

TOWN OF CONWAY, MA

PROTECTIVE ZONING BYLAWS

Of the Town of Conway, Massachusetts

As Amended
6/20/2020

The purpose of this Bylaw is to promote the general welfare of the Town of Conway, to protect the health and safety of its inhabitants, to encourage the most appropriate use of land within the Town, to increase the amenities of the Town, to reduce the hazard from fire by regulating the location and use of buildings and the area of open spaces about them, to minimize congestion and overcrowding of land, and to protect and conserve the value of land and buildings including the conservation of natural resources and the prevention of pollution of the environment.

Table of Contents - Conway Protective Zoning Bylaws

Rev. 20-Jun-2020

Article 1: Purpose	4
Article 2: District and Use Regulations	4
Section 22: Permitted Uses - Rural/Residential and Agricultural District	5
22.1: Restricted Uses.....	5
22.2: Multi-Family Dwellings.....	5
22.3: Accessory Apartments.....	5
22.4: Street Naming and Building Numbering	6
Section 23: Permitted Uses – Light Industrial District	8
23.1: Light Industrial Use.....	8
23.2: Commercial Use	9
23.3: Restrictions on Light Industrial and Commercial Use	9
23.4: Additional Requirements	9
Section 24: Radioactive Waste Disposal	9
Article 3: General Regulations	9
Section 31: Presently Existing Uses, Structures, and Lots	9
31.1: Continuation and Restoration.....	9
31.2: Alteration.....	9
31.3: Nonconforming lots.....	9
Section 32: Environmental Controls	9
32.1: Screening.....	9
32.2: Hazard	10
32.3: Water Discharge.....	10
31.3: Stripping Land of Soil and Loam	10
32.5: Unregistered Vehicles	10
Section 33: Signs	10
33.1: On-Premise Signs.....	10
33.2: Off-Premise Signs	11
33.3: Lighting of Signs.....	11
Section 34: Off Street Parking	11
34.1: Number of Spaces	11
34.2: Additional Requirements	11
34.3: Loading Requirements	11
Article 4: Dimensional Requirements	11

Section 41: Lot Area and Clearances	11
41.1: Lot Area	11
41.2: Clearances	12
41.3: Agricultural Buildings	12
41.4: Driveways	12
41.5: Common Driveways	13
Article 5: Definitions	14
Article 6: Administration	15
Section 61: Enforcement	15
Section 62: Zoning Board of Appeals	15
Section 63: Special Permit Guidelines	15
63.1: Time to begin Construction.....	16
63.2: Time to use Special Permit.....	16
63.3: Subsequent Amendments.....	16
Section 64: Site Plan Review	16
Section 65: Amendment	18
Section 66: Validity	18
Section 67: Applicability	18
Article 7: Flood Plain District	18
Section 71: Flood Plain District	18
Section 72: Development Regulations	19
Article 8: Wireless Communication Facilities	20
Article 9: Large Scale Solar Facilities	21
Section 91: Large Scale Solar Facilities	21
Article 10: Age Restricted Housing Community Bylaw	25
Section 10.1: Purpose	25
Section 10.2: Applicability	25
Section 10.3: Dimensional Regulations and Development Requirements	26
Section 10.4: Building and Dwelling Unit Requirements	28
Section 10.5: Open Space and Buffer Area Requirements	28
Section 10.6: Application Procedures	29
Section 10.7: Special Permits	29
Section 10.8: Definitions	31

Article 11: Adult Use Recreational Marijuana Establishments	31
Section 11.1: Purpose and Intent	31
Section 11.2: Special Permit Granting Authority and Site Plan Review	31
Section 11.3: Definitions	32
Section 11.4: Requirements Regarding the Allowed Locations for Marijuana Establishments	33
Section 11.5: Site Development, Permitting Standards & Application	34
Section 11.6: Expiration	37
Section 11.7: Severability	37
Article 12: Large Scale Industrial & Commercial Facilities Zoning Bylaw	37
Section 12.1: Purpose	37
Section 12.2: Definition	38
Section 12.3: Applicability	38
Section 12.4: Compliance with Bylaw	39
Section 12.5: Pre-Application Conferences	39
Section 12.6: Application	39
Section 12.7: Community and Environmental Impact Analysis & Health Impact Assessment	42
Section 12.8: Professional Consultants	43
Section 12.9: Information Provided to Municipal Officials and Residents	44
Section 12.10: Road Use and Construction Site Access	45
Section 12.11: Water, Noise & Air Testing & Monitoring	47
Section 12.12: Design, Installation & Reclamation	49
Section 12.13: Performance Bond, Insurance and Indemnity	52
Section 12.14: Removal Requirements and Abandonment	53
Section 12.15: Violations and Penalties	54

The Cover page, this Table of Contents, and any Appendix is for reference purposes only, and not a legal part of Conway’s Protective Zoning Bylaw.



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Protective Bylaws of the Town of Conway, Massachusetts

As adopted at a special town meeting on 19 November 1979 and amended (with approval of the Attorney General of the Commonwealth of Massachusetts) at town meetings held on 8 December 1980, 16 November 1981, 21 December 1981, 8 April 1985, 14 April 1986, 11 March 1993, 23 October 2000, 12 April 2004, 11 April 2005, 12 April 2010, 17 October 2011, 11 May 2015, 9 May 2016, 8 May 2017, 30 October 2017, 14 May 2018, and 20 Jun 2020

ARTICLE 1: PURPOSE

The purpose of this Bylaw is to promote the general welfare of the Town of Conway, to protect the health and safety of its inhabitants, to encourage the most appropriate use of land within the Town, to increase the amenities of the Town, to reduce the hazard from fire by regulating the location and use of buildings and the area of open spaces about them, to minimize congestion and overcrowding of land, and to protect and conserve the value of land and buildings including the conservation of natural resources and the prevention of pollution of the environment.

For the purpose of this Bylaw, the Town of Conway, under the authority granted by the Zoning Enabling Act, General Laws, Chapter 40A, does hereby make this Bylaw to be hereafter known and designated as the ZONING BYLAW OF THE TOWN OF CONWAY.

ARTICLE 2: DISTRICT AND USE REGULATIONS *(Amended 14 April 1986; Amended 11 May 2015)*

For the purposes of the Bylaw, the Town of Conway is hereby divided into the following types of districts:

- a) Rural Residential/ Agricultural District
- b) Light Industrial District
- c) Floodplain District
- d) Solar Overlay District

The boundaries of each of the said districts are hereby established as shown, defined and bounded on a map entitled "Official Zoning Map of Conway" dated November 7, 2013. The Zoning Map, with all explanatory matter thereon, is hereby made a part of this Bylaw.

- a) Where the boundary lines are shown upon said map within the street lines of public and private ways, the centerline of such ways shall be the boundary lines.
- b) Where the boundary lines are shown upon said map approximately on the location of a property, lot, or boundary line, and the exact location of the property, lot or boundary line is not indicated by means of dimensions shown in figures, then the property or lot line shall be the boundary line.
- c) Boundary lines located outside of such street lines and shown approximately parallel thereto, shall be regarded as parallel to street lines, and dimensions shown in figures placed upon said map between such boundary lines from such street lines shall govern; such distance being measured at right angles to such street lines unless otherwise indicated.
- d) In all cases which are not covered by other provisions of this section, the location of boundary lines shall be determined by the distance in feet, if given, from other lines upon said map, the use of indication as shown on said map, or by the scale of said map.

- e) The Flood Plain District is herein established as an overlay district. The underlying permitted uses are allowed provided that they meet the requirements of Article 7 of these Zoning Bylaws as well as those of the Massachusetts State Building Code dealing with construction in flood plains.

SECTION 22: Permitted Uses – Rural/Residential and Agricultural District

Any otherwise lawful activity meeting all requirements of this Bylaw shall be permitted except the following:

22.1: Restricted Uses

- (a) No use or combination of uses of buildings or premises is permitted except by Special Permit which during ordinary use allows more than 15 persons upon that premises simultaneously, except that for a commercial establishment up to 50 customers shall be permitted on the premises at any one time during ordinary business hours.
- (b) Moreover, no use of any premises is permitted that would cause unreasonable traffic, noise, light, odor, electromagnetic radiation or pollution levels incompatible with the character of the neighborhood. Uses as stated under 23.1 are also prohibited.. However, Section 22.1 shall not apply to any educational, religious, agricultural, horticultural, floricultural, or other uses exempted by statute. Section 22.1 shall not be construed to restrict the use of any premises for occasional large gatherings of people for social or other non-commercial purposes. *(Amended 12 April 2004)*

22.2: Multi-Family Dwellings *(Added December 1980)*

One or two dwelling units within a single structure are permitted. *(Amended 12 April 2004)* Multi-Family dwellings are prohibited, *(Amended 16 November 1981)* except as permitted in Section 22.3. *(Amended 12 April 2004)*

22.3 Accessory Apartments *(Added 12 April 2004)*

(a) Purpose

- 1. For the purpose of providing an additional small dwelling unit to rent, enabling owners of two-family dwellings that are larger than required for their present needs, particularly elderly homeowners, to share space and the burdens of home ownership, the Planning Board may grant a Special Permit in accordance with the following requirements;

(b) Conditions and Requirements

- 1. Not more than one (1) accessory apartment shall be located within any existing two-family residential structure. (Note: one-family residences, by right, can be made into two-family units [see Article 5] and then have an accessory apartment added.) This means that the total dwelling units allowed per structure is three;
- 2. The accessory apartment shall be located within the existing residential structure (hereafter referred to as the primary residence);
- 3. The external appearance of the existing structure shall not be significantly altered from the original and shall maintain the character of the neighborhood. Any stairways, access, or egress alterations serving the accessory apartment shall be enclosed, screened, or located so that visibility from public ways is minimized;
- 4. Such Special Permit, when granted, shall be recorded at the Registry of Deeds and issued to the owner/occupant of the primary residence and be in force for as long the owner/occupant owns and occupies the building. The Special Permit shall lapse upon transfer of said property or when the owner no longer occupies the property. If the Special Permit lapses, the new owner may apply for a new special permit within 6 months of taking ownership of the property. The owner of the building shall occupy one of the dwelling units, except that the owner/occupant can be absent for up to 6 (six) months per calendar year;
- 5. For the purposes of this by-law, the “owner” shall be defined as one or more individuals residing in a dwelling, who hold title and for whom the dwelling is the

primary residence for voting and tax purposes. Said owner may designate a legal relative as a “life tenant” who may occupy the house in the owner’s stead. Certification by affidavit shall be provided by the owner;

6. The accessory apartment shall meet the standards of the State Building Code and State Environmental Code, 780CMR 6th edition MA Building Code, chapter 36 3603.41, Title V. Prior to issuing a Special Permit the owner of the property or his or her agent must submit an approved building permit, with floor plans, elevations, or other drawings sufficient to demonstrate compliance with the conditions and requirements of the Special Permit. Prior to occupancy of the accessory apartment the owner must obtain and submit a copy of the Certificate of Occupancy issued by the building inspection department;

(c) Parking

1. Refer to Section 34: Off Street Parking for parking requirements.

(d) Violations and Enforcement

This by-law shall be enforced by the Planning Board and shall be consistent with MGL Chapter 40A Section 7.

22.4: Street Naming & Building Numbering Bylaw *(Added 17 October 2011)*

Purpose

The general purpose of this Bylaw is to set a standard for the clear identification of Public Ways and Common Driveways and the numbering of buildings in Town for the following purposes:

1. To aid and enhance the response of all public safety services, particularly for the Emergency Management Systems within Town and the response of other Emergency Services to 911 Emergency phone calls in Conway;
2. To aid in delivery of the United States Postal Service and other delivery services to locations in Town and;
3. To clearly identify properties for municipal purposes.

Building Numbering Requirements

The general policies and requirements for numbering buildings will apply regardless of the legal ownership or status of the road in question and are as follows:

Building numbers are assigned solely by the Highway Superintendent or his designee to all structures that qualify under the definitions stated herein:

1. All free-standing buildings used for residential, commercial, industrial or municipal purposes shall have a building number. Accessory outbuildings that provide storage or occasional, non-regular, infrequent use generally do not need a number.
2. A building with more than one residential unit or a property with a residential unit and other qualifying unit(s) – dwelling or business – will require only one building number with letters, i.e., A, B, etc., assigned to distinguish the individual units.

A request for a building number shall be submitted to the Highway Superintendent or his designee as the first requirement of a building permit application and the assigned number must appear on all permit documents. A building permit shall not be issued for any building that requires a number, based on its use, until a building number has been assigned.

Camps, cabins and cottages fall under this Bylaw if they are to be seasonal or year round residences or are rented as a housing or commercial unit.

Obtaining a New Building Number

When a qualifying building is constructed or converted to another purpose in Town, it shall be the duty of the owner to request on the proper form the correct number assignment from the Highway Superintendent or his designee prior to the issuance of any structural or use permits or any changes in the structure. The Highway Superintendent or his designee shall meet with the property owner to fix the location of the permanent driveway for the purpose of determining the official number.

Request forms are available at the Town Office or on the Town website, www.townofconway.com, under "Forms and Downloads."

Placement of Building Numbers

Owners must affix building numbers to those structures for which a number has been designated by the Town. No building number, other than the one so designated by the Town, shall be affixed to or allowed to remain on any building requiring a number. Other markers, such as historical information like "Built 1795," must be placed or styled in a way that will not conflict or easily be confused with the building number. The requirements for affixing building numbers are as follows:

1. Emergency response personnel must be able to see building numbers from their vehicles from the street, day or night.
2. However, if a building is not within 50 feet of and clearly visible from the center of the road, the building number shall be placed on a post, mailbox or other obvious place within fifteen (15) feet and on the same side of the Public Way at the end of the driveway access to said building.
3. All building numbers should be 4-6 feet above ground level so as to be seen in both directions of vehicular traffic and must be placed so as to be visible at all times above piled, plowed or accumulated snow, shrubberies or other obstructions. Building numbers on a mailbox are considered compliant with this Bylaw only if the mailbox is on the same side of the street as the building requiring a number and within 15 (fifteen) feet of the edge of its driveway.
4. A building that has more than one dwelling unit (including multi-family and accessory "in-law" apartments) shall have one street number with a letter assigned to the individual dwelling units, based on the principle of the unit's main entrance nearest to the beginning of the Public Way designated as A, the next distant as B, etc.

Size, Color of Street Number

Building numbers shall be of permanent weatherproof material, at least four (4) inches tall, and clearly visible against a contrasting background from the Public Way. Numbers must be in numerical, not word, form and shall be clearly visible under all conditions at all times of the year. Reflective numerals are recommended as being more easily visible for emergency personnel with flash or spot lights at night in an otherwise unlighted yard.

Brass, gold-colored or silver-colored numerals on a natural wood background must be sufficiently contrasting for good visibility under this Bylaw. Numbers carved into natural stone or wood should be painted to provide adequate contrast with their background. It shall be the duty of the property owner to maintain and display the building numbers in accordance with this section.

House Names

The commonly-known name of a building (i.e. a business sign or house name, "Post Office," "The Orchard") is not adequate identification for Emergency Management System purposes. The assigned building number for every qualifying building must be clearly displayed, as defined in this Bylaw.

Private and Shared Driveways

A driveway to a single residence from a Public Way is to be numbered along the Public Way and is not eligible for a different name unless future additional development on that driveway is planned or a reasonable expectation. In that case, the owner may request a name for the driveway and building numbers will be issued on that driveway in accordance with this Bylaw.

Driveways in regular use prior to the date of the acceptance of this Bylaw are not required to change to a named driveway until additional buildings are erected that need a number under this Bylaw. At that time, a request must be presented to the Planning Board for a driveway name and all of the numbered buildings on that driveway will be renumbered by the Highway Superintendent or his designee in accordance with the numbering system used elsewhere in this Bylaw.

Numbering on Shared and Common Driveways

Qualifying buildings on a named or Common Driveway will be assigned a building number consistent with this Bylaw and will use only the approved name of the shared or Common Driveway.

Qualifying buildings on an unnamed Shared Driveway shall be numbered from the road which provides access to the Shared Driveway.

Shared and Common Driveway Names

The Planning Board will assign a permanent name to a qualifying private way. The Planning Board shall solicit and consider name suggestions from the property owner(s) on the driveway, but may refuse them and choose another name. At the property owner's/developer's expense, the assigned name will be recorded with the Town Clerk within 30 days of the name's assignment by the Planning Board. The new name shall be the property's physical address.

At the expense of the property owners along the named private way, the Town will provide the sign. The town will install the sign within 30 days of the name assignment; it will be placed at the intersection of the Public Way and named driveway.

Street Name Changes

Street name changes will be made at the sole discretion of the Planning Board. Written notice shall be sent to all affected property owners, explaining the need for the change, and they will be invited to contribute suggestions for a new name. On acceptance by the Planning Board of the new name, all affected property owners shall be notified in writing by certified mail confirming the new street name and their new number, and they shall have sixty (60) days in which to change the numbers, if needed, on their buildings. All official Town records will be changed within 60 days of the Planning Board's final acceptance action and the name change and acceptance.

Enforcement

No Occupancy Permit for a newly erected structure shall be issued by the Building Inspector until the number and name of the way has been displayed as specified in this Bylaw.

In the event that a sign becomes inadequate, it shall be replaced by the current owner of the property.

