

# SAMPLE DOCUMENTS REGARDING USE OF CONSERVATION LAND

## Sample Regulations for Use of Conservation Commission Land

*Regulations follow from and should comply with the Conservation Commission's land use policy. They must be adopted by a majority of Commissioners at a meeting posted under the Open Meeting law. The provisions listed below are only samples. There are many other options. Some require careful consideration. One set of regulations can be adopted community-wide; there can be additional provisions tailored to particular parcels; or there can be separate sets of regulations for each parcel. A community-wide set of one regulations may be easier for the public to follow, and easier to enforce. However, specific characteristics of specific parcels may dictate a greater level of protection.*

[Name of municipality] Conservation Commission  
**REGULATIONS FOR CONSERVATION LANDS [OR Specific Parcel]**  
Adopted [Date]

### I. HOURS AND FEES

[This conservation area/the trails on this land] [is/are] open to the public [from 1/2 hour before sunrise until 1/2 hour after sunset / from sunrise until sunset].

OR

All people are welcome to enjoy themselves without charge in this conservation area of the Town/City of [ ] [time or hours].

Use of this land is [without charge / for a fee of \$[ ] per person / per vehicle].

### II. PROPERTY AND GOODS

No trails shall be cut or marked, nor dams built, nor any structures such as lean-tos, bridges, towers or handrails constructed, without authorization of the Conservation Commission.

No person shall cut, break, remove, deface, defile, or ill-use rock, building, fence, bench, sign or other structure or property, or have possession of any part thereof.

Depositing or leaving rubbish, litter, demolition or yard debris, garbage, excavated fill or any hazardous waste is prohibited.

No person shall engage in business, sell or expose for sale, post, place, or give away any goods, wares or circulars.

### III. PLANTS

No growing trees, shrubs or herbs may be defaced, disturbed, cut or otherwise injured, except as indicated below.

Edible fruits may be gathered if not in agricultural areas.

Samples may be collected for education or documentation purposes with permission of the Commission.

The Conservation Commission or its designee may approve work for trail or other creation or maintenance.

### IV. ANIMALS

**Hunting, fishing, trapping**, catching, injuring, destroying, or interfering in any way with birds, reptiles, amphibians, mammals or any other wild animals is prohibited.

OR

Hunting, fishing, or trapping are [not allowed / allowed in season with license and in accord with applicable law /

allowed in designated areas /allowed except as posted.

**Horse** riding is allowed on designated trails.

Groups of more than five riders or organized activities require a permit from the Commission.

**Dogs** shall remain under the control of the owner OR shall be restrained on leashes not longer than fifteen/ten/five feet in length

OR are not allowed.

All dog solid waste products shall be immediately removed.

Dogs may run free in the presence of the owner on Sundays until noon. [*Dog park concept. See HB §8.3.1.*]

**V. CAMPING AND FIRES**

Camping overnight is not allowed OR may be allowed for groups / organizations having an adult leader present at all times.

Every group shall obtain prior written permission from the Conservation Commission, and must each time notify the chief of police of both exact dates of occupancy and identity of the accompanying responsible adult.

A permit is required for open fires OR making or kindling a fire of any type is not allowed.

**VI. ALCOHOL AND FIREARMS**

Possessing or consuming any alcoholic beverage is prohibited.

Possessing or discharging any firearms, firecrackers, rockets, sparklers, or fireworks is prohibited, except that discharging of firearms is allowed if hunting is permitted.

**VII. VEHICLES**

No motorized vehicles of any kind are allowed OR No motorized vehicles including but not limited to cars / trucks / snowmobiles / three or four wheeled all terrain / other powered vehicles allowed / allowed except on designated roads / allowed except municipal vehicles.

**VIII. OTHER ACTIVITIES AND USES**

Any activities and uses not set forth here require the permission of the Conservation Commission.

The Conservation Commission may undertake or contract with others to undertake all necessary management actions notwithstanding any of the other provisions of this document.

**IX. FINES**

A fine of not more than \$100 per day shall be imposed for any violation of these regulations, or of a permit issued under these regulations, according to the following schedule: \$[ ] for a first offense, \$[ ] for a second offense, and \$100 for a third or subsequent offense. These fines may be imposed [under the provisions of G.L. Ch. §21D] by the police or by Commission members or staff. Each day shall constitute a new offense.

Adopted: [date]

Filed with Town/City Clerk: [date]

Date certified copies sent to:

Chief of Police [ ]

Fire Department [ ]

Water Department [ ]

Recreation Department [ ]

Highway Department [ ]

Amended: [date]

## Sample Application and Permit for Use of Conservation Land

### APPLICATION PACKAGE

*[Includes Cover Sheet, Commission Regulations, Activity Application Form/Permit]*

#### I. COVER SHEET *[on Conservation Commission letterhead]*

Sample language: **Welcome to the Town [City] of [ ] Conservation Areas**

The Conservation Commission encourages public use and enjoyment of the lands under its stewardship.

The Commission has adopted regulations for appropriate use of conservation parcels. The regulations require a permit for certain activities or size of groups. These are included in this package.

Also enclosed is an Activity Application Form. This form must be completed and returned to the Commission office at least 21 days prior to the requested date of use.

A signed permit must be in hand prior to use of the land and presented to a representative of the Commission or the municipality upon request.

Please review the enclosed Commission regulations. Fines may be imposed for violation of this permit or the regulations.

#### II. ACTIVITY APPLICATION FORM

Organization:

Contact person: Phone:

Parcel to be used:

Date(s) and times parcel to be used:

Number of people:

Description of activity:

Location of activity on site:

Applicant: Signature: Date: Printed name: Address:

#### III. PERMIT

The Conservation Commission grants permission for the use of conservation land as described above, in compliance with its regulations, and with any additional requirements noted below:

Approved by:

Date:

Protective measures required:

In addition to the regulations, the following additional conditions requirements apply: