

# TOWN OF ROCKPORT ZONING BY LAWS



**2017**

*Updated: April 2017*

**ZONING BY-LAW**

**TOWN OF ROCKPORT**

**THE COMMONWEALTH OF MASSACHUSETTS**

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## ZONING BY-LAW

### I. GENERAL

#### A. PURPOSE

In order to preserve and promote the health, safety, morals, convenience and welfare of the townspeople; to lessen the danger from fire, to improve and beautify the Town and to stabilize the value of the real estate, the following regulations for the use of premises and the construction, location and use of buildings and structures are hereby established under the General Laws relating thereto.

#### B. BASIC REQUIREMENTS

No parcel of land in any district shall be used for any purpose other than those authorized for the district in which it is located. The uses shall be subject to the other restrictions required by this by-law except for municipal purposes when and as authorized by a vote of the Town. The use of land in any district by the Rockport Housing Authority for housing of elderly persons of low income and for municipal uses by the Town of Rockport shall be exempt from all of the provisions of this zoning by-law when and as authorized by a two-thirds vote of the Town. The use, construction, alterations, height and area of buildings and the use of premises in the aforementioned districts shall be regulated and restricted as hereinafter provided. No lot, and no building and structure, shall be changed in size or use so as to violate the provisions of this by-law.

All Town-owned property used for municipal purposes is exempt from the provisions of this by-law.

#### C. DEFINITIONS

In construing this by-law the following words shall have these meanings herein given, unless a contrary intention clearly appears;

**ACCESS:** The ability of vehicular traffic to enter upon and exit any lot through the "Front Lot- Line(s)" as defined in this By-law. For the purposes of this By-Law, access is provided only through front lot lines and no other boundary. (Added ATM 04-03-10.)

**ACCESSORY DWELLING:** Any other dwelling existing on a given lot in excess of one dwelling.

**ACCESSORY USE:** A use of land or a building customarily incidental to the use of land or building to which it is accessory, excluding, however, buildings for human habitation.

**AMUSEMENTS:** Commercially operated entertainment of the type commonly associated with carnivals, amusement parks and/or beach arcades.

**APARTMENT HOUSE:** See Mixed Use or Multiple Dwelling. (Amended FTM 9-12-11)

**ART STUDIO:** A residence also used as a studio for the creation, display and sale of works of art and instruction by the resident artist.

**BOATYARDS:** Land and buildings used for the hauling, storage and launching, repair and maintenance of vessels and related mechanical equipment and other floating structures employed for marine commerce, pleasure, boating, docking or storage.

**BUILDING:** A single structure enclosed within exterior walls, built, erected and framed of a combination of any materials, whether portable or fixed, and having a roof, to form a structure for the shelter of persons, animals or property. (Added ATM 04-03-10.)

**BUILDING COVERAGE:** The portion of a lot that is covered by any buildings, including accessory buildings and any attachments thereto such as porches and decks, except for uncovered decks where rainwater can drip through and fall to a pervious surface below. (Amended STM 9/8/03)

**BULKHEADS:** An access to a basement level consisting primarily of a sloping door system covering a basement access stair. A bulkhead placed within the setback shall not exceed 42 inches above finished grade at its highest point.

**COTTAGE COLONY:** A group of small summer vacation homes.

**DECK:** An unroofed platform, typically with plank flooring, enclosed by siding that meets the current building codes and that consists of either the building, railings with spaced balusters, cable, or transparent siding. No deck shall be constructed above the elevation of the highest habitable story of the structure. (Added FTM 9/12/11)

**DORMER:** A roofed structure projecting through a sloping roof. See Gable Dormer and Shed Dormer in Section IV.A., new section 3. and 4. (Amended FTM 9-12-11)

**DWELLING:** Any building used in whole or in part for human habitation.

**DWELLING UNIT:** One or more rooms arranged for the use of one or more individuals living together as a single housekeeping unit with cooking, living, sanitary and sleeping facilities.

**EXISTING DWELLING:** A dwelling existing at the effective date of the revision of the by-law in 1976.

**FAMILY:** One or more persons, including domestic employees, occupying a dwelling unit and living as a single, non-profit housekeeping unit; provided, that a group of five or more persons who are not within the second degree of kinship to each other, as defined by law, shall not be deemed to constitute a family.

**FARM:** A tract of land devoted to agricultural purposes.

**FENCE:** any structure constructed of rails, timber, boards, metal, masonry, stone, earthworks such as berms, or other man-made objects or materials, which prevents intrusion, marks a boundary, provides visual screening or provides security from noise, wind or dust. (Added ATM 04-03-10.)

**FIXTURE:** An assembly, which houses a lamp or lamps and any other parts such as a reflector or lens, mounting bracket, etc.

**FLOODLIGHT OR SPOTLIGHT:** Any luminaire that concentrates the light output into a directed beam in a particular direction.

**FOOT-CANDLE:** A unit of light intensity measured at a distance from the source.

**FRAME SHOPS:** Shops for the sale of supplies used by artists in their art work.

**FRONT-LOT LINES:** For the purpose of calculating “front lot set-backs” the term “front lot line” shall mean that lot line which provides the minimum required lot frontage of the zoning district where the lot is located and access for the lot.

**GAINFUL HOME OCCUPATION:** An occupation which is incidental to residence, carried on only by a person residing on the premises and no more than one additional person, and which does not cause noise, undue commotion or traffic, offensive odors, unsightly conditions or other undesirable effects and which is in no way detrimental to a residential neighborhood.

**GALLERY:** A room or building used as a studio and also devoted to the exhibition, for sale, display of works of art.

**GARDEN/UTILITY SHED:** An unheated accessory building designed for storage and not exceeding 10 feet by 12 feet nominal dimensions with height of building not more than 11 feet, and the lowest point of the shed shall not be elevated more than 6 inches above the highest point of the natural grade within its footprint. (Added ATM 04-03-10.)

**GUEST HOUSE:** The leasing of rooms by the person or persons residing on the premises.

**GROSS FLOOR AREA:** The floor area within the perimeter of the outside walls of the building under consideration, without deduction for hallways, stairs, closets, thickness of walls, columns or other features. (Amended STM 9/8/03)

**HEIGHT OF BUILDING:** The vertical distance, measured from the average elevation of the lot grade prior to any site preparation or other construction activity, surrounding the entire building, to the ridge or highest point of the roof of the building. The methodology for determining the elevation of the lot grade prior to site preparation shall be published by the Building Inspector in consultation with the Planning Board. For each determination, the Building Inspector shall state the reason or reasons for choosing the methodology. (Amended ATM March 29, 1999 and FTM Sept. 9, 2013).



**HOUSE TRAILER:** A trailer or mobile home, so-called, whether on wheels or otherwise, including without limitation, a home trailer, an automobile trailer, a mobile home.

**IMPERMEABLE SURFACE** "Material or structure on, above, or below the ground that does not allow precipitation or surface water to penetrate directly into the soil beneath. (Added ATM 04-03-10.)

**INN:** A building erected for or used for paying guests, permanent or transient, where over six (6) bedrooms are used for such purpose.

**KENNEL:** The keeping, boarding or maintaining of more than three dogs. The term "dogs" does not include a litter of puppies under six months of age.

**LAMP:** The component of a luminaire which produces light.

**LOT:** An area of land under one ownership, with definite boundaries, uses or available for use as the site of one or more buildings.

**LUMEN:** A unit of light output.

**LUMINAIRE:** A complete light system including a lamp or lamps and a fixture.

**MIXED USE:** One or more dwelling units within a single structure, behind or above a first floor street-front unit that is used for any Retail Business and Consumer Service Use allowed in the D zoning District. (Added FTM 9-12-11)

**MOTEL OR TOURIST COURT:** A building providing travelers with lodgings typically united under one roof but having individual entrances, and with on-site, off-street parking spaces.

**MULTIPLE DWELLING:** A structure consisting of three or more dwelling units.

**NON-CONFORMING USE:** A lawfully existing use of land or a building which does not conform to the regulations for the district in which such land or building is situated.

**NORMAL HOUSEHOLD USE:** any or all of the following exclusive of fuel or fluids in registered motor vehicles garaged on site:

- i. 600 gallons or less of oil on site at any time to be used for heating of a structure or to supply an emergency generator, or
- ii. A total of 25 gallons (or the dry weight equivalent) or less of other hazardous or toxic materials on site at any time, including oil not used for heating or to supply an emergency generator (Added ATM 04-03-10.)

**OCCUPATION:** Work a person does regularly or to earn a living; business; employment; trade.

**PARKING LOT:** An outdoor lot for the parking of motor vehicles which is operated as an independent enterprise and which is not associated with and contiguous to a single specific enterprise for which parking space is necessary to the conduct of business.

**POTENTIAL DRINKING WATER SOURCES:** Areas or aquifers which could provide significant drinking water in the future. (Added ATM 04-03-10.)

**SEASONAL:** Use between a certain month in the spring and a certain month in the fall. A change in seasonality shall be a change of use for purpose of subsections I.D.1. and I.D.3., and seasonality may be imposed as a condition pursuant to the third paragraph of subsection IX.C.4.

**SETBACKS:** The terms “front yard setback”, “rear yard setback” and “side yard setbacks” defined herein, shall also be known as “setbacks” or “setback”. A setback is an open unoccupied space on the same lot as the main building measured from the lot line to the building. All setbacks are measured from the lot line to the building except the front yard setback.

Front Yard Setback - An open unoccupied space on the same lot with a main building extending the full width of the lot, and situated between the front lot and the front line of the building projected to the side line of the lot.

Side and Rear Yard Setbacks - any setback other than a front yard setback.

**SINGLE FAMILY DWELLING:** A dwelling designed and used for one family.

**STORY:** a. A set of rooms on one floor level of a building. b. **HALF STORY** – a set of rooms occurring directly under a dormer or directly under a roof with a pitch of no less than 4:12, whose habitable square foot floor area shall not exceed 66% of the square foot floor area of the story directly below it, or 66% of the floor area of the wing of the building directly below it, whichever is smaller. Habitable square foot floor area under a roof is defined in the State Building Code. (Amended FTM 9-12-11)

**STRUCTURE:** A combination of materials assembled at a fixed location, for example a building, mobile home, tent, shed, swimming pool, deck or storage bin. The term structure shall include walls and fences or a combination thereof if over six feet high measured from the existing grade. The word "structure" shall apply where the context allows as though followed by the words "or part thereof." (Added ATM 04-03-10, amended ATM 4/9/2012)

**TIDAL BOUNDARIES:** The line of mean high water as established by the U.S. Coast and Geodetic Survey.

**TOWN HOUSE:** A multiple dwelling in which each dwelling unit has separate entrances and exits and share no halls or interior spaces with other dwelling units.

**TWO FAMILY DWELLINGS:** A dwelling designed for and used by two families, with not more than two dwelling units.

**USE:** The purpose for which land or a building is arranged, designed, or intended, or for which either land or a building is or may be occupied or maintained.

**VERY SMALL QUANTITY GENERATOR:** Any public or private entity, other than a residence, that produces less than 27 gallons by volume or an equivalent 220 pounds by weight a month of hazardous waste or waste oil, but not including any acutely hazardous waste as defined in 310 CMR 30.136. (Added ATM 04-03-10.)

**WING:** A portion of a building that has a ridge line separate from any other portion of the building. (added FTM 9-12-11)

**WATER SUPPLY PROTECTION OVERLAY DISTRICT:** The zoning district defined to overlay other zoning districts in the Town of Rockport. The Water Supply Protection Overlay District may include specifically designated recharge areas.

**WAY OR STREET:** A Way or Street used or available for use for vehicular traffic and meeting one of the following definitions;

- a. A public way duly laid out by the town, by Essex County or by the Commonwealth of Massachusetts;
- b. A way or street shown on a definitive subdivision plan approved and endorsed by the Planning Board in accordance with Sub-Division Control Law and constructed in accordance with that plan and the rules and regulations of the Planning Board.
- c. A way or street in existence on July 14, 1951, having, in the opinion of the Planning Board, sufficient width, suitable grades and adequate construction to adequately provide for the needs of vehicular traffic in relation to the proposed use of the lots abutting thereon or serviced thereby.
- d. A public or private way shall not be deemed a way or a street relative to any lot that does not have rights of access to and passage over said way or to any lot that cannot use that way as an access.

**ZONE I (GROUND WATER):** The protective radius required around a public water supply well or wellfield within the Water Supply Protection Overlay District. For public water system wells with approved yields of 100,000 gpd or greater, the protective radius is 400 feet. Mill Brook wellfield, a tubular wellfield, requires a 250foot protective radius. (Added ATM 04-03-10.)

**ZONE II (GROUND WATER):** That area of an aquifer within the Water Supply Protection Overlay District that contributes water to a well under the most severe pumping and recharge conditions that can be realistically anticipated (180 days of pumping at approved yield, with no recharge from precipitation). It is bounded by the groundwater divides that result from pumping the well and by the contact of the aquifer with less permeable materials such as till or bedrock. In some cases, streams or lakes may act as recharge boundaries. In all cases, Zone II shall extend upgradient to its point of intersection with prevailing hydrogeologic boundaries (a groundwater flow divide, a contact with till or

bedrock, or a recharge boundary). The Zone II must include the entire Zone I area. (Added ATM 04-03-10.)

**ZONE III (GROUND WATER):** That land area within the Water Supply Protection Overlay District beyond the area of Zone II from which surface water and groundwater drain into Zone II. The surface drainage area as determined by topography is commonly coincident with the groundwater drainage area and will be used to delineate Zone III. In some locations, where surface and groundwater drainage is not coincident, Zone III shall consist of both the surface drainage and the groundwater drainage areas. (Added ATM 04-03-10.)

**ZONE A-R (SURFACE WATER):** As part of the Rockport water supply system within the Water Supply Protection Overlay District, (a) the land area between a surface water source and the upper boundary of the bank; (b) the land area within a 400 foot lateral distance from the upper boundary of the bank of a Class A surface water source as defined in 314 CMR 4.05(3)(a), or any other surface water source within the Watershed Protection Overlay District; and (c) the land area within a 200 foot lateral distance from the upper boundary of the bank of a tributary or associated surface water body of a surface water supply; provided that the upper boundary of the banks of reservoirs and tributaries thereto are defined as the landward edges of any associated Bordering Vegetated Wetlands ("BVW") or, where BVW is not present, as the top of bank of reservoirs and tributaries thereto. Delineation of BVW and of "top of bank" shall be in accordance with current guidance published by the Massachusetts Department of Environmental Protection or its successor agency. (Added ATM 04-03-10.)

**ZONE B-R (SURFACE WATER):** As part of the Rockport water supply system within the Water Supply Protection Overlay District, the land area within 1/2 mile of the upper boundary of the bank of a Class A surface water source, as defined in 314 CMR 4.05(3)(a), or edge of watershed, whichever is less; provided, that the upper boundary of the banks of reservoirs are defined as the landward edges of any associated Bordering Vegetated Wetlands ("BVW") or, where BVW is not present, as the upper boundary of the bank of reservoirs, exclusive of the area included in the defined Zone A-R. However, Zone B shall always include the land area within a 400-foot lateral distance from the upper boundary of the bank of the Class A surface water source (Added ATM 04-03-10.)

**ZONE C (SURFACE WATER):** As part of the Rockport water supply system, Zone C means the land area not designated as Zone A-R or B-R within the watershed of a Class A surface water source as defined at 314 CMR 4.05(3Xa). (Added ATM 04-03-10.)

**ZONE C-G (SURFACE WATER):** Within the Gloucester water supply system located in Rockport, Zone C means the land area not designated as Zone A-G or B-G within the watershed of a Class A surface water source as defined at 314 CMR 4.05(3)(a). (Added ATM 04-03-10.)

**D. NON-CONFORMING BUILDINGS AND USES (Amended ATM 04-03-10)**

**1. CONTINUATION:** Any nonconforming building, structure or use may be continued provided:

It was in existence at the passage of the Bylaw (July 14, 1951) or any subsequent amendments applicable to its zoning district except as hereinafter excepted.

**2. EXTENSION AND ENLARGEMENT:**

(a) PERMIT NOT REQUIRED.

A nonconforming building on a separate lot used exclusively for human habitation as a single or two-family dwelling, may be enlarged, changed or altered without a special permit provided:

- (1) The enlargement, change or alteration does not increase the nonconformity of said building including the percentage of building coverage;
- (2) there is no change in use; and
- (3) on the adjacent lot there is no dwelling within ten (10) feet of the nonconforming section or sections of the building that is being altered.

(b) PERMIT REQUIRED

The Board of Appeals may grant special permits to extend the time and authorize the enlargement, change or alteration of a nonconforming use or a nonconforming building provided that:

- (1) Such extension, enlargement, change or alteration shall not be substantially more detrimental to the neighborhood than the existing use;
- (2) Any proposed addition within a required setback shall be no closer to the lot line than the existing nonconforming structure. This provision does not apply to one and two-family structures, but does apply to non-residential structures and residential buildings of more than two units. (Amended ATM 4-6-13)

**3. CONDEMNATION and VOLUNTARY RAZING OF BUILDINGS:**

In the event a nonconforming building or structure is a) condemned by the Town Building Inspector by reason of age, structural or fire damage, or other defects, or b) is voluntarily razed by the property owner, other than as provided in Section I.D.2, it may be replaced in exactly its existing external configuration and placement on the lot subject to the documentation requirements below:

Condemnation by the Building Inspector applies to all structures.

Voluntary Razing applies only to one and two-family structures and does not require Condemnation procedures by the Building Inspector as defined above.

Documentation: A permit application to exactly replace a voluntarily razed or a condemned structure submitted to or initiated by Building Inspector for replacement reconstruction without a special permit must be accompanied by a stamped plot plan, scaled elevations or scaled photographs of at least four sides of the original building made before any razing or reconstruction has occurred.

Deviations from the original architecture, size in any dimension, or change in use may be authorized by a Special Permit granted by the Board of Appeals, provided that any such

changes are not in conflict with other provisions of this by-law. Any proposed addition to a non-residential structure, or to a residential building of more than two units, within a required setback shall be no closer to the lot line than the existing nonconforming structure. (Amended ATM 4-6-13)

Time limitations for reconstruction or resumption of use are subject to the conditions defined in section **(4) RESTORATION**, below.

**4. RESTORATION:**

In the event that a nonconforming building, as defined in **3. CONDEMNATION and VOLUNTARY RAZING OF BUILDINGS**, above, is destroyed or damaged, it may be reconstructed and used as before said destruction or damage provided:

- (a) Reconstruction is commenced within three years from the date of destruction or damage.
- (b) The building or structure reconstruction must be completed and the use resumed within one year thereafter in compliance with existing construction and safety codes practices.
- (c) The restored building or structure or use shall be substantially as it existed prior to the said destruction or damage.

**5. COTTAGE COLONY:**

An existing nonconforming cottage colony may not be converted to single family use under separate ownership of a portion of the land unless the lot upon which each building is located complies with minimum requirements for single family dwellings in the zoning district in which the land is located.

**6. USE DISCONTINUANCE:**

In the event that a nonconforming building or structure shall not be used, or a nonconforming use shall not be exercised for a period of two years, the right to maintain such nonconforming building or structure, or to carry on such nonconforming use shall be deemed to have been abandoned and extinguished. Thereafter, the premises shall be subject to the regulations herein applying to the zoning district in which they are located. These nonconformities are defined in D.I as those in existence at the passage of the By-law or subsequent applicable amendment.

**7. CHANGE IN USE STATUS:**

A nonconforming use for a given property, superseded by an authorized use, may not be returned thereafter to a nonconforming use.

**8. EXISTING STRUCTURES AND USES:**

The application of this Zoning Bylaw to existing structures and uses is governed by General Laws, Chapter 40A, as amended, and shall not regulate the reconstruction or expansion of structures used for agriculture.

**II. ESTABLISHMENT OF DISTRICTS**

**A. TYPES OF DISTRICTS**

The Town of Rockport is hereby divided into the following types of districts:

- |    |                                 |                           |
|----|---------------------------------|---------------------------|
| 1. | Single Residential AA Districts | SRAA (added ATM 03/18/00) |
| 2. | Single Residential Districts    | SR                        |
| 3. | Residential A Districts         | RA                        |
| 4. | Residential Districts           | R                         |
| 5. | Semi-Residential Districts      | SMR                       |
| 6. | General Districts               | G                         |
| 7. | Downtown District               | D (added ATM 4/9/2012)    |

Note: The several Districts shall be denoted on the “Zoning Map” by the appropriate letters as indicated. Each district, now established or hereafter established, shall be numbered consecutively.

**B. LOCATION OF DISTRICTS**

The Zoning Districts established in the by-law are shown on a map entitled: PLANNING BOARD ZONING MAP, TOWN OF ROCKPORT, MASSACHUSETTS, hereinafter called the Zoning Map, the original of which, together with all amendments thereto and all explanatory matter thereon, is incorporated herein by reference and made a part hereof. All lawful amendments to the Zoning Map hereafter made shall also be a part hereof.

