



P.O. Box 187, Oakland, Maine 04963 • Ph. 207-465-7357 • Fax 207-465-9118

OAKLAND TOWN COUNCIL AGENDA

3/12/2025

6:00 pm

OAKLAND FIRE STATION

- I. Call to order
- II. Pledge of Allegiance
- III. Roll Call
- IV. To consider approving the minutes from February 26, 2025 and signing the weekly payables warrant.
- V. Business Agenda:
 - a. Final Voting on Budget Warrant Articles with the Budget and Advisory Committee

New Business:

- 1. Order -64-2425 - Second Reading of Land Use Ordinance – Nate Smart
- 2. Order - 65-2425 – Cemetery Fee & Fines, and Policy Changes
- 3. Order - 66 -2425 – 2024 Town Report Dedication
- 4. Order – 67-2425 – Excavator for Public Works

Manager Updates (if any)

Executive Session: Personnel Matters 1 M.R.S.A §405 (6)(A)

Adjournment

Upcoming Meetings:

March 20, 2025 – First Park General Assembly Meeting 5pm, location TBD

March 26, 2025 – Town Council Meeting 6:00 p.m. Oakland Fire Station

March 27, 2025 – Downtown TIF Committee Meeting – 3:00 p.m. Police Station

TOWN COUNCIL MEETING MINUTES FEBRUARY 26, 2025

Council Members Present:

Dana Wrigley Vice Chairman
David Groder

Robert Nutting
Kelly Roderick

Others Present:

Kelly Pinney-Michaud, Town Manager
Nathan Smart, Code Enforcement Officer
Jon Cox
Stephen Gurney

Kathleen Paradis, Town Clerk
Rick Stubbert
Robyn Deveney

The meeting was called to order by Council Vice Chair Dana Wrigley and led those present in the reciting of the Pledge of Allegiance.

1. **Roll Call:** Roll call was taken and four council members were present. Absent Mike Perkins.
2. **To consider approving the minutes of the February 12th, 2025, meeting:** It was moved by Robert Nutting and seconded by David Groder and voted 4-0 to accept the minutes of the February 12th, 2025 meeting.

Business Agenda:

1. First Reading of Land Use Ordinance: Code Enforcement Officer Nathan Smart spoke to those present to amend the land use ordinance changes following the State LD2003 Law to include ADU's (accessory dwelling units). He stated the only change in the ordinance would be in Section D which requires all dwellings to have their own water and sewer and cannot run off the original home on the lot. This would also follow the towns' water and sewer guidelines. After a brief discussion it was moved by Robert Nutting and seconded by Dana Wrigley and voted 4-0 to have a second reading at the next council meeting on March 12, 2025.

2. AYCC Polar Plunge-March 22: Kelly Pinney-Michaud Town Manager informed the council that the Alford Youth Center Fundraiser – The Polar Plunge would once again like to use the Oakland Boat Landing on Saturday March 22, 2025. The AYCC will be providing the town with a certificate of insurance for this event. The Town Manager also stated that she has spoken to the Police Department and the Fire Department to have personnel onsite for this event. It was moved by Kelly Roderick and seconded by Robert Nutting and voted 4-0 to approve the AYCC Polar Plunge at the boat landing.

3. Waterville Comprehensive Plan Notice: Kelly Pinney-Michaud Town Manager stated that we had received public notice from Maine Department of Agriculture Conservation and Forestry regarding the Waterville Comprehensive Plan. She stated that they have posted it in the Town Office so our residents could also view the notice and if they have any questions that they could go onto the website listed.

4. Other Business: Kelly Roderick asked if we were going to put signs up on the Marston Road for Dead End, as the bridge is closed. It was noted that the road was in Waterville, but the Town Manager would ask Jeff Hall about the signs.

It was moved by Kelly Roderick and seconded by Robert Nutting and voted 4-0 to adjourn at 6:20pm and enter Executive Session.

Executive Session:

It was moved by Robert Nutting to come out of Executive Session at 6:55pm.
At 6:56pm it was moved by Kelly Roderick and seconded by David Groder to adjourn.

