be subject to a new one year replacement requirement from date of planting.
- E. Where deemed necessary by the Planning Board, opaque fencing no less than six feet in height may also be required.
- F. Chain link fabric shall be black vinyl coated except where waived in writing by the Planning Board. Where required by the Planning Board, posts and support structure components shall be black to minimize visibility of fencing components from abutting properties and Town ways..

### 6.6.16 Sound levels and acoustical remediation:

- A. Following commencement of commercial power generation, the Applicant-Developer shall measure ambient sound levels at 100 feet, 200 feet, 300 feet, 400 feet and 500 feet from any inverter, transformer, battery storage unit(s) or other sound-generating solar component located nearest to any abutting residential property line or Town way.
- B. Measurements shall be taken on a still, clear, sunny day, between June 1 and September 30, with all components operating under full normal load, between the hours of 10:00 a.m. and 2:00 p.m., and again between 9:00 p.m. and 1:00 a.m., as battery storage units include sound-generating cooling equipment and enable continuation of sound-generating inverters and transformers after sundown. Documentation shall be submitted to the Planning Board within thirty days of testing.
- C. If sound levels exceed 30 decibels (dBa) at 250 feet from any abutting residential property line, the Applicant/Developer shall within thirty days subsequent to written notification by the Planning Board install acoustical remediation control sufficient to reduce sound levels to a maximum of 30 dBa, and shall repeat the testing. Remediation and retesting shall be repeated until sound levels have been reduced to a maximum of 30 dBa.
- D. The Planning Board reserves the right under this Bylaw to engage an acoustical consultant at the expense of the Applicant/Developer.

### 6.6.17 Safety and Environmental Standards

- A. Emergency Services: The LSSI Owner shall provide a copy of the project summary, electrical schematic, and site plan to the Oakham Fire Chief and Police Chief. Upon request the Owner shall cooperate with local emergency services in developing an emergency response plan which will ensure that emergency personnel have immediate, 24-hour access to the facility. All means of shutting down the LSSI shall be clearly marked. The Owner shall identify an official representative responsible to respond to public inquiries throughout the life of the installation.
- B. The Owner shall identify a qualified local contact person with the ability to be on site within two hours to provide assistance to local officials during an emergency.
- C. Within thirty days of any change to the ownership of any part of the LSSI, ownership of the LSSI site, or to the operator of the facility, the Owner shall provide the Planning Board with complete and updated name, telephone, email and mailing addresses for all owners and les-



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sors of land; businesses related to the facility; Operator and agents authorized to act on the Owner's behalf; FERC (Federal Energy Regulatory Commission) licensee; and active emergency contact who can be onsite within two hours.

- D. Whenever there is a change in emergency contact personnel or emergency contact information, the Owner shall update the contact information immediately and notify the Oakham Fire Chief, Police Chief and Planning Board.
- E. Town safety personnel may request at any time that the Owner provide on-site training for access and emergency shut down of the solar installation.
- F. The Owner shall review the emergency response plan annually with Town emergency officials and shall revise the emergency response plan as necessary.

### 6.6.18 Operation and Maintenance

- A. **LSSI Maintenance:** The Owner shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, integrity of security measures, and vegetation control, including the prompt replacement of screening plant materials.
- B. Site access shall be maintained to a level acceptable to the Oakham Fire Chief and Emergency Medical Services. The Owner shall be responsible for the cost of maintaining all access roads into and within the site.
- C. The Owner shall be responsible for maintaining access into the solar facility by emergency vehicles, as determined to be adequate by the Oakham Fire Chief and Police Chief, by an initial and an annual inspection.
- D. The Owner shall file an operation and maintenance report annually with the Planning Board no later than forty-five days after the end of the calendar year, confirming that the operation is ongoing, has not been abandoned, and that the operation and maintenance plan is being followed. Failure to file this report within the required time may be considered evidence that the facility has been abandoned, and the Planning Board may take action in compliance with this bylaw.
- E. The Owner shall notify the Building Department, Board of Health, Fire Department and Planning Board prior to changeover of retired batteries for new. Proof of proper disposal, including disposal waybills, shall be submitted to these Town entities after batteries have been exchanged and disposal completed.
- F. For site vegetation control other than mechanical mowing and cutting, Owner of the facility shall submit within no less than ninety days notice to the Oakham Conservation Commission, Planning Board and Board of Health the following information:
  - 1. Proposed site maintenance contractor, including all information necessary to contact key personnel of the maintenance company.
  - 2. Specific description of proposed vegetation control materials to be applied, including each herbicidal product, and the proposed method of application.
  - 3. Subject to Massachusetts General Law Chapter 132B (the Massachusetts Pesticide Control Act) and the regulations promulgated thereunder, the use of pesticides and herbicides within 200 feet of areas defined in 333 CMR 11.00 and 14.00, e.g. roadways, agricultural areas, sensitive areas, wetlands and vernal pools, is prohibited.

### 6.6.19 Modifications

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- A. All material modifications to an LSSI made after issuance of the required building permit shall require approval by the Planning Board. A change to the specifications of any of the equipment installed at the site or a change that alters the type, configuration or size of the LSSI shall be considered material modification. The Owner shall apply to the Planning Board for a determination as to whether a proposed modification is material. The Planning Board will forward all changes to appropriate Town entities for review and approval.

### 6.6.20 Abandonment

- A. Abandonment: Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the LSSI shall be considered abandoned when it fails to operate for more than one hundred fifty consecutive calendar days without the written consent of the Planning Board. If the Owner of the LSSI fails to remove the installation in compliance with the requirements of this section within one hundred fifty days of abandonment or the proposed date of decommissioning, the Town may initiate removal of the LSSI. In the event that the amount of surety is insufficient to cover the costs of removal, the Town may place a lien upon property of the Solar Facility Owner to recover the difference in costs.