**C. INTERPRETATION OF THE ZONING MAP**

The location of the boundary lines of the districts shown on the Zoning Map shall be determined as follows:

1. Where the boundary lines are shown upon said map within the street lines of public or private ways, or waterways, the center lines of such ways shall be the boundary lines.
2. Where the boundary lines are shown approximately on the location of property or lot lines, and the exact location of property, lot or boundary lines is not indicated by means of figures, then the property or lot lines shall be the boundary lines.
3. Boundary lines located outside of such street lines and shown approximately parallel thereto shall be construed as parallel to such street lines and figures placed upon said map between such boundary lines and street lines are the distances in feet of such boundary lines from such street lines, such distances being measured at right angles to such street lines unless otherwise indicated.

4. In all cases which are not covered by the 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, or if distances are not given, then by the scale of said map.
5. Whenever any uncertainty exists as to the exact location of a boundary line, the location of such line shall be determined by the Building Inspector, provided however, that any person aggrieved by his decision may appeal to the Board of Appeals, as provided in Part VI.

**III. PERMITTED USES IN ZONING DISTRICTS (amended FTM 9/12/2011, ATM 4/9/2012)**

**A. GENERAL STATEMENT RELATIVE TO ALL DISTRICTS**

Uses, whether or not on the same parcel as activities permitted as a matter of right, accessory to activities permitted as a matter of right, which activities are necessary in connection with scientific research or scientific development or related productions, may be permitted upon the issuance of a special permit by the Board of Appeals, provided that the Board of Appeals finds that the proposed accessory use does not substantially derogate from the public good.

**B. TABLE OF PERMITTED USES**

In case of a difference between the terms and conditions in this Part H. in Section III, the terms and conditions in the other parts in Section III shall govern.

Definitions of the abbreviations for Zoning Districts are given in Section IIA.

“Y” means use or structure permitted as of right.

“SP” means use or structure permitted only by grant of a Special Permit by the Board of Appeals.

“N” means use or structure not permitted.

**PRINCIPAL PERMITTED USES AND STRUCTURES                      ZONING DISTRICT**

<b>Principal Permitted Uses and Structures</b>						
Uses	Zoning Districts					
	SRAA &SR	RA	R	SM R	G	D
<b>I. Residential</b>						
A. One family detached dwelling (limited to one single family dwelling unit per lot)	Y	Y	Y	Y	Y	Y
B. The conversion of a dwelling that existed prior to July 14, 1951 (the date of the adoption of the Single Residential District) into a two-family dwelling, provided that the lot for the dwelling contains not less than the square feet of land area required in the	Y	Y	Y	Y	Y	Y



<b>Principal Permitted Uses and Structures</b>						
Uses	Zoning Districts					
	SRAA &SR	RA	R	SM R	G	D
Schedule of Area & Dimensions in Part IV. B.						
C. The conversion of a dwelling into a two-family dwelling provided that the lot for the dwelling contains not less than the square feet of land area required in the Schedule of Area and Dimensions in Part IV. B	N	Y	Y	Y	Y	Y
D. The construction of a two-family dwelling provided that the lot for the dwelling contains not less than the square feet of land area required in the Schedule of Area and Dimensions in Part IV. B	N	SP	Y	Y	Y	Y
E. One accessory dwelling unit per lot, provided the minimum lot area required in the Zoning district where the lot is located is provided for each dwelling on the lot.	N	SP	SP	SP	SP	Y
F. The conversion of a multiple dwelling, with not more than four (4) dwelling units, or an inn, provided that the size of the building shall not be increased by more than ten (10%) percent of the area which was originally used for habitation.	N	N	SP	SP	SP	SP
G. New town houses and other multiple dwellings, not to exceed four dwelling units in any one structure, provided that there is a minimum of ten thousand (10,000) square feet of land area for each dwelling unit.(amended ATM 4/9/2012)	N	N	N	SP	SP	SP
H. The conversion or new construction of a mixed use building with no more than 4 residential units in the building	N	N	N	N	N	Y
<b>II. Educational, Institutional, Recreational and Agricultural Uses</b>						
A. Educational purposes on land owned or leased by the Commonwealth or any of its agencies, subdivisions or bodies politic or by a religious sect or denomination, or by a nonprofit educational corporation.	Y	Y	Y	Y	Y	Y
B. Churches and buildings for religious purposes.	Y	Y	Y	Y	Y	Y
C. Private clubhouse, meeting halls and lodge rooms to be used by fraternal or other organizations.	N	N	N	N	N	SP
D. The use of land for the primary purpose of agriculture, horticulture or floriculture.	Y	Y	Y	Y	Y	N
<b>III. Governmental and Public Service Uses</b>						
A. Transportation services, including railroad stations, bus	N	N	N	N	N	SP

<b>Principal Permitted Uses and Structures</b>						
Uses	Zoning Districts					
	SRAA & SR	RA	R	SM R	G	D
passenger stations, bus terminals						
<b>IV. Retail Business and Consumer Service Uses</b>						
A. The office of a doctor or dentist or the member of a recognized profession residing on the premises, providing there is no display or advertising except for a sign of not more than three square feet.	Y	Y	Y	Y	Y	SP
B. Art studio, provided it does not cause noise, undue commotion or traffic which is detrimental to a residential neighborhood.	Y	Y	Y	Y	Y	Y
C. The taking of boarders or the leasing of rooms by the person or persons residing on the premises, provided that there is no sign or display to advertise such use.	SP	SP	Y	Y	Y	Y
D. Guest houses, provided that there is no sign or display to advertise such use, except that one sign of not more than three square feet may be used.	N	N	Y	Y	Y	Y
E. Galleries or studios for the instruction, practice and recital of musical instruments, voice, drama & dance provided that such work is not detrimental to the neighborhood because of noise or vibrations..	N	N	SP	Y	Y	Y
F. Greenhouses and nurseries. A greenhouse or nursery may also sell products and items usually associated therewith.	N	N	SP	Y	Y	N
G. Stores, salesrooms, or showrooms for the conduct of a retail business, such as clothing and antiques, excluding, however, the display or sale of motor vehicles	N	N	N	Y	Y	Y
H. Personal service retail shops, such as a barber, hairdresser, photographic studios, professional offices or agencies, collection stations for laundry or dry cleaning	N	N	N	Y	Y	Y
I. Shops for custom work such as by a dressmaker, furrier, interior decorator, milliner, or tailor.	N	N	N	Y	Y	Y
J. Shops for custom work, such as a shop for a cabinet maker, job printer, repair of household appliances or furnishings, shoemaker, blacksmith, upholsterer or woodworker, provided that such work is not detrimental to the neighborhood because of noise, odors or vibrations.	N	N	N	Y	Y	SP
K. Any of the following service establishments dealing directly with the consumer: Repair shops for motor vehicles (provided that all work is performed within a	N	N	N	SP	Y	SP

<b>Principal Permitted Uses and Structures</b>						
Uses	Zoning Districts					
	SRAA &SR	RA	R	SM R	G	D
building), service stations, and similar services that cannot be performed entirely indoors.						
L. Retail display and sale of motor vehicles.	N	N	N	SP	N	N
M. Craft shops such as frame shops, artists' studios, shops fabricating wearing apparel or accessories.	N	N	N	N	Y	Y
N. Business or professional offices or agencies, banks or other financial institutions.	N	N	N	N	Y	Y
O. Food service establishments that sell over a counter, such as bakeries, coffee shops, ice cream shop..	N	N	Y	Y	Y	Y
P. Restaurants or other eating places serving food only to persons seated at tables or counters provided no mechanical or live entertainment is regularly furnished	N	N	N	N	Y	Y
Q. Funeral Homes.	N	N	N	SP	Y	N
R. Indoor theatres.	N	N	N	N	SP	Y
<b>V. Commercial and Industrial Uses</b>						
A. Lumber and fuel establishments	N	N	N	SP	Y	N
B. Industrial buildings, including processing, fabricating, and assembly plants and manufacturing operations, provided they do not cause noise, odors, undue commotion or traffic which is detrimental to the neighborhood. The use of any land or building for the operation of the industry known as fish dehydration, fish processing or the manufacture of byproducts, so-called, from fish or fish waste, or the storage of such products is not permitted.	N	N	N	SP	Y	N
C. Parking lots for commercial vehicles	N	N	N	N	SP	N
D. Industrial buildings, including processing, fabricating and assembly plants and manufacturing operations.	N	N	N	N	SP	N
E. Wholesale business establishments	N	N	N	N	SP	N
F. Research laboratories	N	N	N	N	SP	N
G. Contractor storage and repair facilities	N	N	N	SP	SP	N
H. Boatyards on lots of greater than 10,000sf, in buildings approved by the Fire and Building Inspectors or in open air yards, providing that such lots have one waterfront boundary and that vessels, floats, and lifts, or cranes shall not be stored in the setbacks as specified in Table IV.B.	N	N	N	N	SP	N
I. Boat yards on lots of less than 10,000sf or lacking waterfront boundaries	N	N	N	N	SP	N
J. New construction or manufacture of vessels, or	N	N	N	N	SP	N

<b>Principal Permitted Uses and Structures</b>						
Uses	Zoning Districts					
	SRAA &SR	RA	R	SM R	G	D
parts thereof, or other marine structures of wood, metal, and plastic impregnated laminates in buildings or in open air yards						
<b>VI. Permitted Accessory Uses and Structures</b>						
A. Gainful home occupation (including a reasonable display of goods) provided that there is no advertising sign except for a small announcement sign having an area of not more than three square feet, and further provided that such occupation shall be carried on only by the person residing upon the premises.	Y	Y	Y	Y	Y	Y
B. The occupation of a member of a recognized profession, trade, or service residing on the premises, and conducting the occupation primarily off the premises, providing there is no display or advertising except for a sign of not more than three square feet, and that occupation does not cause noise, undue commotion or traffic which is detrimental to a residential neighborhood and there are no more than 2 vehicles (business related) on the premises at any time.	Y	Y	Y	Y	Y	Y
C. Accessory uses normally associated with a one-family detached dwelling, provided that such accessory uses are not detrimental to a residential neighborhood.	Y	Y	Y	Y	NA	Y
D. Accessory uses normally associated with the permitted use allowed on each lot, provided that such accessory uses are not detrimental to a residential neighborhood	N	Y	Y	Y	NA	SP
E. Such light manufacturing as is incidental to and usual in connection with any permitted uses on the same premises, provided that such light manufacturing is not detrimental to the neighborhood because of noise, odors or vibration.	N	N	N	N	Y	N
F. Such storage of materials, equipment and merchandise as is incidental to and usual in connection with any permitted uses on the same premises.	N	N	N	N	Y	N
<b>VII. Aircraft Landing Areas (ALA) added FTM 9/12/2016</b>	SPSP	N N	N N	N N	N N	N N

## IV. AREA AND DIMENSIONS REGULATIONS

### A. GENERAL REQUIREMENTS

1. **APPLICABILITY:** Except as hereinafter provided, no dwelling house, no principal building or structure, nor any accessory building or structure shall be erected on a lot in any district unless the lot and building or structure shall conform to the requirements in the Schedule of Area and Dimensions. (amended ATM 4/9/2012)
2. **PROJECTIONS:** Nothing herein shall prevent the projection of cornices or eaves not exceeding eighteen inches in width, or of uncovered steps, not exceeding more than forty-eight inches from the structure, into any required yard or other open space.
3. **GABLE DORMER:** A gable dormer has a ridge line running perpendicular to the ridge line on the wing of the house on which it is placed, and has a sloped roof. The front wall of the dormer shall be set back from the outside edge of the soffit. The length shall not exceed 60% of the length of the ridge line of the roof from which it emanates, with a gable wall setback of four (4) feet, or whichever results in a smaller dormer. The pitch of the dormer roof shall be the same as that of the roof from which it emanates. The word “dormer” refers to one or more dormers. (Added FTM 9-12-11)
4. **SHED DORMER:** A shed dormer has a ridge line parallel to the ridge line of the wing of the house on which it is placed. The front wall of the dormer shall be set back from the outside edge of the soffit. The length shall not exceed 80% of the length of the ridge line of the roof from which it emanates, with a gable wall setback of two (2) feet, or whichever results in a smaller dormer. The pitch of the dormer roof shall be a minimum of 3:12 and shall not rise above the ridge line of the roof from which it emanates. (Added FTM 9-12-11)
5. **HEIGHT LIMITATIONS:** No building in any district shall exceed thirty feet in height or two and one-half stories above the ground. Buildings can exceed these limits when authorized by a special permit issued by the Board of Appeals. The height limitation shall not apply to private radio or television antenna, chimneys, flagpoles, church spires, belfries, monuments, water towers or municipal fire towers.
6. **CORNER LOTS:** For purposes of this Bylaw, corner lots shall be considered to have two front yards. The setback of each front yard shall be considered individually.
7. **ACCESSORY DWELLINGS:** An accessory dwelling shall be separated from all other buildings used in whole or in part for human habitation, on the same lot, by a minimum of twenty (20) feet.

8. **RETAIL AND COMMERCIAL USE:** The following requirements shall apply to all retail and commercial uses of property, in any district, and shall apply to all new construction, reconstruction, conversions, remodeling and subdivisions, of retail and commercial property. There shall be excluded here from only (i) those retail and commercial uses of property that existed on the date of enactment of these provisions. (ii) offices where no merchandise is displayed and (iii) gainful home occupations as defined in Part I.C. hereof.
  - a. The minimum floor area devoted to retail or commercial use (including inventory storage and other “backroom” or auxiliary retail functions) shall be 400 square feet per unit. However, in the case of four or more units in the same building under the same ownership, up to one-fourth of those units may be as small as 200 square feet per unit, provided that the average of all units in the building remains 500 square feet per unit or greater.
  - b. The minimum dimension in any direction (width, length, or depth) of the retail or commercial area open to the public shall be an average of 10 feet.
  - c. The maximum number of retail or commercial units on any floor of any building shall be four.
  - d. There shall be at least one rest room in each building, devoted to retail or commercial use, for the use of the employees of the retail and commercial enterprises located therein. In addition, any restaurant, or any other building containing four or more retail or commercial units, shall provide at least one rest room for use by customers.
  - e. No license or permit (including, but not limited to, a building permit, vendor's license or common victualer's license) shall be issued by any officer, board or agency of the town with respect to any proposed construction, reconstruction, conversions, remodeling, subdivisions, or change of use which does not comply with these standards or for any retail or commercial use proposal to be located in a unit or building which violated these restrictions and provisions.
  - f. The use of floors above the first of retail and commercial property is limited to dwellings, professional or business offices, agencies, studios or storage for the first floor retail or commercial use. Other retail and commercial uses of floors above the first may be granted by special permit from the Board of Appeals.
  
9. **LOT WIDTH:** Each lot created shall have at least a minimum lot width of forty feet between the side lot boundary lines from the front to the rear of the lots. Since the side lot boundary lines may be irregular, the lot width shall be measured by a circle of forty feet in diameter inscribed within the side lot of boundary lines. For lots which cannot conform to this width, a special permit may be granted by the Board of Appeals.

10. **DRIVEWAYS:** Driveways in excess of 500 feet shall be of sufficient width, suitable grade, and adequate construction to allow for access by emergency vehicles. (Added FTM 9-12-11)
  
11. **RESIDENTIAL DWELLINGS (Added FTM 9/14/2015):**
  - d. Objective: To control the effect of increasing scale and density of residential dwellings in Rockport’s neighborhoods.
  - e. Applicability: SR-AA (Single Residential AA), SR (Single Residential), RA (Residential A), and R (Residential) Zoning Districts.
  - f. Floor Area and Side Setbacks:
    1. On a lot of 2 acres or less, the total gross floor area of all residential dwellings and accessory buildings on the lot shall not exceed 7,000 sq. ft. total gross floor area (GFA).
    2. Residential single, two family and multiples dwellings, accessory buildings, and townhouses shall have the following side setbacks:
      - i. 20 ft. – for buildings with 4000-5999 sq. ft. GFA
      - ii. 25 ft. – for buildings with greater than 6000 sq. ft. GFA

Notes:

- a. For purpose of Section IV.A.11, basement space shall be excluded from the computation of GFA.
- b. Garages and out-buildings (non-living space) added by special permit if total or gross area of all structures exceeds 7000 sq. ft. “Non-living space” shall be defined as space in garages and out-buildings used or intended for storage of vehicles, lawnmowers, boats, motors, snowmobiles, and accessory equipment. Space in attics having a height of 7 feet or greater is defined as “living space” whether or not it is currently being used as living space and is considered a part of GFA.

**B. SCHEDULE OF AREA AND DIMENSIONS – ACCESSORY BUILDINGS OR STRUCTURES (amended ATM 4/9/2012 & 9/14/15)**

Zone	SRAA Single Res. AA*	SR Single Res.	RA Residential A	R Residential	SMR Semi- Residential	G General	D Downtown ***
<b>Minimum Lot Dimensions</b>							
Area square feet- 1 family	40,000	20,000	12,000	10,000	10,000	7,500	5,000
Area square feet- Two family	40,000	20,000	20,000	15,000	15,000	7,500	7,500
Area square feet – other uses***	40,000	20,000	20,000	15,000	15,000	7,500 (10,000 (5))	7,500
Frontage on street Or way	150	75	75	50	50	50	30
<b>Minimum Required Yard Dimensions/Setbacks (1,7) *****</b>							
Front Yard (2)	20	20	20	20	20	15	10 (2A)

Zone	SRAA Single Res. AA*	SR Single Res.	RA Residential A	R Residential	SMR Semi- Residential	G General	D Downtown ***
Side Yard	15	15	15	10	10	10	10
Rear Yard	15	15	15	10	10	10	10
<b>Max. Bldg. Height (3)</b>							
Stories	2.5	2.5	2.5	2.5	2.5	2.5	2.5
Feet	30	30	30	30	30	30	30
<b>Coverage (7) **</b>							
Bldg Coverage % of square feet	10%	15%	20%	25%	25%	50%	50%
<b>Accessory Buildings or Structures (4) (5) (amended ATM 4/9/2012)</b>							
Min. Bldg. Separation	15	15	15	15	15	10	10
Side/rear setbacks	10	10	10	10	10	10	10

- (1) As measured perpendicular to nearest street or way. The front yard set backs listed in this column apply to all buildings and structures.
- (2) Front Yard Set Back requirements for residential buildings may be reduced if the set backs of residential buildings on adjoining lots are less than the minimum front yard set back specified herein. In such cases the set back requirement shall be determined by taking the average set back of all residential buildings on the adjoining lots as the set back for the lot under consideration. In the case of a lot having more than one front yard, each average set back shall be calculated individually, using set backs from the same street or way. (Amended ATM 6/10/02)
- (2A) Within the D District, the provisions of Footnote 2 apply to determining the Front Yard Setback of any structure. The Board of Appeals may grant a Special Permit for a lesser setback than the calculated average setback, including zero (0) feet. (Added FTM 9/12/11)
- (3) Vertical distance to ridge or highest point of roof.
- (4) Accessory Buildings or Structures: For purposes of side and rear set backs only, swimming pools and tennis courts are deemed to be accessory buildings. Accessory Dwellings: An accessory dwelling shall be separated from all other buildings used in whole or in part for human habitation, on the same lot, by a minimum of twenty (20) feet. (amended ATM 4/9/2012)
- (5) For the purpose of computing Minimum Building Separation, attached decks are deemed to be part of the building” and renumber subsequent footnotes and renumber footnote references in the body of the table. (added ATM 4/9/2012)
- (6) Minimum lot area for boat yards.
- (7) Minimum required yard dimensions. These dimensions apply to accessory dwellings.
- (8) For lots which cannot conform to building coverage requirements, a special permit may be granted by the Board of Appeals.

\* Amended ATM 03/18/00 to include Single Residential AA Districts (SRAA)



\*\* Amended STM 9/8/03 to include building coverage

\*\*\* Amended FTM 9/12/11 to include Downtown District & Area of sq. ft – other uses.

\*\*\*\*Amended FTM 9/14/15 to include Residential single, two family and multiples dwellings, accessory buildings, and townhouses shall have the following side setbacks:20 ft. – for buildings with 4000-5999 sq. ft. GFA and 25 ft. – for buildings with greater than 6000 sq. ft. GFA

NOTE: All dimensions are in feet unless otherwise noted.

### C. MODIFICATIONS AND EXCEPTIONS

1. **TIDAL BOUNDARIES:** Where any portion of a lot is covered by tidal waters, the mean high water line as established by the U.S. Coast and Geodetic Survey shall be considered the boundary or boundaries in computing the size of the lot, the square foot area of the lot and the setback of the lot.
2. **ACCESSORY BUILDING YARD DIMENSION:** Minimum required yard dimensions may be reduced for accessory buildings by a special permit issued by the Board of Appeals.
3. **EXISTING LOTS:** Any lot which, at the time of the passage of the 1951 Zoning By-Law, or any amendment thereof, was of lesser area than therein specified, and which was described in a deed or shown on a plan recorded with the Registry of Deeds, may be built upon, provided however, that said lot was not subsequently diminished in area, and provided further that if, at the time of the passage of the Zoning By-Law, or of any amendment thereof, there was other contiguous land of the same owner which might be used in connection with such lot, such contiguous land was used to the amount necessary to conform to the requirements of this section, and such lot was not thereafter diminished in area below the requirements stated in this section. In the case of any lot so described or shown in the Registry of Deeds which is without sufficient other land of the same owner contiguous and capable of use to constitute a lot of the area required in this section, on such lot, the owner may erect and maintain one dwelling and such other structures as will comply with all regulations herein specified except for minimum lot area, provided, in all cases that a lot has at least five thousand square feet of area or fifty feet of frontage. For lots having less than five thousand square feet or fifty feet of frontage the Board of Appeals may grant special permits for the use of such lots.
4. **SRAA ZONING DISTRICT LOT AREA DEFINITION:** For all residential and non-residential buildings, the lot area required for zoning compliance in the SRAA zoning district shall not include areas subject to protection under Massachusetts Wetlands Protection Act or anything relative thereto (M.G.L. c.131, s.40) and the regulations adopted thereunder, as amended, and/or resource areas subject to protection under the Rockport Wetlands By-Law (Chapter 14A of the Rockport code of By-Laws), as amended, whichever is more restrictive. (Added ATM 03/24/01).