LAND USE PERMIT ORDINANCE TOWN OF OAKLAND

Section 1. Purpose

The purpose of the Land Use Permit is to regulate the construction and placement of new dwelling units in the town of Oakland and to establish a minimum lot size for such dwellings to protect the health, safety, and general welfare. This Ordinance is established by and is in conformity with MRSA, Title 30, Section 1917.

Section 2. Administration

If a valid Shoreland Zoning Permit has already been obtained for the proposed placement, construction, or location of a dwelling unit(s), including mobile homes, then the applicant need not obtain a Land Use Permit.

No excavation or grading work may begin, nor may any utilities be connected before the applicant has obtained a valid Land Use Permit, reviewed and approved by the appropriate authority at the Town. A copy of the permit must be prominently displayed at the building site so as to be visible from the road.

Section 3. Fee

Fees to be based on Residential Fee Ordinance and Commercial and Industrial Fee Ordinance, established and amended by the Oakland Town Council.

Section 4. Conditions for Approval

The following requirements must be met before the Code Enforcement Officer can issue a Land Use Permit:

- A. Water/Wastewater: All dwelling units (Accessory Dwelling Units, single family dwelling units, multi-family dwelling units, additional houses on one lot, etc.) shall have proper sewage disposal and access to running, potable water in place before the dwelling unit is occupied, in conformance with the State Plumbing Code. Additionally, any requirements to obtain a permit under the State Plumbing Code shall be met prior to issuance of a Land Use Permit.

- B. The property owner of record must provide written verification that the proposed unit(s) can be connected to adequate water and wastewater services prior to the issuance of a Land Use Permit by the Town of Oakland. Written verification must include the following:
- i. If connected to the Town of Oakland Sewer District, or equivalent centralized system, proof of adequate capacity to accommodate the added wastewater created by an additional unit and proof of payment for the connection to the sewer system;
 - ii. If connected to a septic system, proof of adequate sewage disposal for subsurface wastewater. The septic system must be verified as adequate by a local plumbing inspector pursuant to 30-A MRS §4221. Plans for a subsurface wastewater disposal must be prepared by a licensed site evaluator in accordance with 10-144 CMR Ch.241, State of Maine *Subsurface Wastewater Disposal Rules*, as amended;
 - iii. If connected to Maine Water District, or equivalent centralized system, proof of adequate capacity to accommodate the added demand created by an additional unit, and proof of payment for the connection;
- If proposed to be connected to a well, the applicant must include proof that the water supply is potable, acceptable for domestic use, and can accommodate anticipated demand.
- C. Demonstrates proof that the lot conforms to the minimum lot size and frontage requirements specified in the Ordinance, or if the lot is located in a subdivision, demonstrates proof that the municipal reviewing authority has officially approved the subdivision, and
- D. All dwelling units shall have a proper septic system in place before the units is occupied. All dwelling units shall have running water and waste disposal and shall be in conformance with the State Plumbing Code. In addition, any structure which requires a permit under the State Plumbing Code shall obtain such permit prior to application for a Land Use Permit.
- E. Provides written certification that all other applicable State and Local ordinances have been complied with.

Section 5. Minimum Lot Standards

Minimum lot standards shall apply to all residential dwelling units, including mobile, modular homes and multi-family dwellings, except in the Shoreland Zone, located on a single lot. Dwelling units located in a subdivision shall comply with the Subdivision Ordinance. No dwelling unit(s) may be constructed, located, or placed on any lot that does not conform to the following minimum area and dimensional requirements:

- A. For lots to be served by private, on site sewage disposal:
 - 1. Minimum lot size of 30,000 square feet
 - 2. Minimum road frontage of 150 lineal feet
- B. For lots to be served by the public sewerage system and public water service:
 - 1. Minimum lot size of 20,000 square feet
 - 2. Minimum road frontage of 100 lineal feet
- C. **Lots located in the Shoreland Zone shall be developed in accordance with Chapter #29, Oakland Shoreland Zoning Ordinance**
- D. For land locked lots that are not part of a subdivision, A and B apply, but the road frontage requirement may be waived by the CEO if one dimension of said lot is at least 150 feet and a private vehicular road with right of way of not less than 24 feet in width is provided.

