

TOWN OF COTTAGE GROVE NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Town Board of the Town of Cottage Grove will hold a public hearing at 7:00 p.m. on Monday, March 17, 2025, at the Cottage Grove Town Hall, 4058 County Road N, to receive public comments on proposed amendments to the following sections of the Town's Code of Ordinances.

- Amending Section 08.02 to clarify specifications for driveways over 100 feet in length.
- Amending Section 08.03 to require marking sticks on all utility pedestals installed in Town Road Right-of-Way
- Amending Section 09.05 to prohibit parking on the pavement of any public road in the Town during a winter weather event (snow or ice)
- Amending Section 12.03 to reduce the frequency of fire inspections of commercial properties to once per calendar year.

All interested parties are invited to attend said hearing and be heard. The proposed amendments are attached or available for viewing at the Town Hall, 4058 County Road N, Cottage Grove, WI. Any person who has a qualifying disability, as defined by the Americans With Disabilities Act, who requires the meeting or materials at the meeting to be in an accessible location or format must contact the Town Clerk-Treasurer at (608) 839-5021 or clerk@tn.cottagegrove.wi.gov at least 24 hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

After the public hearing, the Town Board will consider adoption of the proposed amendments.

Kim Banigan, Clerk-Treasurer
Town of Cottage Grove
Posted 03-07-2025

ORDINANCE OF THE TOWN OF COTTAGE GROVE, WISCONSIN
Adopted pursuant to Sec. 25.01 of the Town of Cottage Grove Code

Title: Ordinance 2025-03-17a adopting revisions to the Town Code of Ordinances

Code Section(s) created, amended, or repealed	<u>08.02, 08.03, 09.05</u>
Presented to Board by	<u>Highway Superintendent, Clerk-Treasurer</u>
Committee Review by	<u>None</u>
Date(s) Public Hearing(s) held (if required)	<u>March 17, 2025</u>
Date adopted	_____
Vote	_____
Date of posting of adoption of ordinance	_____
Date of publication of adoption of ordinance	_____

The Town Board of the Town of Cottage Grove does ordain as follows:

TCG Ord. subsection 08.02 (2)(b) and (c) are hereby amended and Figure 1 is added to read as follows:

(b) Each driveway which serves a dwelling, commercial building, agricultural building, swimming pool, garage or other outbuilding, which is more than 100 feet but less than 200 feet in length shall be constructed and maintained with:

1. A stabilized base of compacted rock, 6 inches or more in depth;
2. An all-weather roadway of compacted road gravel, asphalt or concrete, 2 inches or more in depth and 16 feet or more in width;
3. An area 8 feet or more from each side of the centerline-edge of the driveway, and a full-width overhead clearance of 14 feet or more in height, free of encroachments, as described in § 86.04, Wis. Stats.;
4. Adequate drainage, including side ditches as necessary; and
5. A grade of 12 percent or less.

~~(c) In addition to the requirements of (b), e~~Each driveway which serves a dwelling, commercial building, agricultural building, swimming pool, garage or other outbuilding, which is 200 feet or more in length shall be constructed and maintained with:in accordance with the design standards, as described in § 82.50(1)(b), Wis. Stats., with the exception that the driveway need not be dedicated to the town. Drive-ways 200 feet or more in length shall have an area of 6 feet or more from eachside of the edge of the driveway free of encroachments, as described in § 86.04, Wis. Stats.See Figure 1 for cross-section details.

1. A stabilized base of compacted 12 inches or Breaker Run and 6 inches or more in depth of 3/4 “ aggregate;
2. An all-weather roadway of compacted road gravel, asphalt or concrete, 2 inches or more in depth and 18 feet or more in width;
3. An area 6 feet or more from each side of the edge of the driveway, and a full-width overhead clearance of 14 feet or more in height, free of encroachments, as described in § 86.04, Wis. Stats.;
4. Adequate drainage, including side ditches as necessary; and
5. A grade of 11 percent or less.

Explanation: To clarify specifications for driveways over 100 feet in length.