## **V. PARKING REQUIREMENTS**

### **A. GENERAL PARKING REQUIREMENTS**

No inn, hotel, business, guesthouse, apartment house, townhouse, multiple dwelling, office of a doctor or dentist, or business or industrial building shall be erected or externally enlarged unless there is provided on the lot of land associated therewith, off-street automobile parking space on the basis of the following minimum requirements:

1. Retail stores, shops for custom work, consumer service establishments, offices and banks - at least one off-street parking space for each one hundred eighty (180) square feet of ground floor area and for each three hundred square feet of useable area, other than ground floor area; and, in addition, a minimum of one parking space for every employee working in a building at any given time.
2. Restaurant and other eating places, theaters - at least one off-street parking space for each three seats that are provided for patron use plus one additional space for each three employees
3. All places offering overnight accommodations - at least one and one half spaces for each guest room.
4. Wholesale, storage, industrial and manufacturing uses, including business service establishments, such as printing, engraving and blueprinting, warehouses and material storage and sales yards, research laboratories, and processing, fabricating and assembly plants - at least one off-street parking space for each two persons employed or anticipated being employed on the largest shift.
5. Apartment house, townhouse and multiple dwelling - at least one and one-half off-street parking spaces for each dwelling unit, with no spaces to be located between the building and the street.
6. All other uses not provided for - at least one space for each use or at least one off-street parking space for each four hundred (400) square feet of floor area of the building, whichever is greater.
7. For the purpose of this bylaw, a space of 200 square feet of approximate dimensions for the parking of an automobile, exclusive of access drives or aisles, shall be considered as one (1) off-street space.

### **B. JOINT AND MIXED USES**

In the case of mixed uses in the same building or on the same lot, or the joint use of spaces by two or more separate buildings or uses, the total requirements for off-street

parking space shall be the sum of the requirements of the various buildings and uses computed separately.

**C. CONVERSIONS**

Buildings converted to any of the above uses shall provide parking as required above. Any inn, hotel, business and industrial building existing on July 1, 1975 if not externally enlarged is exempted and not required to comply with the provision of Section V.A and V.B.

**D. GREENBELT**

1. All parking areas for more than five vehicles must have a greenbelt measuring at least four (4) feet on the sides and rear, and six (6) feet on the front. Whenever possible, parking must be to the rear of the building.
2. A shield of dense shrubbery or a stockade fence must be provided for screening if a residence is within 75 feet of the parking area.
3. One tree, at least three inches in diameter at the base, shall be provided for each six parking spaces.

**E. PLANS REQUIRED**

No building permit for the erection, external enlargement or conversion of any building for which parking would be required shall be issued without the submittal of an off-street, on-site parking plan which includes:

1. The quantity, location and dimensions of all driveways, maneuvering spaces and aisles, parking spaces, drainage facilities and landscaping (greenbelt);
2. The locations, size and type of materials for surface paving, curbing, or wheel stops, trees, screening and lighting;
3. The location of all buildings, lot lines, and parking areas, showing setback lines and distances;
4. Such other information as the Building Inspector may reasonably require.

All plans required hereunder shall be filed with the Building Inspector, shall be drawn to scales and shall be a scale of not less than one inch equals forty feet.

**F. SINGLE AND TWO-FAMILY DWELLINGS**

One on-site, off-street parking space shall be provided for each dwelling unit.

**G. EXTERNAL ENLARGEMENT**

A building shall not be considered externally enlarged unless it exceeds 10% of the first floor area existing on July 1, 1975.

## **H. MODIFICATIONS**

The Parking and Greenbelt requirements set forth in the Part V. may be modified by a special permit issued by the Board of Appeals.

## **VI. SPECIAL REGULATIONS**

### **A. EXCAVATIONS ABUTTING ROADS**

No excavation lower than the grade of any road upon which such excavation abuts shall be made nearer than 20 feet from such road boundary and the slope on any side of the excavation abutting on a road or an adjoining property shall not be steeper than the angle of repose of that particular soil except as may be authorized by a special permit issued by the Board of Appeals.

### **B. EXTERIOR LIGHTS**

Any newly installed or replaced luminaire with a lamp or lamps rated at a total of 1800 lumens or more and any newly installed or replaced floodlight or spotlight luminaire rated at a total of 900 lumens or more shall not emit light beyond the lot (property) line on which the luminaire is located.

In case of a dispute, a difference of more than 0.1 foot-candles measured with and without the light(s) turned on in darkness, at a height of five (5) feet at the lot (property) line, will indicate noncompliance. The measurement will be made with a calibrated light meter directed at the luminaire.

Municipal streetlights and all temporary or emergency lighting used by police, fire or other emergency services, and temporary holiday lights, are exempt from this restriction. (Amended 03/24/01)

### **C. AUTOMOBILE SERVICE AND FILLING STATIONS**

Automobile service and filling stations and car washes, where permitted, are subject to the following requirements:

1. No automobile service or filling station or car wash shall be constructed on a lot having less than two hundred (200) feet of frontage or on a lot having less than forty thousand (40,000) square feet of lot area.
2. On each lot used for automobile service or filling stations or car washes there shall be provided front, rear and side yard setbacks of not less than fifty (50) feet.

3. An open space, not less than twenty feet in depth, shall be maintained along the front, sides and rear of each lot used for automobile service or filling stations or car washes, except for entrance and exit driveways, and such open spaces shall not be built upon, used for parking or paved. They shall be maintained as open spaces and shall be covered with grass, plants, flowers and trees.
4. Each automobile service or filling station or car wash site shall be provided with not more than two (2) motor vehicle driveways for each abutting street. Each driveway shall intersect the abutting street at an angle of ninety (90) degrees. No entrance shall consist of a continuous apron along the frontage of the lot. No entrance shall be more than forty feet in width.

**D. NON-ACCESSORY SIGNS AND BILLBOARDS**

Bill boards and similar signs are specifically prohibited in the town of Rockport. The only signs allowed in the Town of Rockport are signs that advertise, call attention to, or indicate the person occupying the premises on which the sign is erected or maintained or the business transacted thereon, or advertises the property itself or any part thereof as for sale or rent, and which contains no other matter. Non-accessory signs are specifically prohibited in the Town of Rockport.

**E. RAISING OF CERTAIN ANIMALS**

The Board of Appeals may grant special permits for the raising or maintaining of horses, cattle, poultry, fur-bearing animals, and the operation of a kennel in any district, and the Board may impose such restrictions and provide such regulations with respect to the conduct thereof as in its judgment may seem necessary for the general welfare of the Town. No horses, cattle, poultry or fur-bearing animals, shall be maintained or raised and no kennel shall be operated in any district without a special permit issued by the Board of Appeals. The maintaining and keeping of a horse, (including ponies, mules, and donkeys), a home flock of chickens, geese and ducks, and pets, may be done without a special permit, subject to the following conditions:

1. No horse may be maintained on a property of less than 10,000 square feet.
2. A minimum setback of 10 feet from all property lines or the established setback of the zoning district, whichever is greater, shall apply to all bounds of a paddock.
3. A minimum setback of 20 feet from all property lines or the established setback of the zoning district, whichever is greater, shall apply to all bounds of a stable.
4. Not more than three horses may be maintained on any property, and then only for the private use of the occupant or resident owner.

In addition the Board of Health must approve the maintaining and keeping of the animals and may impose such requirements as are necessary to protect the public health.

This Section E shall not regulate or restrict the use of land for the primary purpose of agriculture, horticulture or floriculture on parcels of more than five acres.

**F. TRAILERS**

Automobile trailers, commonly known as home trailers, shall not be used for dwelling purposes in any part of Town nor shall such trailers be stored or parked on any premises in a residence district except that the Board of Appeals may upon written application grant to an owner of premises in any residence district a special permit for the storing or parking of automobile trailers of the nonresident guests of such owner on such premises upon such conditions as the said board may prescribe and for a period not to exceed thirty days in anyone calendar year, and except, the Board of Appeals may upon written application grant to an owner of a residence lot or site, a special permit for dwelling purpose use of an automobile trailer, provided such owner has secured a building permit for the construction of a dwelling on such lot or site, upon such conditions as the Board of Appeals may prescribe and for a period not to exceed one year.

A single camping trailer, utility trailer, horse trailer, boat or pick-up camper, not exceeding 24 feet in length, used by the resident for his own use, may be stored on a residential lot. No such trailer, camper or boat may be used for a dwelling on a residential lot.

**G. FENCES**

No fence shall exceed four (4) feet in height above the ground on any lot lying between the coastline and the nearest public way.

**H. ALTERNATIVE ENERGY SOURCES**

The Board of Appeals may grant permits for equipment of facilities to utilize alternative energy sources. The Board of Appeals may, in any such permit, waive the height, setback and dimensional requirements in this by-law.

Before granting a special permit for Wind Energy Conversion Systems (WECS), and in applying the guidelines set forth in this Bylaw, the Board of Appeals shall consider the following factors:

1. Use: The WECS should be designed to provide a majority of its average power output for use by the home to which it is an accessory.

2. **Setbacks:** The minimum setback for a WECS from any abutter's property line, or easement from that abutter, shall be at least equal to the height of the tower plus the length of the propeller blade as measured from the center of the tower base, and in addition, the tower plus propeller length shall clear all overhead electric power lines.
3. **Tower Access:** climbing access to the WECS tower shall be limited either by (1) the installation of a fence with locked gates around the tower bases or (2) by limiting lower climbing apparatus to no lower than 10 feet from the ground. If a fence is used, it shall be no lower than five feet and constructed in such a manner as to restrict passage through said fence.
4. **Maintenance:** A WECS shall be inspected and serviced annually according to the manufacturer's maintenance manual and will be considered abandoned if not properly maintained for a period of one year or if designated a safety hazard by the Building Inspector. The owner of any WECS which is considered to be abandoned or designated a safety hazard shall be required to dismantle the installation.

All WECS shall be removed by the owner of the facility and at the owner's expense within 6 months of any declaration of a safety hazard, and within one year of declaration of abandonment by the Building Inspector. The applicant shall post a bond with the Town Treasurer at the time of the issuance of the Special Permit to cover the costs for the removal of the WECS in the event the Town must remove said facility. The amount of the bond shall be determined by the Board of Appeals. (added ATM 4/9/2012)

5. **Noise and Electromagnetic Interference:** Noise produced by the WECS shall not exceed the average ambient noise level as measured at the base of the tower. WECS generators, alterations and cables shall be shielded and or filtered to prevent the emission of radio frequency energy which may cause interference with radio and/or television reception.
6. **Safety:** The WECS manufacturer shall document that the WECS model operated safely in similar atmospheric conditions for a period of not less than one year. The WECS shall be equipped with a mechanism for locking the propeller in a fixed position at the maximum safe wind speed specified by the manufacturer.
7. **Construction:** Construction of the WECS tower shall be in accordance with all applicable provisions of the state and local building codes for safe tower construction and support. The manufacturer of the WECS shall provide all drawings, specifications, and manuals for the entire WECS and these shall be certified by a registered professional engineer who shall also certify the suitability of the WECS for the site chose for its construction.

Solar Panels, which do not exceed one foot in thickness, nor extend more than two feet from a building, may be installed on the roof or side of a building as a matter of right, without any special permit.

**I. MICROWAVE ANTENNAS**

Microwave antennas two feet or less in diameter are permitted as a matter of right. The Board of Appeals may grant a special permit for microwave antennas greater than two feet in diameter for reception of microwave signals from geostationary satellites which meet the following conditions:

1. The microwave antenna shall consist of a parabolic reflector (microwave dish) with a microwave receiver at the reflector focus.
2. The microwave antenna shall be permanently mounted on the ground on a concrete slab or piers and setback from lot lines according to the Schedule of Areas and Dimensions, Accessory Buildings of the Zoning by-Law.
3. The manufacturer or a structural engineer shall certify that the microwave antenna and its support is satisfactory to withstand wind speeds to 100 miles per hour without being carried away.

**J. SEPTIC SYSTEMS:** On-site sewerage systems shall be on the lot on which the building serviced by the system is located. An on-site sewerage system servicing more than one lot is prohibited.

**K. HOUSING BALANCE:** In order to assure that new residential development being granted special consideration under the Zoning By-Law will, at minimum, meet its own share of providing for the diversity and balance of housing in Rockport, the following shall be complied with by all housing developments authorized by Special Permits.

1. At least 10% of the housing units shall be affordable to households having annual incomes that do not exceed the maximum levels for Low or Moderate Income Housing as established by the Commonwealth's Department of Housing and Community Development, and as may be revised from time to time. Fractional requirements of 0.5 or more shall be rounded to the next higher number, others being rounded downward. (Amended ATM 4-9-12)
2. An alternative effort approved by the Special Permit Granting Authority shall be made, determined by that authority to make not less contribution than the above toward meeting the goal of economically balanced development.
3. Continuing affordability shall be assured for at least thirty (30) years through means enforceable by the Town. Applicants shall be required to submit income information sufficient to prove to the local housing trust, housing authority or other agency as established by the Town that his/her or their



family's annual income level does not exceed the maximum levels for Low or Moderate Income Housing as established by the Commonwealth's Department of Housing and Community Development, and as may be revised from time to time. (Amended ATM 4-9-12)

4. The Special Permit Granting Authority, upon its approval of units as being affordable, shall notify the Massachusetts Executive Office of Communities and Development (EOCD) of that action, together with plans, and shall seek reflection of those units in EOCD determination of local housing need under Chapter 40B M.G.L.

## **L. PERSONAL WIRELESS SERVICES FACILITIES**

1. **PURPOSE:** The Federal Telecommunications Act of 1996, 47 U.S.C. 332 (c) (7), preserves the authority of municipalities to regulate the placement, construction and modification of personal wireless service facilities, but provides that municipalities shall not unreasonably discriminate among providers of functionally equivalent services and shall not prohibit or have the effect of prohibiting the provision of personal wireless service facilities.

Because of the current technological requirements of personal wireless services, there are a finite number of potential sites to construct such facilities. The purpose of this By-law is to comply with the Federal Telecommunications Act of 1996 by establishing predictable and balanced regulations of wireless communications facilities that:

- a. ensure that wireless communication facilities are sited, designed, constructed and screened in a manner that is sensitive to the aesthetic and visual resources of the surrounding neighborhoods and the Town of Rockport in general;
- b. protect the public and the public welfare against the adverse impact of such facilities;
- c. regulate the number and height of such facilities and promote the shared use of facilities to reduce the need for multiple towers and/or facilities.

### **2. DEFINITIONS:**

- a. Wireless Communications Facility - means all materials, equipment, devices, storage buildings, towers, dishes and antennas, used by a commercial telecommunications carrier to provide cellular radiotelephone services and/or data services and/or personal communication services (PCS). This definition does not include facilities used by a federally licensed amateur radio operator.
- b. Tower - means any mounting structure, including existing water supply tanks or standpipes and fixed derricks, that is used to support reception and/or transmission equipment.

- c. Antenna - for purposes of this by-law the word "antenna" shall include all panels, dishes or other types of equipment used to propagate radio frequency signals, or similar devices.
- d. Non-residential building - for the purpose of Section L means, any building that is not used in whole or in part as a dwelling. So called "mixed uses" where a portion of the building is used as a dwelling and the remainder is used for retail, commercial, office or similar uses are excluded from the definition of nonresidential buildings. Likewise, buildings which are accessory to a dwelling, such as a garage, barn, carriage house, shed, greenhouse or similar type buildings, are excluded from the definition of nonresidential buildings.

### 3. GENERAL CONDITIONS

- a. Any wireless communication facility requiring a tower and/or building to house equipment, shall only be erected, installed and utilized in a Wireless Communication Facility Overlay District ("WCFOD").
- b. In all cases a Special Use Permit ("SUP") is required from the Board of Appeals ("the Board") in accordance with Section XI. Administration, C, 6. and 7.
- c. Where the erection or installation of a tower is required, only freestanding monopole towers without guy wires, are allowed as specified in paragraph 5 below. Lattice style towers and similar structures requiring three or more legs and/or guy wires are prohibited.
- d. All wireless communications facilities shall be suitably screened from abutters and residential neighbors and shall be designed and installed to minimize equipment noise.
- e. All towers (except where existing water supply tanks or standpipes or fixed derricks are used), antennas, structures and equipment, shall be removed by the owner of the facility and at the owner's expense within one (1) year from the date of cessation of use as a wireless communications facility. The applicant shall post a bond with the Town Treasurer at the time of the issuance of the Special Permit to cover the costs for the removal of the wireless communications facility in the event the Town must remove said facility. The amount of the bond shall be determined by the Board of Appeals.
- f. Where applicable, annual certification, signed by a Radio Frequency Engineer, stating that the RFR measurements are accurate and demonstrating continued compliance with RF and all other standards of the Federal Communications Commission ("FCC"), Federal Aviation Administration ("FAA") and American National Standards Institute ("ANSI") and required maintenance shall be filed with the Building Inspector by the Special Use Permit holder.

#### 4. **APPLICATION PROCESS**

All applications for wireless communications facilities shall be made and filed in compliance with the requirements for Special Permits under the Zoning By-Law and the Board of Appeals Rules of Procedure. In addition the following information shall be submitted along with the application form:

- a. A locus plan at a scale of 1"=100' which shall show all property lines, the exact location of the proposed wireless communications facility, existing streets, landscape features, and all buildings within five hundred (500) feet of the facility.
- b. Color photographs or renditions of the proposed wireless communications facility, including towers and antenna. A rendition shall also be prepared illustrating a view of the tower or antenna from the nearest street or streets and eight (8) radial views at forty-five (45) degrees of the site.
- c. Where applicable, the following information prepared by one or more professional engineers:
  - I. a description of the tower and technical, economic and other reasons for the proposed location, height and design.
  - II. confirmation that the tower complies with all applicable federal and state standards.
  - III. a description of the capacity of the tower including the number and types of panels, antennas, dishes and/or transmitter receivers that it can accommodate and the basis for these calculations.
- d. A written statement that the proposed facility complies with, or is exempt from, applicable regulations administered by the FAA, the FCC, the Massachusetts Aeronautics commission and the Massachusetts Department of Public Health.
- e. Where a tower is to be erected and installed, the applicant shall place a crane extended to the height of the proposed tower on the site for one day. The date and times that the crane will be on the site shall be advertised in the Gloucester Daily Times on two dates at least one week before the event. The applicant shall take photographs of the extended crane from the nearest street or streets and eight (8) radial views at forty-five (45) degrees of the site from a distance of three hundred (300) feet. Where the applicant proposes to install antennas on an existing water supply tank or standpipe or fixed derrick, they shall take photographs of said water supply tank or standpipe or fixed derrick from the nearest street or streets and eight (8) radial views at forty-five (45) degrees of the site from a distance of three hundred (300) feet. Five sets of said photographs shall be submitted to the Board.
- f. A map showing all existing or proposed wireless communications facilities owned or operated by the applicant in the surrounding communities (Essex, Gloucester, and Manchester-by-the-Sea).
- g. The applicant shall submit radio coverage analysis maps for the proposed antenna height and a minimum of two additional radio analysis maps for

lesser antenna heights agreed upon by the Board. The applicant shall also submit radio coverage analysis maps of all proposed or existing adjacent radio sites (Added ATM March 21, 1998).

- h. A report describing alternative sites examined in Rockport and the reasons for rejecting these alternative sites.
- i. The applicant shall arrange and pay for a stenographer to be present and record all hearings on its application and at the applicant's expense, provide the Board with a copy of the transcript of all hearings.

## 5. DESIGN GUIDELINES

The following guidelines shall be used when preparing plans for the siting and construction of wireless communication facilities:

- a. Except when located within an existing nonresidential building, wireless communications facilities shall be located a minimum of 300 feet from the nearest residential building.
- b. All towers shall be designed and constructed to the minimum height necessary to accommodate current and anticipated future use. The setback of a tower from the property line on the lot on which it is located shall be at least one hundred and twenty-five (125) percent of the height of the tower.
- c. No tower, including any antenna attached thereto, shall exceed 130 feet in height as measured from the ground level at the base of the tower. No tower shall be constructed which requires guy wires.
- d. All towers shall be painted, camouflaged or otherwise colored so they will, as much as possible, blend into the landscape or the structure where they are located. A different coloring scheme shall be used to blend the structure below and above the tree line or building line.
- e. All wireless communications facilities shall be sited in a manner so that the view of the facility from the adjacent abutters, residential neighbors and other areas of the town shall be as limited as possible.
- f. Wireless communications facilities shall be designed to accommodate the maximum number of users technologically practical. The intent of this requirement is to reduce the number of facilities that will be required to be constructed in the Town.
- g. Fencing shall be provided to control access to the wireless communications facilities and shall be compatible with the scenic character of the Town and the neighborhood. There shall be no razor wire. Additional natural vegetative screening may be required by the Board.
- h. Accessory buildings and storage sheds shall not exceed one (1) story in height and shall be designed and sided to be consistent with the character of the neighborhood.
- i. There shall be no signs, except for announcement signs, no trespassing signs and a required sign giving the telephone number where the owner can be reached on a twenty-four hour a day basis. All signs shall conform to the Rockport Sign By-Law.