Section 6. Permit Requirements for Accessory Dwelling Units

For the purposes of this Ordinance, Accessory Dwelling Units and Accessory Apartments will be referred to as ADUs. These standards apply to residential Accessory Dwelling Units for which a permit is sought after the adoption date of this Ordinance.

- A. The wastewater and water requirements outlined in **Section 4. Conditions for Approval** apply to all ADUs.
- B. Any lot where a single-family dwelling is the principal structure may establish one ADU.
- C. The lot owner of record must reside in either the primary dwelling unit or the ADU. The lot owner shall submit a signed written statement stating in which dwelling unit they will reside and submit the statement with the application materials.
- D. All ADUs must comply with Shoreland Zoning requirements (for example, in the Shoreland Zone, for a single-family residence to establish an ADU, the lot must have twice the minimum lot area and twice the minimum shore frontage).
- E. All ADUs must comply with property line setback requirements set forth in this Ordinance.
- F. An ADU is allowed on a non-conforming lot or in a non-conforming structure if the ADU does not further increase the non-conformity, meaning the ADU does not further increase deviation from the dimensional standard(s) creating the non-conformity.
- G. ADUs do not count towards the total number of dwellings pursuant to Oakland's Subdivision Ordinance.

H. All residential dwelling units, including ADUs, permitted after January 1, 2024, may not be construed to interfere with, abrogate or annul the validity or enforceability of any valid and enforceable easement, covenant, deed restriction or other agreement or instrument between private parties that imposes greater restrictions than those provided in this section, as long as the agreement does not abrogate rights under the United States Constitution or the Constitution of Maine.

I. An ADU may be constructed:

- i. Within an existing dwelling unit on the lot;
- ii. Attached to a single-family dwelling unit;
- iii. As a new structure on the lot for the primary purpose of creating an ADU; or,
- iv. Within an existing accessory structure if the setback requirements of this Ordinance are met.

J. The ADU must be at least 190 square feet in size, unless the Technical Building Code and Standards Board, pursuant to 10 M.R.S. § 9722, as may be amended, adopts a different minimum standard; if so, that standard applies.

K. The ADU may be no greater than 1,000 square feet or exceed 50% of the square footage of the primary dwelling unit, whichever is greater, on the lot on which it is situated. For example, if the primary dwelling is 1,200 square feet in size, the ADU cannot exceed 1,000 square feet, as 50% of the square footage of the primary dwelling is 600 square feet.

L. Additional parking requirements for an ADU beyond those required for the single-family dwelling are not permitted.

M. If an Accessory Dwelling Unit is constructed without first obtaining a Land Use Permit, an After-the-Fact Land Use Permit may be issued if the ADU otherwise meets the requirements set forth in this Ordinance, provided proper documentation has been submitted to the CEO. Twice the fee of the Land Use Permit shall be levied as a fine.

Section 7. Multiple Dwellings on a Single Lot

A. The wastewater and water requirements outlined in **Section 4. Conditions for Approval** apply.

B. Undeveloped Parcels (no existing dwelling units on property):

- i. If the parcel is in an area in Oakland served by a public, special district or other centrally managed water system, or if the parcel is in the town's designated growth area, pursuant to the Comprehensive Plan, the lot owner of record is permitted to have up to four (4) dwelling units. The third and fourth units may be located within a structure or multiple structures. If the third and/or fourth units are built within a five (5) year period, this may be subject to the subdivision process. Oakland's Subdivision Ordinance requirements still apply.

- ii. If the parcel is not in an area served by a public, special district or other centrally managed water system, or if the parcel is outside of the designated growth area pursuant to the Comprehensive Plan, the lot owner of record is permitted to have up to two (2) dwelling units per lot. The two dwelling units may be within a single structure or two separate structures. Oakland's Subdivision Ordinance requirements still apply.

C. Developed Parcels (lots with existing dwelling units on property):

- i. If the parcel contains one (1) existing dwelling unit, up to two additional dwelling units may be constructed (for a total of three dwelling units). The additional dwelling units may be located within, attached to, or detached from the existing structure. The lot owner may also choose to have one unit detached and one unit attached to the existing structure.
- ii. If the parcel contains two (2) or more existing dwelling units, no additional units are allowed.