Appeal

Any person aggrieved by the enforcement of this Bylaw, or by the refusal of the enforcing authorities to enforce any provision of this Bylaw, may file an appeal with the Zoning Board of Appeals within 30 calendar days of the date of such enforcement action or refusal. All appeals shall be handled in a manner consistent with the standard rules of the Board of Appeals.

Glossary

Driveway – that area of land which provides access to a building (or buildings) from a public or private way

Common Driveway – a privately-maintained driveway over private property that serves more than two residences and has been given a separate name with the designation "Drive." It must meet the building requirements in the Zoning Bylaw.

Shared Driveway - a privately-maintained driveway over private property that serves two residences and may have been given a separate name with the designation "Drive."

SECTION 23: Permitted Uses – Light Industrial District

Any use permitted in the Rural/Residential and Agricultural District and the following:

23.1: Light Industrial Use

Any use which involves the fabrication, assembly, finishing, packaging or processing of products, but excluding the following uses which shall not be permitted: Asphalt manufacturing or refining, coal storage, creosote, distillation of coal, wood or bones, explosive or fireworks manufacturing, fat rendering, fertilizer or potash manufacturing or refining, glue or size manufacturing or process involving recovery from fish or animal offal, gypsum, cement plaster or plaster of paris manufacturing, incineration, junk or salvage yard or junk or salvage storage, petroleum refining, tar distillation, tar roofing manufacturing, ammonia, chlorine or bleaching power manufacturing, celluloid manufacture, iron, steel or other metal manufacturing, leather processing, paint manufacture, paper manufacture, poisonous gases (except welding gases), rubber manufacture,

soap manufacture, drop forge shop, settling gas, cyanide compound or oxygen manufacture, fumigation plants, match manufacture, tire recapping or retreading or other use commonly considered hazardous or noxious.

23.2: Commercial Use

Any use which involves sales at retail or wholesale goods and merchandise.

23.3: Restrictions on Light Industrial and Commercial Uses

- (a) No light industrial or commercial use is permitted which causes continuous noise or vibrations that are normally perceptible above street noise without instrumentation at any point more than 100-feet from the premises, or which results in flashing lights being visible at any point more than 100 feet from the premises.
- (b) No light industrial or commercial use is permitted unless cinders, dust, fumes, gases, odors, and electromagnetic radiation are effectively confined to the premises.

23.4: Additional Requirements

- (a) Site plan review and approval by the Planning Board is required for expansion within this zone.
- (b) All buildings be visually screened from abutting residential property through the appropriate use of plantings, fencing, or other suitable screening means.

SECTION 24: Radioactive Waste Disposal *(Added 16 November 1981)*

No land within any use district in the Town of Conway may be used for the collection, treatment, storage, burial, incineration, or disposal of radioactive waste, including but not limited to wastes classified as low-level radioactive waste. *(Amended (1) 21 December 1981: Amended (2) 14 April 1986)*

ARTICLE 3: GENERAL REGULATIONS

SECTION 31: Presently Existing Uses, Structures, and Lots

31.1: Continuation and Restoration

Any use of structure, whether conforming to this Bylaw or not, may be continued if that use or structure was lawfully existing at the time it became nonconforming, and may be restored if destroyed by fire or other accidental or natural cause or demolished, but if discontinued or abandoned for more than 24 months, subsequent use shall comply with this Bylaw. *(Amended 16 November 1981)*

31.2: Alteration

Legally nonconforming structures may be altered if without extension or change of use. Nonconforming structures or nonconforming uses of structures or land may be extended or changed to another nonconforming use only if granted a Special Permit by the Planning Board.

31.3: Nonconforming Lots

Any recorded or registered lot not meeting the frontage or area requirements of this Bylaw, if having an area of 5,000 square feet or more and at least 50 feet of frontage on a public way, if owned separately from an adjoining land at the time of recording, and if it conformed at that time to the then existing requirements, may be built upon for any otherwise permitted use even though not meeting frontage and area requirements.

SECTION 32: Environmental Controls

32.1 Screening

Any reasonably large accumulation of junk, trash, or debris shall be confined out of sight by plantings or other screenings.

32.2 Hazard

No use shall be allowed which would create unreasonable hazard due to explosion, fire, or other causes. Potentially hazardous conditions shall be fenced, covered or otherwise rendered safe.

32.3: Water Discharge

No building or driveway shall be constructed so as to allow water, snow, ice, or waste material to be deposited upon or discharged upon a public way or upon a neighboring property other than along natural water channels at a speed and volume similar to that which occurred prior to construction. *(Amended 11 April 2005)*

32.4: Stripping Land of Soil and Loam

No person, firm, or corporation shall strip, sever, remove, or convey away any soil, loam, clay, sand or gravel from any land in the Town of Conway not in public use, unless and until such stripping, severance, removal, or conveyance away is first authorized by a Special Permit issued by the Planning Board, except for the continued operation of an existing sand or gravel pit. No special permit is required in conjunction with the construction of a building and/or septic system provided the contours of the land are not altered by a depth or height in excess of six (6) feet and that no change is made to the natural flow of storm water. No such permit shall be issued until an application therefore has been filed with the Board. Said Board shall then hold a public meeting on the application and notice of the filing in relation thereto. *(Amended 11 April 2005)*

32.5: Unregistered Motor Vehicles *(Amended and renumbered 9 May 2016)*

The keeping of more than one unregistered motor vehicle, of any kind, on any premises, assembled or disassembled, shall not be permitted, with the following exceptions:

32.5-1: Said motor vehicles are stored within an enclosed building and in keeping with State Fire laws and Regulations.

32.5-2: A special permit is granted by the Planning Board. Such a Special Permit may be granted after a duly called public hearing to which all abutters to the premises have received notice, and if the Planning Board finds that such keeping: (1) is in harmony with the general purpose and intent of this Bylaw; (2) will not adversely affect the neighborhood; and (3) will not be a nuisance.

32.5-3: All such special permits granted shall specifically limit the number of unregistered motor vehicles to be kept on the premises by the permit holder, shall not run with the land, and shall be limited to a reasonable length of time.

32.5-4: This article shall not apply to motor vehicles which are designed and used for farming purposes or to contractor's equipment, nor shall this article apply to land owners or tenants who store motor vehicles out of sight of abutters and public ways.

32.5-5 Applicants seeking to be licensed by the Selectboard to do business under Massachusetts General Laws Chapter 140, Section 58, Classes 1 – 3 and intending to keep more than one unregistered motor vehicle on the premises and not in an enclosed building must obtain a Special Permit prior to issuance of said license. *(Added 9 May 2016)*

SECTION 33: Signs

33.1: On-Premises Signs

Any business premises may have one on-premises sign with two surfaces in opposite directions devoted exclusively to the premises on which the sign is located of not more than fifteen (15) square feet.

33.2 Off-Premises Signs

Off-premises signs (signs with content not relative to the premises they are on) are allowed only to provide directions to premises. Off-premises signs shall not be more than three (3) square feet in size except by Special Permit from the Planning Board based upon the Board's determination that the sign will serve the informational needs of the motoring public, will not obscure the legibility of existing signs on other premises, will chiefly identify the local business rather than standard product brand names, employs minimum wording to improve legibility, and is consistent with a rustic rural character in which case a sign can be up to fifteen (15) square feet.

33.3: Lighting of Signs

- a) No sign shall flash or display movement.
- b) Signs may be illuminated only during the normal business hours.

SECTION 34: Off Street Parking

34.1: Number of Spaces

All premises shall provide off street parking sufficient for all persons who commonly use the premises.

34.2: Additional Requirements

No off street parking area shall be maintained within ten feet of a street line. For Parking areas of 10 cars or more, the following shall apply:

- (a) The use of the area shall not require backing out onto a public way.
- (b) There shall be not more than one entrance and one exit from such lots per 300 feet of street frontage or fraction thereof. If necessary to meet this requirement, users shall arrange for shared egress.
- (c) Such lots shall be screened from any abutting residential use by densely planted shrubs.

34.3: Loading Requirements

Any facility such as a car-wash or drive-in facility which from time to time has lines of vehicles waiting admission shall have sufficient on-site space for such lines without requiring cars to stand on any public way or cross any public sidewalk.

ARTICLE 4: DIMENSIONAL REQUIREMENTS

SECTION 41: Lot Area and Clearances

41.1: Lot Area

No building shall be erected or mobile home placed on a lot unless the lot:

- (a) complies with state and local sanitary codes;
- (b) has a minimum of 200 feet of frontage on a public way that currently provides suitable access for fire, police, and emergency vehicles. *(Amended 12 April 2004)*
- (c) and has a minimum area of one acre or complies with the requirements for back lots in 41.1 (c) or as may be exempted under Section 6 of MGL Chapter 40A. *(Amended 11 March 1993).*
- (d) Back Lots – an individual lot need not have the required amount of street frontage provided that all of the following requirements are met:
 - (1) The area of the lot is a minimum of four acres;
 - (2) The lot includes a strip of land, easement, or right of way at least 20 feet in width by which it is connected with a public way. Legal proof of such connection SHALL be required from the landowner as part of a request for a building permit; *(Amended 11 April 2005)*
 - (3) The width of the lot where the principal building is to be built is a minimum of 200 feet.

No more than one residential building (*Amended 12 April 2004*) is allowed per building lot. (*Amended 11 March 1993*) This provision shall not restrict the number of outbuildings related to a dwelling which can be placed on a lot.

Driveway access to the residential building of a lot as defined under sections (b) and (c) may or may not enter through the determined frontage of said lot. Safe access shall be the first priority. (*Amended 12 April 2004*)

41.2: Clearances (Setbacks) (*Revised 8 May 2017*)

No primary building or structure shall be located within 25 feet of any boundary or within 50 feet of a public way. However, if a primary building or structure already exists on an adjacent lot on the same street and is less than 50 feet from a public way, a new primary building or structure may be located at a distance that is the same or greater from the public way.

For accessory use buildings and structures, the clearances are one-half (½) the distances specified for a primary building or structure.

41.2.1 Exceptions to dimensional clearances requirements for accessory buildings or structures (*Added 8 May 2017*)

a) The Zoning Board of Appeals may reduce, by Special Permit, the dimensional clearance requirements for front, rear, and side yards related to accessory building or structure setbacks provided that the Zoning Board of Appeals makes a determination that the proposed building or structure is consistent in scale or setback with the structures in abutting parcels and the immediate neighborhood. The Zoning Board of Appeals shall make the following determinations before granting an exception:

1. The Zoning Board of Appeals shall specifically determine that the reduced dimensional clearance requirement for a front, side or rear yard will have no adverse effect on adjacent properties or historic structures.
2. The Zoning Board of Appeals shall specifically determine that the reduced dimensional clearance requirement for a front, side or rear yard will not be a detriment to the public good and will not substantially undermine the intent of the Conway Zoning Bylaws.

b) The applicant shall file, with the application for a Special Permit, a detailed plan drawn to scale of the property that shows the lot lines and dimensions of the property, the clearance setbacks as they currently exist for front, side or rear yards, the proposed location of the structure, and any proposed reduction to the clearance requirements. In addition, the diagram shall include all utility accesses and shall be signed under pains and penalties of perjury. The applicant shall provide an explanation as to why they are requesting a reduction in setbacks from the clearance requirements of the Zoning Bylaws. The Zoning Board of Appeals may grant any setback reduction where the boundary or lot line from which setback relief is requested has been established, by survey or other recognized documentation from which the ZBA can readily determine the location of the lot lines.

41.3: Agricultural Buildings

Any number of agricultural buildings may be placed or erected on a lot.

41.4 Driveways (*Added 12 April 2004*)

All driveways shall be designed according to requirements listed below. Driveways serving three or more lots have additional requirements (see Common Driveways, Section 41.5).

- (a) at its intersection with the traveled surface of a public way, at least the first 20 feet in length constructed with a minimum curb cut of 20 feet, a maximum slope of 8 percent, and driveway should have crown or slope to direct water away from the public way, and a culvert where applicable.

- (b) A line-of-sight of sufficient distance to permit safe entering onto the travel portion of public way, calculated per AASHTO (American Association of State Highway and Transportation Officials) and MUTCO (Manual on Uniform Traffic Control Devices) as supplied by the Highway Superintendent, and available at the Town Office.
- (c) The approval and signature of the Highway Superintendent on the building permit application, indicating that the driveway meets the above standards before a building permit can be issued.

41.5: Common Driveways (Section 41.5 COMMON DRIVEWAY BYLAW added 11 March 1993)

The purposes of this Bylaw are to provide for the safety, welfare, and convenience of town residents and to encourage appropriate land use.

41.5-1: Definitions and Exceptions

A common driveway is a driveway which begins at a public way and provides access to more than one building lot. Common driveways providing access to two building lots are permitted by right and are not subject to this Bylaw. Common driveways, which are to be constructed, extended or utilized to provide access to three or more building lots are required to conform to the Common Driveway Bylaw.

The Common Driveway Bylaw shall not apply when both the common driveways and the building lots to which they provide access existed prior to March 11, 1993. The common driveway bylaw shall not apply to common driveways shown on a plan recorded at the Franklin County Registry of Deeds prior to March 11, 1993. The specific right to use a discontinued road as a common driveway is not intended or implied by any portion of this bylaw.

41.5-2: Design and Performance Requirements

A common driveway shall have:

- (a) A minimum right-of-way width of 30 feet and a maximum gradient of 12%. For short sections, at steeper gradients, variances may be granted the Zoning Board of Appeals. This paragraph shall not apply to rights-of-way existing prior to March 11, 1993;
- (b) A stable sub-base of at least 18 inches of gravel, a minimum wear surface of crushed stone or trap rock applied to a minimum depth of 4 inches, a minimum width of 12 feet, a minimum centerline radius of 75 feet and a minimum of 3 feet of total shoulder;
- (c) If the driveway is a dead-end, a “hammerhead” or other turnaround adequate for a 30 foot vehicle;
- (d) A curb cut of at least 20 feet in width, with a minimum radius of four feet, and an approach area of at least 20 feet in length from the edge of traveled surface of the public way with a slope of not more than 4% grade. This paragraph shall not apply to rights-of-way existing prior to March 11, 1993;
- (e) A “pullout” every 500 feet for a 30 foot vehicle;
- (f) Such storm drains, swales, culverts and drainage retention areas as are necessary to permit the unimpeded flow of all natural water courses, to insure drainage of the driveway, to prevent washout and erosion and to intercept all storm water drainage created by the construction of the common driveway adequate to meet a 25 year frequency storm. All Wetlands Protection Act requirements must be met;
- (g) A line-of-sight of sufficient distance to permit safe entering onto the travel portion of public way, calculated per AASHTO (American Association of State Highway and Transportation Officials) and MUTCO (Manual on Uniform Traffic Control Devices) as supplied by the Highway Superintendent, and available at the Town Office. *(Amended 12 April 2004)*
- (h) A proposed name for the common driveway(s), subject to Planning Board approval.

41.5-3: Maintenance

Maintenance of such a driveway shall be assured through a covenant, landowner’s association or similar legal agreement, approved by the Planning Board and binding upon those served by the driveway, which shall require the landowners to maintain the driveway to the standards of this

Bylaw at their mutual, exclusive expense. Such covenant or association agreement shall further state, as a condition of Planning Board approval, that the driveway in question is not a private road or public road and that it is intended to remain in perpetuity as a common private driveway. A statement to this effect shall be shown on all design plans submitted to the Planning Board and included in the language used to convey lots served by the common driveway.

41.5-4: Compliance

No building permit shall be issued for any lot(s) to be served by a common driveway providing access to three or more building lots until an as-built plan, prepared by a Registered Massachusetts Civil Engineer, Landscape Architect, Architect, and/or Land Surveyor, and demonstrating compliance with 41.4 for the lot(s) for which building permits are sought, has been submitted to and approved by the Planning Board or its agent. All as-built plans shall show a statement certifying that the common driveway meets the requirements of the common driveway bylaw. A turnaround meeting the requirements of **41.5-2(c)** shall be provided at a temporary terminus of any common driveway providing access to three or more building lots.

ARTICLE 5: DEFINITIONS *(Revised 8 May 2017)*

In this Bylaw, the following terms shall have the following meanings, unless a contrary meaning is required by the context or is specifically prescribed:

ACCESSORY USE - Any building or structure whose use is incidental and accessory to the use of the principal building or structure. *(Added 8 May 2017)*

BUILDING - A combination of any materials, whether portable or fixed, having a roof and/or exterior walls built to form a structure for the shelter, support, or enclosure of person, animals, chattels, or property of any kind.

BUILDING (PRINCIPAL) - A building in which is conducted the principal use of the lot on which it is situated. *(Added 8 May 2017)*

BUILDING LOT - Any lot which complies with the frontage and dimensional requirements of 41.1[b] or the area and access requirements of either 41.1[c] or 41.4. *(Added 11 March 1993)*

CLEARANCES - The horizontal distance measured perpendicular from a property line to the closest point on the ground below any projecting vertical portion of a structure or building (i.e. drip line). *(Added 8 May 2017)*

COMMON DRIVEWAY - A driveway which begins at a public way and provides access to more than one building lot. *(Added 11 March 1993)*

DRIVEWAY - That area of land which provides access to a building lot from a public way. *(Added 11 March 1993)*

DWELLING, MULTI-FAMILY - A permanent or temporary building containing more than two dwelling units.