- j. Night lighting of towers shall be prohibited except when required by the FAA. Lighting shall be limited to that required for emergencies and/or as required by the FAA.
- k. There shall be a minimum of one parking space for each facility to be used in connection with the maintenance of the facility. Said parking space shall not be used for permanent storage of vehicles or other equipment.

6. **ESTABLISHMENT OF WIRELESS COMMUNICATIONS FACILITIES IN EXISTING NON-RESIDENTIAL BUILDINGS**

Wireless Communication Facilities that can be completely enclosed in an existing public or private nonresidential building shall be allowed by Special Use Permit ("SUP") in any zoning district. All components of the wireless communication facility, including the antenna, shall be enclosed within the existing public or private nonresidential building.

Where proposed antennas cannot be enclosed within the building:

- a. They shall be limited to a maximum length of twelve (12) feet. Antennas shall not extend more than ten (10) feet in height above the roof line of the building.
- b. Antennas on rooftops or above the structure shall be screened, constructed and/or painted to match the structure to which they are attached.
- c. Antennas mounted on the side of a building or structure shall be painted to match the color of the building or structure or the background against which they are most commonly seen.

All other wireless communication facilities shall be located in a Wireless Communications Facility Overlay District.

7. **ESTABLISHMENT OF WIRELESS FACILITY OVERLAY DISTRICTS COMMUNICATION**

- a. Wireless Communication Facility Overlay Districts ("WCFOD") are herein established. The WCFOD shall be considered superimposed on the other districts depicted on the Planning Board Zoning Map, Town of Rockport (The Zoning Map) and described in Section II, Establishment of Districts, of this By-Law. Any building, structure or use of land included in the WCFOD shall also be deemed to be within the particular underlying zoning district as shown on said Zoning Map and subject to all of the By-Laws and regulations thereof, except where expressly modified by Section L.
- b. When authorized by a Special Permit issued by the Board of Appeals wireless communications facilities may be permitted in a WCFOD.
- c. The boundaries of the WCFOD shall be shown on a map entitled "Town of Rockport, Wireless Communication Facility Overlay District Map". The WCFOD Map is hereby made part of the Zoning By-Law and incorporated herein.

- d. The following WCFOD districts are hereby created:
  - I. South End Water Storage Tank (standpipe) off Thatcher Road, Rockport Assessors Map 28, Lot 81.
  - II. Rockport Department of Public Works yard off upper Main Street, Rockport Assessors Map 13, Lot 1.
  - III. Off Johnson's road, Rockport Assessors Map 4, Lot 10 and the adjacent unnumbered Lot.

## **8. SPECIAL USE PERMIT REVIEW**

In addition to the requirements of Section X Administration, C, 6. and 7., and Section VI. L. the Board shall consider the following objectives:

- a. A wireless communication facility which includes a tower shall be considered only after a finding that existing or previously approved towers or other buildings or structures cannot accommodate the proposed user.
- b. Application for an antenna proposed to be placed on an existing public or private nonresidential building or structure shall be subject to design review to insure compatibility with the scenic character of the Town and the neighborhood. The Board shall consider the visual impact of the antenna from the abutting neighborhood and streets, noise generated by the facility, impact on the aesthetic character of the neighborhood and the proximity to residential dwellings.
- c. The Board may impose such conditions on the Special User Permit as they deem necessary to carry out the purpose of this section.
- d. Any grant or denial of an application shall be in writing and supported by substantial evidence contained in the record.

## **M. AIRCRAFT LANDING AREAS (Added FTM Sept 12, 2016)**

In accordance with the Town's authority to regulate uses of and structures on land and waterways that are within its jurisdiction, the Town of Rockport hereby determines that it is in the public interest to regulate the on-ground placement and storage of aircraft. Applicant shall be required to submit a plan to use any lot or waterway for aircraft landing, storage or parking within the Town.

The construction of an ALA is subject to Site Plan Review ("SPR"), which will consider the potential impacts on the Town/neighborhood, including the characteristics of any aircraft proposed to use the ALA, with respect to performance, noise, downdraft, and hours of operation, as well as the proposed landing, storage or parking facilities and any refueling and servicing facilities. Any FAA and MDOT aeronautics division findings, conclusions and requirements with respect to siting, design construction and operation of any proposed ALA will be incorporated in the SPR.

The siting of an ALA is subject to the special permit (“SP”) process of the Zoning Board of Appeals. The findings and conditions of the SPR will be incorporated in any SP granted by the ZBA.

Nothing herein shall prevent a temporary helicopter landing area for emergency purposes, such as air ambulance, search and rescue, firefighting, and similar public safety operations.

**A. Purpose**

The purpose of this section is to regulate Aircraft Landing Areas (ALA), by establishing standards for the placement, design, construction, operation, monitoring, modification and repair of such installations to ensure public safety, and minimize impacts on neighborhoods, and scenic, natural and historic resources.

The provisions set forth in this section shall apply to the placement, design, construction, operation, monitoring, modification and/or repair of any ALA.

**a. Applicability** This section applies to the initial construction of ALAs and to physical modifications that materially alter the type, configuration, or size of these installations or related equipment.

**b. ALAs, in Mass. are regulated and characterized by**

702 CMR: MASSACHUSETTS AERONAUTICS COMMISSION,(now the Mass DOT aeronautics division.) 702 CMR 5.00: AIRPORTS AND RESTRICTED LANDING AREAS (This includes Airports and Restricted Landing Areas on land and water, and incorporates a number of categories of helicopter landing areas. These are characterized as follows:

- (1) Airport –General Aviation, Land & Water
- (2) Restricted Landing Area, Land & Water
- (3) Heliport –General Aviation, and Limited Commercial.
- (4) Private Use Helicopter Landing Area
- (5) Temporary Helicopter Landing Site

Each category has different minimum dimensions, equipment, facility requirements, and level of review by MDOT.

**c. Definitions**

- (1) **Site Plan Review:** Review by the Planning Board to determine conformance with the Zoning By-Law, as provided in Section IX of the By-Law.

**(2) Site Plan Approval:** Approval of the Site Plan by the Planning Board.

## **2. General Requirements for all ALAs**

The following requirements are common to all ALAs.

- a. Compliance with Laws, Ordinances and Regulations**  
The construction and operation of all ALAs shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, environmental, Wetlands Protection Act, construction, electrical, and communications requirements. All buildings and fixtures forming part of an ALA installation shall be constructed in accordance with the state Building Code.
- b. Building Permit and Building Inspection**  
No ALAs shall be constructed, installed or modified as provided in this section without first obtaining a building permit.
- c. Fees**  
The application for a building permit for a ALA must be accompanied by the fee required for a building permit.

## **3. Site Plan Review**

Any ALA shall undergo site plan review by the Planning Board prior to construction, installation or modification as provided in this section. ALAs shall be constructed, installed, used and modified in conformity with a site plan approved by the Planning Board in accordance with Section IX Site Plan Review of the Zoning By-Law and the further requirements set forth herein. The Planning Board shall review and act upon the site plan review within 90 days of its receipt of an application determined to be complete. The requirements set forth herein shall be applied coincident with and in addition to those requirements set forth in Section IX. The requirements of this section shall take precedence in the event of a direct conflict with Section IX.

### **a. General**

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

### **b. Required Documents**

Pursuant to the site plan review process, the project proponent shall provide the following documents.

- (i)** A site plan showing:



- i.** Property lines and physical features, including roads for the project site, and neighboring living structures within 1,000 feet of the ALA boundary.
- ii.** Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, screening vegetation and structures.
- iii.** Blueprints or drawings of the ALA installation signed by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts showing the proposed layout of the ALA.
- iv.** Documentation of any structures to be installed.
- v.** A description of how land clearing and construction shall be performed in accordance with the appropriate sections of the Zoning By-Law governing storm water discharge, land disturbance, provisions for handling toxic or hazardous materials, and post-construction storm water runoff.

- (ii)** Documentation of actual or prospective Flight paths.
- (iii)** An operation and maintenance plan; (See 3f) including proposed hours of operation, type of aircraft allowed to land and take off from the facility.
- (iv)** Zoning district designation for the parcel of land comprising the project site (submission of a copy of a zoning map with the parcel identified is suitable for this purpose).
- (v)** Proof of liability insurance written by companies licensed to provide such insurance in Massachusetts and with coverage limits at commercially acceptable levels; for the intended use.
- (vi)** A public outreach plan, including a project development timeline, which indicates how the project proponent will meet the required site plan review notification procedures and otherwise inform abutters and the community.

The Planning Board may require additional information, data or evidence as it deems necessary pursuant to the Site Plan Review process, or may waive documentation requirements as it deems appropriate.

**c. Professional Review**

The Planning Board may engage, at the applicant's expense, professional and technical consultants, including legal counsel, to assist the Planning Board with its review of the application in accordance with the requirements of

Section 53G of Chapter 44 of the Massachusetts General Laws. The Planning Board may direct the applicant to deposit funds with the Planning Board at the time the application is accepted, and to add additional funds as needed upon notice. Failure to comply with this section shall be grounds for denying the application. Upon approval of the application, any excess amount in the account attributable to that project, including any accrued interest, shall be repaid to the applicant.

**d. Operation & Maintenance Plan**

The project proponent shall submit a plan for the operation and maintenance of the ALA, 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. Also, documentation of how all safety concerns of the FAA and the MDOT aeronautics division are being addressed in the physical construction and proposed operation of the facility

**4. Design Standards**

**a. Setbacks**

An ALA shall be set back from property lines consistent with the applicable regulations for the underlying zoning district.

**b. Lighting**

Lighting of ALAs 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 ALA shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.

**c. Screening**

A buffer or green strip planted with live shrubs or trees, predominantly evergreen, shall if feasible be maintained between the perimeter of the ALA and any abutting property line or street unless the existing natural growth is adequate to provide an equivalent buffer. Such a buffer shall be designed so as not to create a flight hazard upon entrance or exit from the facility. The Planning Board may vary or waive this requirement consistent with minimizing negative effects on abutting property.

**5. Safety and Environmental Standards**

**a. Emergency Services**

The ALA owner or operator shall provide a copy of the project summary, and site plan to the Fire Department. Upon request the owner and/or operator shall cooperate with Town emergency services in developing an emergency response plan, which may include ensuring that emergency personnel have 24 hour access to the facility. The owner or operator shall identify a

responsible person for public safety personnel inquiries throughout the life of the ALA.

**b. Land Clearing**

Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the ALA or otherwise prescribed by applicable laws, regulations, and bylaws.

**c. Drainage and Groundwater Protection**

An ALA shall comply with any drainage and groundwater requirements set forth in the Zoning By-Law, which requirements shall be imposed and conditioned as appropriate through the Site Plan Review process.

**6. Monitoring and Maintenance**

**a. ALA Installation Conditions**

The ALA owner and/or operator shall maintain the facility in good and safe working condition, and shall schedule inspection by a competent professional at least once every twelve (12) months or more often, pursuant to industry standards and practices. The results of the inspection and any resulting repair work shall be submitted to the Planning Board and the Building Inspector within thirty (30) days of receipt by the owner and/or operator. 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 Fire Department and Emergency Medical Services. The owner or operator shall be responsible for the cost of maintaining the ALA and any access road(s), unless accepted as a public way.

**b. Modifications**

All modifications to an ALA, after issuance of Site Plan Approval and required building permit, shall be submitted to the Planning Board for review, to determine whether they are major changes requiring further Site Plan Review.

**7. Appurtenant or Accessory Structures**

All appurtenant or accessory structures to an ALA shall be subject to the requirements of the Zoning By-Law 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, shall be architecturally compatible with each other, and shall be landscaped and screened from view by vegetation.

**8. Insurance**

Prior to commencing operation, the owner or operator of an ALA shall provide the Town Clerk with a certificate of insurance showing that the property has a minimum dollar amount contingent on the type and nature of the facility, in accord with industry standards of liability, and that the Town is an additional named insured thereon. Such certificate shall be supplied on an annual basis to the Town upon the renewal of said insurance policy.

**VII. WATER SUPPLY PROTECTION OVERLAY DISTRICT (Amended ATM 04-03-10 & ATM 4/2/11)**

1. **Purpose of District.** The purpose of this Water Supply Protection Overlay District is to:
  - a. promote the health, safety, and general welfare of the Town of Rockport and the City of Gloucester by ensuring high quality and safe drinking water for the residents, institutions, and businesses through conserving the watershed areas of the town; and
  - b. preserve, regulate, and protect existing and potential sources of drinking water supplies through protecting the water table and water recharge areas.
2. **Scope of Authority.** The Water Supply Protection District (WSPOD) is an overlay district superimposed on the zoning districts, which operates in conjunction with other applicable local and state regulations. The WSPOD shall apply to all (a) new construction; (b) reconstruction or expansion of existing buildings; and (c) new or expanded uses in zones delineated for water supply protection. For the purposes of this section, Section I.B. of this By-law exempting certain municipal uses from zoning does not apply. Applicable activities and uses in a portion of one of the underlying zoning districts that fall within the WSPOD must additionally comply with the requirements of this district. Uses prohibited in the underlying zoning districts shall not be permitted in the WSPOD.
3. For the purposes of this section, a **Hazardous Material** is defined as follows: Any substance or mixture of physical, chemical, or infectious characteristics posing a significant actual or potential hazard to water supplies or other hazards to human health were such substance or mixture released in the Town of Rockport. Hazardous materials include, without limitation; synthetic organic chemicals, petroleum products, heavy metals, radioactive or infectious wastes, acids and alkalis, and all substances defined as Toxic or Hazardous under Massachusetts General Laws (M.G.L.) Chapter(c.) 21C and 21E and 310 CMR 30.00.
4. **Establishment and Delineation of WSPOD.** The WSPOD established in this section consists of watersheds or recharge areas that are delineated on a map entitled "Zoning Map, Town of Rockport" that is dated August 2, 2001. This map is on file in the Office of the Town Clerk. The boundaries of the WSPOD do not necessarily

coincide with property lines. In such instances, the regulations of this section shall apply only to that portion of a lot that lies within the WSPOD.

5. **Zones:** The WSPOD consists of six zones (A-R, B-R, C-R, C-G, I, II), defined in 310 CMR 22.02 and the Rockport Zoning By-laws. These zones are drawn around surface and ground water supplies, both community water supplies (Rockport and Gloucester) and non-community water supplies as defined in 310 CMR 22.02.  
Certified Professional Geologic Scientist

6. **Use Regulations.**

- a. Within the Water Supply Protection Overlay District all of the requirements of the underlying zoning districts continue to apply except that:
  - i. Uses designated with an "NP" in the Water Supply Protection Table of Uses shall not be permitted except as restricted; and
  - ii. Uses designated with an "SP" may only be permitted by special permit from the Board of Appeals, even if the underlying district requirements are more permissive.
  - iii. Uses designated with "P" shall be controlled by requirements of underlying zoning districts.
- b. For uses located in more than one zone, the most restrictive requirement shall apply.
- c. Except for uses related to the operation and maintenance of the Rockport public water supply as defined in 310 CMR 22.00, no activities or uses are permitted within Zone I, as defined in Section I.C. of this by-law.
- d. Uses allowed in the underlying zoning district but prohibited by the Water Supply Protection Table may be allowed by Board of Appeals special permit, if the Board of Appeals finds that the Applicant has demonstrated, on the basis of hydrogeologic evidence, that the proposed use or activity is located on property that should not have been included in Zone II, Zone A, Zone B-R, or Zone C-R of the Water Supply Protection District. Any application for said special permit shall be accompanied by documentation prepared by a professional who meets the following two requirements:
  - i. Is experienced in delineating hydrogeologic zones or wetlands in Massachusetts; and
  - ii. Has one or more of the following credentials, with the credentials selected that is appropriate to the issues relating to the specific project:

<u>Title</u>	<u>Conferring Entity</u>
Registered Professional Hydrologist	American Institute of Professional Geologic Scientists: American Institute of Hydrology
Certified Professional Geological Scientists	American Institute of Professional Geologic Scientists
Professional Wetland Scientist	Society of Wetland Scientists
Certified Groundwater Professional	Association of Groundwater Scientists and Engineers

The applicant shall provide information in substantial conformance with the criteria set forth in 310 CMR 22.00 and in the DEP's Guidelines and Policies for Public Water Systems for the delineation of Zones, as administered by the Massachusetts Department of Environmental Protection, to show that the proposed use or activity is not within the Water Supply Protection Overlay District. The Zoning Board of Appeals may engage a professional as defined above to review the application containing said hydrogeologic analysis and shall charge the applicant for the cost of the review.

<b>Water Supply Protection District Table of Uses</b>	<b>Surface water Zone A-R</b>	<b>Surface Water Zone B-R,C-R,C-G</b>	<b>Ground water Zone II, III</b>
1) The creation, replacement, expansion or repair of water bodies and dams, splash boards, and other water control, supply and conservation devices, when used for the purposes other than the Rockport public water supply	SP	SP	P
2) The creation, replacement, expansion or repair of water bodies and dams, splash boards, and other water control, supply and conservation devices, when used for the Rockport public water supply	P	P	SP
3) Drilling to a depth greater than 15 feet below existing grade, not including drilling of monitoring wells by the Town of Rockport.	SP	P	SP
4) Replacement or repair of an existing sewage treatment works subject to 314 CMR 3.00 or 310 CMR 5.05(3) or 5.05 (13) that will not result in a design capacity greater than the design capacity of the existing treatment works.	P	P	P
5) Discharge from sewage treatment subject to 314 CMR 3.00 or 5.00, except as described in 4) above	NP	SP	SP
6) Construction of a septic system subject to	NP	SP	SP

<b>Water Supply Protection District Table of Uses</b>		<b>Surface water Zone A-R</b>	<b>Surface Water Zone B-R,C- R,C-G</b>	<b>Ground water Zone II, III</b>
<b>310CMR 5.00</b>				
7)	Replacement or repair of an existing treatment or disposal works, as approved by DEP, subject to 314 CMR 5.00 for non-sanitary wastewater including industrial and commercial process wastewater, that will not result in an increase in the design capacity of the existing treatment works.	P	P	P
8)	Publicly owned treatment works as approved by DEP, subject to 314 CMR 5.00 for non-sanitary wastewater including industrial and commercial process wastewater.	NP	SP	SP
9)	Treatment or disposal works, as approved by DEP, subject to 314 CMR 5.00 for non-sanitary wastewater including industrial and commercial process wastewater, except as described in 4), 5), and 6) above and 8 above.	NP	SP	NP
10)	Water remediation treatment works approved by DEP, designed and operated in accordance with 314 CMR 5.05(3) or 5.05 (13), for the treatment of contaminated <u>ground or surface waters</u> .	SP	SP	SP
11)	Stabling, hitching, standing, feeding and grazing of livestock located, constructed, or maintained shall be no closer than 100 feet from the edge of a surface-water source or tributary thereto with and requires an established and maintained vegetative buffer strip <sup>2</sup> at least 100' wide required.	P	P	P
12)	Construction of any building or structure or other impermeable surface lying within 100' of areas subject to protection under the Massachusetts Wetlands Protection Act, and the regulations adopted thereunder, as amended, and/or resource areas subject to protection under the Rockport Wetlands By-law as amended, excluding local buffer zone resource area (lands within 100' of any wetland), whichever is more restrictive.	NP	NP	NP
13)	Any disturbance to natural vegetation or soils lying within 50 feet from any area subject to protection under the Massachusetts Wetlands Protection Act and the regulations adopted thereunder, as amended, and/or resource areas subject to protection under the Rockport Wetlands By-law, as amended, excluding local buffer	NP	NP	NP

<b>Water Supply Protection District Table of Uses</b>	<b>Surface water Zone A-R</b>	<b>Surface Water Zone B-R,C- R,C-G</b>	<b>Ground water Zone II, III</b>
zone resource area (lands within 100' of any wetland), whichever is more restrictive.			
14) Residential development not connected to public sewerage, unless the total of residential lot area and area required for open space in excess of what is in zones restricted by this by-law is 40,000sf in the Carlson Quarry, Mill Brook, South Brook, Squam Road Brook watersheds East Brook, and Saw Mill Brook watersheds.	NP	P	P
15) Application of animal manure applied to the soil as fertilizer, subject to Town of Rockport Board of Health regulation, in accordance with the specifications of the Natural Resource Conservation Service Agricultural Waste Management Field Handbook, Appendix 13 <sup>3</sup>	P	P	P
16) Storage of fertilizers (as defined in MGL Chapter 128, s.64), animal manure and/or stockpiling agricultural wastes, unless such storage is enclosed within a structure designed to prevent the generation and escape of contaminated runoff and/or leachate, in which instance the storage is allowed by written approval of the Department of Public Works	NP	NP	NP
17) No person shall swim, wade bathe in any public surface, Water surface source and no person shall, unless permitted by Written permit by the Board of Water Commissioners or like body having jurisdiction over such source fish in; enter or go in any boat, seaplane, or other vehicle; enter upon the ice for any purpose, including the cutting or taking of ice; or cause or allow any animal to go into, or upon, any surface water source or tributary thereto. <sup>4</sup>	NP	P	P
18) Enlargement or alteration of existing uses that do not conform to the Water Supply Protection District. A special permit shall not be issued unless:	SP	SP	SP
a. Construction, use, or possible abandonment of project improves or does not affect quality of the water supply.			
b. In making its determination, the ZBA shall be guided by input from the Board of Health, the DPW Commissioners, Watershed Protection Committee, and the Director of Department of Public Works for Rockport.			
c. The use is not prohibited by 310 CMR 22.21 (2) or 310 CMR 22.20C(2).			



