



Town of Oxford  
General By-Law Chapter 66

## Land Disturbance Administrative Approval or Permit Application

**Project Address:** \_\_\_\_\_ **Map/Parcel:** \_\_\_\_\_

**Project Description:** \_\_\_\_\_

**Applicant's Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Applicant's Mailing Address:** \_\_\_\_\_

**Owner's Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Owner's Mailing Address:** \_\_\_\_\_

**Check all appropriate Criteria:**

1.  The project disturbs between 1,000 sf and 10,000 sf, and the slope of disturbance is 10% or greater.
2.  The project disturbs between 10,000 sf and one acre of land.
3.  The project disturbs 10,000 sf and the proposed use is a land use of higher potential pollutant loads pursuant to the Massachusetts Stormwater Management Standards; or  
The Stormwater Authority has already determined that an Administrative Land Disturbance Approval is not sufficient to address potential stormwater impacts from the proposed construction and/or land disturbing activity.
4.  The project disturbs one acre or more of land.
5.  The project is a subdivision development.

A Land Disturbance Permit is required for projects with Criteria 3, 4 or 5.

A Land Disturbance Administrative Approval is required for projects with Criteria 1 or 2 only.

**Check the appropriate application being applied for:**

Land Disturbance Permit Application  Land Disturbance Administrative Approval Application

**Submit to appropriate Stormwater Authority:**

If this project requires the submittal of a Notice of Intent (NOI) in accordance with the Wetlands Protection Act Regulations 310 CMR 10.00, then submit a completed application and NOI to:

**Oxford Conservation Commission, 450 Main St., Oxford, MA 01540**

Otherwise, submit a complete application to:

**Oxford Planning Board, 325 Main St., Oxford, MA 01540**

**Fee Amount:** \_\_\_\_\_ (See Instructions to determine fee amount)

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Owner's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



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**Land Disturbance Administrative Approval Application**  
**INSTRUCTIONS**

A complete application package must include the following items. Please refer to the Town of Oxford Stormwater Management and Land Disturbance Regulations Sections listed in parenthesis for each item for specific requirements:

[https://www.oxfordma.us/sites/g/files/vyhlif4836/f/uploads/1-final\\_oxfd\\_stormwater\\_mgmt\\_regulations\\_11\\_22\\_2021\\_0.pdf](https://www.oxfordma.us/sites/g/files/vyhlif4836/f/uploads/1-final_oxfd_stormwater_mgmt_regulations_11_22_2021_0.pdf)

1. Complete application (Section 4.B)
2. Written narrative describing the proposed work (Section 4.B.(2))
3. An Operation & Maintenance Plan (Section 4.B.(4))
4. Three (3) copies of scaled plans (Section 4.B.(5))
5. Written narrative and calculations addressing Performance Standards (Section 4.C.)  
**Note:** Applicants must demonstrate compliance with Massachusetts Stormwater Management Standards 1, 8, 9 and 10; the other Standards should be met to the maximum extent practicable unless otherwise specified by the Stormwater Authority.
6. Application Fee (Section 6.A(1)), *cash or check made out to the Town of Oxford*  
Residential project: \$150  
Non-residential project: \$300
7. Consultant Fee  
The Stormwater Authority may impose reasonable fees for the employment of outside consultants for specific expert services to assist the Stormwater Authority in review of applications. Written notice of such services shall be given to the applicant who will be responsible to pay the fee amount. Such amount must be received by the Town prior to initiation of consulting services.

**Submit the complete application package and fee to the appropriate Stormwater Authority:**  
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**Oxford Conservation Commission, 450 Main St., Oxford, MA 01540**  
**(508) 987-6044**

Otherwise, submit a complete application to:

**Oxford Planning Board, 325 Main St., Oxford, MA 01540**  
**(508) 987-6045**



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**Land Disturbance Permit Application**  
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1. Complete application (Section 5.B)
2. Certified List of Abutters within 100' of the property. (Section 5.B.(2))
3. Three (3) copies of the Stormwater Management Plan (Section 7)
4. Three (3) copies of the Erosion and Sediment Control Plan (Section 8)
5. Three (3) copies of the Operation and Maintenance Plan (Section 9)
6. Application Fee (Section 6.A(2)), *cash or check made out to the Town of Oxford*  
Small Residential: \$250  
Large Residential (subdivision or multi-family): \$500  
Commercial or other non-residential development or redevelopment: \$750
7. Consultant Fee (Section 6.B)  
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