D. All residential dwelling units must comply with the Shoreland Zoning requirements established by the Department of Environmental Protection under Title 38, chapter 3, and Oakland's Shoreland Zoning Ordinance.

E. All residential dwelling units permitted after January 1, 2024, may not be construed to interfere with, abrogate or annul the validity or enforceability of any valid and enforceable easement, covenant, deed restriction or other agreement or instrument between private parties that imposes greater restrictions than those provided in this section, as long as the agreement does not abrogate rights under the United States Constitution or the Constitution of Maine.

F. If more than one principal dwelling unit is constructed or established on a single lot, all dimensional requirements for land area shall be met for each additional dwelling unit and/or principal structure. For example, if the minimum lot size is one-acre per dwelling unit, the lot size requirement for a second principal dwelling would be two acres.

G. No additional road frontage is required for additional principal dwelling units on one lot.

H. This Section shall not be construed to exempt a property owner from the applicable provisions of the State subdivision statute, 30-A M.R.S. §4401-4408, or (Subdivision Ordinance) relating to division of a tract or parcel of land.

I. If a dwelling unit is in existence after January 1, 2024, and is torn down after that date, that lot will not be treated as a vacant lot; it will be treated as if the dwelling unit was still standing (see Undeveloped Parcels versus Developed Parcels above).

Section 8. Nonconforming Lots of Record

A single lot of record which existed at the effective date of this Ordinance or after its' adoption and does not meet the area or frontage requirements may be used for a residential dwelling, as defined in Section 5. Minimum Lot Standards, provided that such lot is in separate ownership and that such lot satisfies all other provisions of this Ordinance.

If two (2) or more contiguous lots of which at least one is a nonconforming lot, are in single ownership of record at the time of adoption of this Ordinance or after its' adoption, the lots shall be considered a single parcel for the purposes of this Ordinance. No portion of said parcel shall be built upon or sold which does not meet the area or frontage requirements of this Ordinance.

Section 9. Enforcement

Any building constructed or work performed in violation of the provisions of the Ordinance shall be considered a nuisance and a civil violation pursuant to 30 MRSA, Section 4966. Any person found guilty of violating any provision of this Ordinance shall be subject to a fine of not less than \$100.00 nor more than \$2,500.00 and other penalties provided for pursuant to 30 MRSA, Section 3966, for each offense. Each day in which a violation is proved to exist shall constitute a separate offense under this section.

The Town Council and/or the Code Enforcement Officer (CEO) are authorized and directed to institute any action or proceedings that may be required to enforce the provisions of this Ordinance.

Section 10. Validation Period

Any permit issued under this Ordinance is not transferable and shall expire if the work is not initiated within twelve (12) months of the date of issuance. Failure to initiate construction prior to the twelve (12) month expiration shall require reapplication. No fee for reapplication shall be required.

Section 11. Amendments

This Ordinance may be amended by a majority vote of the Town Council. Amendments may be initiated by the Town Council, a majority vote of the Planning Board, or written petition by a number of voters equal to at least 10% of the number of votes cast in the municipality in the last gubernatorial election.

Section 12. Validity and Severability

Should any section or provision of this ordinance be declared by the courts to be invalid, such decision shall not invalidate any other section or provision of this ordinance. The effective date of this Ordinance is March 12, 1986. The revised date of this ordinance is September 13, 1995.

Section 13. Appeals

- A. An appeal may be made to the Board of Appeals within fifteen (15) days from the date of decision. The appeals shall be limited to issues of ordinance interpretation, except in the case of a request of variance. An appeal may be made within thirty (30) days by an aggrieved party, including the Code Enforcement Officer, to Superior Court in accordance with the Maine Rules of Civil Procedure.
- B. A request for a variance shall be limited to relief from the following requirements:
 - 1. Minimum Lot Standards

Section 14. Definitions

Accessory Dwelling Unit (ADU): A self-contained dwelling unit located within, attached to, or detached from a single-family dwelling unit located on the same parcel of land. An Accessory Dwelling Unit shall be subordinate to the principal dwelling unit on the lot. An accessory dwelling unit must be a minimum of 190 square feet unless the Technical Building Code and Standards Board, pursuant to 10 M.R.S. § 9722, as may be amended, adopts a different minimum standard; if so, that standard applies. An accessory dwelling unit can be no greater than 1,000 square feet or exceed square footage of the primary dwelling unit on the lot on which it is situated.