<b>Water Supply Protection District Table of Uses</b>	<b>Surface water Zone A-R</b>	<b>Surface Water Zone B-R,C-R,C-G</b>	<b>Ground water Zone II, III</b>
19) The rendering impervious of more than 15% of any lot or parcel, or 2,500 square feet, whichever is greater, unless a system for artificial recharge <sup>4</sup> is provided that will not degrade groundwater quality, in which case no more than 20% of the lot or parcel shall be rendered impervious.	SP	SP	SP
20) Removal of soil, loam, sand, gravel, or any other mineral substance within four (4) feet of historical high groundwater table elevation as determined from monitoring wells, redoximorphic features, or historical water table fluctuation data compiled by the United States Geological Survey, not including: a. Earth removal if substances removed are permitted to be and are re-deposited within 45 days of removal on site to achieve a final grading greater than 4 feet above the historical high water mark; or b. Excavations for building foundations, roads, utility works, or wetland restoration.	NP	SP	NP
21) New sand, quarry, and gravel operations.	NP	SP	NP
22) Any new floor drainage system, in industrial or commercial process areas or hazardous material and/or hazardous waste storage areas, which discharges to the ground without a DEP permit or authorization.	NP	NP	NP
23) Landfills receiving only wastewater and/or septage residuals including those approved by the DEP pursuant To M.G.L.c. 21, §26through §53; M.G.L.c. 111, §17; M.G.L c. 83, §6 and §7, and regulations promulgated thereunder; and other landfills and open dumps, as defined in 310 CMR 19.006.	NP	NP	NP
24) Solid waste combustion or handling facilities.	NP	NP	NP
25) Storage and/or disposal of sludge and septage.	NP	NP	NP
26) Cesspool, privy, dry well, filter or other place for reception, deposit or storage of human waste. Devices for collection of sink waste. Compo sting of human waste or other putrescible material.	NP	NP	NP
27) Automobile graveyards and junkyards, as defined in M.G.L.c. 140B, §1, and other salvage or junkyards.	NP	NP	NP
28) On-site discharge or disposal of industrial waste.	NP	NP	NP

<b>Water Supply Protection District Table of Uses</b>	<b>Surface water Zone A-R</b>	<b>Surface Water Zone B-R,C-R,C-G</b>	<b>Ground water Zone II, III</b>
29) Facilities that generate, treat, store, or dispose of hazardous waste that are subject to M.G .L.c. 21 C and 310 CMR 30.00, not including: a. Very small quantity generators of hazardous waste, as defined under 310 CMR 30.3 53; b. Water remediation treatment works approved by DEP, designed and operated in accordance with 314 CMR 5.00, for the treatment of contaminated ground or surface waters.	NP	SP	SP
30) Installation or replacement of underground tanks for storage of hazardous materials, including heating fuel, not including replacement of previously legally existing commercial underground storage tanks for storage of hazardous materials.	NP	NP	NP
31 ) Storage of liquid hazardous materials or other leachable materials, as defined in M.G.L.c. 21E, liquid petroleum products and/ other leachable materials <sup>5</sup> , unless such storage is: a. Above-ground level on an impervious surface, and b. The storage is incidental to: i. Normal household use, outdoor maintenance, or the heating, ventilation and/or air conditioning (HV AC) systems of a structure; ii. Use of emergency generators, provided that no more than 600 gallons is stored on site at anytime; or iii. A response action conducted or performed in accordance with MGL c. 21E and 310 CMR 40.000 and which is exempt from a groundwater discharge permit pursuant to 314 CMR 5.05(14); and c. Either i. in container( s) or above ground tank( s) within a building, or; ii. outdoors in covered container(s) or above ground tank( s) in an area that has a containment system designed and operated to hold either 10% of the total possible storage capacity of all containers, or 110% of the largest container's storage capacity,	NP	SP	SP

<b>Water Supply Protection District Table of Uses</b>	<b>Surface water Zone A-R</b>	<b>Surface Water Zone B-R,C- R,C-G</b>	<b>Ground water Zone II, III</b>
whichever is greater, in which instance such storage is allowed by written approval of the Department of Public Works correct alignment.			
32) Use of fertilizers, herbicides, and pesticides approved by Federal and State agencies for nonresidential and nonagricultural uses provided that all necessary precautions shall be taken to prevent hazardous concentrations in the water or the land resulting from the application.	SP	SP	SP
33) Operation of dry cleaning facility.	NP	NP	SP
34) Commercial car washes and commercial outdoor washing of vehicles	NP	SP	SP
35) Motor vehicle repair operations.	NP	NP	SP
36) Petroleum, fuel oil and heating oil bulk stations and terminals, not including liquefied petroleum gas.	NP	NP	NP
37) Wholesale distribution and/or warehousing of commercial packaged liquid petroleum products, including Class A, B, and C motor fluids.	NP	P	P
38) Bulk storage of deicing chemicals and sanding materials, unless such storage, including loading areas, is within a covered structure designed to prevent the generation and escape of contaminated runoff and/or leachate, in which instance the storage is allowed by written approval of the Department of Public Works	NP	NP	NP
39) Stockpiling or disposal of snow and ice containing deicing chemicals, brought in from outside the zone.	NP	NP	NP
40) Outdoor storage of fungicides, rodenticides, pesticides, herbicides.	NP	NP	NP
41) Disposal of animal remains and operation of cemeteries (human and animal) and mausoleums.	NP	P	P

<sup>1</sup> Subject to obtaining permit from the Building Inspector.

<sup>2</sup> Vegetated buffer strips means either "Filter Strips" or "Field Borders" as defined in the MADEP Nonpoint Source Management Manual (available in the office of the Department of Public Works), and shall be not less than 100 feet in width.

<sup>3</sup> NRCS Handbook available in Planning Board Office, Town Hall.

<sup>4</sup>This section applies to public surface water sources registered with the Department of Environmental Protection and listed in Section 4 of this by-law.

<sup>5</sup>The system of storm water management and artificial recharge of precipitation shall be designed to prevent untreated discharges to wetland and surface water; preserve hydrologic conditions that closely resemble pre-development conditions; reduce or prevent flooding by managing peak discharges and volumes of runoff; minimize erosion and sedimentation; not result in significant degradation of groundwater; reduce suspended solids and other pollutants to improve water quality; and provide increased protection of sensitive natural resources.

These standards may be met using the following or similar best management practices:

- (a) For single or two family residences, recharge shall be attained through site design that incorporates natural drainage patterns and vegetation to maintain pre-development stormwater patterns and water quality to the greatest extent possible. Stormwater runoff from rooftops, driveways and other impervious surfaces shall be routed through vegetated water quality swales, as sheet flow over lawn areas or to constructed stormwater wetlands, sand filters, infiltration systems, organic filters and/or similar systems.
- (b) For multi-family residential and non-residential uses, a stormwater management plan shall be developed which provides for the artificial recharge of precipitation to groundwater through site design that incorporates natural drainage patterns and vegetation and uses constructed (stormwater) wetlands, wet (detention) ponds, water quality swales, sand filters, organic filters, infiltration systems, or similar site appropriate best management practices capable of removing nitrogen and other contaminants from stormwater, in compliance with the Stormwater Management Standards and technical guidance contained in the Massachusetts Department of Environmental Protection's 1997 Stormwater Management Handbook, Volumes 1 and 2. No runoff shall be discharged directly to rivers, streams, and other surface water bodies, wetlands or vernal pools. Except when used for roof runoff from non-galvanized roofs, all such wetlands, ponds, swales or other infiltration facilities shall be preceded by oil, grease and sediment traps or other best management practices to facilitate control of hazardous materials spills and removal of contamination and to avoid sedimentation of treatment and leaching facilities. All such artificial recharge systems shall be maintained in full working order by the owner(s) under the provisions of an operations and maintenance plan approved by the permitting authority to ensure that systems function as designed. Infiltration systems greater than three (3) feet deep shall be located at least one hundred (100) feet from drinking water wells. Any infiltration basins or trenches shall be constructed with a three (3) foot minimum separation between the bottom of the structure and maximum groundwater elevation.

5. These storage requirements shall not apply to the replacement of existing tanks or systems for the keeping, dispensing or storing of gasoline provided the replacement is performed in accordance with applicable state and local requirements.

7. **Procedures for Issuance of Special Permit.**

a. **Special Permit Granting Authority.** The Rockport Zoning Board of Appeals (ZBA) shall be the special permit granting authority.

b. **Review by Other Boards and Officials.** Upon receipt of the special permit application, the Zoning Board of Appeals shall transmit one copy each to the Board of Health, Water Commissioners, Conservation Commission, and the Department of Public Works, Watershed Protection Committee, and the Planning Board for their written recommendations. Board and Departments will have 35 calendar days to respond in writing to comment by said agency. The applicant shall furnish the necessary number of copies of the application.

c. **Criteria.** The Zoning Board of Appeals may grant the required special permit only upon finding that the proposed use meets the criteria established in Section XI-C-7 of this by-law, as well as the following criterion:

The proposed use shall in no way, during construction or thereafter, adversely affect the existing or potential quality or quantity of water that is available in the Water Supply Protection Overlay District; and further, the use shall be designed to avoid substantial disturbance of the soils, topography, drainage, vegetation, and other water-related natural characteristics of the site to be developed.

d. **Regulations.** The Zoning Board of Appeals may adopt regulations to govern design features of projects. Such regulations shall be consistent with subdivision regulations and Site Plan Review By-law adopted by the Rockport Planning Board and the Town of Rockport.

e. **Submittal Requirements.** The applicant shall file six copies of a site plan and attachments. The site plan shall be drawn at a proper scale as determined by the Planning Board and be stamped by a professional engineer. All additional submittals shall be prepared by qualified professionals. The site plan and its attachments shall at a minimum include the following information where pertinent:

i. 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; and

ii. For those activities using or storing such hazardous materials, a Hazardous Materials Management Plan shall be prepared and filed with the Hazardous Materials Coordinator, Fire Chief, and 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.

8. **Monitoring.** Periodic monitoring of existing on-site groundwater monitoring wells and/or permission to install new wells on the applicant's property may be required by the Zoning Board of Appeals as a condition of the special permit, subject to the conditions of this by-law. Such monitoring may include sampling of wastewater disposed to on-site septic systems or cesspools, or to drywells, and sampling from groundwater monitoring wells to be located and constructed as specified in the special permit. Reports shall be submitted to the Planning Board and the Board of Health. The cost of complying with the requirements of this paragraph shall be borne by the applicant.
9. **Violations and Enforcement.** Written notice of any violation of this by-law shall be given to the responsible person as soon as possible upon observation, detection, knowledge or proof that a violation has occurred. Notice to the assessed owner of the property shall be deemed notice to the responsible person. Such notice shall specify the requirements or restriction violated and the nature of the violation, and may also identify the actions to remove or remedy the violations, preventive measures required for avoiding future violations, and a schedule of compliance. A copy of such notice shall be submitted to the Planning Board, Board of Health, the Conservation Commission, and the Department of Public Works. The cost of containment, cleanup or other action of compliance shall be borne by the assessed owner of the property.
10. **Severability.** A determination that any portion or provision of this Water Supply Protection Overlay District Bylaw is invalid shall not invalidate any other portion or provision thereof, nor shall it invalidate any special permit issued previously thereunder.
11. **Effective Date:** The provisions of this subsection VII. shall go into effect in accordance with the provisions of G.L. c.40, §5A and G.L. c.40, §32.

## **VIII. COASTAL FLOOD PLAIN DISTRICT**

### **A. PURPOSES**

The purposes of this district are:

1. To provide that land in the Town of Rockport subject to seasonal or periodic flooding as described hereinafter shall not be used in such a manner as to endanger the health or safety of the occupants thereof, or of the public generally, or as to burden the public with cost resulting from unwise individual choices of land use.

2. To assure the continuation of the natural flow pattern of the of the water courses within the Town and to minimize the impact of coastal storms in order to protect persons and property against the hazards of flood inundation.

**B. DISTRICT DELINEATIONS:**

1. "The Coastal Flood Plain District is herein established as an overlay district. The District includes all special flood hazard areas within the Town of Rockport designated as Zone AE, AO, or VE on the Essex County Flood Insurance Rate Map ("FIRM" or "Map") issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Essex County FIRM that are wholly or partially within the Town of Rockport are panel numbers 25009C0309G, 25009C0317G, 25009C0319G, 25009C0328G, 25009C0336G, 25009C0337G, 25009C0338G, 25009C0339G, 25009C0476G and 25009C0500G dated July 16, 2014. The exact boundaries of the District are defined by the 100-year base flood elevations shown on the FIRM and further defined by the Essex County Flood Insurance Study (FIS) report dated July 16, 2014. The FIRM and Flood Insurance Study report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Inspector and Conservation Commission."(amended ATM 4/9/2012 & 4/5/2014)
2. Notwithstanding the foregoing, areas determined by the Federal Insurance Administration to be out of the Flood Plain District or areas determined by the Building Inspector in accordance with the following subsection 3 to be not in fact. at or below Base Flood Elevation as shown on the "Map" shall be exempt from the Flood Plain District regulations.
3. In order that the Building Inspector may determine that the above mentioned conditions are met, for new construction of buildings, substantial improvements to or relocation of existing buildings, a site plan at a scale of 1"=10' prepared by a registered land surveyor or registered professional civil engineer, shall be submitted in quadruplicate to the Building Inspector by the applicant.

The site plan shall show at least the following:

- a. The locations, boundaries, and dimensions of each lot.
- b. Two foot contours of the existing and proposed land structure.
- c. Location of existing and proposed structures, watercourses and drainage easements, means of access, drainage, and sewer disposal facilities.
- d. The area and location of existing or proposed leaching fields, if any.
- e. Show base flood elevation for the 100 year flood plain level as identified on the Flood Insurance Rate Map (FIRM) for Essex County. (amended ATM 4/9/2012)

The Building Inspector shall, within 5 days after receipt of said site plan, transmit one copy of said plan to the Planning Board, Board of Health and Conservation Commission. Said boards and commissions may, at their discretion, investigate the case and report in writing their recommendation to the Building Inspector. The Building Inspector shall not take final action on such plans until it has received a report thereon from said boards and commissions, or until said boards and commissions have allowed twenty (20) days to elapse after receipt of such plan without a submission or report thereon.

### **C. USE REGULATIONS**

1. The Coastal Flood Plain District shall be considered as overlying all other districts.
2. In the Coastal Flood Plain District land and structures thereon may be used in accordance with the provisions of this section for any purposes otherwise allowed for the underlying district in which such land or structure is situated.
3. In the Flood Plain District no new construction of buildings, nor substantial improvements to or relocation of existing buildings shall be undertaken except as provide in Section 4 hereof. "Substantial improvements" as used in this Section VII is any repair, reconstruction or improvement of a main structure on the property, the cost of which equals or exceeds 50% of the actual cash value of the structure either before the improvement is started or, if the structure has been damaged and is being restored, before the damage occurred. For the purpose of this definition substantial improvements are considered to occur when the first alteration of any wall, ceiling, floor or other structural part of the building commences, whether or not the alteration affects the external dimensions of the structure. The term does not, however, include either:
  - a. Any alteration to comply with existing state or local health sanitary building or safety codes or regulations or;
  - b. Any alteration of a structure listed on the National Register of Historic Places or a state inventory of historic places.
4. The following uses of low flood damage potential and causing no obstructions to flood flows are encouraged, provided they are permitted in the underlying district and they do not require structures, fill or storage of materials or equipment.
  - a. Public rights of way may be filled for the purpose of maintenance or improvement of an existing roadway or right of way.



- b. When public buildings and structures belonging to the Town of Rockport are to be improved or rebuilt, fill may be utilized to the extent allowed by the safety standards set by the Federal Insurance Administration.
- c. Outdoor recreation, including play areas, nature study, boating, fishing and golf courses where otherwise legally permitted.
- d. Foot, bicycle, and/or horse paths and bridges, provided such uses do not affect the natural flow pattern of any water course.
- e. Uses such as farming, gardening, bathing beaches or picnic areas.
- f. Boat docks and launching ramps, subject to the approval of state and/or federal agencies, if required.
- g. Construction of a public roadway approved by Town Meeting vote.
- h. Wildlife management areas and conservation of water, plants and wildlife.
- i. Garages within the "A" zone as shown on the Map and driveways accessory to dwellings.
- j. Any repair, reconstruction or improvements to buildings lawfully existing prior to the adoption of these provisions, which repair, reconstruction or improvements do not constitute substantial improvements as defined herein.

#### **D. DEVELOPMENT REGULATIONS**

##### **1. COMPLIANCE WITH STATE REGULATIONS (amended ATM 4/9/2012)**

All development in the district including structural and nonstructural activities whether permitted by right or by special permit must be in compliance with the following regulations as may be amended from time to time:

- a. sections of the Massachusetts Building Code (780 CMR) which address flood plain and coastal high hazard areas
- b. Wetlands Protection Regulations, Department of Environment Protection (DEP) (currently 310 CMR 10.00)
- c. Inland Wetland Restriction, DEP (currently 310 CMR 13.00)
- d. Coastal Wetland Restriction, DEP (currently 310 CMR 12.00)
- e. Minimum requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5)
- f. All development, including structural and nonstructural activities, whether permitted by right or by special permit must be in compliance with M.G.L. Chapter 131 Section 40.

Any variances from the provisions of the above referenced state regulations may only be granted in accordance with the required variance procedures of these state regulations and 44CFR 60.6.

**2. OTHER USE REGULATIONS (amended ATM 4/9/2012)**

- a. Within zone AO on the FIRM, require adequate drainage paths around structures on slopes, to guide flood waters around and away from proposed structures.
- b. Prohibit man-made alteration of sand dunes within Zone VE which would increase potential flood damage.
- c. Provide that all new construction within Zone VE be located landward of the reach of mean high tide.
- d. Review .all subdivision proposals to assure that: a) such proposals minimize flood damage; b) all public utilities and facilities are located and constructed to minimize or eliminate flood damage; and c) adequate drainage is provided to reduce exposure to flood hazards.

**E. BOARD OF APPEALS**

1. In the coastal Flood Plain District, the Board of Appeals may grant a special permit for new construction or substantial improvements to structures to be erected on a lot of one-half acre or less in size, contiguous to and surrounded on all sides by lots with existing structures constructed below the Base Flood Elevation in accordance with variance requirements set forth in 44 CFR 60.6
2. The Town shall include, within its Annual Report submitted to the flood Insurance Administration, the number of permits issued hereunder, and shall maintain a record of all permits granted, including justification for their issuance.
3. The granting of a special permit hereunder shall not affect or grant relief from the provisions of this zoning by-law relating to the underlying district in which the land lies.

**IX. LARGE-SCALE GROUND-MOUNTED SOLAR PHOTOVOLTAIC INSTALLATIONS (Added ATM 4-2-2016)**

**B. PURPOSE**

The purpose of this section is to promote the creation of new large-scale ground-mounted solar photovoltaic installations (“LSGMSPVI”) (250 kW or greater) by establishing standards for the placement, design, construction, operation, monitoring, modification, repair, and removal of such installations to ensure public safety, minimize impacts on scenic, natural and historic resources, and provide adequate financial assurance for the eventual decommissioning of such installations.

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

### **C. APPLICABILITY**

This section applies to the initial construction of LSGMSPVIs and to physical modifications that materially alter the type, configuration, or size of these installations or related equipment.

Smaller scale building mounted solar or photovoltaic installations which are accessory to a lawful principal use on the same lot are not otherwise subject to the requirement of this section, but must comply with the other provisions of the Zoning By-Law as applicable.

### **D. DEFINITIONS**

**Large-Scale Ground-Mounted Solar Photovoltaic Installation (LSGMSPVI):** A solar photovoltaic system that is structurally mounted on the ground, 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 Direct Current (DC) electric power production of the photovoltaic system.

**Site Plan Review:** Review by the Planning Board to determine conformance with the Zoning By-Law, as provided in Section X of the By-Law.

### **E. GENERAL REQUIREMENTS FOR ALL LARGE SCALE GROUND MOUNTED SOLAR PHOTOVOLTAIC INSTALLATIONS**

The following requirements are common to all LSGMSPVIs to be sited in designated locations.