DWELLING, ONE OR TWO FAMILY - A permanent or temporary building containing either one or two dwelling units. *(Amended 11 March 1993)*

DWELLING UNIT - One or more living or sleeping rooms constituting a separate housekeeping establishment and containing independent cooking and sleeping facilities arranged for the use of one or more individuals or a family living together as one housekeeping unit.

LOT - A parcel of land laid out by metes, bounds or boundary lines in the last recorded deed or plan in the Franklin County Registry of Deeds.

PUBLIC WAY - A state highway, a county road or a road which has been accepted by the Town of Conway as a town road.

STRUCTURE – That which is built or constructed, excepting ornamental structures and fencing less than 6 feet tall. *(Added 8 May 2017)*

STRUCTURE (PRINCIPAL) – A structure in which is conducted the principal use of the lot on which it is situated. *(Added 8 May 2017)*

YARD - A required open space, unobstructed by structure(s) more than 3 feet high, other than fences or other customary yard accessories. *(Added 8 May 2017)*

ARTICLE 6: ADMINISTRATION

SECTION 61: Enforcement

This Bylaw shall be enforced by the building inspector who shall be appointed by the Board of Selectmen. Any person violating any of the provisions of this Bylaw may be fined not more than \$50 for each offense. Each day that such violation continues shall constitute a separate offense.

SECTION 62: Zoning Board of Appeals

There is hereby established a Zoning Board of Appeals of three members and two associate members, to be appointed by the Selectmen, which Board of Appeals shall act on all matters within its jurisdiction under this Bylaw and Chapter 40A of the General Laws in the manner prescribed by the said law and by this Bylaw.

SECTION 63: Special Permit Guidelines

Application for Special Permits shall be accompanied by a written report detailing the effects of the development in relation to the criteria of Section 63. In granting a Special Permit the Planning Board has the power to impose any conditions, safeguards, and/or limitations on time or use of premises.

- a) Uses, whether or not on the same parcel as activities permitted as a matter of right, accessory to activities necessary in connection with scientific research or scientific development or related production, may be permitted upon the issuance of a special permit provided the granting authority finds that the proposed accessory use does not substantially derogate from the public good.
- b) **Filing Procedure for Special Permits.** Special Permits shall be granted, denied, or issued with conditions by the Planning Board according to the provisions of Chapter 40A of the Massachusetts General Laws. An applicant for a Special Permit shall file a completed application with the Town Clerk. The application shall include nine (9) copies each of the Special Permit application and a plan of the site. The Town Clerk shall acknowledge receipt of the application by signing and dating the application. The Town Clerk shall transmit copies of the application to the Planning Board, Conservation Commission, the Zoning Board of Appeals, the Board of Health, the Historical Commission, the Highway Superintendent, the Fire Chief, the Energy Committee, and the Building Inspector. Town Boards and municipal officials shall have **30 days** from the date the completed application is received by the Town Clerk to report to the Planning Board their findings and recommendations. The date of receipt by the Town Clerk on behalf of the Planning Board, shall be the date of submission of the Special Permit application.

(Amended 11 May 2015)

- c) All other special permits otherwise in compliance with the provisions of this Bylaw and of Chapter 40A, shall be issued only upon written determination by the Planning Board that there be no significant adverse effects (to the neighborhood and/or town) in any of the following categories:
 - (a) **Traffic Flow and Safety:** for example, to what degree will the service level of abutting streets be reduced because of added traffic volume? Will hazardous egress conditions

result? Is traffic generation in relation to street frontage unusually high or low relative to nearby uses? Have such efforts been made as spacing egresses more widely than required, or sharing of egresses? Is the town capable of servicing the premises considering existing roads and town equipment?

- (b) **Adequacy of Utilities and other Public Services:** for example, will pressures on the highway department, school system, or other public services mount more rapidly than the town is reasonably able to relieve these pressures?
- (c) **Qualities of the Natural Environment:** for example, what will the consequences for wildlife, vegetation, hydrology, water quality, and air quality be? Does the proposal take into account the effects of large topographic change, tree removal, or increased storm water flow from the site?
- (d) **Impact on Other Properties:** for example, will the use or value of abutting or otherwise related properties be affected? What will be consequences for other property of sound, light, odor, traffic, and other disturbances?
- (e) **Community Health:** for example, will the development tend to increase unemployment, decrease public revenues, destroy neighborhoods, or otherwise on balance take more from the town than it returns?

63.1: Time to Begin Construction

Construction must begin within one year after a Special Permit or building permit is issued, except for good cause. *(Amended 8 April 1985)*

63.2: Time to Use Special Permit

A Special Permit shall lapse within two years, including such time as may be required to pursue or wait the determination of an appeal from the grant of the permit, if a substantial use of the permit has not begun within that two years, except for good cause. *(Amended 8 April 1985)*

63.3: Subsequent Amendments

A Special Permit or building permit shall conform to any subsequent amendments to this Bylaw unless the use or construction has commenced, within six (6) months, and if construction is involved, unless such construction is continued through to completion at reasonable speed.

SECTION 64: Site Plan Review *(Added 11 May 2015)*

- a) **Purpose.** The purpose of Site Plan Review is to ensure that new development is designed in a manner which reasonably protects the environmental and scenic qualities of the neighborhood and the Town.
- b) **Site Plan Review Process.** The Site Plan Review process will be conducted by the Planning Board.
- c) **Applicability.** Site Plan Review shall be required for Large-scale Ground-Mounted Solar Facilities (Article 9), Light Industrial expansion, and other Non-Residential Uses.
- d) **Procedures.** An applicant for Site Plan Review shall file a completed application with the Town Clerk. The Town Clerk shall acknowledge receipt of the plans by signing and dating the application form. The application submitted to the Town Clerk shall include nine (9) copies each of an application form and any narrative documents as outlined in the submittal requirements. Upon receipt of the application, the Town Clerk shall transmit copies of the application to the Planning Board, Zoning Board of Appeals, Conservation Commission, Board of Health, the Highway Superintendent, Historical Commission, Energy Committee, the Fire Chief and the Police Chief. These Town Boards and municipal officials shall have 45 days from the date the completed application is received by the Town Clerk to report to the Planning Board their findings and recommendations, and they can attend the public hearing(s). No building permits for projects requiring Site Plan Review shall be issued until the Planning Board has approved the Site Plan or unless the required time period for taking action on a Site Plan has lapsed without action from the Planning Board. The applicant is also responsible for obtaining all applicable permits or approvals that may be required for the development from other Town Boards or municipal officials.

- e) **Public Hearing.** The Planning Board shall hold a public hearing within 65 days after the filing of a completed application and shall take final action on an application for Site Plan Review within 90 days of the close of the public hearing. Notice and posting of the public hearing shall comply with the provisions of M.G.L. Chapter 40A, Section 11, regarding notice for public hearings.
- f) **Required Contents of a Site Plan.** All Site Plans shall be prepared by a registered architect, registered land surveyor, registered landscape architect, or registered professional engineer. A locus map at a scale of 1" = 100 feet shall be provided showing parcels and roads within 300 feet of the property line. The Site Plans shall be on standard sheets of 24 inches by 36 inches and prepared at a scale of 1"=40 feet or finer. The Site Plan and accompanying narrative shall contain the following:
1. Name of project, boundaries, locus map(s) showing site's location in Town, date, north arrow and scale of plan;
 2. Name(s), address(es), and phone number(s) of the owner(s) of the land, the developer (if applicable), and/or their designee;
 3. Name, title, address, and phone number of person(s) who prepared the plan;
 4. Names and addresses of all owners of record of abutting lots and those within 300 feet of the property line;
 5. All existing lot lines, easements and rights of way;
 6. Location and use of buildings and structures within 300 feet of the site;
 7. Location and use of all existing and proposed buildings and structures, including approximate height and floor area;
 8. Location and size in acres of wetlands on the site reviewed and approved by the Conway Conservation Commission;
 9. The location and a description of all proposed sewage disposal systems, sewer connections, water supplies, storm drainage systems, utilities and other waste-disposal methods;
 10. Location and date of all registered "perc" tests on the site;
 11. Location of all proposed new lot lines;
 12. Existing and proposed topography at a two-foot contour interval for the proposed grading and landscape plan;
 13. Location of existing public ways and proposed private ways on the site;
 14. Location and size of proposed parking and loading areas, driveways, walkways, access and egress points;
 15. The location and a description of proposed open space or recreation areas;
 16. The location of existing farmland and agricultural soils classified as prime farmland or soils of state and local importance;
 17. Size and location of existing and proposed sign(s);
 18. Surface drainage strategy that prevents increased drainage off-site or pollution;
 19. Existing vegetation that will be left undisturbed and proposed landscape features, including the location and a description of screening, fencing and plantings using non-invasive species;
 20. Design features which will integrate the proposed development into the existing landscape, maintain neighborhood character, and screen objectionable features from neighbors and roadways;
 21. Estimated average daily and peak-hour vehicle trips to be generated by the site and traffic flow patterns for both vehicles and pedestrians, showing adequate access to and from the site and adequate circulation within the site; and
 22. Other reasonable information the Planning Board may request in order to make a decision.
- g) **Decision.** The Planning Board's action shall consist of either:
1. Approval of the Site Plan based upon the determination that the proposed project is in compliance and consistent with the criteria set forth in this Bylaw;
 2. Approval of the Site Plan subject to conditions, modifications, and restrictions as the Planning Board may deem necessary; or
 3. Denial of the Site Plan based upon specific findings such as a determination that there was insufficient information submitted with the proposal to adequately review it or that the project is inconsistent with the requirements of these Zoning Bylaws.

The decision of the Planning Board shall be filed with the Town Clerk within 90 days of the close of the Public Hearing. The written record of the Planning Board's decision including any approved Site Plan shall be filed with the Town Clerk within 14 days of the final vote or sooner to meet the 90 day maximum time frame. A copy of any approved Site Plan and the decision of

the Planning Board shall be sent by the Town Clerk to the Building Inspector and the applicant. The Site Plan shall be recorded at the Registry of Deeds by the applicant with confirmation of such recording sent to the Town Clerk.

- h) **Administration, Waivers and Appeals.** The Planning Board may adopt and from time to time amend regulations for the submission and approval of Site Plans. The Planning Board may waive any of the requirements for Site Plan Review submittals and approval if the simplicity or scale of the project warrants such action. The Planning Board may also request any additional information it should need to render a decision. For large or complex projects, the Planning Board shall have the right to retain a registered professional engineer, planner, designer or other professional to advise the Board regarding any or all aspects of the Site Plan. The applicant shall be responsible for the costs of such advice. Appeals of the decision by the Planning Board on the Site Plan may be submitted to the Zoning Board of Appeals.
- i) **Compliance with Other Bylaws.** The Site Plan shall comply with any zoning bylaws for parking, loading, dimensions, environmental controls and all other provisions of the Zoning Bylaw. Before approval of a Site Plan, the Planning Board may request that the applicant make modifications in the proposed design of the project to ensure that the above criteria are met.
- j) **Review Criteria.** The Planning Board's evaluation of the proposed Site Plan shall include, as appropriate, the following:
 - 1. Adequacy and arrangement of vehicular traffic access and circulation, including intersections, road widths, pavement surfaces, dividers and traffic controls;
 - 2. Adequacy and arrangement of pedestrian traffic access and circulation, pedestrian walkways, control of intersections with vehicular traffic and overall pedestrian safety and convenience;
 - 3. Location, arrangement, appearance and sufficiency of off-street parking and loading;
 - 4. Location, arrangement, size, design and general site compatibility of structures, buildings, lighting and signs in relation to the terrain and to the use, scale, and proportions of existing and proposed buildings in the vicinity;
 - 5. Location of structures and buildings to provide a solar and wind orientation or other construction methods that encourage energy conservation;
 - 6. Adequacy of stormwater and drainage facilities;
 - 7. Adequacy of landscaping and other screening to minimize the visual impact of the development from public ways or abutting properties; and
 - 8. Protection of farmland and forestry resources.

SECTION 65: Amendment

This Bylaw may be amended from time to time at an Annual or Special Town Meeting in accordance with the provisions of Section 6 of Chapter 40A.

SECTION 66: Validity

The invalidity of any section or provision of this Bylaw shall not invalidate any other section or provision thereof.

SECTION 67: Applicability

Where the application of this Bylaw imposes greater restriction than those imposed by other regulations, permits, restrictions, easements, covenants or agreements, the provisions of this Bylaw shall control.

ARTICLE 7: FLOOD PLAIN DISTRICT

SECTION 71: Flood Plain District

A. Floodplain District Boundaries and Base Flood Elevation Data.

The Flood Plain District is herein established as an overlay district. The District includes all special flood hazard areas designated on the Conway Flood insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the NFIP dated June 4, 1980, as Zone A, AE, AH, AO, A1-30, A99, V, V1-30, VE and the FEMA Flood Boundary and Floodway Map dated June 4, 1980, both maps which indicate the 100-year regulatory floodplain. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Flood

Insurance Study booklet dated December 1979. The FIRM Floodway Maps and Flood Insurance Study booklet are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Official, Conservation Commission and Building Commissioner.

B. Base Flood Elevation and Floodway Data.

1. Floodway Data. In Zones A, A1-30, and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
2. Base Flood Elevation Data. Base flood elevation data is required for subdivision proposals or other developments greater than 50 lots or 5 acres, whichever is the lesser, within unnumbered A zones.

C. Notification of Watercourse Alteration.

In a riverine situation, the Emergency Management Director shall notify the following of any alteration or relocation of a watercourse:

- Adjacent Communities
- Bordering States (optional)
- NFIP State Coordinator
Massachusetts Department of Conservation and Resources
251 Causeway Street, Suite 600-700
Boston, MA 02114-2104
- NFIP Program Specialist
Federal Emergency Management Agency, Region 1
99 High Street, 6th Floor
Boston, MA 02110

D. The Floodplain District is established as an overlay district to all other districts. All development in the district, including structural and non-structural activities, whether permitted by right or by special permit must be in compliance with MGL Chapter 131, Section 40 and with the following:

- Section of the Massachusetts State Building Code which addresses floodplain and coastal high hazard areas (currently 780 CMR Appendix 102.G, "Flood Resistant Construction");
- Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00);
- Inland Wetlands Restriction, DEP (currently 310 CMR 13.00);
- Coastal Wetlands Restriction, DEP (currently 310 CMR 12.00);
- Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 12.00)

Any variances from the provisions and requirements of the above referenced state regulations may only be granted in accordance with the required variance procedures of these state regulations.

(Amended – Annual Meeting – 12 April 2010)

SECTION 72: Development Regulations

The following requirements apply in the Flood Plain District:

- (a) Within Zone A, where the base flood elevation is not provided on the FIRM, the applicant shall obtain any existing base flood elevation data and it shall be reviewed by the Building Commissioner for its reasonable utilization toward meeting the elevation or flood proofing requirements, as appropriate, of the State Building Code.
- (b) In the floodway, designated on the Flood Boundary and Floodway Map, the following provisions shall apply:
 - (1) All encroachments, including fill, new construction, substantial improvements 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 increase in flood levels during the occurrence of the 100-year flood.

- (2) Any encroachment meeting the above standard shall comply with the flood plain requirements of the State Building Code.

ARTICLE 8: WIRELESS COMMUNICATION FACILITIES *(added 23 October 2000)*

Purpose. The purpose of this Wireless Communications Facilities Bylaw is to protect the scenic, historic and natural resources of the Town of Conway while accommodating the wireless telecommunications needs of town residents and businesses. *(Amended 11 April 2005)*

This **Bylaw** does not apply to satellite dishes and antennas for residential use. *(Amended 11 April 2005)*

The Conway Planning Board shall issue Special Permit to duly licensed wireless carriers, as defined in the Telecommunications Act of 1996, 47 U.S.C. §332(c)(7)(ii), in Conway, providing the following:

Applicants shall:

- (a) Recognize the Conway Planning Board as the sole permit authority, for the town of Conway.
- (b) Demonstrate that existing facilities cannot accommodate applicant's needs.
- (c) Be responsible for the cost of designing the entire wireless communication infrastructure for the entire Town of Conway.
- (d) Contact all other wireless carriers, currently licensed in Massachusetts, and demonstrate having made sufficient provisions for their shared and cooperative use of facilities.
- (e) Demonstrate that proposed new facilities will:
 - (1) maximize use for all currently licensed carriers,
 - (2) protect the town's esthetic concerns by addressing color or camouflage, backdrop to protect ridge line, preservation of on site vegetation, and illumination, to minimize visual impact, *(Amended 11 April 2005)*
 - (3) use existing structures where possible. (i.e., high tension tower, inside steeples, disguised on water towers, on public buildings), and where free-standing antenna are proposed, that only monopoles shall be used.
 - (4) yield to the Conway Planning Board concerns of monopole height and number of monopoles. New towers shall be the minimum height necessary to comply with the purpose of this Bylaw, and not exceed 120 feet. *(Amended 11 April 2005)*
 - (5) comply with existing building codes and the Conway Protective Bylaws.
- (f) Meet requests by the Town for access and antenna space to serve the needs of the Town's emergency service providers. *(Amended 11 April 2005)*
- (g) Comply with requirements set forth by the Planning Board to demonstrate the visibility of any proposed new tower(s), e.g., by a balloon or mast raised at the location of the proposed Wireless Communication Facility. *(Amended 11 April 2005)*
- (h) Not post any advertising on proposed facilities.
- (i) Pay for the cost of the Planning Board's communications consultants and attorneys to evaluate the application and provide any information requested by these agents.
- (j) Post bond sufficient to cover the cost of seizing and dismantling the proposed facilities, if not in continuous active use, for said purpose, for a period of six months and recognize the Conway Planning Board's authority to order such.
- (k) Provide, if applicable, a written statement that the proposed facility complies with, or is exempt from, applicable regulations administered by the Federal Aviation Administration (FAA), Federal Communications Commission (FCC), Massachusetts Aeronautics Commission and the Massachusetts Department of Public Health.
- (l) Provide annual certification demonstrating continuing compliance with the standards of the Federal Communications Commission, Federal Aviation Administration, the Massachusetts Department of Public Health and the National Standards Institute and required maintenance shall be filed with the Building Inspector by the Special Permit Holder.
- (m) Severability – if any portion of this Bylaw is determined to be invalid, it shall not render the rest of the bylaw invalid.