### 6.6.21 Decommissioning

- A. Decommissioning shall consist of:
  - 1. Physical removal from the site of all LSSI components, including but not limited to structures; screw pilings (helical pilings, ground screws); driven or buried pilings or footings; site formed and precast concrete and other means of structural support; equipment; equipment pads and bases; security barriers and transmission lines; buried conduits and cables; all perimeter fencing, gates, posts, concrete post footings and support components.
  - 2. Disposal of all solid and hazardous waste in compliance with local, state, and federal waste disposal regulations.
  - 3. Stabilization or re-vegetation of the site as necessary to restore the condition of the site to the maximum extent attainable, and to minimize erosion. The Planning Board may allow the Owner to leave natural vegetation, landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.
- B. At the time of application for special permit, the Applicant-Developer shall submit a decommissioning plan which shall include a comprehensive estimate of the costs associated with decommissioning, project dismantling and removal, and site restoration of the proposed LSSI. This estimate shall be subject to peer review by a professional construction estimating company retained by the Planning Board at the Applicant-Developer's expense. The amount shall include an escalator for calculating increased removal costs due to inflation.
- C. The decommissioning estimate shall be comprehensive and shall include all costs for Removal Requirements and for the following:
  - 1. Construction bonds and liability insurance for decommissioning contractor(s).
  - 2. Construction of temporary landing and staging area(s).
  - 3. Removal of all electrical equipment, including but not limited to batteries and related components, poles, buildings, pads, helical pilings, foundations above and below ground.
  - 4. Removal of all perimeter fencing, gates, posts, concrete post footings and support components.
  - 5. Removal of solar PV modules, racking and support structure.

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6. Removal of roads, staging and parking areas.
  7. Legal disposal of all equipment and waste, including solar PV modules, batteries and associated battery containers.
  8. Restoration of the site to the maximum extent attainable, including short-term stabilization during the growth of long-term restoration plantings.
  9. All associated decommissioning costs including, but not limited to: engineering design for deconstruction; site restoration design; legal fees, including removal of all easements; environmental professional fees for Environmental Site Assessment; costs for Project General Conditions, labor, materials, permits, professional services, and waste disposal.
  10. Environmental Site Assessment and subsurface sampling and associated work, testing and/or analysis.
  11. Costs for recycling based on current proposals, not estimates.
  12. All trucking and hauling.
- D. No recycling or salvage value shall be calculated into the decommissioning estimate.

### 6.6.22 Removal Requirements

- A. Any LSSI which has been abandoned consistent with this bylaw shall be removed at the expense of the Owner. The Owner shall commence removal of the installation no more than one hundred fifty days after the date of discontinued operation.
- B. The Owner shall notify the Planning Board by certified mail of the proposed date of discontinued operations or decommissioning and shall submit plans for removal.
- C. Approval for Facility Removal / Dismantling: The Owner shall submit narrative and engineered plans to the Planning Board and the Conservation Commission for review by consultants at the Owner's expense. Narrative and plans shall include, as a minimum:
  1. Existing Conditions: an engineered site plan layout showing location of all equipment, conduits, buildings, property lines and physical features, including but not limited to wetlands and related buffer zones, access roads, forested areas, existing vegetation.
  2. Plans depicting Limit of Decommissioning Work and placement of erosion control prior to commencement of deconstruction as well as laydown and staging area location(s).
  3. Plans depicting phasing of the decommissioning, including details and notes on the plan indicating the work to occur in each phase.
  4. Post-deconstruction stabilization and re-vegetation of the condition of the site to the maximum extent attainable, and to minimize erosion during regrowth. The Planning Board may allow the owner or operator to leave landscaping, vegetation or below grade foundations in order to minimize erosion and disruption of vegetation.
  5. Documentation detailing materials removal, disposal method and cost, as well as proof of proper solar PV module and waste disposal.
  6. Plans depicting Phase 1 ESA soil / subsurface sampling test locations.
  7. Emergency Response and Communications Plan as it pertains to the decommissioning phase of the project.
- D. An Agent for the Town, at the expense of the Owner, shall monitor the decommissioning progress to oversee the removal and storage of the photovoltaic modules to ensure that none are broken while removing and handling the panels. In the event that there is breakage, a

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Phase I Environmental Site Assessment (ESA) and subsurface sampling shall be performed at the expense of the Owner in the location of the breakage. Soils and subsurface soils sampling shall be performed according to *"Phase I Environmental Site Assessment (ESA) and Subsurface Sampling"* Guidelines. The most current version at the time of decommissioning notification shall be used for compliance.

- E. Inspection of the Battery Storage System, if present, shall be conducted prior to removal of said equipment from the site.
  - F. A Phase I Environmental Site Assessment (ESA) and subsurface sampling, paid for by the Owner, shall be performed on the property under the direction and supervision of an Environmental Professional as defined in ASTM #1527-13, at the completion of all PV module removal, and prior to any removal of racking, conduit, foundations, as well as any earthwork and grading.
  - G. Copies of the Final ESA Report shall be submitted to the Town that will fully describe the objectives, methodology, field observations, analytical results and conclusions of all work completed under the Phase I ESA. Attached exhibits shall include but not be limited to a site plan, soil sampling location plan, tabulated analytical results and comparison to applicable DEP standards, environmental data base information, copies of laboratory analytical reports, and all related information as required under ASTM #1527-13 in preparation of a Phase I Environmental Assessment. The Environmental Professional shall render an opinion as to the presence or likely presence of Recognized Environmental Conditions (RECs) at the Subject Property and shall recommend additional investigation and remediation at the property as appropriate. Owner shall be responsible for remediation and all associated costs.
- 6.6.23 Financial Surety: Prior to issuance of a building permit, Applicant-Developer shall comply with financial surety requirements of this bylaw.
- A. Applicant-Developer for the LSSI shall provide financial surety to the Town of Oakham sufficient to cover the cost of decommissioning if the solar facility becomes the responsibility of the Town to its citizens to decommission the abandoned LSSI and restore the site in compliance with the provisions of this bylaw.
  - B. If it becomes the responsibility of the Town to its citizens to decommission the abandoned LSSI and restore the site per this bylaw, state mandated municipal procurement requirements per MGL Chapter 149 and/or Chapter 30 may apply, generally including the following as of 2019:
    - 1. Solicitation by the Town of bids for civil engineering services to develop decommissioning bid documents per this bylaw;
    - 2. Contract between the Town and a civil engineer for administration of the bid procedure including legal advertisement for proposals from qualified decommissioning bidders; site prebid meetings; receipt of bids; review of bidder qualifications by the engineer; review of bids by the engineer and the Town; and award of contract by the Town to a qualified bidder;
    - 3. Construction administration services by the engineer through the duration of the decommissioning process, including site monitoring by engineer, erosion control specialist, wetland scientist, Massachusetts DEP, and other consultants as deemed appropriate by the Town;
    - 4. Processing of the decommissioning contractor's prevailing wage reports and applications for progress payments;
    - 5. Documentation of legal disposal of all hazardous materials;