#### **a. Compliance with Laws, Ordinances and Regulations**

The construction and operation of all LSGMSPVIs shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, environmental, Wetlands Protection Act, 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.

#### **b. Building Permit and Building Inspection**

No LSGMSPVI shall be constructed, installed or modified as provided in this section without first obtaining a building permit.

#### **c. Fees**

The application for a building permit for a LSGMSPVI must be accompanied by the fee required for a building permit.

**d. Site Plan Review**

Any LSGMSPVI shall undergo site plan review by the Planning Board prior to construction, installation or modification as provided in this section. LSGMSPVIs shall be constructed, installed, used and modified in conformity with a site plan approved by the Planning Board in accordance with Section X Site Plan Review of the Zoning By-Law and the further requirements set forth herein. The Planning Board shall review and act upon the site plan review of an LSGMSPVI within 90 days of its receipt of an application determined to be complete. The requirements set forth herein shall be applied coincident with and in addition to those requirements set forth in Section X. The requirements of this section shall take precedence in the event of a direct conflict.

**(i) General**

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

**(ii) Required Documents**

Pursuant to the site plan review process, the project proponent shall provide the following documents:

**(a) A site plan showing:**

- vi.** Property lines and physical features, including roads, for the project site;
- vii.** Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, screening vegetation and structures;
- viii.** 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;
- ix.** One or three line electrical diagrams detailing the solar photovoltaic installation, associated components, and electrical interconnection methods, with all National Electrical Code compliant disconnects and over current devices;
- x.** Documentation of the major system components to be used, including the PV panels, mounting systems, and inverters;
- xi.** Name, address, and contact information for proposed system installer;
- xii.** Name, address, phone number and signature of the project proponent, as well as all co-proponents or property owners, if any;
- xiii.** Name, contact information and signature of any agents representing the project proponent; and,
- xiv.** A description of how land clearing and construction shall be performed in accordance with the appropriate sections of the Zoning By-Law governing storm water discharge, land disturbance, provisions

for handling toxic or hazardous materials, and post-construction storm water runoff.

- (b) Documentation of actual or prospective access and control of the project site (see Section D.e);
- (c) An operation and maintenance plan (see Section D.f);
- (d) Zoning district designation for the parcel of land comprising the project site (submission of a copy of a zoning map with the parcel identified is suitable for this purpose);
- (e) Proof of liability insurance written by companies licensed to provide such insurance in Massachusetts and with coverage limits at commercially acceptable levels;
- (f) Description of financial surety that satisfies Section D.m.ii. The project proponents shall submit a fully inclusive estimate of the costs associated with removal of the proposed facility prepared by a licensed engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation.
- (g) A public outreach plan, including a project development timeline, which indicates how the project proponent will meet the required site plan review notification procedures and otherwise inform abutters and the community.

The Planning Board may require additional information, data or evidence as it deems necessary pursuant to the Site Plan Review process, or may waive documentation requirements as it deems appropriate.

**(iii) Professional Review**

The Planning Board may engage, at the applicant's expense, professional and technical consultants, including legal counsel, to assist the Planning Board with its review of the application in accordance with the requirements of Section 53G of Chapter 44 of the Massachusetts General Laws. The Planning Board may direct the applicant to deposit funds with the Planning Board at the time the application is accepted, and to add additional funds as needed upon notice. Failure to comply with this section shall be grounds for denying the application. Upon approval of the application, any excess amount in the account attributable to that project, including any accrued interest, shall be repaid to the applicant.

**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 LSGMSPVI.

**f. Operation & Maintenance Plan**

The project proponent shall submit a plan for the operation and maintenance of the LSGMSPVI, 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.

**g. Utility Notification**

No LSGMSPVI shall be constructed until evidence has been given to the Building Inspector 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**

**(i) Setbacks**

An LSGMSPVI shall be set back from property lines consistent with the applicable regulations for the underlying zoning district, with the exception of necessary interconnections with utility transmission or distribution facilities.

**(ii) Appurtenant or Accessory Structures**

All appurtenant or accessory structures to a LSGMSPVI shall be subject to the requirements of the Zoning By-Law 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, and shall be landscaped and screened from view by vegetation, located underground, or behind berms, and/or clustered to minimize visual impacts.

**i. Design Standards**

**(i) Lighting**

Lighting of LSGMSPVIs 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 LSGMSPVI shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.

**(ii) Signage**

Signs on LSGMSPVIs shall comply with requirements of all applicable sign regulations and shall be limited to:

(a) Those necessary to identify the owner, provide a 24 hour emergency contact phone number, and warn of any danger.

(b) Educational signs providing information about the LSGMSPVI and the benefits of renewable energy. LSGMSPVIs shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the solar photovoltaic installation.

**(iii) Utility Connections**

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

**(iv) Screening**

A buffer or green strip planted with live shrubs or trees, predominantly evergreen, shall if feasible be maintained between the perimeter of the LSGMSPVI and any abutting property line or street unless the existing natural growth is adequate to provide an equivalent buffer. Such a buffer shall be designed so as not to create a hazard upon entrance or exit from the facility. The Planning Board may vary or waive this requirement consistent with minimizing negative effects on abutting property.

**j. Safety and Environmental Standards**

**(i) Emergency Services**

The LSGMSPVI owner or operator shall provide a copy of the project summary, electrical schematic, and site plan to the Fire Department. Upon request the owner and/or operator shall cooperate with Town emergency services in developing an emergency response plan, which may include ensuring that emergency personnel have 24 hour access to the facility. All means of shutting down the LSGMSPVI shall be clearly marked. The owner or operator shall identify a responsible person for public inquiries throughout the life of the LSGMSPVI.

**(ii) Land Clearing**

Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the LSGMSPVI or otherwise prescribed by applicable laws, regulations, and bylaws.

Significant tree cutting is strongly discouraged. Should tree cutting be required the applicant should offset the loss of trees by planting an equivalent number of trees of similar species of (size and caliper) on-site or on an area specified by the Planning Board.

**(iii) Drainage and Groundwater Protection**

A LSGMSPVI shall comply with any drainage and groundwater requirements set forth in the Zoning By-Law, which requirements shall be imposed and conditioned as appropriate through the Site Plan Review process.

**k. Monitoring and Maintenance**

**(i) Solar Photovoltaic Installation Conditions**

The LSGMSPVI owner and/or operator shall maintain the facility in good and safe working condition, and shall schedule inspection by a competent professional at least once every twelve (12) months or more often, pursuant to industry standards and practices. The results of the inspection and any resulting repair work shall be submitted to the Planning Board and the Building Inspector within thirty (30) days of receipt by the owner and/or

operator. 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 Fire Department and Emergency Medical Services. The owner or operator shall be responsible for the cost of maintaining the LSGMSPVI and any access road(s), unless accepted as a public way.

**(ii) Modifications**

All material modifications to a LSGMSPVI, after issuance of the required building permit, shall require further Site Plan Review by the Planning Board.

**(iii) Contact**

The owner and/or operator of a LSGMSPVI shall identify a responsible person for emergency purposes and public inquiry and shall at all times throughout the life of the of the installation maintain current contact information (name, address, telephone number and e-mail address) for such person(s) on file with the Building Inspector, the Fire Department, and the Planning Board.

**l. Insurance**

Prior to commencing operation, the owner or operator of a LSGMSPVI shall provide the Town Clerk with a certificate of insurance showing that the property has a minimum of one million dollars (\$1,000,000) in liability coverage by occurrence in the aggregate or five million dollars (\$5,000,000) general liability insurance, and that the Town is an additional named insured thereon. Such certificate shall be supplied on an annual basis to the Town upon the renewal of said insurance policy.

**m. Discontinuance or Decommissioning**

**(i) Removal Requirements**

Any LSGMSPVI or substantial part thereof not in operation for a period of one hundred eighty (180) continuous days or more without written permission from the Planning Board or that has reached the end of its useful life shall be considered discontinued and shall be removed. Upon written request from the Building Inspector, addressed to the contact address provided and maintained by the owner and/or operator as required above, the owner/and or operator shall provide evidence to the Building Inspector demonstrating continued use of a LSGMSPVI. Failure to provide evidence within thirty (30) days of such written request shall be conclusive evidence that the installation has been discontinued. The owner and/or of the installation shall notify the Planning Board and Building Inspector by certified mail of the proposed date of discontinued operations and plans for removal.

The owner or operator shall physically remove the installation no more than 150 days after the notification date of discontinued operations. Decommissioning shall consist of:

- (a)** Removal from the site of the LSGMSPVI in its entirety, including all associated structures, equipment, security barriers and transmission/distribution lines.



- (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 Planning Board may allow the owner and/or operator to leave landscaping or designated below grade foundations in order to minimize erosion and disruption to vegetation.
- (d) Reinstatement of gravel or ground cover consistent with the surrounding landscape.
- (e) Removal of all above ground foundations and supports to a depth of one foot below existing grade.

If the owner and/or operator of the LSGMSPVI fails to remove the installation in accordance with the requirements of this section, the Town shall have the right, to the extent it is otherwise duly authorized by law, to enter the property and remove the installation at the expense of the owner and/or operator of the installation and the owners of the site on which the facility is located.

**(ii) Financial Surety**

The owner of a LSGMSPVI approved in accordance with this By-Law shall provide to the Town, acting through the Planning Board, a form of surety to cover the cost of removal in the event the Town must remove the LSGMSPVI and remediate the landscape. Such surety shall be in an amount and form determined to be reasonable by the Planning Board, which may be an escrow account, bond, or otherwise, and shall be provided prior to construction. 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. Such surety shall remain in force for so long as the project is in existence, and the owner shall annually provide the Planning Board and Building Inspector with proof that the surety continues in effect. Lapse of surety shall be a violation of this By-Law and the Town may take appropriate enforcement action. Surety will not be required for municipal or state owned facilities.

**F. ESTABLISHMENT OF LSGMSPVI OVERLAY DISTRICT**

The LSGMSPVI Overlay District is hereby established. The boundaries of the LSGMSPVI Overlay District are shown on a map entitled “LSGMSPVI Overlay District,” which is hereby incorporated in the Town Zoning Map. The LSGMSPVI Overlay District shall be considered superimposed on the other districts depicted on the Town Zoning Map. LSGMSPVIs are allowed as of right in the LSGMSPVI Overlay District. The provisions and requirements of the underlying zoning districts remain in effect, in all other respects.

**G. SEVERABILITY**

If any provision of this Section is invalidated, such invalidation shall not invalidate any other provision.”

**X. SITE PLAN REVIEW**

**A. OBJECTIVE**

The purpose and intent of this by-law is to provide for comprehensive review of projects as described below which represent high impact to either the Town as a whole, and/or one or more of its neighborhoods.

**B. APPLICABILITY**

Except as exempted from regulation by G.L c. 40A, s.3, the following activities and uses permitted as a matter of right, by special permit, or otherwise, require site plan review by the Planning Board.

- 1.1 All new construction, other than a single family or two-family dwelling and appurtenant and accessory buildings except as otherwise provided in subsections 1.3, 1.5, 1.6, 1.7 below. (Amended ATM 04-03-10)
- 1.2 The construction of an addition( s) or exterior alteration( s) increasing the gross floor area of an existing building by 1500 square feet or more, or an increase of 30% except when such an increase in gross floor area requires relief from the Zoning Board of Appeals, including any such other construction that has taken place within the preceding five-year period. This subsection 1.2 shall not apply to a single or two-family dwelling.
- 1.3 The construction or expansion of a parking lot creating additional parking spaces for 6 or more motor vehicles.
- 1.4 The construction or addition of a drive-through facility or raised loading dock.
- 1.5 The construction or exterior expansion of a single family or two-family dwelling and appurtenant and accessory buildings resulting in a gross floor area of 6,000 square feet or more.
- 1.6 Any change in use that increases the required number of parking spaces by six (6) parking spaces or more.
- 1.7 Any activity, including “land disturbing activity”, as defined by the Rockport General By-law, on a parcel of land that will disturb an area of the parcel equal to the minimum lot size in the zone in which the parcel is located, except that in the SRAA zone the activity would be subject to Site Plan Review if it disturbed 20,000 square feet or more.

**C. PRE-APPLICATION PROCEDURES (Added ATM 4-6-2013)**

Site Plan Review can be a two-stage process. The first stage, or Pre-Application, is designed to identify the technical information most necessary to be included for each Application, and the

technical information not required for the Planning Board to review a specific project. Those Applicants wishing to seek waivers from the required technical submissions listed in Section IX.E. may submit a Pre-Application Form to the Planning Board. The form lists the technical information required in Section IX.E., and the waivers which the Applicant is requesting. The submission of a Pre-Application is followed by a consultation between the Applicant and the Planning Board scheduled at a regular meeting of the Planning Board. This Consultation is designed to identify the technical information that will need to be submitted for a full Application and the technical information that the Planning Board will consider waiving at the first public hearing. The Consultation also provides direction regarding officials who must be consulted, and the number of copies of application materials to be included with the Abbreviated Application. Information required for all Applications must be in the form and detail listed in Section IX.E. unless a waiver request receives preliminary approval. Applicants not invited to submit an Abbreviated Application must comply with all submissions in Section IX.E. for an Application.

The second stage for Applicants submitting a Pre-Application is the formal submission of the Abbreviated Application. For Applicants submitting a Full Application, the first stage is the formal submission of the fully described below in Section IX.D. For Applicants who submit a Pre-Application that has been approved for an Abbreviated Application, the Application includes only the technical requirements the Planning Board indicated they would not waive, and the number of copies that were deemed necessary by the Planning Board. The Planning Board formally votes on the waivers at the first publicly noticed meeting.

**D. PROCEDURES (Amended ATM 4-6-13)**

Applicants who are required to prepare a full application shall submit sixteen copies of the site plan to the Planning Board for its review. Four (4) copies will be prepared at a standard format scale of one (1) inch = twenty (20) feet, and the remaining twelve copies will be submitted in an 11" x 17" format of the plans described above. Four (4) copies of the standard format plan will be distributed to: Public Works Department; the Planning Board; the Building Inspector, and the Town Clerk. The twelve reduced format copies will be distributed to the Planning Board members; Board of Selectmen; Board of Appeals; Conservation Commission, Board of Health; Historic District Commission; Chief of Police; and the Fire Chief. The appropriate fee shall be included.

Applicants who were invited to submit Abbreviated Applications through the Pre-Application Consultation must submit the material identified in that process. At the end of the first session of the public hearing, the Planning Board will vote to formally grant the requested waivers, or vote to require additional information

and copies. This vote will grant the official waiver of application requirements.

For all applications the Planning Board shall review and act upon the site plan with such conditions as it may deem appropriate, within 60 days of its receipt of an application determined to be complete, and notify the applicant, the Building Inspector, and appropriate boards of its decision. The decision of the Planning Board shall be in writing. No building permit or certificate of occupancy shall be issued by the Building Inspector without a written approval of the site plan by the Planning Board or unless 60 days lapse from the date of submittal of the site plan without action by the Planning Board. (Amended STM 9/8/03 & Amended ATM 4/5/2008)

1.1 Application for Special Permit or Variance: An application for a special permit or a variance to perform work requiring Site Plan Approval shall be accompanied by a site plan approved by the Planning Board. Applicant for site plan approval shall submit seventeen (17) copies of the site plan to the Planning Board for its review. Four (4) copies will be prepared at a standard format scale of one (1) inch = twenty (20) feet, and the remaining thirteen (13) copies will be submitted in an 11" x 17" format of plans described above. Four (4) copies of the standard format plan will be distributed to: Public Works Department; the Planning Board; the Building Inspector, and the Town Clerk. The thirteen (13) reduced format copies will be distributed to the Planning Board members; Board of Selectmen; Board of Appeals; Conservation Commission; Board of Health; Historic District Commission; Chief of Police; Watershed Protection Committee, and the Fire Chief. The appropriate fee shall be included. The Planning Board shall review and act upon the site plan with such conditions as it may deem appropriate, within 60 days of its receipt of an application determined to be complete, and notify the applicant, the Building Inspector, and the appropriate boards of its decision. The decision of the Planning Board shall be in writing. No building permit or certificate of occupancy shall be issued by the Building Inspector without a written approval of the site plan by the Planning Board or unless 60 days lapse from the date of submittal of the site plan without action by the Planning Board. (Amended STM 9/8/03)

1.2 Where the Planning Board approves a site plan "with conditions", and said approved site plan accompanies a special permit or variance application to the Board of Appeals, the conditions imposed by the Planning Board shall be incorporated into the issuance, if any, of a special permit or variance by the Board of Appeals.

1.3 The applicant may request and the Planning Board may grant an extension of the time limits set forth herein.

1.4 Where the Planning Board approves a site plan "with conditions", the conditions imposed by the Planning Board will be incorporated into the issuance of a Building permit and the completion of said conditions shall be required before the issuance of an Occupancy Permit. (Amended STM 9/8/03)

- 1.5 No deviation from an approved site plan shall be permitted without prior written authorization from the Planning Board.
- 1.6 Upon completion of a project for which the Planning Board has approved a site plan, a Site Plan Certificate of Compliance form shall be drafted by the applicant indicating how the site plan elements and conditions are met by the project. The Planning Board shall review this submission and, if satisfied, issue a Certificate of compliance to the applicant. (Added STM 9/10/2012)

**E. CONTENTS OF PLANS**

Abbreviated Applications will be required to provide the information identified in the Pre-Application Consultation and not waived in the formal waiver vote at the end of the first public hearing session. As review of the Abbreviated Application continues, the Planning Board reserves the right to require additional content and submissions as required to review the project and the application.

The contents of the site plan shall be as follows for Full Applications.(Amended ATM 4-6-13)

1. Plans shall be submitted at a scale of one (1) inch = twenty (20) feet or such other scale as may be approved by the Planning Board as follows:
  - a. Site layout, which shall contain the boundaries of the lot(s) in the proposed development, proposed structures, drives, parking, fences, walls, walks, outdoor lighting, loading and trash handling facilities, and areas for snow storage after plowing. The first sheet in the plan shall be a locus plan, at a scale of one (1) inch = one hundred (100) feet, showing the entire project and its relation to existing areas, buildings, and roads for a distance of one thousand (1,000) feet from the project boundaries or other such distance as may be approved or required by the Planning Board.
  - b. Topography and drainage plan, which shall contain the existing and proposed final topography at two-foot intervals and also include plans for handling stormwater drainage. All impermeable surfaces shall be shown. The site plan shall be accompanied by drainage calculations by a registered professional engineer.  
(Amended STM 9/8/03)
  - c. Utility and landscaping plan, which shall include all facilities for refuse and sewage disposal or storage of all wastes, the locations of all hydrants, fire alarm, and fire fighting facilities on or adjacent to the site, all proposed recreational facilities and open-space areas, and all wetlands including floodplain areas and filled tidelands.
  - d. Architectural plans, which shall include the ground floor plan and architectural elevations of all proposed buildings and a color rendering.

- e. Landscaping plan, showing the limits of work, existing tree lines, and all proposed landscape features and improvements including screening, planting areas with size and type of stock for each tree, and including all proposed erosion control measures.
  - f. For any applications including demolition of existing buildings, a demolition plan shall be submitted including a written plan which shall describe measures to minimize noise and dust, and ensure proper disposal of debris and any hazardous waste. The demolition plan shall include the proposed condition of the site after the completion of demolition showing all grading, fill, removal, planting, or other activities that will leave the site in a condition that is secure from the elements and flooding, is safe for human use, is not detrimental to abutting parcels and uses, and incorporate other requirements of SPR that should be incorporated at that stage A schedule shall be identified for the demolition, reclamation of the site, and any rebuilding that may be implemented within twelve months of demolition or act on anything relative thereto. (Added STM 9-10-12)
2. A written statement indicating the estimated time required to complete the proposed project and any and all phases thereof shall accompany the site plan. There shall be a written estimate, showing in detail the costs of all site improvements planned.
  3. A written summary of the project shall be submitted with the site plan indicating, where appropriate, the number of dwelling units to be built and the acreage in residential use, the evidence of compliance with parking and any off-street loading requirements, the forms of ownership contemplated for the property, and a summary of the provisions of any ownership or maintenance thereof, identification of all land that will become common or public land, and any other evidence necessary to indicate compliance with this By-law.
  4. The site plan shall be accompanied by drainage calculations by a registered professional engineer.
  5. A written statement shall be submitted detailing the projected impact of the proposed use on municipal services and the environment, including: school attendance, water usage, sewerage, and police and fire protection.