*Original adopted 23 October 2000; Approved by Attorney General 26 February 2001
Amended 11 April 2005*

ARTICLE 9: LARGE SCALE SOLAR FACILITIES BYLAW

SECTION 91: Large Scale Solar Facilities Bylaw

*(Added as Section 22.5 "As-of-Right Siting" – Special Town Meeting 17 October 2011;
Renamed and amended – annual Town Meeting – 11 May 2015)*

(a) Purpose

The purpose of this bylaw is to promote the creation of new large-scale ground-mounted solar photovoltaic installations by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, minimize impacts on scenic, natural and historic resources and to provide adequate financial assurance for the eventual decommissioning of such installations.

The provisions set forth in this section shall apply to the construction, operation, and/or repair of large-scale ground-mounted solar photovoltaic installations.

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 pertains to physical modifications that materially alter the type, configuration, or size of these installations or related equipment.

(b) Definitions

As-of-Right Siting: As-of-Right Siting shall mean that development may proceed without the need for a special permit, variance, amendment, waiver, or other discretionary approval. As-of-right development may be subject to Site Plan Review to determine conformance with local zoning ordinances or bylaws. Projects cannot be prohibited, but can be reasonably regulated by the inspector of buildings, building commissioner or local inspector, or if there is none in a town, the Planning board designated by local ordinance or bylaw.

Building Inspector: The inspector of buildings, building commissioner, or local inspector, or person or board designated by local ordinance or bylaw charged with the enforcement of the zoning ordinance.

Building Permit: A construction permit issued by an authorized building inspector; 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 ground-mounted large-scale solar photovoltaic installations.

Solar Overlay District: The Solar Electric Overlay District(s) as designated by the Town of Conway are shown on the Official Zoning Map dated November 7, 2013 in accordance with Massachusetts General Laws Chapter 40A. This map is hereby made a part of this Zoning Bylaw and is on file in the Office of the Conway Town Clerk. Large-scale solar installations are allowed as-of right in this district.

Large-Scale Ground-Mounted Solar Photovoltaic Installation: A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted and has a minimum nameplate capacity of 250 kW DC.

On-Site Solar Photovoltaic Installation: A solar photovoltaic installation that is constructed at a location where other uses of the underlying property occur.

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

Solar Photovoltaic Array: an arrangement of solar photovoltaic panels.

Zoning Enforcement Authority: The person or board charged with enforcing the zoning ordinances or bylaws.

(c) General Requirements for all Large Scale Solar Power Generation Installations

The following requirements are common to all solar photovoltaic installations to be sited in Conway.

1. Compliance with Laws, Ordinances and Regulations

The construction and operation of all large scale solar photovoltaic installations 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 accordance with the State Building Code.

2. Building Permit and Building Inspection

No large scale solar photovoltaic installation shall be constructed, installed or modified as provided in this section without first obtaining a building permit.

3. Fees

The application for a building permit for a large scale solar photovoltaic installation must be accompanied by the fee required for a building permit.

(d) Site Plan Review

Ground-mounted large scale solar photovoltaic installations, with 250 kW or larger of rated nameplate capacity shall undergo Site Plan Review (*see Section 64*) by the Planning Board prior to construction, installation or modification as provided in this section.

1. General

All plans and maps shall be prepared, stamped and signed by a Professional Engineer licensed to practice in Massachusetts.

2. Required Documents

Pursuant to the Site Plan Review process, the project proponent shall provide the following documents in coordination with or in addition to those required by Section 64:

- (a) A site plan showing:
 - i. Property lines and physical features, including roads, for the project site;
 - ii. Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, screening vegetation or structures;
 - iii. Blueprints or drawings of the solar photovoltaic installation signed by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts showing the proposed layout of the system and any potential shading from nearby structures
 - iv. One or three line electrical diagram detailing the solar photovoltaic installation, associated components, and electrical interconnection methods, with all National Electrical Code compliant disconnects and overcurrent devices;
 - v. Documentation of the major system components to be used, including the PV panels, mounting system, and inverter;
 - vi. Name, address, and contact information for proposed system installer;
 - vii. Name, address, phone number and signature of the project proponent, as well as all co-proponents or property owners, if any; and
 - viii. The name, contact information and signature of any agents representing the project proponent.
- (b) Documentation of actual or prospective access and control of the project site (*see Section 91(e)*);
- (c) An operation and maintenance plan (*see Section 91(f)*);
- (d) Zoning district designation for the parcel(s) of land comprising the project site (submission of a copy of a zoning map with the parcel(s) identified is suitable for this purpose);
- (e) Proof of liability insurance; and
- (f) Description of financial surety that satisfies Section 91(k).

The Planning Board may waive submittal of the Required Documents as it deems appropriate.

(e) Site Control

The project proponent shall submit documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed solar photovoltaic installation.

(f) Operation & Maintenance Plan & Landscape Plan

The project proponent shall submit a plan for the operation and maintenance of the large-scale ground-mounted solar photovoltaic installation, which shall include measures for maintaining safe access to the installation, storm water controls, as well as general procedures for operational maintenance of the installation.

The project proponent shall submit a Landscape Plan detailing all proposed changes to the landscape of the site including: vegetation removal, temporary or permanent access roads,

grading, exterior lighting and screening of structures. The Landscape Plan shall show the type and location of vegetation proposed to screen the installation including appurtenant structures from public ways and adjacent properties. The depth of the screen shall be 30 feet and will be composed of native trees and shrubs staggered for height and density that shall be properly maintained. The owner/operator shall not remove any naturally occurring vegetation such as trees and shrubs unless it adversely affects the performance and operation of the solar installation.

(g) Utility Notification

No large-scale ground-mounted solar photovoltaic installation shall be constructed until evidence has been given to the Planning Board that the utility company that operates the electrical grid where the installation is to be located has been informed of the solar photovoltaic installation owner or operator's intent to install an interconnected customer-owned generator. Off-grid systems shall be exempt from this requirement.

(h) Dimension and Density Requirements

1. Setbacks

For large -scale ground-mounted solar photovoltaic installations, front, side and rear setbacks shall be as follows:

- (a) Front yard: The front yard depth shall be at least 50 feet;
- (b) Side yard. Each side yard shall have a depth at least 50 feet;
- (c) Rear yard. The rear yard depth shall be at least 50 feet.

(i) Appurtenant Structures

All appurtenant structures to large- scale ground-mounted solar photovoltaic installations shall be subject to reasonable regulations concerning 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, transformers, and substations, shall be architecturally compatible with each other. Whenever reasonable, structures should be shaded from view by vegetation and/or joined or clustered to avoid adverse visual impacts.

(j) Design Standards

1. Lighting

Lighting of solar photovoltaic installations shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting of the solar photovoltaic installation shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.

2. Signage

Signs on large-scale ground-mounted solar photovoltaic installations shall comply with a municipality's sign bylaw. A sign consistent with a municipality's sign bylaw shall be required to identify the owner and provide 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.

3. Utility Connections

Reasonable efforts, as determined by the Planning Board, shall be made to place all utility connections from the solar photovoltaic installation 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.

4. Safety and Environmental Standards

i. Emergency Services

The large scale solar photovoltaic installation owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to the local fire

chief. Upon request the owner or operator shall cooperate with local emergency services in developing an emergency response plan. All means of shutting down the solar photovoltaic installation shall be clearly marked. The owner or operator shall identify a responsible person for public inquiries throughout the life of the installation.

ii. 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 large-scale ground-mounted solar photovoltaic installation or otherwise prescribed by applicable laws, regulations, and bylaws.

5. Monitoring and Maintenance

i. Solar Photovoltaic Installation Conditions

The large-scale ground-mounted solar photovoltaic installation owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the local Fire Chief and Emergency Medical Services. The owner or operator shall be responsible for the cost of maintaining the solar photovoltaic installation and any access road(s), unless accepted as a public way.

ii. Modifications

All material modifications to a solar photovoltaic installation made after issuance of the required building permit shall require approval by the Planning Board.

6. Abandonment or Decommissioning

i. Removal Requirements

Any large-scale ground-mounted solar photovoltaic installation which has reached the end of its useful life or has been abandoned consistent with Section 91(j)6. of this bylaw shall be removed. The owner or operator shall physically remove the installation no more than 150 days after the date of discontinued operations. The owner or operator shall notify the Planning Board by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of:

(a) Physical removal of all large-scale ground-mounted solar photovoltaic installations, structures, equipment, security barriers and transmission lines from the site.

(b) Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.

(c) Stabilization or re-vegetation of the site as necessary to minimize erosion. The Site Plan Review Authority may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

ii. Abandonment

Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the solar photovoltaic installation shall be considered abandoned when it fails to operate for more than one year without the written consent of the Planning Board. If the owner or operator of the large-scale ground-mounted solar photovoltaic installation fails to remove the installation in accordance with the requirements of this section within 150 days of abandonment or the proposed date of decommissioning, the town may enter the property and physically remove the installation.

iii. Financial Surety

Proponents of large-scale ground-mounted solar photovoltaic projects shall provide a form of surety, either through escrow account, bond or otherwise, to cover the cost of removal in the event the town must remove the installation and remediate the landscape, in an amount and form determined to be acceptable by the Planning Board, but in no event to exceed more than 125 percent of the cost of removal and compliance with the additional requirements set forth herein, as determined by the project proponent. Such surety will not be required for municipally- or state-owned facilities. The project proponent shall submit a fully inclusive estimate of the costs

associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation.

ARTICLE 10: AGE RESTRICTED HOUSING COMMUNITY (ARHC) BYLAW *(Added 8 May 2017)*

A master-planned development of land as a unified residential community, constructed expressly for use and residence by persons who have achieved a minimum age of fifty-five (55) years, in accordance with M.G.L. Chapter 151B, Section 4, Subsection 6, and also incorporating the preservation of natural open space areas as an integral element of the development. An Age Restricted Housing Community shall be permitted only within the Rural Residential/Agricultural Overlay District of Conway and only upon the granting of a special permit by the Planning Board.

10.1 PURPOSE

The purposes of the Age Restricted Housing Community bylaw are:

- a. To increase the variety of well designed, market rate and affordable housing choices for citizens who are 55 years of age and older
- b. To provide for building at a higher density than would normally be allowed, and allow greater flexibility in site planning and the preservation of open space and historic resources within the ARHC development; and
- c. To provide for the review of all such proposals prior to construction, to ensure compliance with the above intent and objectives and to assure that the proposal will not result in or contribute to incompatible use of the land, pollution of the soil or groundwater, traffic congestion or inappropriate site development.

10.2 APPLICABILITY

The Planning Board (hereafter in this Section called the Board), acting as Special Permit Granting Authority, may grant a Special Permit for construction of a Age Restricted Housing Community (ARHC) and accessory structures, in the Rural Residential/Agricultural Overlay District as defined below:

10.2-1 Age Restricted Housing Community Overlay District Delineation:

The age restricted housing community overlay district shall be defined as the areas of town serviced by a public way and zoned Rural Residential/Agricultural.

10.2-2 Uses in the ARHC Overlay District:

Non-residential uses may be permitted in the ARHC development upon the issuance of a Special Permit by the Planning Board, provided that such use shall be consistent with those uses allowed by right and by Special Permit in Conway and the gross square footage of the proposed use does not exceed five percent (5 %) of the gross building square footage of the ARHC.

10.2-3 Age Qualification:

An ARHC shall constitute housing intended for persons of age fifty-five or over in accordance with M.G.L. chapter 151B, section 4, sub-section 6. One hundred percent (100 %) of the dwelling units in an Age Restricted Housing Community shall each be occupied by at least one person fifty-five (55) years of age or older except in the event of the death of the qualifying occupant of a dwelling unit, or foreclosure or other involuntary transfer of a dwelling unit, a two (2) year exemption shall be allowed to facilitate the transfer of the dwelling unit to another eligible household.

10.2-4 Applicant Qualifications:

The applicant for a Special Permit for an ARHC shall be the owner of the land proposed for such development or be authorized in writing by the owner to apply for and be issued such Special Permit.

10.2-5 Maximum Number of ARHC Dwelling Units in the Town of Conway:

The maximum number of permitted housing units within all permitted ARHC developments in the Town of Conway shall be limited to a number equivalent to five percent (5 %) of the existing residential units (excluding

ARHC units) located in the Town of Conway. For the purpose of this Bylaw, the number of residential units shall be as established by the Board of Assessors as of January 1 of each calendar year.

10.2-6 Affordability Requirement:

A proposal shall, at a minimum, set aside fifteen percent (15%), with a minimum of one (1) unit per development, of the total number of dwelling units provided on the site as affordable Age Restricted housing. For the purposes of this Section, affordable Age Restricted housing shall be defined as dwelling units that are rented or sold to, and occupied by, households earning up to eighty percent (80%) of the Median Area Household Income, as such median is defined by the United States Department of Housing and Urban Development (HUD). Affordable Age Restricted rental units shall be "rent restricted", as such term is defined in the Federal Low-Income Housing Tax Credit Program, Internal Revenue Code Section 42(g)(2), such that rents, including utilities, are set at no more than thirty (30) percent of the income limit. Affordable Age Restricted units shall be dispersed throughout the ARHC and shall be externally indistinguishable from the market rate units. The property owner shall seek the services of a third party entity such as a local community development corporation to manage the assignment of affordable age restricted units.

10.2-7 Permanent Age Restriction:

Each dwelling unit within an ARHC shall be subject to a permanent age restriction, described in a deed, deed rider or lease, and the organizational documents for the ARHC shall be recorded with the Franklin County Registry of Deeds or run with the land for a minimum period of ninety-nine (99) years and shall be enforceable by any or all of the owners of the ARHC or by the Town.

10.3 DIMENSIONAL REGULATIONS AND DEVELOPMENT REQUIREMENTS

Except as noted below, an ARHC shall comply with all applicable dimensional regulations and development requirements listed in Section 22, 23, 32, 33, and 41 of the Protective Bylaws of Conway.

- a. **Lot Area:** At the time of granting a special permit by the Planning Board, the property under consideration for an ARHC shall be located on one or more contiguous parcels, whether or not separated by a public or private way, having an area of at least three (3) acres.
- b. **Lot Frontage:** An ARHC shall have a minimum frontage of not less than one hundred (100) feet.
- c. **Setbacks:** There shall be no minimum standards for internal lot line setbacks within the ARHC; however the distribution of buildings and lots within the ARHC shall be distributed in a manner designed to enhance the primary and secondary resources as defined in Section 10.6-2 and 10.6-3. There shall be a minimum of thirty (30) feet between the edge of the access drive and any abutting property line.
- d. **Lot Width:** The lot or combination of lots upon which an ARHC is located shall maintain a minimum width of open land between the limits of work of the ARHC and any adjacent property of forty (40) feet, except for access to the development.
- e. **Open Space:** A goal that of fifty percent (50 %) of an ARHC lot be maintained as open space as defined in Section 10.5.
- f. **Number of Dwelling Units:** The maximum number of dwelling units allowed in an ARHC is twenty (20). The minimum number of dwelling units allowed in an ARHC is seven (7).
- g. **Distribution of Dwelling Unit Types:** In an ARHC development, the distribution of dwelling unit types shall be at the discretion of the applicant, except for the following standards:
 - 1. A goal that at least fifty percent (50 %) of the units constructed be single-family or two-family dwellings.
- h. **Parking:** Parking for motor vehicles shall be provided as follows:
 - o One and one/half (1-1/2) spaces per dwelling unit.
 - o Guest parking - One (1) space per six (6) dwelling units.

- Common Facility parking - Additional parking spaces shall be provided at shared or common facilities (swimming pool, clubhouse, etc.) within the ARHC provided that no common facility lot shall contain more than twelve (12) spaces.
- All driveways must meet the performance standards for driveways or common driveways as set forth in the Conway Zoning Bylaw, Sections 41.4 and/or 41.5 as applicable.

10.3-1 Driveways and Lot Access:

All proposed private driveways shall comply with Sections 22.4 Street naming and Building numbering, and/or 41.4 Driveways and/or 41.5 Common Driveways as set forth in the Protective Bylaws of the Town of Conway.

The construction and maintenance of roads, driveways, alleyways, and parking areas in an ARHC is the sole responsibility of the project applicant or an association of dwelling unit owners.