Attached: Connected by a shared wall to the principal structure or having physically connected finished spaces.

Centrally Managed Water System: A water system that provides water for human consumption through pipes or other constructed conveyances to at least 15 service connections or serves an average of at least 25 people for at least 60 days a year as regulated by 10-144 C.M.R. Ch. 231, Rules Relating to Drinking Water. This water system may be privately owned.

Comparable Sewer System: Any subsurface wastewater disposal system that discharges over 2,000 gallons of wastewater per day as regulated by 10-144 C.M.R. Ch. 241, Subsurface Wastewater Disposal Rules.

Comprehensive Plan: A document or interrelated documents consistent with 30-A M.R.S. §4326(1)-(4), including the strategies for an implementation program which are consistent with the goals and guidelines established pursuant to Title 30-A Chapter 187 Subchapter II.

Designated Growth Area: An area that is designated in a municipality's or multi-municipal region's comprehensive plan as suitable for orderly residential, commercial, or industrial development, or any combination of those types of development, and into which most development projected over ten (10) years is directed. Designated growth areas may also be referred to as priority development zones or other terms with a similar intent. If a municipality does not have a comprehensive plan, "designated growth area" means an area served by a public sewer system that has the capacity for the growth-related project, an area identified in the latest Federal Decennial Census as a census-designated place or a compact area of an urban compact municipality as defined by 23 M.R.S. §754.

Dimensional Requirements: Numerical standards relating to spatial relationships including, but not limited to, setback, lot area, shore frontage, road frontage, lot depth and height.

Duplex: A structure containing two (2) dwelling units.

Dwelling Unit: Any part of a structure which, through sale or lease, is intended for human habitation, including single-family and multifamily housing, condominiums, time-share units, and apartments.

Existing Dwelling Unit: A residential unit in existence on a lot at the time of submission of a permit application to build additional units on that lot. If a municipality does not have a permitting process, the dwelling unit on a lot must be in existence at the time construction begins for additional units on a lot.

Housing: Any part of a structure which, through sale or lease, is intended for human habitation, including single-family and multi-family housing, condominiums, time-share units, and apartments. For purposes of this Ordinance, this does not include dormitories, boarding houses, or other similar types of housing units. This also does not include transient housing or short-term rentals unless these uses are otherwise allowed in this Ordinance.

Land Use Ordinance: An ordinance or regulation of general application adopted by the municipal legislative body which controls, directs, or delineates allowable uses of land and the standards for those uses.

Lot: A single parcel of developed or undeveloped land.

Lot of Record: A parcel of land, of which the legal description, or the dimensions, are recorded on a document or map on file with the County Registry of Deeds.

Multifamily Dwelling: A structure containing three (3) or more dwelling units.

Municipality: A city or a town, excluding all unorganized and deorganized townships, plantations, and towns that have delegated administration of land use controls to the Maine Land Use Planning Commission pursuant to 12 M.R.S. § 682(1).

Potable: Safe for drinking as defined by the U.S. Environmental Protection Agency's (EPA) Drinking Water Standards and Health Advisories Table and Maine's interim drinking water standards for six different perfluoroalkyl and polyfluoroalkyl substances (PFAS), Resolve 2021 Chapter 82, Resolve, To Protect Consumers of Public Drinking Water by Establishing Maximum Contaminant Level for Certain Substances and Contaminants.

Principal structure: Also known as a primary structure. A structure in which the main or primary use of the structure is conducted. For the purposes of this Ordinance, principal structure does not include commercial buildings.

Quadplex: A structure containing 4 (four) dwelling units.