#### **F. WAIVER OF TECHNICAL COMPLIANCE**

The Planning Board may, at its sole discretion, and upon written request of the applicant, waive any requirements for any application set forth under Section E of this By-Law entitled "Contents of Plans" when, in the judgment of the Board, such a waiver is in the public interest. In considering a waiver, the Planning Board shall aggregate all applications by the applicant made within five (5) previous calendar years. All applications deemed to qualify as abbreviated may receive preliminary

approval of some or all of the requested waivers. The formal vote on granting the waivers does not occur until the end of the first public hearing session. (Amended STM 9/8/03 & ATM 4-6-13))

**G. PUBLIC NOTICE**

The applicant must provide notice of consideration by the Planning Board of a Full or Abbreviated Application approved after the Pre-Application Consultation by certified mail to be received by "parties in interest" as defined in Section 11 of Chapter 40A, and to be mailed to any nonresident property owner who has duly filed a relevant request with the Town Clerk pursuant to Section 5 of Chapter 40A, to the owners of all other property deemed by the Board to be affected thereby as they appear on the most recent local tax list, and to all other persons specified by law, mailed not less than fourteen days prior to the applicant meeting with the Planning Board for site plan review. The applicant must present evidence in the form of the notice, certified mail documents, and the certified lists of names and addresses from the Rockport Board of Assessor's Office to the Planning Board at the time of the meeting with the Planning Board that abutters have been duly notified. Further, notice must be given at the expense of the applicant, no less than five (5) business days prior to the meeting, in a newspaper of general circulation in the municipality. (Amended STM 9/8/03 & Amended ATM 4-6-13)

**H. APPROVAL** (Amended STM 9/10/2012)

Site Plan approval shall be granted upon determination by the Planning Board that the plan meets the following objectives. The Planning Board may impose reasonable conditions at the expenses of the applicant, including performance guarantees, to promote these objectives. Any new building construction or other site alteration shall provide adequate access to each structure for fire and service equipment and adequate provision for utilities and stormwater drainage. New building construction or other site alterations shall be designed in the site plan after considering the special conditions of the specific location, the proposed land use, the design of building, grading, egress points, and other aspects of the development so as to:

- 1.0 Minimize the amount of "disturbance of land" as defined in the Rockport General By-law, as amended at Annual Town Meeting 2008, minimize the need for blasting, the number of removed trees 24 or more inches in circumference, the length of removed stone walls, the extent of stormwater flow from the site and eliminate any additional stormwater flow from the site; minimize soil erosion, impermeable surfaces and any threat of air, water, or noise pollution.
- 1.1 Maximize pedestrian and vehicular safety both on-site and off-site.
- 1.2 Minimize obstruction of scenic views.
- 1.3 Minimize the visibility of parking, storage, or other outdoor service areas. Minimize paved surfaces in order to support on-site infiltration.

- 1.4 Ensure adequate space for the off-street loading and unloading of vehicles, goods, products, materials and equipment incidental to the normal operation of the establishment or use.
- 1.5 Ensure adequate methods for disposal and/or storage for sewage, refuse, recyclables, and other wastes resulting from the uses permitted or permissible on the site.
- 1.6 Reserved
- 1.7 Minimize departure from the character and scale of buildings in the vicinity as viewed from public and private ways and places, and abutting property.
- 1.8 Minimize any aspect of the development that could constitute a nuisance due to air and water pollution, flood, noise, odor, dust, or vibration.
- 1.9 Minimize contamination of groundwater from on-site wastewater disposal systems or operations on the premises involving the use, storage, handling, or containment of hazardous substances.
- 1.10 Encourage energy, water, and resource efficient design, through appropriate building orientation, landscaping, and use of resource efficient materials and energy- and water-efficient systems.;or act on anything relative thereto.
- 1.11 Ensure compliance with the Zoning By-law, including provisions for parking and landscaping.

**I. LAPSE**

Site Plan Approval shall lapse after one year from the grant thereof if a substantial use thereof has not sooner commenced. The Planning Board upon the request of the applicant may for good cause, extend such approval in writing.

**J. REGULATIONS**

The Planning Board may adopt and from time to time may amend rules and regulations for the administration of Site Plan Review.

**K. FEES**

The Planning Board may adopt a filing fee and fees for the employment of outside consultants for site plan review in accordance with the provisions of Massachusetts General Laws c.44, s.53G. At the Planning Board's sole discretion, the Planning Board may waive some portion of the fee. The fee schedule developed shall use the same criteria whether the application is full or abbreviated. (Amended STM 9/8/03& Amended ATM 4-6-13)



## **XI. OPEN SPACE RESIDENTIAL DEVELOPMENT**

### **A. PURPOSE AND INTENT**

1. The primary purposes for Open Space Residential Development (OSRD) are the following:
  - a. To allow for greater flexibility and creativity in the design of residential developments;
  - b. To encourage the permanent preservation of open space, agricultural land, forestry land, wildlife and rare species habitat, other natural resources and features, including aquifers, water bodies, and wetlands, and historical and archeological resources, in a manner that is consistent with the Town of Rockport Community Development Plan; Town of Rockport Watershed Protection Plan and Town of Rockport Open Space and Recreation Plan;
  - c. To encourage a less sprawling, more efficient and compact form of development that disturbs less open land and natural materials and conforms to existing topography and natural features better than a conventional or grid subdivision;
  - d. To minimize the total amount of disturbance on the site;
  - e. To further the goals and policies of the Town of Rockport Community Development Plan, Town of Rockport Watershed Protection Plan and Town of Rockport Open Space and Recreation Plan; as amended from time to time;
  - f. To facilitate the construction and maintenance of housing, streets, utilities, and public services in a more economic and efficient manner, that are in harmony with the architectural heritage of the Town of Rockport; and
  - g. To promote affordable housing and a more diversified housing stock.

### **B. APPLICABILITY**

1. Land Area: The proponent of any proposed residential development within the zoning district(s) specified in Section 2(b) that is on a parcel of five (5) acres or more or on contiguous parcels totaling five (5) acres or more shall submit a special permit application to the Planning Board for an OSRD in accordance with the provisions of this Section, which shall include an OSRD Special Permit Plan as described below. The applicant may also submit a Preliminary Subdivision Plan at the same time pursuant to the Rules and Regulations Governing the Subdivision of Land in the Town of Rockport, as amended (hereinafter "the Subdivision Rules and Regulations"). The Planning Board shall, in compliance with Massachusetts General Laws c. 40A, s. 9, hold a public hearing on the OSRD application. For subdivisions on less than five (5) acres, an applicant may submit, but shall not be required to submit, a special permit application for an OSRD. Any special permit application submitted under the provisions of this Subsection that involves

the subdivision of land shall also be subject to the approval of the Planning Board under the Subdivision Rules and Regulations.

2. Zoning Classification: Only those tracts located in the SRAA Zoning District shall be eligible for consideration as an OSRD.
3. Contiguous Parcels: To be eligible for consideration as an OSRD, the total tract shall consist of one parcel of land or set of contiguous parcels.
4. Land Division: To be eligible for consideration as an OSRD, the propose OSRD must involve either (i) a subdivision, or (ii) a division of land pursuant to Massachusetts General Laws c 41, s. 81P.

#### **C. SPECIAL PERMIT REQUIRED**

The Planning Board may authorize an OSRD pursuant to the grant of a special permit. Notwithstanding the provisions of Section XI.C.3 of the Zoning By-law to the contrary, the Planning Board will act as the special permit granting authority for all OSRD applications.

#### **D. PRE-APPLICATION CONFERENCE**

The applicant for an OSRD shall attend a pre-application conference with the Planning Board at a regular business meeting of the Planning Board. The Planning Board shall invite a representative of the Conservation Commission, Board of Health, Department of Public Works, Watershed Protection Committee and the Rights-of-Way Committee to such conference. The purpose of a pre-application conference is to attempt to streamline the formal application process, to minimize the applicant's costs of engineering and other technical experts, and to commence discussions with the Planning Board at the earliest possible stage in the development. At the pre-application conference the applicant may outline the proposed OSRD and the yield based on a conventional subdivision buildout, seek preliminary feedback from the Planning Board and/or its technical experts, and set a timetable for submittal of a formal application. At the consent and expense of the applicant, the Planning Board may engage technical experts to review the informal plans of the applicant and to facilitate submittal of a formal application for an OSRD special permit.

#### **E. DESIGN PROCESS**

1. At the time of the application for a special permit for an OSRD in conformance with Subsection F below, applicants are required to demonstrate to the Planning Board that the following four-step design process was performed by a certified landscape architect, or by a multi-disciplinary team of which one member must be a certified landscape architect (Qualified Design Team), and considered in determining the layout of proposed streets, house lots, and open space.

- a. Step One: Identifying Conservation Areas and the Potentially Developable Area. The certified landscape architect or Qualified Design Team shall first identify and delineate two categories of conservation areas at the site, as follows: (1) Primary Conservation Areas, consisting of those areas protected by federal, state or local laws, including but not limited to wetland resource areas, vernal pools, Outstanding Resource Waters, rare species habitat, flood hazard areas, and floodplains; and (2) Secondary Conservation Areas, consisting of those elements of the natural landscape that are not protected fully by law, but the maintenance of which in their natural state would provide environmental, aesthetic or other value to the environment or community, such as steep slopes (typically greater than twenty-five percent) mature woodlands, vernal pool species upland habitat, wetland buffer zones, existing trails and footpaths, farmland, large open meadows, stone walls, unique geological formations, critical wildlife habitats and important cultural features such as historic and archeological sites and scenic views. Land outside identified Primary and Secondary Conservation Areas is Potentially Developable Area (hereinafter "PDA"). The certified landscape architect or Qualified Design Team shall then delineate the PDA. Development shall be located exclusively within the PDA to the maximum extent feasible.
- b. Step Two: Locating House Sites. The certified landscape architect or Qualified Design Team shall then locate the approximate sites of individual structures within the PDA and delineate the private yards and shared amenities, so as to reflect an integrated neighborhood that conforms with the existing topography and natural features, with emphasis on consistency with the Town's historical development patterns and heritage.
- c. Step Three: Aligning the Streets and Trails. The certified landscape architect or Qualified Design Team shall then align streets to access the house lots or units and layout sidewalks and walking trails to create internal and external connections to existing and/or potential future streets, sidewalks, and trails.
- d. Step Four. Lot Lines. If applicable the certified landscape architect or Qualified Design Team shall then delineate the lot lines according to Subdivision H below.

## **F. PROCEDURES**

1. An application for a special permit for an OSRD, or for an amendment thereto, shall include, among other supporting information, an OSRD Special Permit Plan. The OSRD Special Permit Plan submittal shall consist of a Sketch Plan and a Conventional Subdivision Yield Plan as follows:
  - a. Sketch Plan. The Sketch Plan shall be prepared by a certified landscape architect or Qualified Design Team, and shall identify the Primary

- Conservation Areas, Secondary Conservation Areas, general features of the land, approximate configurations of the lots, open space, and roadways, and shall also include the information listed in the Subdivision Rules and Regulations to the extent applicable. The proposed development as identified on the Sketch Plan shall reflect and incorporate the Four-Step Design Process set forth in Subsection 5 above, and the design standards set forth in Subsection 10 below.
- b. Conventional Subdivision Yield Plan. The Conventional Subdivision Yield Plan shall depict the basic number of lots/dwelling units as described in Subsection G below.
2. Whenever an application for an OSRD special permit or amendment thereto is filed with the Planning Board, the applicant shall also file, within five (5) working days of the filing of the completed application, copies of the application, including the accompanying OSRD Special Permit Plan and other documentation, to the Board of Health, Conservation Commission, Building Inspector, Department of Public Works, Watershed Protection Committee, Rights-of-Way Committee, Police Chief, and Fire Chief for their consideration, review, and report.
  3. The Planning Board shall, in compliance with Massachusetts General Laws c. 40A, s. 9, hold a public hearing on the OSRD application for a special permit. Notice and the publication and giving of notice for such public hearing and the procedural requirements for such public hearings shall be those set forth in said M.G.L. c. 40A, s. 9, as amended, which is incorporated herein by reference. The applicant may also submit a Preliminary Subdivision Plan at the same time as his/her application for an OSRD special permit pursuant to the provisions of the Subdivision Rules and Regulations. In the event both an OSRD Special Permit Plan and a Preliminary Subdivision Plan are submitted, (i) the Planning Board shall hold concurrent public hearings on both plans, (ii) the Planning Board shall, prior to the close of the public hearing, determine which plan it considers most beneficial to the Town, and (iii) the applicant shall, prior to the close of the public hearing, elect and advise the Board in writing which plan he or she wishes to pursue.
  4. Whether or not conducted during the pre-application stage, the Planning Board may conduct a site visit during the public hearing process. At the site visit, the Planning Board and/or its agents shall be accompanied by the applicant and/or his or her agents if requested by the applicant.
    - a. The Planning Board may adopt fees for the employment of outside technical experts, at the applicant's expense, as reasonably necessary in connection with its review of the applicant's proposed plan(s) or technical reports in accordance with the provisions of Massachusetts General Laws c. 44, s. 53G.
    - b. The procedural and substantive special permit requirements set forth in this Section of the Zoning By-law shall be in addition to any other requirements of the Subdivision Rules and Regulations and other

- provisions of the Zoning By-law; with the exception, however, that the applicant is not required to comply with Section VI. K entitled, “Housing Balance” of the Zoning By-law.
- c. Relationship between the OSRD Special Permit Plan and OSRD Definitive Subdivision Plan.
5. The OSRD Special Permit Plan replaces the Preliminary Subdivision Plan and authorizes the applicant to submit an OSRD Definitive Subdivision Plan to the Planning Board for approval under the Subdivision Rules and Regulations. All special permits issued by the Planning Board shall, by virtue of this provision, include a condition that any subsequent OSRD Definitive Subdivision Plan shall substantially comply with the approved OSRD Special Permit Plan and special permit conditions.
- a. An OSRD Definitive Subdivision Plan shall be considered not to substantially comply with the OSRD Special Permit Plan if the Planning Board determines that any of the following changes exist:
    - (1) An increase in the number of building lots or dwelling units;
    - (2) A significant decrease in the open space acreage or configuration;
    - (3) A significant change in the lot or road layout or unit placement;
    - (4) A significant change in the general development pattern, which is contrary to or inconsistent with the primary purposes of an OSRD, as specified in Subsection 1 above;
    - (5) A significant change to the storm water management facilities; and/or
    - (6) A significant change in the wastewater management systems.
  - b. If the Planning Board determines that the OSRD Definitive Subdivision Plan does not substantially comply with the OSRD Special Permit Plan special permit conditions, the Board may disapprove the OSRD Definitive Subdivision Plan.
  - c. The Planning Board may conditionally approve an OSRD Definitive Subdivision Plan that does not substantially comply with the approved OSRD Special Permit Plan or special permit conditions. However, such conditional approval must identify where the plan does not substantially comply with the OSRD Special Permit Plan or special permit conditions and shall be conditional upon the applicant applying for, and the Planning Board granting, an amendment to the special permit such that the OSRD Special Permit Plan and special permit conditions are consistent with the significant changes identified by the Planning Board. The conditional approval shall also require that the applicant file its application for an amendment to the special permit within a specified time period.
  - d. The public hearing on the application for an amendment to the special permit shall be limited to the significant changes identified by the Planning Board in their conditional approval of the OSRD Definitive Subdivision Plan. The Planning Board may only review and grant an amendment to the special permit.

**G. CONVENTIONAL SUBDIVISION YIELD PLAN - BASIC MAXIMUM NUMBER OF LOTS/DWELLING UNITS**

Determination of Yield. The basic maximum number of lots, as described herein, shall be derived from and delineated on a Conventional Subdivision Yield Plan (hereinafter referred to as “Basic Maximum Number”). For the determination of yield, the Conventional Subdivision Yield Plan shall show the maximum number of lots that could be placed upon the site under a conventional subdivision process according to the Subdivision Rules and Regulations and all applicable requirements of the Rockport Zoning By-law. The proponent shall have the burden of proof with regard to the Basic Maximum Number of lots. The Planning Board shall request further information related to the proposed yield, including but not limited to an approved wetland and resource delineation (Abbreviated Notice of Resource Area Delineation), soil tests and percolation tests if applicable. The determination of yield shall set the amount of lots or dwelling units submitted in the Sketch Plan, not including increased units allowed under Subsection 12 below.

**H. REDUCTION OF DIMENSIONAL REQUIREMENTS**

1. The Planning Board encourages applicants to modify lot size, shape, and other dimensional requirements for lots within an OSRD, subject to the following limitations:
  - a. Lots having reduced area or frontage shall not have frontage on a street other than a street created by the OSRD; provided, however, that the Planning Board may waive this limitation to the extent it determines that such waivers will substantially further the purposes and intent of this by-law.
  - b. At least 50% of each required setback for the applicable zoning district shall be maintained in the OSRD except for lots bordering lands outside the development, in which case each required setback shall be the same as in the applicable zoning district.
  - c. Minimum lot size shall be ten thousand (10,000) square feet; provided, however, that the Planning Board may reduce this minimum lot size to the extent it determines that such reduction(s) will substantially further the purposes and intent of this by-law.
  - d. Building coverage on each individual lot shall be no greater than 25%; provided, however, that the Planning Board may increase this maximum building coverage if it determines that the design of the development overall protects an amount of open space and important resources that will substantially further the purposes and intent of this by-law.

**I. OPEN SPACE REQUIREMENTS**

1. Open Space Requirements.

- a. A minimum of fifty percent (50%) of the tract shown on the development plan shall be open space delineated as a separate lot or lots, and must be preserved as such in perpetuity in accordance with this Subsection.
- b. At least fifty percent (50%) of the total uplands on the site shall be included in the open space set aside under Subsection 9(a)(i). Uplands shall not include wetland buffer zones or Riverfront Area as defined by the Massachusetts Wetlands Protection Act, M.G.L. c. 131, s. 40, and regulations adopted thereunder, as amended. The Planning Board may allow a reduction of this upland ratio if it furthers the purposes and intent of this by-law.
- c. The open space shall be connected. At the discretion of the Planning Board, open space may still be considered connected if it is separated by a trail or narrow roadway.
- d. The open space shall be suitable for and protected and maintained for wildlife habitat, conservation, historic preservation (landscapes and/or structures), outdoor education, passive outdoor recreation, park purposes, agriculture, horticulture, forestry, and/or a combination of these uses. Buildings of any kind, and paths and walkways which are paved with tar, concrete or any other impermeable surface shall not constitute open space. Parking areas and areas used for vehicular access or egress shall not constitute open space.

At the discretion of the Planning Board subsurface wastewater and stormwater management systems serving the OSRD may be located within the open space. Surface systems, such as retention and detention ponds, shall not qualify towards the minimum open space required unless these systems are determined by the Planning Board to be "soft" (nonstructural), natural-like, low-impact stormwater management systems that do not create impervious surfaces, that enable infiltration and that are otherwise compatible with the contemplated uses of adjacent open space.

- e. The open space shall either be subject to a recorded conservation restriction enforceable by the Town providing that such land shall be perpetually kept in an open state, preserved exclusively for the purposes set forth herein, and maintained in a manner which will ensure its suitability for its intended purposes, or, at the Planning Board's election, shall be conveyed to one or more of the following:
  - (1) The Town or its Conservation Commission; and/or
  - (2) A non-profit organization, the principal purpose of which is the conservation of open space and any of the purposes for such open space set forth above; and/or
  - (3) A corporation or trust owned jointly or in common by the owners of lots within the OSRD. If such corporation or trust is utilized, ownership thereof shall pass with conveyance of the lots in perpetuity. Maintenance of such open space and facilities shall be permanently guaranteed by such corporation or trust that shall provide for mandatory assessments for maintenance expenses to each

lot. Each individual deed, and the deed or trust or articles of incorporation, shall include provisions designed to effect these provisions. Documents creating such trust or corporation shall be submitted to the Planning Board for approval, and shall thereafter be recorded.

- (4) In any case where the open space is not conveyed to the Town or its Conservation Commission or subject to a recordable conservation restriction, a restriction enforceable by the Town shall be recorded providing that such land shall be kept in an open state and preserved exclusively for the purpose set forth herein.
- f. In order to maintain and protect the open space, the Planning Board may request a reasonable endowment from the applicant for the care and custody of the open space in the event the open space is conveyed to an entity set forth in I.1.e. 2 or 3 above. The amount of the endowment shall be proportional to the open space area and amount of public use and shall be a one-time payment, the terms of which shall be conditioned in the special permit decision.

## **J. DESIGN STANDARDS**

The Town of Rockport Planning Board may issue Rules and Regulations that govern Generic and Site Specific Design Standards relative to the development and design process. These design standards shall include but not be limited to: tree and soil removal, streets, landscaping, mix of housing types, parking, buffer areas, drainage, screening, low-impact development techniques, and trails.

## **K. DECISION OF THE PLANNING BOARD**

1. The Planning Board may grant a special permit for an OSRD if it determines that the proposed OSRD has less detrimental impact on the tract and advances further the interests of the community than a conventional development proposed for the tract, after considering the following factors:
  - a. Whether the OSRD achieves greater flexibility and creativity in the design of residential developments than a conventional plan;
  - b. Whether the OSRD promotes permanent preservation of open space, agricultural land, forestry land, wildlife and rare species habitat, other natural resources and features, including aquifers, water bodies, and wetlands, and historical and archeological resources in a manner that is consistent with the Town of Rockport Community Development Plan, Town of Rockport Watershed Protection Plan and Town of Rockport Open Space and Recreation Plan;
  - c. Whether the OSRD promotes a less sprawling, less land consumptive and more efficient and compact form of development that disturbs less open space and natural materials and conforms to existing topography and natural features better than a conventional subdivision;



- d. Whether the OSRD reduces the total amount of disturbance on the site as compared to a conventional subdivision;
- e. Whether the OSRD furthers the goals and policies of the Town of Rockport Community Development Plan, Town of Rockport Watershed Protection Plan and Town of Rockport Open Space and Recreation Plan as amended from time to time;
- f. Whether the OSRD facilitates the construction and maintenance of housing, streets, utilities, and public services in a more economical and efficient manner than a conventional subdivision plan;
- g. Whether the OSRD Special Permit Plan and other supporting documentation complies with all provisions of this Section;
- h. Whether the Proposed construction of housing, landscape and streetscape is in harmony with the architectural heritage and historic character of the Town of Rockport; and
- i. Whether the OSRD promotes affordable housing and a more diversified housing stock.