10.3-2 Natural and Neighborhood Features:

The plan for an ARHC shall be designed to maximize the preservation of natural and neighborhood features. To the extent possible, existing vegetation should be retained where such growth provides a benefit to the natural environment. In developed areas, the design of the ARHC shall also consider human designed landscapes by extending existing street tree plantings and by providing landscapes and landscape amenities that reinforce the physical layout of the neighborhood.

10.3-3 Pedestrian Facilities:

The plan for an ARHC shall incorporate pedestrian systems that allow for the convenient and safe movement of those who choose to walk for leisure or as a means of transportation.

Connections to the Town's existing sidewalk network shall be made by the applicant where possible.

10.3-4 Landscaping and Screening:

All service areas and equipment, rubbish and recycling containers, service outbuildings, and any other accessory facilities identified by the Planning Board, shall be adequately screened from the view of public ways and adjacent properties using vegetative plantings, fencing, berms, or a combination of these techniques.

10.3-5 Lighting:

Lighting within ARH communities shall be consistent with local, state and federal law. Lighting of other parts of the community, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting of the ARHC shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.

10.3-6 Accessory Buildings and Structures:

In an ARHC, accessory buildings and structures may be permitted, including, storage and maintenance structures, garages, and other customary accessory structures. Accessory buildings and structures shall be shown on the Site Plan.

10.3-7 Other Facilities:

All facilities for utility services, drainage, lighting and signage shall be in accordance with requirements established by the Planning Board, consistent with applicable provisions of the Protective Bylaws of Conway.

10.3-8 Project Maintenance:

In an ARHC there shall be an organization of the owner(s) of the residential dwelling units, either a Condominium, Homeowners, Management, or Non-profit Association, which shall be responsible for the maintenance and repair of internal roads and driveways, snow plowing, landscape maintenance, trash removal, utility services and maintenance and repair of other common elements and facilities serving the residents. The Town of Conway shall assume no responsibility for these facilities unless specifically noted under separate agreement.

10.3-9 Water Supply and Wastewater Disposal:

In every development the water supply and wastewater disposal shall comply with the regulations of the Conway Board of Health and applicable Massachusetts Department of Environmental Protection regulations.

10.4 BUILDING AND DWELLING UNIT REQUIREMENTS

The following requirements shall apply to all buildings and dwelling units in an Age Restricted Housing Community:

10.4-1 Dwelling Unit Types:

Dwelling Unit types allowed in an approved ARHC are:

- Single-Family Detached
- Duplex or Two-Family Dwelling
- Triplex or Three-Family Dwelling
- Quadplex or Four-Family Dwelling

10.4-2 Maximum Number of Bedrooms:

No individual dwelling unit shall contain more than two (2) bedrooms.

10.4-3 Maximum Height:

No building shall exceed thirty-five (35) feet in height.

10.4-4 Architectural Appearance:

All buildings shall be compatible with the character, scale and context of the surrounding neighborhood. When an ARHC is located in a Historic district the applicant shall present and respond to review comments by the Conway Historical Commission.

10.5 OPEN SPACE AND BUFFER AREA REQUIREMENTS

No development, including primary or accessory structures, parking, or stormwater management shall take place within the required open space areas. Appropriately designed subsurface wastewater disposal may be located within the open space area at the discretion of the Planning Board.

10.5-1 In ARHC development the following requirements for open space shall apply:

- a. The open space shall be planned as single, contiguous areas whenever possible. Long thin strips or narrow areas of open space (less than 100 feet wide) shall occur only when necessary for access, as vegetated buffers along wetlands or the perimeter of the site, or as connections between open space areas.
- b. Open space areas shall be designed to protect or enhance the primary and secondary resources as defined in Sections 10.6-2 & 10.6-3.
- c. Where the proposed development abuts or includes a stream, river, body of water or wetland, these areas and the buffer to such areas shall be incorporated into the open space.
- d. Where a proposed development abuts land held for conservation purposes, the development shall be configured to minimize adverse impacts to the abutting conservation land. Trail connections should be provided where appropriate.
- e. No more than fifty percent (50 %) of the common open space shall be situated within wetlands or the Conway Flood plain Overlay District.
- f. The open space shall be owned in common by the owners of the dwelling units in the ARHC, or by an organization or entity owned and controlled by such dwelling unit owners. An enforceable restriction shall be recorded on all open space parcels providing that such land shall be kept in an open or natural

state and not be built for residential use or developed for accessory uses such as parking, roadway or active recreation.

10.6 APPLICATION PROCEDURES

The Planning Board shall by regulation establish a fee schedule for each application.

The procedure for issuance of a special permit for an Age Restricted Housing Community shall be as follows:

10.6-1 Preliminary Plan:

Applicants shall submit preliminary plans and materials for a joint review by the Zoning Board of Appeals and the Planning Board prior to formal application for special permit. The applicant may submit a Sketch Plan to assist the Boards in making a determination regarding maximum number of dwelling units to be permitted on the tract of land proposed for an AHRC. The sketch plan shall include a proposed development plan as follows:

- a. A proposed development plan drawn to scale shall clearly indicate the primary and secondary resource areas as defined below. From these two resource areas, the final plan shall clearly indicate the building placement, lots and driveway layout of the proposed AHRC.

10.6-2 Primary Resource Areas:

Primary resource areas should show the following:

- a. The location of all wetlands and floodplains as determined by a licensed hydrologist, and/or qualified licensed professional.
- b. The location of all significant woodlands, tree lines, or open fields or meadows, rocky outcroppings of ledge or bedrock, public water supply areas, watershed divides, aquifer recharge areas, drainage ways, wildlife habitat and corridor areas and areas of slopes greater than 10 % grade.
- c. The location of soil test pits with supporting documentation on test results.

10.6-3 Secondary Resource Areas:

Secondary resource areas should show the following:

- a. The location and description of all significant scenic views, fences and stone walls, roads and trails, recreational areas, historic structures and archeological sites.
- b. A statement of the proposed use and ownership of the open space as permitted by this bylaw.

10.6-4 Maximum Housing Density of Proposed Development Plan:

If the proposed area of common open space exceeds sixty percent (60 %) of the site, the permitted maximum housing density allowed under the ARHC special permit shall be the number of units permitted on conventional lots as determined by the board times 115 percent. If the proposed area of common open space exceeds seventy percent (70 %) of the site, the permitted maximum housing density allowed under the ARHC special permit shall be the number of units permitted on conventional lots as determined by the Planning Board times 130 percent.

10.6-5 Conclusion of the Preliminary Plan Process:

Upon the conclusion of the preliminary plan process, the Planning Board shall approve, approve with modifications or disapprove said preliminary plan and in the case of disapproval, the Planning Board shall state in detail the reasons for its disapproval.

10.7 SPECIAL PERMIT w/ PLAN

A Special Permit for an ARHC may be submitted after a preliminary plan application and determination of housing density has been made by the Planning Board. The purpose of the Special Permit Review is to further the purposes of this Bylaw and to ensure that new development of ARHC residential structures are designed in a manner that reasonably protects visual and environmental qualities and property values of the Town, and assures safe vehicular access, safe pedestrian movement, and appropriate drainage of surface water.

10.7-1 Special Permit Application

- a. Each application for an ARHC Special Permit shall be submitted to the Planning Board by the current owner of record or his written designee(s), accompanied by nine (9) copies of the Site Plan.
- b. The Planning Board shall by regulation establish a fee schedule for each such application.
- c. Deleted [Section 10.7-1 (c) was not approved by the Attorney General.]
- d. The Special Permit application process shall be conducted in accordance with SECTION 63: Special Permit Guidelines of these bylaws. Additional guidance may be found in SECTION 64 (f): Required contents of a site plan, and is included hereto by reference.

10.7-2 Technical Consultants

If after receiving an ARHC Special Permit application the Planning Board determines that it requires technical advice unavailable from municipal employees and departments to review the application, it may employ outside consultants. The Planning Board may, by majority vote, require that the applicant pay a reasonable review fee for the employment of outside consultants chosen by the Planning Board alone.

- a. A review fee may be imposed only if:
 - o The work of the consultant consists of review of studies prepared on behalf of the applicant, and not of independent studies on behalf of the Planning Board,
 - o The board finds that an adequate review cannot be performed by Town board members or employees,
 - o The work is in connection with the applicant's specific project, and
 - o All written results and reports are made part of the record before the Planning Board.
- b. Before a fee is imposed:
 - o The applicant shall be given five business days notice and opportunity to submit written comments relative to the invitation for bids or request for proposals,
 - o The applicant shall be given five business days notice and opportunity to comment on all bids or proposals prior to the selection of the consultant and the award of a contract,
 - o The applicant shall be given five business days notice and the opportunity to file an appeal of the selection of the outside consultant with the Selectboard, Grounds for said appeal are limited to written claims, with written documentation, that the consultant selected has a conflict of interest or does not possess the minimum required qualification in accordance with MGL Ch., 44, Section 53G.

10.7-6 Finding

- a. Before a finding on an ARHC Special Permit, the Planning Board may request the applicant to make modifications in the proposed design of the project to ensure that the Special Permit criteria are met.
- b. After a public hearing, the Planning Board may waive, for good cause shown, any or all requirements of ARHC Special Permit where such action is in the public interest and not inconsistent with the purpose and intent of this Bylaw.
- c. The Planning Board's finding shall consist of:
 - o A written denial of the application, stating that the plan fails to provide adequate information for the Planning Board to make a determination of whether the development satisfies decisional criteria set forth in this section.
 - o A finding that the project will constitute a suitable development subject to any conditions, modifications, and restrictions the Planning Board may deem necessary or appropriate.

- o A finding that the proposed project does not constitute a suitable development in that it does not meet the criteria set forth in this and referenced sections of the Protective Zoning Bylaws of Conway.

10.8 DEFINITIONS

CONDOMINIUM - A legal form of ownership of real property, usually individual ownership of a dwelling unit in a multi-unit development where some rights are held in common by the residents of that development.

HOMEOWNERS ASSOCIATION - A private non-profit organization (corporation, association, or other legal entity) established by the developer to manage, maintain, support, and finance the common area and facilities and open space of an Age Restricted Housing Community Development, and to enforce certain covenants and restrictions.

OPEN SPACE - Undeveloped land set aside for common or individual ownership as a result of a Retirement Community Development, with conservation easements and other deeded restrictions to ensure that the land will remain permanently open and undeveloped. A condition of Age Restricted Housing Community Development approval is that open space may not be further subdivided.

AGE RESTRICTED - An individual who is 55 years of age or older.

AGE RESTRICTED HOUSING COMMUNITY- A master-planned development of land as a unified, self-contained, residential community, constructed expressly for use and residence by persons who have achieved a minimum age requirement for residency of fifty five (55) years or older, in accordance with M.G.L. Chapter 151B, Section 4, Subsection 6, and also incorporating the preservation of natural open space areas as an integral element of the development. An Age Restricted Housing Community shall be permitted only within the Rural Residential/Agricultural Overlay District of Conway and only upon the granting of a special permit by the Planning Board.

ARTICLE 11: ADULT USE RECREATIONAL MARIJUANA ESTABLISHMENTS AND MEDICAL USE OF MARIJUANA

(amended 24 Sep 2018 and 20 Jun 2020)

11.1 Purpose and Intent

It is the purpose of this article to promote public health, safety and general welfare, and to support the availability of recreational and medical marijuana in accordance with State law and regulations (935 CMR 500.000 et.seq.) and (935 CMR 501.000 et.seq.). To mitigate potential impacts to adjacent areas and the environment this bylaw will regulate the locations and site development to promote safe attractive business areas, prevent crime, maintain property values, protect and preserve the quality of residential neighborhoods and to protect the safety of children and young people in the vicinity of schools, public parks and other areas where children regularly congregate.

11.2 Special Permit Granting Authority & Site Plan Review

The Planning Board shall be the Special Permit Granting Authority (SPGA) under this section in accordance with M.G.L. Chapter 40A, Sections 9 and 9A. Special permits issued by the Planning Board shall require a positive vote by a supermajority vote of Planning Board Members. Any proposed Marijuana Establishment requires a Special Permit and Site Plan Review approval. The Planning Board may in any particular case, where such action is in the public interest and not inconsistent with the intent and purpose of this Article, waive strict compliance with the requirements set forth in sections 11.4 and 11.5.

11.3 Definitions

Craft Marijuana Cultivator Cooperative - a marijuana cultivator comprised of residents of the Commonwealth organized as a limited liability company or limited liability partnership under the laws of the Commonwealth, or an appropriate business structure as determined by the Cannabis Control Commission, that is licensed to cultivate, obtain, manufacture, process, package and brand marijuana and marijuana products for delivery to marijuana establishments but not to consumers.

Host Community Agreement – A marijuana establishment seeking to operate in Conway shall execute an agreement with the host community setting forth the conditions for having a marijuana establishment located within the host community. Such Host Community Agreement shall include, but not be limited to, all stipulations of responsibilities between Conway and the marijuana establishment. A Host Community Agreement between a marijuana establishment and a host community will include a community impact fee for the host community. The community impact fee shall be reasonably related to the costs imposed upon the municipality by the operation of the marijuana establishment and shall not amount to more than 3 per cent of the gross sales of the marijuana establishment or a greater amount if allowed by the State. Such Host Community Agreement shall be effective for 5 years and can be renewed for successive 5 year periods at the option of the Town. Any cost to Conway imposed by the operation of a marijuana establishment shall be documented and considered a public record.

Independent Testing Laboratory - a laboratory that is licensed by the State Cannabis Control Commission and is: (i) accredited to the most current International Organization for Standardization 17025 by a third-party accrediting body that is a signatory to the International Laboratory Accreditation Cooperation mutual recognition arrangement or that is otherwise approved by the Commission; (ii) independent financially from any medical marijuana treatment center or any licensee or marijuana establishment for which it conducts a test; and (iii) qualified to test marijuana in compliance with regulations promulgated by the Cannabis Control Commission.

Licensee - a person or entity licensed by the State Cannabis Control Commission to operate a marijuana establishment.

Marijuana Cultivator - an entity licensed to cultivate, process and package marijuana, to deliver marijuana to marijuana establishments and to transfer marijuana to other marijuana establishments, but not to consumers.

Marijuana Establishment – a marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer or any other type of marijuana-related business licensed by the Commonwealth of Massachusetts except a medical marijuana treatment center.

Marijuana Product Manufacturer – an entity licensed to obtain, manufacture, process and package marijuana and marijuana products, to deliver marijuana and marijuana products to marijuana establishments and to transfer marijuana and marijuana products to other marijuana establishments, but not to consumers.

Marijuana Products – products that have been manufactured and contain marijuana or an extract from marijuana, including concentrated forms of marijuana and products

composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils and tinctures.

Marijuana Research Facility – an entity licensed to engage in research projects by the State Cannabis Control Commission.

Marijuana Retailer – an entity licensed to purchase and transport marijuana and marijuana products from marijuana establishments and to sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers.

Medical Marijuana Treatment Center (MTC) - a marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer or any other type of marijuana-related business licensed by the Commonwealth of Massachusetts under 935 CMR 501.000. Similar to a Marijuana establishment for adult use marijuana, except only allowed to supply products for Medical use of Marijuana in accordance with 935 CMR 501.000. (amended 20 Jun 2020)

For purposes of this bylaw section,” Marijuana Establishments” shall include “Medical Marijuana Treatment Centers” unless otherwise indicated.

11.4 Requirements Regarding the Allowed Locations for Marijuana Establishments

- A. See Sections 22 and 23 of these bylaws for locations for permitted Marijuana Establishments.
- B. Marijuana Establishments shall not be located within 500 feet of any existing public, parochial, or private school, kindergarten, State-approved day care center or other locations where children regularly congregate. This setback shall include the grounds on which said public, parochial, or private school, kindergarten or State-approved day care center is located on. The distance between any Marijuana Establishment and any public, parochial, or private school, kindergarten, State-approved day care center, or other location where children regularly congregate shall be measured in a straight line, without regard to intervening structures, from the closest property line of any existing public, parochial, or private school, kindergarten, or State-approved day care center or other places where children regularly congregate to the building, outdoor cultivation area, or parking area of the Marijuana Establishment, whichever is closest.
- C. Marijuana Establishments shall not be located within 500 feet from any existing public recreation area or park measured in a straight line, without regard to intervening structures, from the closest property line of the recreation area to the building, outdoor cultivation area, or parking area of the Marijuana Establishment, whichever is closest.
- D. Marijuana Establishments, excluding Marijuana Retailers, shall not be located within 200 feet from any existing residential use not located on the same lot with the marijuana establishment. The distance between a residential use and a Marijuana Establishment shall be measured in a straight line, without regard to intervening structures, from the closest property line of the residential property to the building, outdoor cultivation area, or parking area of the Marijuana Establishment, whichever is closest.

11.5 Site Development, Permitting Standards & Application

Pursuant to Chapter 40A Section 9A the following site improvements and amenities are required to protect public safety and neighboring property values, in addition to the Special Permit requirements found in Section 63 and the Site Plan Review requirements found in Section 64 of these bylaws. The Planning Board is empowered hereunder to review and approve Special Permit applications for Marijuana Establishments and impose requirements for: buffering; odor control; noise; outdoor lighting; parking; access to the site from public roads; hazardous materials; and landscaping and buildings. The purpose of these requirements is to avoid site development which may result in negative environmental, neighborhood, or public safety impacts.