Residential Use: Buildings, structures, land, or portions thereof, used, designed, or intended for use as a home or residence for one or more individuals. Residential uses may include single-family (principal and ADUs), duplex, triplex, quadplex, and other multifamily housing; condominiums; time-share units; and apartments. For purposes of this Ordinance the following uses are not included under this definition: (1) Dormitories; (2) Congregate living facilities; (3) Campgrounds, campsites, hotels, motels, beds and breakfasts, or other types of lodging accommodations; and (4) Transient housing or short-term rentals, as these are considered commercial uses.

Restrictive Covenant: A provision in a deed, or other covenant conveying real property, restricting the use of the land.

Setback Requirements: The minimum horizontal distance from a lot line, shoreline, or road to the nearest part of a structure, or other regulated object or area as defined in local ordinance.

Single-family Dwelling Unit: A structure containing one (1) dwelling unit.

Structure: Anything temporarily or permanently located, built, constructed or erected for the support, shelter or enclosure of persons, animals, goods or property of any kind or anything constructed or erected on or in the ground as defined in 38 M.R.S. § 436-A(12). The term includes structures temporarily or permanently located, such as decks, patios, steps, landings, and satellite dishes. Structure does not include fences; poles and wiring and other aerial equipment normally associated with service drops, including guy wires and guy anchors; subsurface waste water disposal systems as defined in 30-A M.R.S. § 4201(5); geothermal heat exchange wells as defined in 32 M.R.S. § 4700-E(3-C); or wells or water wells as defined in 32 M.R.S. § 4700-E(8).

Triplex: A structure containing three (3) dwelling units.

05/11/22

CEMETERY FEE SCHEDULE POLICY AND FINES

AS APPROVED MAY 1996

AMENDED MAY 26, 2010

AMENDED APRIL 27, 2016

AMENDED JULY 12, 2017

AMENDED MAY 11, 2022

Lakeview Cemetery

1. Resident 4' x 4' Urn Garden Grave Space	\$ 300.00	
2. Resident 4' x 4' Urn Grave Space	\$ 400.00	\$500
3. Resident 4' x 10' Grave Space	\$ 600.00	\$800
4. Non- Resident 4' x 4' Urn Garden	\$ 600.00	
5. Non-Resident 4' x 4' Urn Grave Space	\$ 800.00	\$1000
6. Non- Resident 4' x 10' Grave Space	\$1,200.00	\$1600

Lewis Cemetery

1. Resident 4' x 4' Urn Garden Grave Space	\$ 150.00	\$250
2. Resident 4' x 4' Urn Grave Space	\$ 250.00	\$350
3. Resident 4' x 10' Grave Space	\$ 300.00	\$500
3. Non- Resident 4' x 4' Urn Garden	\$ 300.00	\$500
5. Non-Resident 4' x 4' Urn Grave Space	\$ 500.00	\$700
4. Non- Resident 4' x 10' Grave Space	\$ 600.00	\$1000

Burial Costs

Full Size Burial

Weekdays 7am-2pm	\$ 400.00	\$500
Weekdays after 2pm & Weekends 7am-2pm	\$ 550.00	\$650
Weekends after 2pm & Holidays	\$ 700.00	\$800

Cremation Burial

Weekdays 7am-2pm	\$ 150.00	\$250
Weekdays after 2pm & Weekends 7am-2pm	\$ 250.00	\$350
Weekends after 2pm & Holidays	\$ 350.00	\$450

Burial of two cremated remains in the same urn, will be for two cremation burials at designated rates.

Cremated remain placed in urn vault will be charged an additional \$100 at designated rates.

Disinterment – Full Weekdays	\$ 500.00	\$600
Disinterment – Full Weekends	\$ 650.00	\$750
Disinterment - Cremations Weekdays	\$ 200.00	\$300
Disinterment –Cremations Weekends	\$ 300.00	\$400

NOTE: One half of all proceeds from lot sales shall be deposited in the Perpetual Care Account as specified by the Cemetery Policy.

SCHEDULE OF FINES

Any person summonsed for a violation of any rule or regulation as specified in the Cemetery Policy shall be subject to a fine of not less than \$25.00 nor more than \$50.00 for each and every offense.