## OAKHAM GENERAL AND ZONING BYLAWS

6. Affidavit of completion of decommissioning in conformance with bid documents and requirements of all applicable codes.
- C. Purpose of cash surety and stipulated amount:  
In anticipation of ownership of the LSSI being assigned numerous times through a projected life of twenty years, and the unreliability of bond continuity and monitoring, only cash escrow provided by the initial developer can provide a known monetary amount in a Decommissioning Surety Account to address the future cost to remove the solar facility and restore the site. In fair exchange for the Town to permit construction of a multi-million dollar commercial solar facility in the single-zone agricultural-rural residential district, the Town must prepare for the eventuality of assuming the responsibility to its citizens to decommission and restore the site if the end-of-life LSSI Owner defaults or does not complete the required work. The stipulated amount of cash escrow surety is based on the 2019 construction cost submitted by applicants to date, \$6.5 million for a two point six megawatt facility and \$7.5 million for a five megawatt facility.
- D. It shall be a condition of the Special Permit that no site work shall commence and no building permit shall be issued until the Applicant-Developer shall furnish security in the form of a cash deposit in the amount of two hundred thousand dollars per megawatt (DC) of nameplate capacity, or the full sum of estimated costs associated with decommissioning, dismantling, removal and site restoration, in compliance with state-mandated municipal procurement and prevailing wage rate requirements, whichever amount is greater. This sum shall be held by the Town Treasurer pursuant to MGL Chapter 44 Section 53G1/2 as a Decommissioning Surety Account to cover the cost of removal and site restoration in the event that it becomes the responsibility of the Town to its citizens to decommission the installation and restore the site per this bylaw in compliance with state mandated municipal procurement and prevailing wage rate requirements.
1. If the Owner undertakes complete decommissioning and restoration of the site in compliance with this bylaw, the Town shall transfer funds from the 53G1/2 Decommissioning Surety Account, minus five percent of the decommissioning principal, together with interest accrued, if any, to be retained by the Town for two years after completion of decommissioning to ensure seventy-five percent stabilization is met after full growing season; after two years this retainage shall be payable to the Owner following approval of decommissioning and restoration of the site by the Town's agent or representative.
  2. If the Owner undertakes but does not satisfactorily complete decommissioning and restoration of the site in compliance with this bylaw, the Town shall expend funds from the 53G1/2 Decommissioning Surety Account, per state mandated municipal procurement requirements, to complete the decommissioning. Any salvage value realized by the Town of the removed items in excess of the total removal costs shall accrue to the 53G1/2 Decommissioning Surety Account. Upon completion of decommissioning and restoration of the site, any portion of funds remaining in the 53G1/2 Decommissioning Surety Account shall be forfeited to the General Fund.
  3. If it becomes the responsibility of the Town to its citizens to decommission the installation and restore the site per this bylaw in compliance with state mandated municipal procurement and prevailing wage rate requirements, the Town shall expend funds from the 53G1/2 Decommissioning Surety Account toward completion of the decommissioning. Any salvage value realized by the Town in excess of the total removal costs shall accrue to the 53G1/2 Decommissioning Surety Account. Upon completion of decommissioning and restoration of the site, any portion of funds remaining in the 53G1/2 Decommissioning Surety Account shall be forfeited to the General Fund.

## OAKHAM GENERAL AND ZONING BYLAWS

- E. Every five years a comprehensive decommissioning estimate shall be updated by the LSSI owner at the Owner's expense and submitted to the Planning Board no later than 45 days after the calendar year. If the updated costs exceed the escrow amount reserved in the Decommissioning Surety Account, the balance shall be submitted to the Planning Board for deposit by the Treasurer within thirty days. This new estimate shall be peer reviewed at the Owner's expense. Failure to submit the estimate within the required time may be considered evidence that the facility has been abandoned, and the Planning Board shall notify the Owner of intent to take action as described herein.
- F. No building permit shall be issued until:
1. final surety has been submitted to the Planning Board and the Planning Board has notified the Building Commissioner in writing that surety is in compliance, and is approved, and has been deposited by the Town Treasurer in a 53G1/2 Decommissioning Surety Account;
  2. the Planning Board has notified the Building Commissioner in writing that the 53G Project Review Account is in compliance. Failure to replenish the 53G Project Review Account will result in withholding of a building permit until the required replenishment is made;
  3. the Applicant-Developer is a party to a Payment In Lieu Of Taxes (PILOT) Agreement to the satisfaction of the Town of Oakham.

6.6.24 Severability: If any section of this bylaw is ruled invalid, such ruling will not affect the validity of the remainder of the bylaw.

Original solar bylaw adopted by unanimous vote at Annual Town Meeting, June 10, 2013.  
Approved by Attorney General Martha Coakley, September 23, 2013.

Amended at Special Town Meeting, December 3, 2019. Approved by Attorney General Maura Healey, April 3, 2020.

### Section 7. Administration

- 7.1 Enforcement:** This Bylaw shall be enforced by the Zoning Enforcement Officer appointed by and under authority of the Board of Selectmen.
- 7.2 Issuance of Building or Use Certificates:** The Building Inspector may issue a building or use permit when it is determined the application complies with all local and state laws or codes.
- 7.3 Certificate of Occupancy:** No land shall be occupied or used and no building or structure hereinafter erected or structurally altered shall be occupied or used unless a certificate of occupancy has been issued by the Building Inspector. Such certificate shall state that the structure and use of structure and land comply in every respect with the provisions of this bylaw in effect at the time of issuance. A certificate of occupancy shall be conditional on the maintenance of full compliance with the provisions of this bylaw in effect at the time of issuance or with restrictions imposed in a decision of the Planning Board or the Board of Appeals and shall lapse if such compliance fails.
- 7.4 Special Permits:** Applications for Special Permits will be considered by the Planning Board.
- A public hearing will be held on each application within sixty-five days after filing of application. Abutters will be notified in writing. A notice of the hearing will be posted in three public places and printed in at least one recognized newspaper in each of two successive weeks, the first publication and posting to be not less than fourteen days before the day of the hearing.

The Planning Board will render its decision within ninety days of the public hearing and will so inform the Zoning Enforcement Officer and the applicant.

## OAKHAM GENERAL AND ZONING BYLAWS

The applicant for Special Permit shall be responsible for all costs involved in processing the application.