- A. Dimensional Requirements: All outdoor cultivation areas, buildings, or structures containing a Marijuana Establishment shall meet the setback requirements of this Section 11 and all other dimensional requirements of the appropriate district as specified in these bylaws. For any property proposed to contain a Marijuana Establishment, the applicant for a Special Permit for such use shall demonstrate that the entire property shall comply with these requirements and controls following the establishment of such use thereon. Unless otherwise specified for all outdoor cultivation areas, a minimum setback (clearance) from any property line of 50 feet shall be required. (amended 20 Jun 2020)
- B. Parking and Loading Requirements: On-site parking and loading shall be provided in accordance with the requirements of Section 34 of these bylaws. For any property proposed to contain a Marijuana Establishment Business, the applicant for a Special Permit for such use shall demonstrate that the entire property shall comply with these requirements and controls following the establishment of such use thereon.
- C. Site Screening: Rear and side property lines shall be screened from any neighboring residential, educational, childcare or recreational uses or properties. Screening shall be by fencing that is 3-1/2 feet tall within 20 feet of the street and 6 feet tall elsewhere on the property and/or a 10 foot wide vegetated planting of hardy evergreens and deciduous trees and shrubs no more than six (6) feet on center and no less than five (5) feet in height or other appropriate screening approved by the granting authorities.
- D. Lighting & Security: Energy efficient site lighting shall be maintained at a minimum lumen to ensure adequate visibility on the property to ensure public safety. Light standards may not exceed twenty (20) feet in height and shall be shielded from abutting properties and shall incorporate full cut off fixtures to reduce light pollution. Additional security features, such as security cameras covering external areas with the capability to function with minimal lighting at night, shall be installed and maintained. Internal lighting in greenhouses shall be fully screened from abutters after sunset.
- E. Noise & Odors: No objectionable noise, or objectionable marijuana odors, or other objectionable odors detectable at the property line of the Marijuana Establishment shall be allowed, except outdoor marijuana cultivators shall be allowed to mitigate marijuana odors through siting, use of low-odor seed varieties, and other odor-reduction methods as practicable. For odor mitigation plans, applicants for permits for Marijuana Establishments at Tiers 5-11 shall provide, at their own expense, written

documentation with supporting research. Documentation must be provided by qualified professionals approved by the Planning Board. Minimum qualifications shall consist either of an educational degree in or related to the field at issue or three or more years of practice in the field at issue or a related field with expertise in the areas. (amended 20 Jun 2020)

- F. Complaints of objectionable noise or odors exceeding four incidents within a two-week period shall be investigated by the town. Complainants may seek relief from the Board of Health, from the ZBA for violations of the Special Permit, or by mediation from the Agricultural Commission or Selectboard. (amended 20 Jun2020)
- G. Hazardous Materials: Submission of a complete list of all inorganic and organic chemicals, pesticides, fertilizers, fuels, and other potentially hazardous materials to be used or stored on the premises in quantities greater than those associated with normal household use. Depending on the quantities proposed to be used or stored on site, the Planning Board may request that a Hazardous Materials Management Plan be prepared to protect against the discharge of hazardous materials or wastes to the environment due to spillage, accidental damage, corrosion, leakage, or vandalism. The plan should include spill containment and clean-up procedures, and provisions for indoor, secured storage of hazardous materials and wastes with impervious floor surfaces. Permitting priority will be granted to organic cultivation.
- H. Driveways: Driveways shall comply with Section 34 of these bylaws.
- I. Signs: All signs for a Marijuana Establishment must meet the requirements of Section 33 of this bylaw and the State Regulations (935 CMR 500.000 et. seq.) including the requirement that, no advertising signs shall be located within twenty feet of a public or private way and must be set back a minimum of twenty (20) feet from all property lines.
- J. Buildings and Structures: Appearance of buildings or structures for Marijuana Establishments shall be consistent with the appearance of other buildings or structures in Conway, not employing unusual color or building designs that would attract attention to the premises. In the Rural Residential and Agricultural Zoning District new buildings or structures for Marijuana Cultivators including Craft Marijuana Cultivators shall resemble local agricultural buildings, such as barns or greenhouses. Marijuana Establishment Buildings or structures shall not exceed 10,000 square feet in total on any parcel in the Rural Residential and Agricultural Zoning District.
- K. Cultivation: Marijuana products are required to be grown indoors in buildings, greenhouses, barns or other structures or outdoors in a manner that minimizes public nuisances including odors, noise, and lighting to neighboring properties.
- L. Energy Efficiency: Marijuana establishments are required to prepare an energy efficiency plan. The use of renewable energy sources such as solar should be considered.
- M. Water Efficiency: Marijuana Establishments are required to prepare a plan for water management and efficiency. Applicant shall provide expected water usage amounts for cultivation or processing and will address whether such amounts will impact nearby public or private drinking water supplies or other water resources in the area.

Applicants for permits for Marijuana Establishments at Tiers 5-11 shall provide, at their own expense, written documentation with supporting research. Documentation must be provided by qualified professionals approved by the Planning Board. Minimum qualifications shall consist either of an educational degree in or related to the field at issue or three or more years of practice in the field at issue or a related field with expertise in the areas. (amended 20 Jun 2020)

- N. Marketing: Marijuana Establishments shall not be allowed to disseminate or offer to disseminate marijuana marketing materials to minors or suffer minors to view displays or linger on the premises. No free samples may be provided by Marijuana Establishments to consumers.
- O. Applications: The applicant requesting permission to operate any Marijuana Establishment must file their application with the Special Permit Granting Authority and the Town Clerk. Such application shall contain the information required by Section 63 Special Permit and any rules and regulations established by the Special Permit Granting Authority and the State Cannabis Control Commission. The application shall also include:
1. Name and Address of the legal owner and Licensee of the Marijuana Establishment;
 2. Name and Address of all persons having lawful, equity or security interests in the Marijuana Establishment;
 3. Name and Address of the Manager of the Licensed Marijuana Establishment;
 4. The number of proposed employees; and
 5. Proposed security precautions.
- P. Site Plan Review: No Marijuana Establishment shall be established prior to submission and approval of a site plan by the Planning Board, pursuant to Section 64. The site plan shall, at the minimum, depict all existing and proposed buildings, parking spaces, driveways, service areas, and other open uses. The site plan shall show the distances between the proposed Marijuana Establishment and all existing uses within 1,000 feet of the property lines of the proposed Marijuana Establishment.
- Q. Change in License or Owner: The Owner and Licensee of any Marijuana Establishment issued a Special Permit under this bylaw shall report, in writing, within 10 business days any change in the name of the legal owner of the Marijuana Establishment or any expiration or suspension of a license to the Building Inspector and Planning Board. Any failure to meet this requirement of this Bylaw will result in the immediate issuance of a cease and desist order by the Building Inspector ordering that all activities conducted under the Special Permit cease immediately.
- R. Change of Ownership: A Special Permit issued under this Article shall lapse upon any transfer of ownership or legal interest of more than 10% or change in contractual interest in the subject premises or property. The Special Permit may be renewed thereafter only in accordance with this Article 11 and Section 63 (Special Permit) and Section 64 (Site Plan Review) of these bylaws.

- S. Host Community Agreement: Applicant shall submit the proposed Host Community Agreement that is required between a Marijuana Establishment and the Town it is operating in at the time they submit their Application.

11.6 Expiration

A Special Permit to operate a Marijuana Establishment shall expire after a period of five calendar years from its date of issuance but shall be renewable for successive five-year periods thereafter, provided that a written request for such renewal is made to the Special Permit Granting Authority at least 60 calendar days prior to said expiration and that no objection to said renewal is made and sustained related to compliance with the conditions of the Special Permit as well as public safety factors applied at the time the Special Permit renewal is requested. In addition, a Host Community Agreement satisfactory to Conway shall be provided if requested by the Town.

11.7 Severability

The invalidity of any provision or any Section of this Article shall not invalidate any other provision or Section thereof.

Article 12: Large Scale Industrial & Commercial Facilities Zoning Bylaw *(added 14 May 2018)*

12.1: Purpose

The purpose of this Bylaw is to provide for the public health, welfare, and safety of the residents of the Town of Conway (the “Town”) through implementation of a zoning bylaw and performance standards for environmental and land use impacts associated with the construction or operation of large scale industrial and commercial facilities proposed to be located in the Town. This bylaw is adopted pursuant to the authority granted to towns in accordance with M.G.L Chapter 40A. Large scale industrial or commercial facilities are also subject to all other requirements of the Town’s Zoning Bylaws to the maximum extent permitted by law. Specifically the purpose of this Bylaw is to:

- a. Reduce adverse environmental and public health impacts from the construction and operations of large scale industrial and commercial facilities;
- b. Minimize noise, earth removal and related disturbance impacts to surrounding residential properties, businesses, and municipal and institutional facilities;
- c. Preserve the pre-existing character of neighborhoods, especially in rural areas and on agricultural lands adjacent to large scale industrial and commercial facilities;
- d. Avoid exposing residents and public and private property to risk of injury or damage;
- e. Minimize accidental damage to facilities due to man-made events or natural forces such as severe weather events; and
- f. Ensure the construction and operations are in compliance with local, State and Federal requirements.

Application and study requirements required by this Bylaw are in addition to and should be coordinated with any other requirements of Conway’s Zoning Bylaws.

12.2: Definitions

Large Scale Industrial and Commercial Facility (LSICF) -- A large-scale industrial or commercial facility is defined as any industrial or commercial facility, including any associated facilities, which requires the mandatory preparation of an Environmental Impact Report (EIR) pursuant to the Massachusetts Environmental Policy Act (MEPA), specifically review thresholds sections 11.03(1)(a), and 11.03(3)(a) thru (9)(a). A LSICF shall also include: (1) any facility or use that creates 10 or more acres of impervious surface and (2) a facility or use which alters 50 or more acres of land, unless the project is consistent with an approved agricultural use plan or a forest cutting plan in accordance with State law.

Appurtenant Structure, Equipment or Facilities (ASEF) – Any structure, equipment, or other facilities (e.g. parking, contractor’s yards, staging areas, etc.) associated with the construction, operation or maintenance of the LSICF.

Applicant - Owner and/or Operator of the LSICF and/or ASEFs.

Special Permit and Certificate Granting Authority – The Planning Board shall be responsible for granting a Special Permit and issuing a Certificate of Compliance to construct and/or operate a LSICF and/or ASEF if it determines that such facility is in compliance with this Bylaw.

12.3: Applicability

- a. This article applies to all LSICF and ASEFs that will be permitted or constructed after the effective date of the article. This bylaw shall not apply to the maintenance, construction, or improvement of a local road or to any residential use. This bylaw article shall not apply to Wireless Communications Facilities (see Zoning Article 8)
- b. All existing LSICF and ASEFs constructed prior to the adoption of this article shall not be required to meet the requirements of this article, provided that any modification to an existing LSICF or ASEF that occurs after the effective date of this article and which materially alters the size, type, location, or operation of the LSICF or ASEF shall require compliance with this Bylaw, as determined by the Planning Board.
- c. If any part or provision of this Bylaw or the application thereof to any person or business is adjudged invalid by a court of competent jurisdiction, such judgment shall not affect or impair the validity of the remainder of this Bylaw, or the application thereof to other persons, businesses or circumstances unless by operation of law.
- d. An applicant for a proposed LSICF must seek a Special Permit from the Special Permit Granting Authority which is the Conway Planning Board. The Planning Board shall conduct a Special Permit process in accordance with Conway’s Zoning Bylaws upon receipt of a completed Application and will determine if the proposed LSICF and ASEFs will meet the requirements of this Bylaw. The Planning Board may request additional information needed to determine compliance with this bylaw. The Applicant may not proceed with the construction or operation of the LSICF or ASEFs until a Special Permit has been granted by the Planning Board based on their determination that all the requirements of the Bylaw will be met.
- e. If a project has been determined to be exempt from local zoning due to Federal pre-emption, the LSICF or the ASEF shall still require a Certificate of Compliance that the project meets the requirements of this bylaw to the maximum extent feasible.

- f. No LSICF or ASEF shall be constructed, installed or modified without also obtaining a building permit and paying any required fees.

12.4: Compliance with Bylaw

- a. No LSICF or ASEFs shall be constructed or operated within the Town unless such facilities can meet all the requirements of this Bylaw. The Planning Board will make this determination based upon the application and any independent studies the Planning Board may require. In order to determine compliance, the Planning Board may require independent noise or engineering studies, air and water quality testing, or other tests or studies to be paid for by the Applicant in accordance with this Bylaw.
- b. The application for a LSICF and ASEFs shall be accompanied by a fee as established by resolution of the Planning Board consistent with State law.
- c. Any modification to an existing LSICF or ASEFs that materially alters its size, type, location, or operation shall require a new Application and must meet all requirements of this Bylaw. Like-kind replacements shall not require a new Application if so determined by the Planning Board.
- d. If the Planning Board finds the Applicant in conformance with this bylaw, the Planning Board may issue a Special Permit. Such Special Permit shall expire three (3) years from the date of issuance if construction has not begun.
- e. When construction is completed and the requirements of this Bylaw and the conditions of the Special Permit have been met, then the Planning Board will issue a Certificate of Compliance for Operation for the LSICF or ASEF which shall have a term of two years. If the Applicant wishes to continue the operation of the LSICF or ASEF beyond the two (2) year term it must request a renewal of the Certificate and demonstrate that the requirements of this bylaw and the conditions of the Special Permit continue to be met.
- f. If no Special Permit is required due to Federal preemption, a renewal of the Certificate of Compliance shall still be needed.

12.5: Pre-Application Conferences

- a. The Applicant (“Owner/Operator”) is strongly encouraged to meet with the staff or municipal officials of the Town to determine the requirements of and the procedural steps and requirements of the Application. The intent of this process is for the Applicant to obtain necessary information and guidance before entering into any commitments or incurring substantial expenses with regard to the site and Application.
- b. The pre-application conference is intended for the benefit of the Applicant in order to address the required submittals and is advisory only and shall not bind the Town of Conway.

12.6: Application

The Applicant shall provide to the Planning Board all of the following materials with eight (8) copies and an electronic version:

- a. A narrative describing an overview of the project, including the number of acres to be involved and the location, number and description of the planned facilities, including staging and storage areas and other locations needed during the construction, operation or maintenance of the LSICF and ASEFs.
- b. GIS mapping, in paper and digital versions, at an appropriate scale of the proposed location of the LSICF and ASEFs for the purpose of identifying properties that may be impacted by noise, earth removal or other related disturbances and to inform the Fire Chief, Police Chief, Emergency Management Director, Highway Superintendent and other emergency responders. Included in this map shall be an area within the development site for the location and parking of vehicles and equipment used in the transportation of personnel and/or development and use of the site. Such location shall be configured to allow the normal flow of traffic on public roads to be undisturbed.
- c. The contact information of the Applicant and if different, the organization and individuals responsible for the construction, operation and maintenance of the LSICF and ASEFs shall be provided to the Planning Board and all emergency responders. Such information shall include a phone number where such individual or individuals can be contacted 24 hours per day, 365 days a year. Annually, or upon any change of relevant circumstances, the Applicant shall update such information and provide it to the Planning Board, Select Board and all emergency providers.
- d. A certification or evidence satisfactory to the Town that, prior to the commencement of any activity related to the LSICF or ASEFs, the Applicant shall have accepted and complied with any applicable bonding or permitting requirements. Bonding shall be required to ensure repair by the Applicant of any damage to municipal property including but not limited to roads, culverts, bridges, water or sewer facilities, cemeteries, and buildings caused by the construction, operation or maintenance of the LSICF and ASEFs.
- e. A description of and commitment to maintain safeguards that shall be taken by the Applicant and its agents to ensure that the Town's roads and property utilized by the Applicant shall remain free of dirt, mud and debris resulting from construction, operation or maintenance activities and the Applicant's assurance that such roads or property will be promptly repaired, swept or cleaned if damage, dirt, mud or debris occur as a result of Applicant's usage, with guaranties that meet the requirements of §13.0 of this article.
- f. Verification that a copy of the Applicant's "Operation's Preparedness, Prevention and Contingency Plan" for public health and safety has been provided to the Planning Board and all emergency responders, including a statement that the Applicant/Owner, upon changes occurring to the Operation's Preparedness, Prevention and Contingency Plan, will provide to the Town and all emergency responders a revised copy marked with the revision date.
- g. Assurance that, at least 30 days prior to the commencement of any construction activities, the Applicant shall provide an appropriate site orientation and training course of the Operation's Preparedness, Prevention and Contingency Plan for all emergency responders. The cost and expense of the orientation and training shall be the sole responsibility of the Applicant. The Applicant or Owner shall be required to hold at least one site orientation and training course every six months under this section unless such requirement is waived by the Planning Board and Select Board in their sole discretion.