All fines paid shall revert to the Town of Oakland.

CEMETERIES – RULES & REGULATIONS

SECTION A. Burial Rules and Regulations

1. All Oakland cemeteries are to be operated in accordance with the laws of the State of Maine.
2. The Town Clerk or his/her designee shall function as the Cemetery Recorder. The Town Clerk shall receive funds for payment of burial rights as well as trust fund deposits, record them properly and turn the money over to the Town Treasurer along with an adequate record of the source and application of said funds.

Residency Definitions – Resident shall mean a person who resides in the Town of Oakland and must have at least one of the following:

- a. Registered motor vehicle in this municipality
- b. The resident address, not a PO Box, shown on current tax return.
- c. The resident address, not a PO Box, shown on motor vehicle operators license.
- d. Voter registration card in this municipality.

Where
to place
this? →

3. Specifications for grave spaces.
 - (a) New full grave spaces shall be 4' x 10' in size except as provided for in Section A4 (a).
 - (b) Grave spaces will be assigned in geographical progression.
 - (c) Any number of grave spaces may be assigned at any one time with the appropriate payment.
 - (d) Burial right assignments are to be made by the Cemetery Recorder.
 - (e) No resident shall be denied burial in a town cemetery for lack of funds.
 - (f) Grave spaces for those residents of Oakland, whom are honorably and medically discharged veterans, will be at no cost.
 - (g) One full and one cremation or up to four (4) cremation burials will be allowed in a 4' x 10' grave space.
 - (h) Up to two (2) cremation burials will be allowed in a 4' x 4' grave space.

4. Lakeview and Lewis Urn Gardens Grave Spaces

A section of the Lewis and Lakeview Cemetery will be set aside for cremation burials only.

(a) Lot Size

1. Each lot will be four feet by four feet (4' x 4')
2. No more than two (2) cremation burials per lot.
3. Lot costs will be as provided for in the fee schedule.

(b) Memorial Markers

1. All markers will be flush with the ground and will not be larger than the lot size.
2. The Buildings and Grounds Supervisor will determine all marker locations.

Delete →

3. All cremation burials will be placed under the memorial marker

(c) Shrubbery and other plantings

1. All permanent plantings such as shrubs, trees or perennials are not allowed in this section.
2. Only cut flowers will be allowed to be placed at burials in this section.
3. Any other placement of other items in this section will be at the discretion of the Buildings and Grounds Supervisor.

5. Lakeview and Lewis Urn Grave Spaces

(a) Lot Size

1. Each lot will be four feet by four feet (4' x 4')
2. No more than two (2) cremation burials per lot.
3. Lot costs will be as provided for in the fee schedule

(b) Memorial Markers

1. Provided in section B3

(c) Shrubbery and other plantings

1. Provided in section B1

SECTION B. General Rules and Regulations

1. No planting or shrubs will be permitted except as authorized by the Buildings and Grounds Supervisor. The Buildings and Grounds Supervisor will determine whether to trim or remove plants or shrubs that are not maintained, becomes unsightly, encroaches on neighboring lot or obstructs the normal operation of the cemetery.

(a) Absolutely NO planting or items are to be placed behind monuments.

2. Foot stones and corner markers are to be flush with the ground and placed within 8' of headstone.
3. Unless approved by the Buildings and Grounds Supervisor or as provided for in cremation burials, monuments shall not exceed four (4) feet in height and shall be placed in line on the back of the lots. Monuments are to be placed on a concrete foundation at least 4' deep. No raised objects will be allowed on other areas of any lot.