**Special Permit Criteria:** Special permits may be granted by the Planning Board only upon its written determination that the benefit to the neighborhood and the Town outweigh the adverse effects on the immediate neighborhood of the proposed use, the general area surrounding the site, and the Town, taking into account the characteristics of the site and of the proposal in relation to that site, the immediate neighborhood, general surrounding area, and the Town. In addition to any further factors that may be set forth elsewhere in the Zoning Bylaw, the determination shall include consideration of each of the following:

- 7.4.1 Protection of the health, safety and general welfare of residents of the immediate neighborhood, the general surrounding area, and the Town.
- 7.4.2 Impacts on neighborhood character and social interaction, including but not limited to resulting traffic; traffic noise; operational noise, dust, fumes; visible appearance of the proposed use and associated activity; duration and intensity of associated activity.
- 7.4.3 Adequacy of vehicular and pedestrian traffic safety on and off the site, and adequacy of parking and loading.
- 7.4.4 Adequacy of public utilities and other public services.
- 7.4.5 Impacts on the natural environment.
- 7.4.6 Social, economic, or community needs which would be affected by the proposal.
- 7.4.7 Potential fiscal impact, including impact on Town services, tax base, and employment.

Special Permit Criteria adopted by unanimous vote at Annual Town Meeting, June 10, 2013. Approved by Attorney General Martha Coakley, September 23, 2013.

- 7.5 **Board of Appeals:** The Board of Selectmen shall appoint a Board of Appeals established pursuant to Chapter 40A amended.  
[See also Chapter XIII // 13, Board of Appeals, and Chapter IX / 9, Section 7.]
- 7.6 **Appeals:** Appeal of the decision of the Planning Board must be filed within thirty days of the Planning Board decision. The Board of Appeals will hold a public hearing within sixty-five days of the filing date. The Board of Appeals will render its decision within seventy-five days and so inform the Zoning Enforcement Officer so he may take proper action.
- 7.7 **Penalty:** Any person violating any provision of this bylaw shall not invalidate any other section or provision.
- 7.8 **Validity:** The invalidity of any section or provision of this bylaw shall not invalidate any other section or provision. The equivalent provisions of the Town of Oakham's original Zoning Bylaw, especially regarding house lot size and frontage are deemed not to be repealed if the amended provisions do not receive the Attorney General's approval.
- 7.9 **Other Regulations:** This bylaw shall not interfere with or annul any other Town bylaw, rule or regulation.
- 7.10 **Effective Date:** The effective date of this bylaw shall be the date upon which it is voted according to the provisions of the amended Chapter 40A.

Adopted at a Special Town Meeting, April 5, 1977. Approved by Attorney General Francis X. Bellotti, July 12, 1977

# OAKHAM GENERAL AND ZONING BYLAWS

## Section 8. Flood Plain District Regulations

**8.1 Flood Plain District:** The Flood Plain District is herein established as overlay district. The underlying permitted uses are allowed provided that they meet the following additional requirements as well as those of the Massachusetts State Building Code dealing with construction in the flood plains. The Flood Plain District includes all special flood hazard areas designated as Zone A, A1-30 on the Oakham Flood Insurance Rate Maps (FIRM), and the Flood Boundary and Floodway Maps, dated April 4, 1983 on file with the Town Clerk, Planning Board and Conservation Commission. These maps as well as the accompanying Oakham Flood Insurance Study are incorporated herein by reference.

**8.2 Provisions:** In the Floodway, designated on the Flood Boundary and Floodway Map, the following provisions shall apply:

8.2.1 All encroachments, including fill, new construction, substantial improvement to existing structures, and other development are prohibited unless certification by a registered professional engineer or architect is provided by the applicant demonstrating that such encroachment shall not result in any increases in flood levels during the occurrence of the 100 year flood.

8.2.2 Any encroachment meeting the above standard shall comply with the flood plain requirement of the Massachusetts State Building Code.

**8.3 Subdivision Standards for the Flood Plain District:** All subdivision proposals and other proposed new development shall be reviewed to determine whether such proposals will be reasonably safe from flooding. If any part of a subdivision proposal or other new development is located within the Flood Plain District established under the Zoning Bylaw it shall be reviewed to ensure that:

8.3.1 The proposal is designed consistent with the need to minimize flood damage, and

8.3.2 all public utilities and facilities, such as sewer, gas, electric and water systems shall be located and constructed to minimize or eliminate flood damage, and

8.3.3 adequate drainage systems shall be provided to reduce exposure to flood hazards, and

8.3.4 base flood elevation (the level of the 100-year flood) data shall be provided for proposals greater than 50 lots or 5 acres, whichever is the lesser, for that portion within the Flood Plain District.

**8.4 Health Regulations Pertaining to the Flood Plain District:** The Board of Health shall require that:

8.4.1 New and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system; and

8.4.2 New and replacement sanitary sewage systems be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters.

**8.5 Flood Plain District Regulations (Development Regulations)**

8.5.1 Within Zone A, A1-30, all mobile homes shall provide that:

8.5.1.1 Stands or lots are elevated on compacted fill or on pilings so that the lowest floor of the mobile home will be at or above the base flood level, and

8.5.1.2 adequate surface drainage and access for a hailer are provided, and

8.5.1.3 in the instance of elevation on pilings, lots are large enough to permit steps,



# OAKHAM GENERAL AND ZONING BYLAWS

piling foundations are placed in stable soil no more than ten feet apart, and reinforcement is provided for piers more than six feet above ground level.

8.5.2 The placement of mobile homes, except in an existing mobile home park or mobile home subdivision, are prohibited in the floodway.

Adopted at Annual Town Meeting, April 9, 1984 by unanimous vote. Approved by Attorney General May 9, 1984.

## CHAPTER XV / 15 CONSUMPTION OF INTOXICATING BEVERAGES

**Section 1.** Whoever shall, within the limits of any public way located within the Town, whether that public way be a Town way, county highway, state highway, or a private way open to the public, consume intoxicating beverages, or has in possession an open container thereof, shall be punished by a fine not exceeding fifty dollars. This section shall also be construed so as to prohibit the following: The consumption of intoxicating beverages or possession of an open container thereof, by any person while standing, sitting, walking or otherwise present within such public way or who is within any vehicle, whether parked or moving, which is within the limits of such public way.

**Section 2.** Whoever shall consume any intoxicating beverages, or has in possession an open container thereof, in any public building, or on any public property, including parks, cemeteries, school house, school grounds, and public squares, or in any private way or parking area regulated under the provisions of M.G.L.A. Chapter 90, Section 18, shall be punished by a fine not exceeding fifty dollars.