- h. A copy of the documents submitted to the Massachusetts Department of Environmental Protection (MassDEP) and a Community and Environmental Impact Analysis meeting the requirements set forth in §7.0 of this article.
- i. A copy of all permits and plans from the appropriate Federal, State, and/or local regulatory agencies or authorities issued in accordance with applicable laws, environmental requirements and regulations for the proposed use.
- j. A traffic impact study and roadway maintenance and repair agreement meeting the requirements set forth in §10.0 of this Bylaw.
- k. Assurance that before the commencement of any construction, operation, maintenance or emergency activities, information shall be provided to residents and businesses per the requirements in §9.0 of this Bylaw.
- l. Certification that private freshwater well testing will be completed in compliance with §11.0 of this article.
- m. Submission of a Water Withdrawal Plan identifying the source of the water, how many gallons will be used and withdrawn each day, the origination of the water, proposed truck routes, and all permits issued by the Commonwealth or any other governmental body. The site(s) for the treatment and disposal of the water shall also be identified.
- n. Submission of a Hazardous Materials Management Plan that includes a complete list of chemicals, pesticides, herbicides, fertilizers, fuels, and other potentially hazardous materials to be used or stored on the premises in quantities greater than those associated with normal household use. For those activities using or storing such hazardous materials, a Hazardous Materials Management Plan shall be prepared and filed with the Fire Chief, Police Chief, Emergency Management Director and the Board of Health. The Plan shall include: provisions to protect against the discharge of hazardous materials or wastes to the environment due to spillage, accidental damage, corrosion, leakage, or vandalism, including spill containment and clean-up procedures; provisions for indoor, secured storage of hazardous materials and wastes with impervious floor surfaces; evidence of compliance with the Massachusetts Hazardous Waste Management Act 310 CMR 30, including obtaining an EPA identification number from the Massachusetts Department of Environmental Protection; and proposed down-gradient location(s) for groundwater monitoring well(s), should the Planning Board or Board of Health deem the activity a potential groundwater threat.
- o. Submission of a Stormwater Management, Erosion and Restoration Plan to the Planning Board and Conservation Commission that addresses any pre-construction, construction, operation or maintenance activities. The clearing of natural vegetation shall be limited to that which is necessary for the construction, operation, and maintenance of the LSICF and ASEFs. Revegetation shall be provided for restoration areas required for construction but not necessary for ongoing maintenance or operations. Only native species typically found in the facility's environment may be used for restoration. Stormwater management shall meet all MADEP requirements and shall follow MADEP's Best Management Practices.

All Application materials shall be submitted to the Planning Board with copies sent to the Select Board, Conservation Commission, Board of Health, Zoning Board of Appeals, Fire Chief, Police Chief, Emergency Management Director and Highway Superintendent. Such boards and municipal officials

shall have 45 days to identify concerns or deficiencies or to provide recommendations to the Planning Board with respect to the LSICF or ASEFs. The Planning Board shall hold a Public Hearing to provide interested parties with the opportunity to comment in accordance with the requirements of the Special Permit process. If no Special Permit is required due to federal preemption, a Public Meeting will be held at least 30 days before the issuance or denial of the Certificate of Compliance.

12.7: Community and Environmental Impact Analysis & Health Impact Assessment

- a. A Community and Environmental Impact Analysis Statement shall be submitted to the Planning Board to determine compliance with the requirements of this Bylaw and shall be drafted by a qualified environmental engineering consultant hired by the Applicant. The purpose of the statement is to determine the impact of the project on the environment of the existing site and the resultant changes the proposal will have on the site and surrounding area. This information will assist the Town to determine if the LSICF and ASEFs can meet the requirements of this Bylaw. The Town can also request a “peer review“ of the Community and Environmental Impact Analysis by a qualified environmental engineering firm that the Planning Board selects at the Applicant’s expense (see Section 8.0). At a minimum, the statement shall provide the following information:
 - i. A description of the proposed development, its purpose, a schedule of construction and length of operation. This information and technical data must be sufficient to allow a thorough assessment of the proposed LSICF and ASEFs impacts on municipal services, environmental resources and public health and safety during construction and operation.
 - ii. A comprehensive description of baseline environmental and infrastructure conditions including but not limited to ambient noise levels, air and water quality, stormwater and drainage patterns, and water and sewer infrastructure before any activities associated with the development occur.
 - iii. A description of the environmental impacts of the proposed development both during and after complete build out of the proposed development. This description should focus on the environmental resources most likely to be affected by the development proposal and on the broader regional aspects of the environment impacts, including ecological inter-relationships. These impacts shall be defined as direct or indirect changes in the existing environment and as either beneficial or detrimental. Whenever possible, these impacts should be quantified. This discussion should include the impact not only upon the natural environment but upon land use as well.
 - iv. Provide a separate analysis of all potential hazard impacts and hazard areas that could be caused by man-made accidents and natural hazards (flooding, hurricanes, earthquakes, tornadoes, snow/ice storms) and their probabilities and risks, with supporting statistics developed by an analysis of similar LSICF and ASEF’s in comparable locations.
 - v. A discussion of measures which are required by Federal, State or local regulations to protect or mitigate impacts upon the environment, including any associated research or monitoring. Include sufficient documentation and supporting material to demonstrate that the proposed measures will function as expected.
 - vi. A discussion of the unavoidable adverse impacts described in Subsections 7.b. and 7.c. — both the short-term impacts (i.e., those occurring during build out of the LSICF and

ASEF's), the long-term impacts, and the cumulative impacts to the environment. Particular attention should be paid to the LSICF and ASEF's relationship to trends of other LSICF or ASEF's developments (i.e., cumulative noise or air quality degradation posed by other industrial or commercial development).

- vii. Hydrologic analysis and information, including, but not limited to, a description, inventory, analysis and evaluation of the existing groundwater conditions and mapping of surficial geology. This analysis must be focused in terms of both surface water and groundwater quality and quantity; a discussion of likely and possible changes to these resources; and a discussion of measures to reduce or mitigate the identified impacts. Potential impacts on residents and businesses served by private wells located within 750 feet of the proposed LSICF and ASEFs (see Section §11.0) should be included in the analysis.
 - viii. Odor, vapors or particulate matter produced by the LSICF and ASEF's shall not exceed Federal or State air quality standards. Applicant shall identify all hazardous pollutants that will be emitted that affect air quality that are regulated by MassDEP or the EPA. For all air pollutants generated, Applicant shall hire a qualified consultant to perform air quality testing in accordance with Section 11.c.
- b. The express standards and conditions referenced herein shall be addressed by the Applicant and submitted with the Application. An escrow account for the review by professional consultants pursuant to M.G.L. Chapter 44, Sec. 53G shall be established by the Applicant in the initial amount of \$100,000 or such other amount as the Planning Board may determine. The escrow account shall be maintained following final approval of the Application to provide for inspections in accordance with §8.0 herein.
 - c. The Applicant shall conduct a Health Impact Assessment (HIA) of the proposed project as part of the Community Impact Analysis. An HIA is a systematic process that uses an array of data sources and analytic methods and considers input from stakeholders to determine the potential effects of the project on the health of a population and the distribution of those effects within the population. The HIA shall provide recommendations on mitigating, monitoring and managing those effects.

12.8: Professional Consultants

The Town may employ a professional consultant or consultants to conduct peer reviews of the proposal or to perform and/or review the testing and monitoring results in accordance with M.G.L. Chapter 44, Sec. 53G, at the expense of the Applicant.

- a. The function of the peer review consultant(s) shall be to advise, counsel, represent and/or aid the Town in ensuring compliance with this Bylaw, any other applicable municipal codes on such matters relating to the construction or operations of LSICF and ASEFs, and with State law and regulations applicable to the project. The Consultant shall identify best practices for the design and development of the project.
- b. During the construction, operation, maintenance, decommissioning or reclamation activities associated with the LSICF and ASEFs, the Town shall require the services of an on-site inspector with proven background and experience in the type of LSICF and ASEFs proposed to be constructed, whose role will include but not be limited to the following:

- i. Review of all applications for construction or operation of the LSICF and ASEF.
 - ii. Inspection of the site of the LSICF or ASEFs during key phases of construction.
 - iii. Inspection of LSICF or ASEFs upon receipt of a written complaint and request for an inspection by the property owner.
 - iv. Communication with appropriate municipal personnel if the inspector believes the Applicant, Operator or contractor is violating a municipal code addressed in this Bylaw or another bylaw of the Town or any other State or Federal law or regulation.
 - v. Authority to request and receive any records, logs, reports relating to the status or condition of the LSICF and ASEFs needed to determine compliance with this Bylaw.
 - vi. In the event a professional peer review consultant is employed for the purpose of advising, counseling or representing the Planning Board relative to ensuring compliance with this Bylaw, the cost for such services of the professional consultant shall be assessed against and paid for by the Applicant or Owner of the LSICF or ASEF in addition to any other consulting fees or charges assessed pursuant to this Bylaw.
- c. A consultant(s) shall be hired to perform and/or review the testing and monitoring results collected pursuant to Section 11 and will prepare a report summarizing those results and identifying any concerns. Such reports shall be submitted to the Select Board, Planning Board and Board of Health, and as appropriate MADEP.

12.9: Information Provided to Municipal Officials and Residents

Prior to the commencement of any construction activities of the LSICF and ASEFs, but no later than ninety (90) days prior, the Operator shall provide the following information to the Select Board, Planning Board, Board of Health, Fire Chief, Emergency Management Director and Highway Superintendent. For natural gas transmission lines and associated venting, metering and compressor stations, the potential impact area appropriate for the diameter and maximum allowable operating pressure for the proposed pipeline will be determined and GIS mapping of the impacted areas will be provided to the Town and residents in those zones as well as information on what to do or not do in the event of an emergency.¹

- a. A GIS map of the location of the LSICF and ASEFs and a copy of the plans prepared by a professional engineer or land surveyor licensed in the Commonwealth of Massachusetts showing the proposed location of all construction activity including equipment and structures and all permanent improvements for the LSICF or ASEFs including any post-construction surface disturbance in relation to natural resources and public or private property in the surrounding area. Following the construction of the LSICF and ASEFs, “as-built” drawings based on surveys completed by a professional surveyor and stamped by a Professional Engineer shall be provided to the Select Board, Fire Chief, Police Chief, Emergency Management Director and Highway Superintendent. Both large scale paper copies and digital versions shall be provided at an appropriate scale.
- b. A detailed description of the planned operations at the LSICF and ASEFs.
- c. The contact information for the construction manager and/or Operator of the LSICF and ASEFs.

¹ A Model for Sizing High Consequence Areas Associated with Natural Gas Pipelines by Gas Research Institute and C-FER Technologies, 2000

- d. The availability of the construction manager and/or Operator to hold a meeting with residents and municipal officials to allow for questions and answers. The meeting(s) shall be held at least three months prior to the start of construction and monthly thereafter until completion of construction.
- e. Applicant will identify any aspect of construction or operations of the LSICF or ASEFs that will cause a disturbance such as noise, vibration, pollution, erosion, etc. Applicant will certify that it will provide notice of any planned blasting, venting of gas or release of other hazardous materials at least 2 weeks in advance. Any venting of gas or release of other hazardous materials, erosion, or other disturbance created as a result of an emergency shall be reported to the Planning Board, Select Board and Board of Health within 24 hours of the event.

In addition, each resident, business or other non-residential use within 1,000 feet of any construction or staging area and any resident identified to be in a hazard zone (e.g. explosion, fire, etc.) shall be provided with information about the hazards and what to do in the event of an emergency. Residents within 1,000 feet of any construction or staging area and any resident identified to be in a hazard zone will be notified by the Applicant of public meetings scheduled to answer questions.

12.10: Road Use and Construction Site Access

The Operator shall provide a traffic impact study or description of the plan for transportation and delivery of equipment, machinery, water, chemicals, products, materials, water products and other items that may be utilized or produced in the siting, construction, completion, alteration or operation of the LSICF and ASEFs and maintenance after construction is completed. Such description shall include the following:

- a. A map showing the planned vehicular access route to the development, indicating all private access roads, all state, county and local roads, bridges and other transportation infrastructure that may be used, and the type, weight, number of trucks, and delivery schedule necessary to support each phase of the development.
- b. A list of all trucking contractors or employees of the Applicant who will travel to and from the development site with evidence of required registrations, licenses and insurance coverage.
- c. The proposed routes must be designed to ensure adequate capacity for existing and projected traffic volumes, allow for efficient movement of traffic, including appropriate turning radii and transition grade, and minimize hazards to users of public roads as well as adjacent property and human activity.
- d. To the maximum extent feasible, vehicle access to any construction or staging area proposed in the vehicular access plan should be an arterial or collector road.
- e. Use of local roads for construction vehicle access serving primarily residential neighborhoods requires written permission from the Select Board (see 12.a.i.) and MassDOT and must be in compliance with M.G.L. Chapter 85, Section 2.
- f. The Planning Board in consultation with the Select Board and Highway Superintendent reserves the right to designate alternate routes in the event the Applicant's proposed routes are deemed

inadequate, unsafe or overly disruptive to normal vehicular traffic by a Massachusetts registered professional engineer working on behalf of the Town.

- g. In accordance with M.G.L. Chapter 90, Section 17C, the Select Board may reduce speed limits on local roads that may present public safety hazards for trucks hauling construction materials.
- h. The Applicant and Operator of the LSICF and ASEF's shall execute a roadway maintenance and repair agreement with the Town and post a bond in a form acceptable to the Planning Board, Select Board and its Town Counsel prior to beginning any work on the LSICF or ASEFs (see §13.0 of this Bylaw).
- i. The roadway maintenance and repair agreement shall require the Applicant and Operator to conduct an inventory, analysis and evaluation of existing conditions on Town roads, culverts and bridges along the proposed transportation route, including photography, video and core boring. The roadway maintenance and repair agreement will identify the responsibilities of the Applicant and Operator to prepare, maintain or repair Town roads, culverts or bridges before, during and immediately after construction and during operation of the LSICF and ASEF. The Applicant and Operator shall take all necessary corrective action and measures as directed by the Planning Board or Select Board pursuant to the agreement.
- j. Beginning with its intersection with a public road, any access road for the LSICF or ASEFs shall be improved in accordance with Planning Board, Select Board or Conservation Commission requirements to prevent water pollution and soil erosion or damage to roads. No water, sediment or debris shall be carried off-site onto any public or private property. If any substantial amount of mud, dirt or other debris is carried onto public property from the development site of the LSICF or ASEFs, the Operator shall immediately stop work, clean the mud, dirt or debris and implement a remedial plan as directed by the Planning Board, Conservation Commission or Select Board to manage stormwater and prevent runoff of mud, dirt or other debris onto public property including roads, wetlands and surface waters. Operator will be responsible for the clean-up of any sediment or debris carried onto private property if clean-up is requested by the private property owner and permission for access is given.
- k. All-weather access roads suitable to handle emergency equipment shall be provided and maintained in accordance with the directions of the Select Board in consultation with the Fire Chief, Police Chief, Emergency Management Director and the Conservation Commission.
- l. The Operator shall take necessary safeguards to ensure appropriate dust control measures are in place.
- m. All applicable permits or approvals must be obtained, including access or driveway permits, to State, county or local roads, construction permits within State, county or local roads, and permits for overweight or oversize loads. Access directly to State roads may require MassDOT highway occupancy permits for overweight vehicles. The Applicant shall provide to the Planning Board and Select Board a copy of State permits and all other applicable permits or approvals.
- n. A suitable off-road area within the development site for vehicles to stand while gaining access to and from the LSICF and ASEF development site shall be provided so that the normal flow of traffic on public or private roads is undisturbed. Ingress and egress points to the development site from any public road shall be located and improved in order to meet the requirements of the

2006 MassDOT Project Development and Design Guide² as amended. Private roads, easements, and driveways may not be used for access to the LSICF and ASEF development site unless written permission from the property owner(s) is obtained and a copy of such permission is provided to the Planning Board and Select Board prior to the issuance of the Special Permit.

- o. The Operator shall take all necessary precautions to ensure the safety of persons in areas established for road crossing and/or adjacent to roadways (for example, persons waiting for public or school transportation). Where necessary and permitted, during periods of anticipated heavy or frequent truck traffic associated with the development, the Operator will provide flagmen in accordance with 701 CMR Section 7.0 to ensure the public safety and shall include adequate signs and/or other warning measures for truck traffic and vehicular traffic.

12.11: Water, Noise & Air Testing & Monitoring

- a. **Water.** The Applicant and Operator of a LSICF and/or ASEFs shall provide the Planning Board, Select Board, and Board of Health with the results of a pre-construction and post-construction water analysis and flow rate for each existing public freshwater well within 750 feet³ of the LSICF and/or ASEFs, and for each private freshwater well within 750 feet of the LSICF and/or ASEFs provided that written permission is given by the property owner. If surficial geology warrants a greater testing area, the Planning Board or Board of Health can direct the Applicant and Operator to conduct testing for additional wells within the larger area provided that written permission is given by the property owner. The tests shall conform to the following requirements and all costs to conduct the testing, including any restoration of the property, and the testing results will be provided to the property owner free of charge:
 - i. Water samples must be collected and analyzed utilizing proper sampling and laboratory protocol from an independent MassDEP certified water testing laboratory.
 - ii. Well samples shall be analyzed and flow rates (gpm) determined prior to any construction activity to document baseline water quality data and flow rates of the well, especially before any planned blasting.
 - iii. If permission is granted in writing by the property owner, a post-construction sample analysis shall be submitted for water quality testing by the Operator within three months after construction is completed for wells within 750 feet. Wells within 750 feet of the facility or associated structures shall be tested on an annual basis throughout the life of the facility with the results provided to the property owner with a copy to the Planning Board and Board of Health. If surficial geology warrants a greater testing area, the Planning Board or Board of Health can direct the Applicant and Operator to conduct testing for additional wells within the larger area on an annual basis provided that written permission is given by the property owner.
 - iv. Parameters to be tested for include, but are not limited to, methane, chloride, sodium, TDS, pH, arsenic, barium and strontium, radon, a subgroup of the volatile organic chemicals (VOCs) called BTEX (benzene, toluene, etc.), and residuals from any blasting or directional drilling operations conducted during the construction phase.