**L. INCREASES IN PERMISSIBLE DENSITY**

- 1. The Planning Board at its discretion may award a density bonus for an OSRD to increase the number of dwelling units beyond the Basic Maximum Number. The density bonus for the OSRD shall not, in the aggregate, exceed twenty percent (20%) of the Basic Maximum Number. Computations shall be rounded down. Such a density bonus may be awarded in the following circumstances and only if the Planning Board determines that the proposed development is in substantial conformance with the purposes and intents of this by-law:
  - a. For every one dwelling unit restricted to occupancy for a period of not less than ninety-nine years by persons or families who qualify as low or moderate income, as those terms are defined for the area by the Commonwealth's Department of Housing and Community Development, the Planning Board may award a one dwelling unit density bonus; provided, however, that this density bonus, in aggregate with other density bonuses, shall not exceed twenty percent (20%) of the Basic Maximum Number.
  - b. For each set aside of an increased twenty percent (20%) of open space over the minimum fifty percent (50%) open space set aside, the Planning Board may award a bonus of ten percent (10%) of the Basic Maximum Number.

**M. ADOPTION OF RULES AND REGULATIONS**

The Planning Board may after notice and hearing adopt rules and regulations to implement the provisions of this Section, including but not limited to specifying the content and number of required plans, application procedures, filing and review fees,

design criteria, development standards, and other general requirements consistent with this Section. (added Special Fall Town Meeting, September 12, 2005)

## **Section XII. REMOVAL AND FILLING-IN**

### **A. Purpose and Compliance**

Before granting a special permit for land removal or filling, the Planning Board must find all of the following purposes and criteria are met:

**Minimize Negative Impact on the Area.** The proposed use protects adjoining premises against seriously detrimental uses. If applicable, this shall include provision for surface water drainage, sound and sight buffers and preservation of views, light, and air; and

**Protect the Public Safety.** The proposed use will promote the convenience and safety of vehicular and pedestrian movement within the site and on adjacent streets, and minimize traffic impacts on the streets and roads in the area. If applicable, this shall include considering the location of driveway openings in relation to traffic and adjacent streets, access by emergency vehicles, the arrangement of parking and loading spaces, and provisions for persons with disabilities; and

**Protect the Natural Landscape.** The proposed use will promote a harmonious relationship of structures and open spaces to the natural landscape, existing buildings and other community assets in the area; and

**Protect the Town's Resources.** The proposed use will not overload, and will mitigate adverse-impacts on, the Town's resources including the effect on the Town's water supply and distribution system, sanitary and storm sewage collection and treatment systems, fire protection, streets and schools; and

**Be Harmonious with Area.** The use will not unduly impair the integrity of character of the immediate area or adjoining areas, nor be detrimental to the health or general welfare.

### **B. Administration**

Special Permits with Site Plan for land removal and filling authorized by the Planning Board shall be granted for the purposes of this section only after application to the Rockport Planning Board for a Site Plan Special Permit, and a hearing by the Planning Board and shall be subject to the provisions of this By-law.

Application for a Special Permit with Site Plan shall be made to the Planning Board on forms provided for that purpose, accompanied by the required fee. A Special Permit with Site Plan is required for removal of more than 300 cubic yards of earth material and filling of more than 300 cubic yards of clean fill. Regulations governing the application and fee shall be adopted by Planning Board.

Special Permits with Site Plan shall only be issued following public hearings held within sixty-five (65) days after filing of a completed application. The hearing for a Special Permit with Site Plan for Land Removal or Filling may be heard at the same time as and under the same public notice requirements of a site plan.

After a public hearing held in compliance with MGL Chapter 40A, Section 11, the Planning Board shall set regulations for the Removal of Earth Materials that define required set-backs

for activities from abutting property lines, and the maximum period for which the permit will be in effect. Permits may be revoked by the Planning Board for non-compliance with the permit requirements.

### **C. Definitions**

The Definitions included in Section 8.D. of the General By-law (Stormwater Management By-law) shall also apply to this section. In addition, the following definitions are added: Clean Fill: Clean fill contains no garbage, refuse, rubbish, industrial or commercial or municipal fill or waste, demolition debris, septic sludge, lumber, wood, stumps, roots (greater than 4" in diameter), plaster, wire, pipes, laths, paper, cardboard, glass, metal, tires, ashes, asphalt, concrete, appliances, motor vehicles or parts of any of the foregoing. No fill containing levels of oil or hazardous materials above GW-1/S-1 Method 1 Standards, as described in the Massachusetts Contingency Plan (MCP) environmental regulations as revised, will be allowed.

### **D. Removal of Earth Materials**

#### **1. Special Permit with Site Plan Required**

All removal of topsoil, sod, loam, humus, clay, sand, gravel, quarry, loam, sod, turf, ledge, stone or other earth materials, other than that which is incidental to and in connection with the construction of a building for which a permit has been issued in accordance with the Rockport Zoning By-law and the Rockport General By-law, that is intended to either disturb 10,000 square feet or more of land surface, or intended to remove 300 cubic yards or more of material as listed above from its undisturbed location, or intends to remove and process and treat raw materials, is required to apply for a Special Permit with Site Plan.

#### **2. Projects Exempt from Special Permit with Site Plan for Removal of Earth Materials**

- a. Any existing sand or gravel removal activity operating under a permit issued prior to the date of adoption of this By-law may continue until the expiration of the permit, except that any expansion or change in operation not covered by such permit shall require conformance with the above regulations.
- b. Any project that does not exceed the threshold in Section D.1 above.
- c. The removal of less than three hundred (300) cubic yards of material in the aggregate at any point over a three year span from any one lot.
- d. The transfer of less than 100 cubic yards of material from one part of a lot to another part of the same lot within 300 feet of the source of the material.
- e. The removal of material necessarily excavated in connection with a permitted or otherwise officially approved construction of a building, structure, street or driveway of less than 10,000sf in area, sidewalk, path or other appurtenance provided the quantity of material removed does not exceed that actually displaced by the portion of such building, structure, street, driveway, sidewalk, path or other appurtenances below finished grade.

- f. When such removal or placement is in accordance with the terms of an Order of Conditions or Determination of Applicability issued by the Conservation Commission pursuant to M.G.L. Ch. 131, s.40.
- g. When placement is for landscaping, agricultural, or gardening purposes and the material to be placed consists of peat moss, tree bark, wood chips, or other vegetative mulch, loam, or crushed stone or gravel in a walkway, driveway, garden, or parking area.

### **3. Restrictions to be Incorporated into the Special Permit**

- a. No excavation, quarry, bank or work face in an area of unstable material extending under original ground level shall create a slope of more than one vertical to two horizontal. Quarries in stable solid rock may have a slope of a steeper grade. The Special Permit with Site Plan may require the installation of a fence if the location and slope pose a danger to public safety.
- b. Removal operation must comply with section 8.D. of the General By-law – Stormwater Management By-law. Adequate provision for drainage must be made both during and after the completion of operations.
- c. All operations shall be conducted in such a manner so as to comply with the laws of the Commonwealth of Massachusetts regulating water pollution and air pollution.
- d. Hours of operation shall be designated by the Planning Board in issuing the Site Plan Special Permit.

### **4. Required information for the Site Plan to be submitted**

In addition to other requirements for Site Plan Review in Section IX of the Rockport Zoning By-law, the following provisions are required for the removal areas. The required plans and application information shall be prepared by a registered professional engineer or a registered land surveyor, with the following additional information.

- a. The location and description of water supply, wells, and sanitary sewerage systems and temporary and permanent drainage systems for the site and within 100' of the site.
- b. Topographic mapping showing existing contours at intervals of not more than two (2) feet and contours of finished grade after the conclusion of the operation. The mapping shall also show the grades below which no excavation shall take place.
- c. The site plan must include the areas where at least four (4) inches of topsoil will be applied over all excavated, filled, or otherwise disturbed surfaces and seeding with a perennial cover crop, reseeded as necessary to assure uniform growth and soil surface stabilization.
- d. Submission of plan for lighting if night operation or security lighting is contemplated.
- e. The relocations of existing and future buildings and operations machinery to the removal areas.
- f. Delineation of the existing removal areas and the proposed area for removal in the immediate future.

- g. Locations of any proposed substantial fence enclosing the excavation or quarry where it is deemed to be necessary for public safety.

## **5. Required Restoration**

Forthwith, following expiration or revocation of a permit, or upon voluntary cessation of operations,

- a. All land shall be graded, leaving no slopes in excess of one foot vertical to two (2) feet horizontal. surface drainage shall be provided for. The applicant shall bury or dispose of boulders and stumps; and shall cover the area with not less than four (4) inches of topsoil, with the exception of exposed ledge rock; and shall seed the area with cover vegetation of a perennial cover crop, which shall be established prior to release of the bond.
- b. Stockpiling. Topsoil stripped and stockpiled in preparation for construction or for earth removal shall be restored to its original distribution within eighteen (18) months of such stripping unless a valid building permit or earth removal permit is in force.
- c. Restoration will be complied with within six (6) months of expiration of the building permit or issuance of a Certificate of Occupancy, or within one year of issuance of a special permit.
- d. The Bond shall not be released until sufficient time has elapsed for the Planning Board or its agent to ascertain that the vegetation planted has successfully been established and that drainage is satisfactory.

## **6. Performance Guarantee**

The Planning Board shall require a surety bond signed by a Surety Company authorized to do business in the Commonwealth of Massachusetts, or other acceptable performance security, in an amount approved by the Board as sufficient to guarantee conformity with the provisions of the permit issued hereunder.

- a. The Planning Board may require the Permittee to post, before the start of land removal, a surety bond, irrevocable letter of credit, cash, or other acceptable security as performance guarantee, to be in an amount deemed sufficient by the Planning Board to ensure that the work will be completed in accordance with the permit. If the project is phased, the Permit Authority may release part of the bond as each phase is completed in compliance with the permit but the bond may not be fully released until the Planning Board has received the Final Report as required by this by-law and has issued a Certificate of Completion.
- b. The Land Removal and Filling-In Rules and Regulations prepared by the Planning Board and implemented after a public hearing consistent with Chapter 40A, Section 11 shall establish reasonable criteria for assessing the Performance Guarantee

## **7. Renewal of Permit**

For a continuation of an operation beyond a period designated in the initial permit, a new application must be granted in the same manner as for the initial permit except that the Planning Board may waive requirements for submittal of materials required by this section. The waiver must be granted in writing by the Board to the applicant. All other provisions relating to operational standards and permit procedures shall apply.

## **E. Filling-In of Land**

For the filling-in of any land area which is not exempted in Section 2 below, no such filling-in of land shall proceed without first securing a Special Permit with Site Plan, according to the regulations adopted by the Planning Board in accordance with Section B. of this By-law, and procedures set forth in this By-law, subject to the provisions contained herein.

A Special Permit with Site Plan for filling-in shall be issued only for clean fill as defined in Section C. No other fill materials will be permitted in fill in the Town of Rockport.

### **1. Threshold for Projects Requiring a Permit**

- a. A filling-in operation which exceeds a total of three hundred (300) cubic yards of material.
- b. A filling-in operation which exceeds a total area of ten thousand (10,000) square feet on any lot, land parcel or subdivision thereof.
- c. Any filling on private ways within the Town of Rockport which exceeds a total of 100 cubic yards of material or which exceeds a total area of one thousand (1,000) square feet of area of the way

### **2. Projects Exempt from Special Permit with Site Plan**

The filling-in of any land area shall be exempt from this Section provided any of the following conditions are fully complied with:

- a. A filling-in operation which is associated with acceptable agricultural land management practices, including, but not limited to, plowing and construction of agricultural structures; nursery operations, such as the removal and/or transplanting of cultivated sod, shrubs, and trees; logging operations; filling with leaves, manure, and composted material.
- b. Filling-in operations associated with refuse disposal and sanitary landfill facilities operated by the Town of Rockport and operated in accordance with all appropriate State and local regulations.
- c. Filling-in operations necessary in connection with permitted or approved construction of a building, structure, street, driveway, sidewalk, path or other appurtenance that has already received review and approval as subdivision, site plan, or special permit under the Rockport Zoning By-laws or Subdivision Regulations.
- d. Filling-in as a maintenance measure, or for landscaping purposes on existing developed lots or parcels, provided that the aggregate of areas affected does not exceed ten thousand (10,000) square feet, the constructed

grade change does not exceed twelve (12) inches at any point and does not alter the drainage patterns, and the filling-in does not involve a quantity of material in excess of three hundred (300) cubic yards.

### **3. New Permit Required on Expiration**

For a continuation of an operation beyond a period designated in the initial permit, a new application must be made and a new Special Permit must be granted in the same manner as for the initial permit except that the Planning Board may waive requirements for submittal of documents required by this section. All other provisions relating to operational standards and permit procedures shall apply to the extension also. A separate permit shall be required for each separate non-contiguous site and for any expansion on the same site.

### **4. Required Site Plan**

A site plan shall be filed with the Planning Board for any land which is to be filled and is not exempted under the provisions of this section of the Rockport Zoning By-law. Site plans for fill areas shall be prepared by a registered professional engineer or a registered land surveyor in accordance with this section and Section IX of the Rockport Zoning By-law. In addition to the requirements of Section IX of the Rockport Zoning By-law, site plans must include the following for the site to be filled and the area within one hundred (100) feet of the site to be filled:

- a. The premises and surrounding area within one hundred (100) feet showing the area to be filled in, property lines within which the filling is proposed, existing and proposed contour lines at intervals of not more than two (2) feet resulting from the proposed filling-in, in relation to the topography of the premises.
- b. The location of any buildings, structures, utilities, sewers, wells, water and storm drains within one hundred (100) feet of the site.
- c. A certification of the quantity and type of fill involved by submission of the Applicant, and a description of the fill to be provided. Only clean fill may be used for fill.
- d. Detailed plans of all temporary and permanent drainage provisions, retaining walls, cribbing, vegetative practices, erosion and sedimentation control measures and all other protective measures and devices utilized or constructed in connection with the area to be filled.
- e. A schedule and sequence indicating the anticipated starting and completion dates.
- f. A plan for lighting if night operation is contemplated or for nighttime security.
- g. Other plans, drawings or materials as may be required by the Planning Board or by Section IX of the Rockport Zoning By-law, and plans adequate to show compliance with all of the conditions described in Section 5 below.
- h. A plan showing how the restoration of the filled area will be completed to meet the requirements of this By-law.

## **5. Conditions for the Filling-In**

For any operation subject to the provision of Section E.1 of this By-law, the following conditions shall govern:

- a. Provision shall be made for adequate temporary and permanent drainage of the site consistent with the requirements of the Stormwater Management By-law or a Stormwater Permit.
- b. Fills shall be limited to terrace fills which are not to exceed ten (10) feet at any one time nor be within ten (10) feet of an adjacent property line or cut.
- c. Re-grading of all or parts of the slopes resulting from such fill shall be carried out.
- d. At least four (4) inches of topsoil shall be replaced over all filled or otherwise disturbed surfaces, seeded or sodded with a perennial cover crop, and re-seeded or re-sodded as necessary to assure uniform growth and soil surface stabilization.
- e. The Planning Board may require fencing six (6) feet in height with suitable gates protecting the filled area if it is needed for public safety. This may be needed where any fill will have a depth of ten (10) feet or more and create a slope of more than one vertical to two horizontal. Such fence shall be located ten (10) feet or more from the edge of the fill.
- f. Documentation shall be submitted by the Applicant as to the effect of such filling-in activities on drainage, both within the immediate area and sufficiently far downstream to encompass all the area potentially impacted, at the sole discretion of the Planning Board.
- g. No final slopes shall exceed a slope of more than one (1) foot vertical to two (2) feet horizontal.
- h. No filling-in of land shall cause or permit any earth material or water or liquid to be deposited upon or to roll or flow over the premises of another without the written consent of the owner of such premises so affected; nor shall any filling-in of land cause or permit any earth material or water or liquid to be deposited, or to roll, flow, or wash upon or over any public street, street improvement, road, sewer, storm drain, water course, or right-of-way, or public property.
- i. Such other conditions as may be deemed necessary and reasonable shall be imposed by the Planning Board in order to prevent damage to public or private property or any sewer, storm drain, or watercourse, or to prevent the filling-in of land from being conducted in a manner hazardous to life or property, or in a manner likely to create a nuisance.  
(section XI added Annual Town Meeting April 2, 2011)

## **XIII. ADMINISTRATION**

### **A. ENFORCEMENT**

The provisions of this Zoning Bylaw shall be enforced by the Inspector of Buildings, also known as the Building Inspector



**B. BUILDING PERMITS**

The Inspector of Buildings shall withhold a permit for the construction, alteration or moving of any building or structure if the building or structure as constructed, altered or moved would be in violation of any provisions of the Zoning Bylaw; and no permit or license shall be granted for a new use of a building, structure or land which use would be in violation of any provision of this Zoning Bylaw.

Construction or operations under a building permit or special permit shall conform to any subsequent amendment of this Zoning Bylaw unless the use or construction is commenced within six months after the issuance of the permit and in cases involving construction, unless such construction is continued through to completion as continuously and expeditiously as is reasonable. Permits will not be granted for the construction or alteration of any structure that will cause a change in existing grades and contours which interfere with drainage of water from the public highways unless provision is made at the owner's expense for the proper disposal of such water by gutters, ditches, pipes or other necessary drainage structures. The owner will grant to the Town all drainage easements which are necessary to establish and preserve the changed drainage system or facilities.

**C. BOARD OF APPEALS**

**1. ESTABLISHMENT**

The Selectmen shall appoint a Board of Appeals of five members, as provided by law. Appointments shall be for the term of five years. The terms shall be staggered so that the term of one appointee will expire each year. Vacancies shall be filled by the Selectmen by appointment for the balance of the term in which the vacancy occurs. Associate members, to fill vacancies caused by absence, inability to act or interest on the part of a member, shall be appointed by the Selectmen annually for a term of one year.

**2. RULES AND REGULATIONS**

The Board of Appeals shall adopt and from time to time amend rules relative to the issuance of permits. The Board of Appeals shall file a copy of said rules in the office of the Town Clerk.

**3. POWERS**

The Board of Appeals shall, in addition to all other powers given to it by law, have the power to hear and decide appeals, to hear and decide applications for special permits, and to hear and decide petitions for variances.

**4. PROCEDURES**

No permit, appeal or variance shall be granted by the Board of Appeals except after a public hearing, as required by law. Notice and the publication and giving of notice for such public hearing and the procedural requirements for such public hearings shall be those set forth in General Laws, Chapter 40A, as amended, which is incorporated herein by reference. The Board of Appeals may impose appropriate conditions and safeguards in all its decisions and may impose limitations both of time and of use. A continuation of a use permitted by a special permit or variance may be conditional upon compliance with the terms, conditions and safeguards set forth in such special permit or variance.

**5. VARIANCES**

This Zoning Bylaw specifically permits the Board of Appeals to grant variances for use in any district.

**6. SPECIAL PERMITS**

Special Permits shall only be issued following public hearings held within the period, established by Law, after the filing of an application with the Board of Appeals.

Special Permits shall lapse within one year, and including such time required to pursue or await the determination of an appeal referred to in General Laws, Chapter 40A, as amended, from the grant thereof, if a substantial use thereof has not sooner commenced except for good cause or, in case of a permit for construction, if construction has not begun by such date except for good cause.

**7. GUIDELINES**

In addition to any other guidelines or standards established herein, unless otherwise provided by law, the Board of Appeals shall, before granting a special permit, find that, in its judgment, all of the following conditions are satisfied: .

- a. the specific site is an appropriate location for such use, structure or condition.
- b. The use or action will not be detrimental to the neighborhood, and, without limiting the foregoing, because of noise, odors, vibration or unsightliness.
- c. Adequate and appropriate facilities will be provided for the proper operation of the proposed use.
- d. The proposed use, structure or condition is in harmony with the general purpose and intent of this Zoning By-Law.

**8. ZONING ADMINISTRATOR**

The Board of Appeals is authorized to appoint a Zoning Administrator in accordance with General Laws, Chapter 40A, Section 13. The Zoning Administrator shall have those duties and powers set forth in said Chapter 40A.

**D. PENALTY**

Whoever violates any provision of this bylaw shall be punished by a fine not exceeding \$300.00 for each violation. Each day that such violations continue shall constitute a separate offense.

**E. INVALIDITY**

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

**F. EFFECTIVE DATE**

This bylaw shall take effect as provided by law.

**XIV. AMENDMENTS**

**A. This Bylaw may be amended at any Annual or Special Town Meeting.**

**B. This Bylaw shall supersede all previous bylaws.**