**Section 3.** The foregoing Sections (1) and (2) shall not apply to any activity duly licensed by the Board of Selectmen under the applicable provisions of Massachusetts General Laws.

**Section 4.** Any person who consumes intoxicating beverages, or has in possession an open container thereof, as prohibited by Sections (1) and (2), shall be subject to arrest, without a warrant, by a Sheriff, Deputy Sheriff, Town Police Officer, or State Police Officer.

Adopted at a Special Town Meeting, Jan. 5, 1984 by a unanimous vote. Approved by the Attorney General March 5, 1984.

## CHAPTER XVI / 16 DRIVEWAY / ROAD CONNECTION

**Section 1.** No person may build or construct any connection between any private driveway in the Town of Oakham and any public road in the Town without first obtaining a permit from the Board of Selectmen.

Adopted at a Special Town Meeting, June 27, 1980. Approved by Attorney General Francis X. Bellotti Nov. 4, 1980.

## CHAPTER XVII / 17 FLOOD PLAIN DISTRICT

Whereas, the Town of Oakham wishes to establish eligibility in the National Flood Insurance Program and in order to do so must meet the requirements of 60.3 (b) of the Federal Insurance Administration regulation.

Now, therefore, the following measures shall be required within Zone A of the Flood Hazard Boundary Map issued by the Federal Insurance Administration for this community.

**Section 1.** Permit requirements: No person shall erect, construct, enlarge, alter, repair, improve, move or demolish any building or structure without first obtaining a separate permit for each building or structure from the designated responsible person for each change.

No man-made change to improve or unimproved real estate without first obtaining a separate permit for each mobile home from the designated responsible person.

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- Section 2.** Application: To obtain a permit, the applicant shall first file a permit application on a form furnished for that purpose. the form must be completed and submitted to the designated responsible person (with a fee of \$20.00) before the issuance of a permit will be considered.
- Section 3.** Review of applications: The Conservation Commission, hereinafter referred to as the responsible person, is appointed as the "person" responsible for receiving applications and examining the plans and specifications for the proposed construction or development. After reviewing the application, the responsible person shall require any additional measures which are necessary to meet the minimum requirements of development.
- Section 4.** The responsible person shall review proposed development to assure that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State Law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.
- Section 5.** The responsible person shall review all permit applications to determine whether proposed building sites will be reasonably safe from flooding. If a proposed building site is in a flood prone area, all new construction and substantial improvements (including the placement of prefabricated buildings and mobile homes) shall: (I) be designed (or modified) and adequately anchor to prevent flotation, collapse, or lateral movement of the structure, (II) be constructed with materials and utility equipment resistant to flood damage and (III) be constructed by methods and practices that minimize the flood damage.
- Section 6.** The responsible person shall review subdivision proposals and other proposed land development to determine whether such proposals will be reasonably safe from flooding. If a subdivision or other proposed new development is in a flood prone area, any such proposals shall be reviewed to assure that (I) all such proposals are consistent with the need to minimize flood damage within the flood prone area, (II) all public utilities and facilities, such as sewer, gas, electrical, and water systems are located and constructed to minimize or eliminate flood damage, and (III) adequate drainage is provided to reduce exposure to flood hazards.
- Section 7.** The responsible person shall require within flood prone areas new and replacement water supply systems to be designed to minimize or eliminate infiltration of flood waters into the system.
- Section 8.** The responsible person shall require within flood prone areas (I) new and replacement sanitary sewage systems to be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters and (II) onsite waste disposal systems to be located to avoid impairment to them or contamination from them during flooding.
- Section 9.** The responsible person shall require that all subdivision proposals and other proposed new developments greater than 50 lots or 5 acres, whichever is the lesser, include within such proposals base flood elevation data.
- Section 10.** The responsible person shall obtain, and reasonably utilize any base flood elevation data available from a Federal, State, or other source, until such other data has been provided by the Administrator, as criteria for requiring that (I) all new construction and substantial improvements of residential structures have the lowest floor (including basement) elevated to or above the base flood level and (II) all new construction and substantial improvements of nonresidential structures have the lowest floor (including basement) elevated or flood-proofed to or above the base flood level.

## OAKHAM GENERAL AND ZONING BYLAWS

- Section 11.** For the purpose of the determination of applicable flood insurance risk premium rates within Zone A on a community's FHBM, the responsible person shall (I) obtain, or require the applicant to furnish, the elevation (in relation to mean sea level) of the lowest habitable floor (including basement) of all new or substantially improved structures, and whether or not such structure contain a basement, (II) obtain, or require the applicant to furnish, if the structure has been flood-proofed, the elevation (in relation to mean sea level to which the structure was flood-proofed, and (III) maintain a record of all which information.
- Section 12.** The responsible person shall notify, in riverine situations, adjacent communities and the State Coordinating Office prior to any alteration or location of a watercourse, and submit copies of such notifications to the Federal Insurance Administration.
- Section 13.** The responsible person shall ensure that the flood carrying capacity within the altered or relocated portion of any watercourse is maintained.
- Section 14.** The responsible person shall require that all mobile homes to be placed within Zone A on the community's Flood Hazard Boundary Map shall be anchored to resist flotation, collapse, or lateral movement by providing over-the-top and frame ties to ground anchors. Specific requirements shall be that
- (I) over-the-top ties be provided at each of the four corners of the mobile home, with two additional ties per side at intermediate locations and mobile homes less than 50 feet long requiring one additional tie per side.
  - (II) Frame ties be provided at each corner of the home with five additional ties per side at intermediate points and mobile homes less than 50 feet long requiring four additional ties per side.
  - (III) All components of the anchoring systems be capable of carrying all force of 4,800 pounds.
  - (IV) Any additional to the mobile home be similarly anchored.
- Section 15.** The Flood Hazard Boundary Map issued by the Federal Insurance Administration for this community dated August 20, 1976, and any officially published revisions to this map, is adopted as the official map for the enforcement of this document. Zone A on this map delineates the area within which the requirements of this document will be enforced.
- Section 16.** Definitions: Unless specifically defined below, words and phrases used in this document shall be interpreted so as to give them the same meaning as they have in common usage and so as to give this document its most reasonable application.
- "Base Flood" means that flood having a one percent chance of being equaled or exceeded in any given year.
- "Development" means any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, fillings, grading, paving, excavation or drilling operations.
- "Flood" means a general and temporary condition of partial or complete inundation of normally dry land areas from:
- (1) The overflow of inland or tidal waters.
  - (2) The unusual and rapid accumulation or runoff of surface waters from any source.
- "Flood Plain" or "Flood Prone Area" means any land area susceptible to being inun-

# OAKHAM GENERAL AND ZONING BYLAWS

dated by water from any source ( see definition of "flood").