²<https://www.massdot.state.ma.us/highway/DoingBusinessWithUs/ManualsPublicationsForms/ProjectDevelopmentDesignGuide.aspx>

³ MADEP Interim Wellhead Protection Area default radius for non-community sources for non-transient wells (NTNC).

- v. If the results of the pre-construction and post-construction sample analyses indicate that well water contamination, as defined by MA DEP or EPA standards, has occurred or flow rates have been reduced, the owner of the well should file a complaint against the Owner/Operator with the regional MassDEP office with a copy to the Town Board of Health. The Owner/Operator shall be required to conduct clean-up activities or repair or replace the well affected. After clean-up activities are conducted, the well shall be tested monthly for the contaminants listed in 11.a.iv. for a 24-month period to ensure that the clean-up has been properly completed. The well(s) shall be tested annually thereafter with the permission of the property owner.
 - vi. LSICFs or ASEFs that do not use any hazardous materials for their operations may request a waiver of water quality testing after the post-construction analysis has been completed if post-construction testing results find no decline in water quality or production rates in comparison to the base line water quality data. Such waiver must be approved by both the Planning Board and Board of Health.
- b. **Noise.** The Applicant and Operator shall test and monitor the noise resulting from the LSICF and ASEFs:
- i. Prior to the construction or operation of a LSICF and ASEFs, the Applicant shall identify ambient noise levels at the property line of each residential and business structure located closest to the proposed facility within a ¼ mile radius and at public buildings, schools, medical, emergency or other public High On-site Population locations closest to the proposed facility within a ¼ mile radius. For linear facilities such as pipelines, ambient noise level shall be measured at a minimum every ½ mile along the proposed route 300 feet away from the edge of the proposed easement and at each residence and business located within ¼ mile of the proposed easement. Any testing proposed to be completed on private property requires the written permission of the property owner. “Ambient” noise is defined as the background A-weighted sound level that is exceeded 90% of the time and the background C-weighted sound level that is exceeded 90% of the time measured during a 2 hour time period during the quietest part of the day or night (day 7:00 a.m. to 7:00 p.m.; night 7:00 p.m. to 7:00 a.m.). All testing required by this Bylaw shall be done by a qualified licensed professional acoustical engineer paid for by the Applicant. All testing shall be done in accordance with the professional standards of the appropriate accrediting agencies and the sound level meter used in conducting any evaluation shall meet the American National Standard Institute's standard for sound meters or an instrument and associated recording and analyzing equipment. The Planning Board may have the results of the noise testing “peer reviewed” in accordance with §8.0 of this Bylaw.
 - ii. The Applicant shall provide to the Planning Board and Board of Health documentation of the established ambient noise levels prior to starting construction of a LSICF or ASEF.
 - iii. Complaints received by the Town shall be addressed by the Applicant and Operator of the LSICF or ASEF within 24 hours following receipt of notification by continuously monitoring for a period of 48 hours at the nearest property line to the complainant's residential or public building or 100 feet from the complainant's public building, school, medical, emergency or other High On-site Population public location or facilities, whichever is closer. Any testing proposed to be completed on private property requires the written permission of the property owner. The Applicant and Operator shall report the findings to the Planning Board and Board of Health and

shall mitigate the problem to the allowable level of noise if the noise level exceeds the allowable standard (see Section 12. i.).

- c. **Air.** For all air pollutants generated, Applicant shall hire a qualified consultant to perform air quality testing to be conducted on a daily, weekly or more frequent basis at any LSICF or ASEF emission location including Compressor Stations, Metering Stations or Venting Stations located in the Town during the operation of the facility to protect public health and safety. Ambient air quality monitoring station(s) should be installed at least a year prior to the construction and operation of the LSICF or ASEF's in order to establish baseline conditions. Air quality reports should be provided to the Town and if requested by the State, to State officials on a monthly basis at a minimum.

12.12: Design, Installation & Reclamation

a. **Access.**

- i. To the maximum extent feasible and in accordance with State law, construction vehicle access to the LSICF and ASEFs shall be from an arterial or collector road. Unless permission is granted by the Select Board, no LSICF or ASEF construction or operations site shall have access solely through a local road.
- ii. Accepted professional standards pertaining to minimum traffic sight distances for all access points shall be adhered to.

b. **Structure height.**

- i. Permanent structures associated with the LSICF and ASEFs shall comply with the height regulations for the zoning district in which the LSICF or ASEF is located.
 - ii. There shall be an exemption to the height restrictions contained in this section for the temporary placement of construction equipment necessary for the construction of a LSICF or ASEFs. The duration of such exemption shall not exceed the actual time period of construction or re-construction of the LSICF or ASEF.
 - (a) The time period of such exemption shall not exceed six months.
 - (b) The Operator shall give the Planning Board and Select Board prior written notice of at least 30 days before the beginning date for its exercise of the exemption.
- c. **Setbacks.** Surface land uses affiliated with the LSICF or ASEF and all supporting equipment and structures shall be setback a minimum of seven hundred and fifty (750) feet from residential buildings and all commercial, industrial and institutional uses or a minimum of five hundred (500) feet from the nearest lot line, whichever is greater. Setbacks in areas of "High On-site Populations" shall be increased to ¼ mile (1,320 feet). The Planning Board shall determine whether setbacks should be increased beyond ¼ mile if the area that could be impacted in the event of an accident at the LSICF or ASEF is greater than ¼ mile. High On-site Populations⁴ are defined in the footnote below. Applicants that cannot comply with the setback requirements can request a waiver from the Planning Board to reduce the setback distance but must notify in writing any property owner(s) within the setback area that would be impacted by the requested reduction.

⁴ High on-site populations are defined as the following: retirement housing; assisted living facilities; congregate living facilities; convalescent services; parks, churches, detention facilities; day care services (commercial); hospitals; medical offices exceeding 5,000 sq. ft. of gross floor area; and educational facilities (public or private) that pose a public safety concern due to the characteristics of the occupants, development, or site that would make evacuation difficult in the event of an emergency.

- d. **Screening and fencing.** The Applicant shall provide a plan prepared by a registered Landscape Architect licensed in Massachusetts showing landscaping proposed to be installed to screen and buffer surface land uses affiliated with the LSICF and ASEFs. The landscape plan shall incorporate the use of native vegetation, including evergreens, shrubbery and trees, which shall be of sufficient density to screen the facility. Security gates and/or fencing as appropriate to ensure public safety shall be installed after consultation with the Planning Board, Select Board, Fire Chief, Police Chief and Emergency Management Director with openings no less than 12 feet wide. Any fence installed shall be surrounded by native vegetation to provide screening. Existing vegetation in proximity to LSICF and ASEFs shall be preserved to the greatest extent possible. Emergency responders shall be given means to access all LSICF and ASEFs in case of an emergency. Warning signs shall be placed on the security gates or fencing associated with the LSICF or ASEFs, providing notice of the potential dangers and the contact information in case of an emergency.
- e. **Lighting.** To minimize night time light pollution, no LSICF and ASEFs shall be artificially lighted except as required for emergency night time access or by the FAA. Beacon light permitted only if required by the FAA with evidence of this FAA requirement submitted with the application. Any other lights shall be full-cutoff down lighting and shall be shielded so as to prevent intrusion upon roads and nearby properties.
- f. **Shadow & Flicker.** Wind Energy Facilities shall be located in areas that do not result in any shadowing or flickering on off-site inhabited buildings. The applicant has the burden of proving that any shadowing or flickering on off-site inhabited buildings will not occur.
- g. **Odor.** No LSICF and ASEFs shall produce odors detectable beyond its property boundaries.
- h. **Noise.** The Applicant and Operator shall minimize, to the extent possible, noise resulting from the LSICF and ASEFs and will conduct testing and monitoring as outlined in Section 11.b.:
 - i. The noise generated during the LSICF or ASEF operations shall comply with the provisions of the Massachusetts Department of Environmental Protection's, Division of Air Quality Noise Regulations (310 CMR 7.10), as amended, or the provisions of this Bylaw, whichever is more restrictive.
 - ii. A source of sound will be considered in violation of this Bylaw if the source:
 - (a) increases the broadband sound level by more than 5 dB(A) above ambient pre-construction noise levels during construction activities and subsequent operations or increases the broadband sound level by more than 5 dB(C) above the pre-construction ambient noise level during construction activities and subsequent operations; or
 - (b) produces a "pure tone" condition, when an octave band center frequency sound pressure level exceeds the two (2) adjacent center frequency sound pressure levels by three (3) decibels or more; or
 - (c) results in sound or noise levels at any time greater than 35 dB(A) during the day or 30 dB(A) at night (typical range 30-40 dB(A) for rural or quiet residential areas); or
 - (d) for low frequency sounds or noise with octave center frequencies at or below 125 Hz, results in a maximum noise level outside the property boundary greater than 40 dB(C)
 - iii. Exemption from the standards established in this subsection may be granted by the Planning Board during the construction stages of a LSICF or ASEF development for cause shown and

upon written agreement between the Applicant and the Planning Board. However, any such exceedances of the noise standards shall not be allowed between 7:00 p.m. and 7:00 a.m.

- iv. LSICF and ASEFs shall be constructed and operated to mitigate sound levels and shall install devices or use other equipment to mitigate sound levels to ensure that the noise level standards at residential or public buildings, medical, emergency or High On-site Population locations are not exceeded.
- i. **Hours of operation.** Except for emergency operations, hours of construction activities or operation at a LSICF or ASEFs are limited to Monday through Friday, 7:00 a.m. to 7:00 p.m. and not permitted on weekends or legal holidays. Truck traffic related to the construction or operations of the LSICF or ASEFs shall be allowed only during these hours of operation. Exemption from the standards established in this subsection may be granted by the Planning Board for cause shown and upon written agreement between the Applicant and the Town.
- j. **Reclamation/restoration of all disturbed areas.**
 - i. Reclamation shall be initiated as soon as weather and ground conditions permit after construction or re-construction of a LSICF or ASEFs, and reclamation shall be completed no more than six months after this point.
 - ii. Reclamation shall be carried out on all disturbed areas and achieve the following objectives:
 - (a) Final soil profiles shall be designed to equal or reduce soil erosion potentials over stable pre-operation conditions, and final land forms shall be stable;
 - (b) Preexisting visual character of site shall be restored or enhanced through planting of local or adaptive vegetation. Invasive species shall not be considered acceptable; and
 - (c) Disturbance of soil cover shall be minimized.
- k. **Prohibitions.**
 - i. No LSICF or ASEF shall be allowed to be constructed or operated in the floodway (*see diagram*) designated as such in the Flood Insurance Study (FIS) and shown on the Federal Emergency Management Agency (FEMA) FIRM maps dated 7/2/80 or any successor maps issued by FEMA.
 - ii. Construction or operation of a LSICF or ASEFs outside of the floodway but in the one-hundred-year floodplain is discouraged but may be permitted by the Planning Board in its discretion if the following provisions are met:
 - (a) The Applicant must provide conclusive documentation that no other location is more appropriate for location of the LSICF or ASEF other than a location within the floodplain.
 - (b) An adequate emergency evacuation plan shall have been produced by the Applicant and filed with the Town.
 - (c) No storage of chemicals shall be permitted within the floodplain. An exemption from this requirement may be granted by the Planning Board, in consultation with the Board of Health, if the Applicant and Operator can show that such storage will not potentially cause any harm to property, persons or the environment in the case of a one-hundred-year flood, and further provides security to the Town ensuring the Applicant's and Operator's ability to remedy any damage or injury that may occur.

- (d) Only necessary and needed structures will be permitted within the floodplain.
- (e) All structures within the floodplain shall be designed to withstand a one-hundred year storm event.
- (f) An engineer registered in Massachusetts and qualified to present such documentation that the LSICF or ASEF will not cause additional flooding on adjacent, upstream and/or downstream properties shall provide such documentation to the Town.
- (g) The Applicant has received approval from the Conservation Commission if required.

12.13: Performance Bond, Insurance and Indemnity

- a. Performance Bond or Escrow Account. The Applicant shall submit to the Town a Performance Bond from a surety authorized to do business in the State to cover any damage to public property that occurs as a result of the construction of the LSICF and any ASEF's in an amount and for a term (e.g. construction period plus 2-3 years) determined by a professional engineer and acceptable to the Town. In addition, the Applicant shall provide a bond or establish an escrow account that will ensure that all testing and maintenance provisions required during the life of the LSCIF or ASEF facility are completed in accordance with this bylaw and any agreement with the Planning Board related to the LSCIF and/or ASEF.

The bonds shall provide, but not be limited to, the following condition: there shall be recoverable by the Town, jointly and severally from the principal and surety, any and all damages, loss or costs suffered by the Town in connection with the Applicant's geophysical operations within the Town. The rights reserved to the Town with respect to the bond are in addition to all other rights of the Town, and no action, proceeding or exercise of a right with respect to such bond shall affect any other rights of the Town.

- b. Insurance. Prior to conducting any operations hereunder, the Applicant, Operator and its contractors shall furnish certificates of insurance to the Planning Board showing the Town as an additional insured with respect to operations conducted within the Town and showing liability insurance covering commercial, personal injury, and general liability in amounts not less than \$1,000,000 per person, \$10,000,000 per occurrence, and \$10,000,000 property damage. The Applicant and Operator shall also provide certificates of insurance to the Planning Board and Select Board showing the Town as an additional insured under general liability umbrella insurance with a minimum amount of \$10,000,000.
- c. Indemnity. The Applicant shall protect, indemnify, defend and hold the Town, its officers, employees, agents and representatives harmless from and against all claims, demands and causes of action of every kind and character for injury to, or death of, any person or persons, damages, liabilities, losses and/or expenses, occurring or in any way incidental to, arising out of, or in connection with the Applicant or its contractors', agents', or representatives' construction or operation of the LSICF or ASEF, including attorneys' fees and any other costs and expenses incurred by the Town in defending against any such claims, demands and causes of action. Within 30 days of receipt of same, the Applicant and/or Operator shall notify the Town in writing, of each claim for injuries to or death of persons, or damages or losses to property occurring or in any way incidental to, arising out of, or in connection with the Applicant's or its contractors', agents', or representatives' operations conducted or associated with the LSICF or ASEFs. At the Town's discretion, the Town

may conduct an independent investigation, monitor, and review the processing of any such claim, to ensure that such claim is handled as required herein.

- d. Notwithstanding anything contained herein to the contrary, construction and/or operation of the LSICF or ASEF is not allowed until a copy of all Bonds, Insurance Certificates, Agreements or Studies required by this Bylaw have been completed and provided to the Planning Board, Select Board and Town Counsel. The Performance Bond and the Certificates of Insurance must also be filed with the Town Clerk.

12.14: Removal Requirements and Abandonment

- a. Any LSICF or ASEF which has reached the end of its useful life or has been abandoned consistent with Section 14.0 of this bylaw shall be removed. The Owner and/or Operator shall physically remove the installation no more than 180 days after the date of discontinued operations. The Owner or Operator shall notify the Planning Board by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of:
 - i. Physical removal of all LSICF or ASEF structures, equipment, security barriers and transmission lines from the site.
 - ii. Disposal of all solid and hazardous waste in accordance with local, State, and Federal waste disposal regulations.
 - iii. Stabilization or re-vegetation of the site as necessary to minimize erosion. The Planning Board may allow the Owner or Operator to leave landscaping or designated below-grade foundations or structures in order to minimize erosion and disruption to vegetation.
 - iv. Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the LSICF or ASEF shall be considered abandoned when it fails to operate for more than one year without the written consent of the Planning Board and Select Board. If the owner or Operator of the LSICF or ASEF fails to remove the installation in accordance with the requirements of this section within 180 days of abandonment or the proposed date of decommissioning, the Town retains the right, after the receipt of an appropriate court order, to enter and remove an abandoned, hazardous or decommissioned LSICF or ASEF. The Applicant and Operator shall agree to allow entry to remove an abandoned or decommissioned installation. The Town's cost for the removal may be charged to the property owner in accordance with the provisions of M.G.L. 139.
 - v. The Owner/Operator of a LSICF or ASEF shall provide a form of surety, either through an escrow account, bond or other form of surety approved by the Planning Board and Select Board in consultation with Town Counsel to cover the cost of removal in the event the Town must remove the installation and remediate the landscape, in an amount and form determined to be reasonable by the Planning Board and Select Board, in consultation with a Professional Engineer and Town Counsel, but in no event to exceed more than 125 percent of the cost of removal and compliance with the additional requirements set forth herein, as determined by the Applicant and the Town. Such surety will not be required for municipal or State-owned facilities. The Applicant shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation.

12.15: Violations and Penalties

- a. Any owner, Operator or other person who violates or permits a violation of this Bylaw shall pay to the Town a fine of \$300 per violation plus, to the extent permitted by law, all court costs, including, but not limited to, reasonable attorney's fees, incurred by the Town on account of such violation. Each day a violation exists shall constitute a separate offense. Further, the appropriate officers or agents of the Town are hereby authorized to issue a cease and desist notice and/or to seek equitable relief, including injunction, to enforce compliance herewith.

A certified copy of these Protective Zoning Bylaws is available from the Conway Town Clerk during normal Business hours.