4. No artificial flowers will be allowed, except in containers placed adjacent to the monument or marker. Artificial flowers and all other non-permanent containers must be removed by October 15th of each year.
5. Burial rights may be transferred only by the Cemetery Recorder.
6. Bicycles, motorcycles, and snowmobiles will not be permitted to be ridden in cemeteries.
7. Trash containers placed with the Oakland cemeteries are for commonly accepted cemetery trash only. No household trash or garbage shall be allowed. Any household trash or garbage placed in any trash containers or left on the grounds of the Oakland cemeteries shall be a violation of this policy. It shall be the duty of the Buildings and Grounds Supervisor to report any infraction of this policy to the Oakland Police Department for further investigation and prosecution, if necessary.
8. Loitering, picnicking, swimming, fishing, or other disrespectful acts will not be permitted in the cemeteries, including the Oakland tomb area.
9. Lot levels shall not be altered – no mounding allowed.
10. All coffins shall be placed in permanent burial vaults in any Oakland cemetery.
11. No grave spaces shall be used for any purpose than for the burial of the human dead.
12. No vehicles, except emergency or law enforcement personnel, shall be permitted in any Oakland cemetery after being officially closed by the Town Manager upon the advice of the Public Works Director or Buildings and Grounds Supervisor.
13. No person or vehicle shall be within any cemetery or tomb area ½ hour after sunset to ½ hour before sunrise unless they are authorized to be there by the Town Manager, Buildings and Grounds-Supervisor, Police Chief, Fire Chief, and/or Public Works Director.
14. Dogs will not be allowed in any Town cemetery.
15. Any person found to be in violation of these rules shall be subject to a fine as provided for in a schedule to be kept by the Town Clerk. Fines will be remitted to the Town of Oakland.

SECTION C. Burial Costs

1. All burials shall be under the supervision of the Buildings and Grounds Supervisor. The Public Works Department will provide men and equipment as needed. No burials will be conducted by private parties.
2. For a burial in a newly assigned grave space, payment must be received for the cost of the grave space used.
3. Fee schedule will be kept by the Town Clerk and may be changed from time to time by the Town Council.
4. Graves purchased then asked to be returned to the Town, will be purchased back at the original purchase amount.

SECTION D. Perpetual Care Funds

Payments for burial rights under the current price schedule shall be received by the Town of Oakland with one half of all proceeds from lots of sales to be placed in the Perpetual Care fund. All other funds are deposited in the Town's General Fund revenue account.

1. Perpetual care includes keeping the turf even and in good condition, filling in sunken graves and the grass properly cut. It does not include care and cleaning of monuments and markers, nor the planting of flowers or ornamental plants, nor watering or sprinkling of lots, nor any other special work.
2. For those lots that have paid for perpetual care, and a request has been made by a family member, the Town reserves the right under the direction of the Town Manager and/or Buildings and Grounds Supervisor to make minor repair to cemetery monuments and markers and to clean the monuments and markers, as they deem appropriate. This does not require the Town to take such action, but merely grants the authority when it is necessary to maintain the overall appearance of the cemeteries in a dignified manner.

SECTION E. Amendments

This policy may be amended by majority vote of the Oakland Town Council in accordance with the requirements for adoption of any town Policy.

Amendment dates: 05/22/96
11/23/99
12/08/99
08/08/07
05/27/09
04/27/16
07/12/17

CEMETERY LOT PRICE COMPARISON

	CURRENT PRICING							
	BELGRADE	FAIRFIELD	READFIELD	PINE GROVE WTVL	St.FRANCIS- WTVL	WINTHROP	OAKLAND- LAKEVIEW	OAKLAND - LEWIS
SINGLE SPACE RESIDENT	\$400	\$500	\$400	\$525-\$725	\$800	\$300	\$600	\$300
SINGLE SPACE NON-RESIDENT	\$800	\$900	\$400	\$525-\$725	\$800		\$1,200	\$600
CREMATION PLOT						\$50	\$300	\$250
NON RESIDENT URN GARDEN							\$600	\$300
NON RESIDENT URN GRAVE SPACE							\$800	\$500
FULL BURIAL MON-FRI	\$700	\$500		\$1,700	\$850	\$800	\$400	
FULL BURIAL WEEKENDS & HOLIDAYS	\$800	\$600		\$1,700	\$950	\$1,000	\$700	
CREMATION BURIAL MON-FRI	\$300	\$200		\$500	\$525	\$300	\$150	
CREMATION BURIAL WEEKENDS & HOLIDAYS	\$400	\$300		\$500	\$600	\$500	\$350	
CREMATION GARDEN					\$400		\$400	\$150