"Flood-proofing" means any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

"Habitable Floor" means any floor usable for living purposes, which includes working, sleeping, eating, cooking or recreation, or a combination thereof. A floor used only for storage purposes is not habitable floor".

"Mobile Home" means a structure, transportable in one or more sections, which is built on a permanent chassis and designed to be used with or without a permanent foundation when connected to the required utilities. It does not include recreational vehicles or travel trailers. The term includes but is not limited to, the definition of "mobile home" as set forth in regulations governing the Mobile Home Safety and Construction Standards Program (24 CFR 3282.7 (a)).

"Person" includes any individual or group of individuals, corporation, partnership, association, or any other entity, including State and local governments and agencies.

"Riverine" means relating to, formed by, or resembling a river (including tributaries), stream, brook, etc.

"Structure" means for flood plain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a mobile home.

"Substantial Improvement" means any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure either, (a) before the improvement or repair is started or (b) if the structure has been damaged, and is being restored, before the damage occurred. For the purposes of this definition "substantial improvement" is considered to occur when the first alternation of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. The term does not however, include either (1) any project for improvement of a structure to comply with existing state or local health, sanitary, or safety code specifications which are solely necessary to assure safe living conditions or (2) any alteration of a structure listed on the National Register of Historic Places or a State Inventory of Historic Places.

"Variance" means a grant of relief by a community from the terms of a flood plain management regulation.

The public hearing to discuss this matter was held at 7:30 P.M. September 1, 1983 at Oakham Town Hall, Coldbrook Rd. A copy of the map was made available for inspection in the Town Clerk's Office.

It was voted to amend the Town's Zoning Bylaws by adding Chapter XIV ZONING, Section 8 - Flood Plain District Regulations).

Adopted at Annual Town Meeting, April 9, 1984 by unanimous vote. Approved by Attorney General May 9, 1984.

## **CHAPTER XVIII / 18 RESIDENCE NUMBERING**

- 18.1 The Board of Selectmen or their designee(s) shall enforce the provision of this section.
- 18.2 It shall be the responsibility of every owner or occupant of each dwelling, apartment building, condominium, or building within the Town of Oakham to place thereon the number of said dwelling, apartment building, condominium, or building as designated by the Board of Assessors.

## OAKHAM GENERAL AND ZONING BYLAWS

- 18.3 The size, color, location and visibility of said numbers shall be as follows:
- 18.3.1 The minimum height of said numbers shall be three inches.
- 18.3.2 In order to be visible from the road, street or way, the numbers shall be reasonably visible to persons or vehicles approaching from either direction upon said road, street or way.
- 18.3.3 If the dwelling, apartment building, or building is distant from the road, street, or way so that the numbers are not clearly visible and identifiable from the road, street, or way, then the numbers shall be affixed to a post, mailbox, or other appropriate place at the entrance of the driveway leading to the dwelling, apartment building, condominium, or building.
- 18.4 Each new dwelling, apartment building, condominium, or building shall be identified in accordance with this section before a Certificate of Use and Occupancy is issued therefor.
- Adopted by unanimous vote at Annual Town Meeting, June 12, 2000. Approved by Assistant Attorney General Robert W. Ritchie, September 8, 2000.

### CHAPTER XIX / 19 AGRICULTURAL COMMISSION

- 19.1 The Board of Selectmen shall establish a citizen's committee to be called the Agricultural Commission. Said Commission to be comprised of eight members of the agricultural community appointed by the Board of Selectmen, five full time and three alternates, serving three year terms each. Said Commission shall serve as facilitators for encouraging the pursuit of agriculture in Oakham, represent agricultural issues and interests, promote agricultural-based economic opportunities, and protect and preserve farmland in the Town.
- 19.2 Mission: Preserve, protect, revitalize and sustain the Oakham Agricultural Industry and its lands; encourage the pursuit of agriculture, promote agricultural-based economic opportunities and protect and preserve farmland in the Town.
- Adopted by unanimous vote at Annual Town Meeting, June 21, 2006. Approved by Attorney General Thomas F. Reilly, July 31, 2006.

### CHAPTER XX / 20 FARMING PRESERVATION

- 20.1 Legislative Purpose and Intent
- 20.1.1 The purpose and intent of this bylaw is to state with emphasis the protection of the right to farm accorded to all citizens of the Commonwealth under Article 97 of the Massachusetts Constitution, and all state statutes and regulations thereunder.
- 20.1.2 This zoning bylaw encourages the pursuit of agriculture, promotes agriculture-based economic opportunities, and protects farming and farmlands within the Town of Oakham. The entire Town of Oakham is designated in the Town of Oakham Bylaws, Chapter XIV Section 2.1, as an agricultural and rural residential district.
- 20.2 Definitions
- 20.2.1 The word "farm" shall have the same meaning as "agriculture", in the Town of Oakham Bylaws, Chapter XIV Section 3.2, and as defined in MGL Chapter 128, Section 1A.
- 20.3 Right To Farm Declaration
- 20.3.1 The Right to Farm is hereby recognized to exist within the Town of Oakham, as stated in Town of Oakham Bylaws, Chapter XIV Zoning.
- 20.3.2 The benefits and protections of this bylaw are intended to apply exclusively to those agricultural and farming operations and activities conducted in accordance with generally accepted agricultural practices.

# OAKHAM GENERAL AND ZONING BYLAWS

## 20.4 Disclosure Notification

20.4.1 Within thirty days after this bylaw becomes effective, the Board of Selectmen shall prominently post in the lobby of the Town Hall, and publish in each annual Town Report, the following disclosure:

It is the policy of this community to conserve, protect and encourage the maintenance and improvement of agricultural land for the production of food and other agricultural products, and also for its natural and ecological value. This disclosure notification is to inform buyers or occupants that the property they are about to acquire or occupy lies within a town where farming activities occur. Such farming activities may include operations that cause noise, dust and odors. Buyers or occupants are also informed that the location of properties within the Town may be impacted by farming as addressed in Town of Oakham Bylaws, Chapter XIV Zoning, and State Laws.

## 20.5 Resolution of Disputes

20.5.1 Any person who seeks to complain about the operation of a farm may, notwithstanding pursuing any other available remedy, file a grievance with the Zoning Enforcement Officer, who is empowered to act on the complaint as elsewhere provided by law. The Zoning Enforcement Officer shall forward a copy of the grievance to the Agricultural Commission or its agent, which shall review and facilitate the resolution of the grievance, and report its recommendations to the Zoning Enforcement Officer.

## 20.6 Severability Clause

20.6.1 If any part of this bylaw is for any reason held to be unconstitutional or invalid, such decision shall not affect the remainder of this bylaw. The Town of Oakham hereby declares the provisions of this bylaw to be severable.

Adopted by unanimous vote at Annual Town Meeting, June 18, 2008. Approved by Attorney General Thomas F. Reilly, August 26, 2008.

## **CHAPTER XXI / 21 NON-CRIMINAL DISPOSITION**

21.1 Any bylaw of the Town of Oakham, or any rule or regulation of any Town board, officer, commission, or committee may be enforced by any available means in law or equity, including but not limited to enforcement by non-criminal disposition pursuant to the provisions of M.G.L. Chapter 40, Section 21D. Each day a violation exists shall constitute a separate violation.

21.2 For purposes of this Section, "enforcing person" shall mean the Board of Selectmen or any Police Officer of the Town of Oakham with respect to any violation, the Conservation Agent, Board of Health Agent, Dog Officer, Sealer of Weights and Measures, or Zoning Enforcement Officer, and such other officials as may be designated by the Board of Selectmen, by-law or regulation, each with respect to violation of bylaws and rules and regulations within their respective jurisdictions. If more than one official has jurisdiction in a given case, any such official may be an enforcing person with respect thereto.

21.3 When enforced through non-criminal disposition, unless otherwise specifically provided for by bylaw, rule or regulation, the penalties shall be as follows:

21.3.1 First violation: Warning

21.3.2 Second violation: \$75.00

21.3.3 Third and subsequent violations: \$150.00

Adopted by unanimous vote at Annual Town Meeting, June 18, 2008. Approved by Attorney General Thomas F. Reilly, August 18, 2008.

# OAKHAM GENERAL AND ZONING BYLAWS

## CHAPTER XXII / 22      SNOW PLOWING

22.1 No person other than an employee in the service of the Commonwealth of Massachusetts or the Town of Oakham, or an employee in the service of an independent contractor acting for the Commonwealth or the Town, shall pile, push or plow snow or ice onto any public way, sidewalk or crosswalk so as to impede the flow of pedestrian or vehicular traffic on such way, sidewalk or crosswalk. Whoever violates this Section shall be punished by a fine of not more than one hundred dollars.

Adopted by unanimous vote at Annual Town Meeting, June 18, 2008. Approved by Attorney General Thomas F. Reilly, August 18, 2008.

## CHAPTER XXII / 23      REVOLVING FUNDS

23.1 There are hereby established in the Town of Oakham pursuant to the provisions of M.G.L. c.44, §53E½, the following Revolving Funds, from which the specified department head, board, committee, or officer may incur liabilities against and spend monies from without appropriation in accordance with the limitations set forth in this bylaw.

23.2 Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund.

23.3 No liability shall be incurred in excess of the available balance of the fund.

23.4 The total amount spent during a fiscal year shall not exceed the amount authorized by Town Meeting or any increase therein as may later be authorized by the Board of Selectmen and Finance Committee in accordance with M.G.L. c.44, §53E½.

23.5 Interest earned on monies credited to a revolving fund established by this by-law shall be credited to the General Fund.

23.6 Authorized Revolving Funds:

<u>Revolving Fund</u>	<u>Department, Committee, Board Authorized to Spend from Fund</u>	<u>Fees, Charges, or Other Receipts Credited to Fund</u>	<u>Program or Activity Expenses Payable from Fund</u>
Board of Health	Board of Health	Fees collected for services provided	Contracted Services for Agent
Building Commissioner	Building Commissioner	70% of building permit fees collected	Wages for Inspector. provided however that wages paid in connection with solar and wind projects shall be based upon an hourly rate determined by the Board of Selectmen.
Plumbing Inspector	Plumbing Inspector	Permit fees collected less \$10.00 each permit	Wages for Inspector. provided however that wages paid in connection with solar and wind projects shall be based upon an hourly rate determined by the Board of Selectmen

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Wire Inspector	Wire Inspector	Permit fees collected less \$10.00 each permit	Wages for Inspector. provided however that wages paid in connection with solar and wind projects shall be based upon an hourly rate determined by the Board of Selectmen
Treasurer/Collector	Treasurer/Collector	Fees collected for delinquent taxes	Contracted Services for Deputy Collector
Planning Board	Planning Board	Fees collected for special permit requests	Expenses and supplies for Planning Board
Zoning Board of Appeals	Zoning Board of Appeals	Fees collected for hearing	Expenses and supplies for Zoning Appeals Board
Treasurer/Collector MLC	Treasurer/Collector	Fees collected for Issuance of Municipal Lien Certificates	Expenses and supplies needed by the Treasurer/Collector related to providing Municipal Lien Certificates
Revolving Fund	Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	Fees, Charges or Other Receipts Credited to Fund	

<u>Revolving Fund</u>	<u>Department, Board, Committee, Agency or Officer Authorized to Spend from Fund</u>	<u>Fees, Charges or Other Receipts Credited to Fund</u>	<u>Program of Activity Expenses Payable from Fund</u>	<u>Restrictions or Conditions on Expenses Payable from Fund</u>	<u>Fiscal Years</u>
Public Health Fund	Board of Health	Fees charged and received by the Board of Health	Salaries or wages of agent(s), nurses, services, supplies related to delivery of public health services	Salaries or wages of elected Board of Health members shall be from the annual budget appropriation of Board of Health and not from the Fund	FY 2023 and subsequent years

23.7 Expenditures and Reports. Except as provided in M.G.L. c.44, §53E½ and this bylaw, all applicable state and local laws and regulations that govern the receipt, custody, expenditure and payment of Town funds shall apply to the use of revolving funds established and authorized by this bylaw.

And, further, to establish the following fiscal year spending limit for such funds:



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Board of Health	\$10,000
Building Commissioner	\$50,000
Plumbing Inspector	\$5,000
Wire Inspector	\$50,000
Deputy Collector	\$8,000
Planning Board	\$5,000
Zoning Appeals Board	\$3,000

Expenses and supplies needed by the Treasurer/Collector related to providing municipal lien certificates: \$25,000.  
(To become effective on July 1, 2022.)

Adopted at Annual Town Meeting June 20, 2017. Approved by Attorney General Maura Healey, September 20, 2017.  
Amended at Annual Town Meeting June 22, 2019. Approved by Attorney General Maura Healey, September 23, 2019  
Amended at Annual Town Meeting October 25, 2021. Approved by Attorney General Maura Healey, February 4, 2022  
Amended at Annual Town Meeting, June 27, 2022. Approved by Attorney General Maura Healey, January 4, 2023.

## CHAPTER XXIV / 24 BROWNING POND REGULATION

24.1 Engine Size Limitation for Water Craft: No person shall operate a boat or other watercraft using an internal combustion engine greater than twenty (20) horsepower on Browning Pond. Each separate offense of this Section shall be considered a separate violation subject to the following fines:

- a. First offense: \$50.00
- b. Second offense: \$100.00
- c. Third offense: \$150.00

Adopted at Annual Town Meeting June 22, 2019. Approved by Attorney General Maura Healey September 23, 2019

## CHAPTER XXV / 25 AN ACT PROVIDING FOR RECALL ELECTIONS IN THE TOWN OF OAKHAM

25.1 SECTION 1. Any holder of an elective office in the town of Oakham may be recalled therefrom by the voters of the town as herein provided.

25.1 SECTION 2. Any qualified voter may make and file with the town clerk an affidavit containing the name of the officer sought to be recalled and a statement of the ground for recall. The town clerk shall thereupon deliver to the person filing such affidavit a sufficient number of petition blanks demanding such recall, copies of which printed forms he shall keep available. Said petition blanks may be completed by printing or typing and shall contain the name of the person to whom they were issued, the name of the person sought to be recalled, the office from which recall is sought, and the grounds for recall as stated in the affidavit. They shall demand the election of a successor to the office and they shall be dated, signed and sealed by the town clerk. Such recall petition shall be returned to the office of the town clerk not later than five o'clock in the afternoon on or before the first work day following fourteen days after the date they were issued, signed by at least fifteen percent of the qualified persons registered to vote in the town as of the time such affidavit was filed with the town clerk. To every signature shall be added the place of residence of the signer, giving the street and number, if any. The town clerk shall, within seventy—two hours following the day of such filing with the office of the town clerk, submit the recall petition forms to the board of registrars of voters which shall, within five working days after the day of receipt, certify in writing thereon the number of signatures which are those of qualified persons registered to vote in the town as of the date such affidavit was filed with the town clerk. The board of registrars of vot-

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ers, upon the completion of their certification, shall return the recall petition forms to the town clerk.

- 25.3 SECTION 3. If said recall petition forms shall be certified by the board of registrars of voters to contain at least fifteen percent of the qualified persons registered to vote, and if the petition shall be found and certified by the town clerk to be sufficient, the town clerk shall give notice without delay, in writing, to the elected officer whose recall is sought by sending to said officer a copy of the affidavit and the recall petition form together with notice of the number of qualified voters certified by the board of registrars of voters who signed the recall petition forms and the total number of qualified voters in the town as of the most recent town election. If the officer to whom notice is directed by the town clerk does not resign the office within five days following receipt of the aforesaid notice from the town clerk, the town clerk shall give notice in writing to the board of selectmen not later than one working day following the expiration of the foregoing five days. The board of selectmen shall order a special election to be held not less than sixty nor more than ninety days after the receipt of notice from the town clerk as aforesaid. If, however, any other town election is to be held within one hundred days of receipt by the board of selectmen of notice from the town clerk, the recall election shall be postponed and shall be held at such time and in conjunction with such other election. If a vacancy occurs in the office for any reason after a recall election has been ordered by the board of selectmen, the recall election shall nevertheless proceed as provided for herein.
- 25.4 SECTION 4. Any officer sought to be removed may be a candidate to succeed himself, and unless he requests otherwise in writing, the town clerk shall place his name on the ballot without nomination. The number of signatures of qualified voters required to place the name of a candidate on the official ballot for use at a recall election shall not be less than fifty. The publication of the warrant for the recall election and the conduct of the recall election shall be in accordance with the General Laws regulating elections, unless otherwise provided in this Act.
- 25.5 SECTION 5. The incumbent shall continue to perform the duties of his office until the recall election,. If then re-elected, he shall continue in office for the remainder of his unexpired term subject to recall as before, except as provided in section seven. If not re-elected in the recall election, he shall be deemed removed upon the qualification of his successor, who shall hold office during the unexpired term. If the successor fails to qualify within five days after receiving notification of his election, the incumbent shall thereupon be deemed removed and the office vacant.
- 25.6 SECTION 6. The ballots used at the recall election shall submit the following proposition in the order indicated:

For the recall of (name of officer)

Against the recall of (name of officer)

Immediately at the right of each proposition there shall be a square in which the voter, by making a cross mark (x) may vote for either of such propositions. Under the propositions shall appear the word "Candidates" and the direction for the voters required by law, and beneath the word "Candidates" shall be the names of candidates nominated as hereinabove provided. The ballots used in a recall election shall be substantially in the following form:

RECALL ELECTION (Month and day of Month and Year) FOR THE RECALL OF (Name in full)  
AGAINST THE RECALL OF (Name in full)

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### CANDIDATES Vote for One (Name of Candidate)

If a majority of the votes cast upon the question of recall are in the affirmative, the candidate receiving the highest number of votes shall be declared elected.

If a majority of the votes cast upon the question of recall are in the negative, the ballots for the candidates need not be counted unless the incumbent officer has previously resigned from office pursuant to section three.

25.7 SECTION 7. No recall petition shall be filed against an officer within six months after he takes office, nor in the case of an officer subjected to a recall election and not removed thereby, until at least six months after that election.

25.8 SECTION 8. No person who has been removed from an office by recall, or who has resigned from office while recall proceedings were pending against him, shall be appointed to any town office within two years after such removal by recall or such resignation.

Adopted at the Annual Town Meeting, June 10, 1996. Approved by the State Legislature, November 14, 1996. Signed into law by Governor William F. Weld in December 1996.