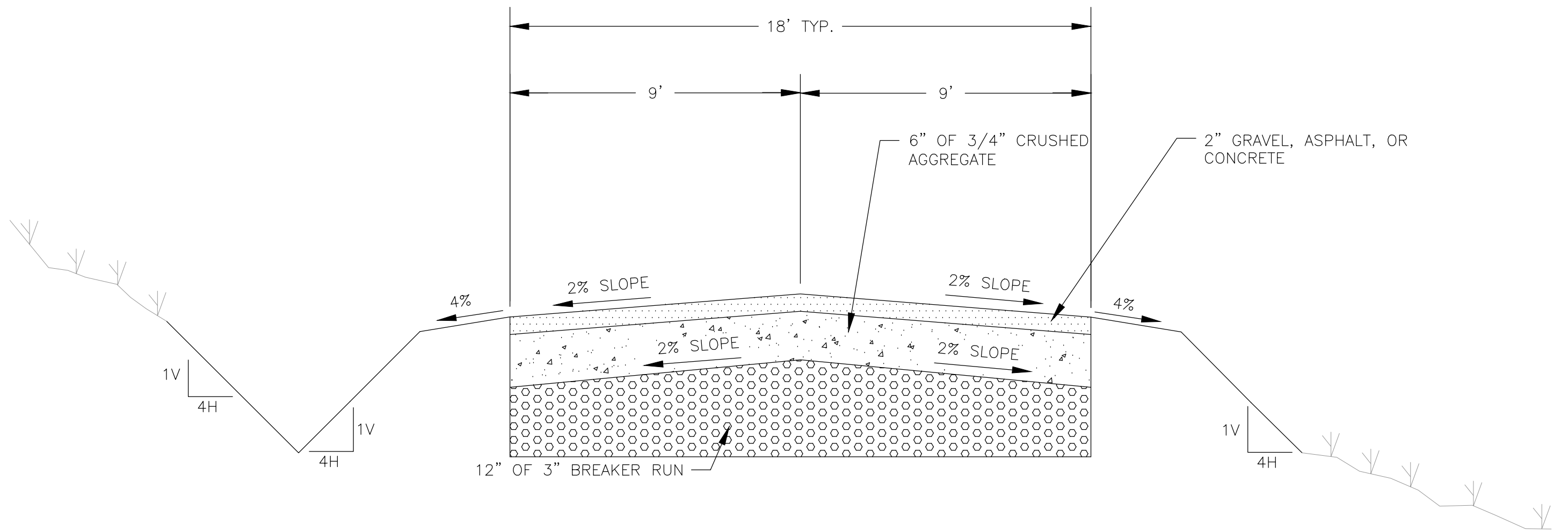


FIGURE 1 — GREATER THAN 200 FEET DRIVEWAYS
TYPICAL CROSS SECTION

Town of Cottage Grove, Wisconsin

TCG Ord. Section 08.03 Exhibit A is hereby created/amended to read as follows:

08.03 RIGHT-OF-WAY PERMITS EXHIBIT A RIGHT-OF-WAY PERMIT FEES, DEPOSITS AND STANDARDS		
CALCULATION OF PERMIT FEES:	QUANTITY @ \$ PER	AMOUNT
A base fee for permit to work in Town road right-of-way is to be paid per permit prior to commencement of work.	\$55	\$_____
Borings, trenching (small trenching projects) or plowing fees apply to all borings, whether under the Town roadway or parallel to the Town road (such as a boring in the drainage ditch). The Town will need to review and monitor all boring, trenching or plowing to determine that the proposed location(s) are the best available locations in terms of the public interest in the project.	_____ @ \$45 per boring/trenching/plowing	\$_____
An open cut pavement fee applies any time roadway pavement is impacted. If the opening is not large enough for a roller compactor to be used, then a Type II patch shall be applied. (Type II patch detail drawings are available from the Town.) If the Applicant wishes to use an alternate patch type, the alternate must be approved by the Town Engineer. The Applicant shall pay the costs incurred for the Town Engineer's review of patches other than the Type II patch.	_____ @ \$220 per open cut	\$_____
A trenching fee is required for any trench in excess of 1,320 feet (large trenching projects)	_____ @ \$110 X # of lineal feet/1,000	\$_____
A construction of vault or other structure fee is required for vaults or other structures placed in the right-of-way. It does not apply to utility pedestals that are not installed on a concrete base. All structures should be placed at the right-of-way line and/or adjacent to existing structures, and have a 4' above ground marking stake attached.	_____ @ \$110 per vault/structure	\$_____
Subtotal		\$_____
For use by Permitting Authority Only		
Engineering fees: When Town Engineer review is needed, as requested by the Highway Superintendent, and approved by either the Town Board or the Town Chair, the Applicant shall pay all such fees incurred within 30 days of the invoice to the Applicant. Prepayment may be required in an amount and as determined by the Town Clerk, following consultation with the Town Chair.	All fees incurred by Town; prepayment of estimate may be required. Actual amount will be billed to the applicant if it exceeds the estimate, any excess deposit will be refunded	Pre-payment required \$_____
DEPOSIT TO ASSURE PROPER CONSTRUCTION, COMPLETION, RESTORATION AND ABSENCE OF DAMAGES (see TCG s. Error! Reference source not found.)		\$_____
TOTAL FEES AND DEPOSIT DUE PRIOR TO COMMENCEMENT OF WORK		\$_____
Notes regarding restoration: All affected areas must be restored to a condition as good or better than existed prior to disruption. Restoration of trench walls shall be sloped (rather than vertical) and trench compaction shall be as good as prior to disruption. The Permit Holder shall re-use native fill materials below the pavement to the full extent possible to avoid possible differential frost heave. The Permit Holder shall notify the Highway Superintendent upon completion of work. If restoration is not complete to the satisfaction to the Highway Superintendent or Town Engineer within 5 days of the completion of work, the Town may cause such restoration to occur and use the Permit Holder's deposit to pay for any costs incurred by the Town to complete the restoration.		

Explanation: To provide a visual to mower and snowplow operators

TCG Ord. subsection 09.05(1)(c) is hereby created to read as follows:

(d) No person shall park any vehicle on the pavement of any highway within the Town limits during any winter weather event (snow or ice.)

Explanation: To clear the way for snow and ice removal operations.

All other provisions of the Code of Ordinances not specifically amended herein shall remain unmodified and in full force and effect. This Ordinance shall take effect upon passage and publication as provided by law.

Adopted this ____ day of _____, 2025, by a vote of ____ for, ____ against, with ____ abstentions.

TOWN OF COTTAGE GROVE

ATTEST:

Kris Hampton, Town Chair

Kim Banigan, Town Clerk-Treasurer

**TOWN OF COTTAGE GROVE
ORDINANCE 2025-03-17b**

REDUCING THE FREQUENCY OF FIRE INSPECTIONS

WHEREAS, section 101.14(2)(c) of the Wisconsin Statutes require the fire chief to conduct fire inspections of buildings at least once per six month period; and

WHEREAS, section SPS 314.01(13)(b)7.a of the Wisconsin Administrative Code permits the town board to authorize a reduction of the frequency of required inspections to once per year; and

WHEREAS, the fire chief recommends so reducing the frequency of fire inspections.

NOW, THEREFORE, the Town Board of the Town of Cottage Grove, Dane County, Wisconsin, do ordain as follows:

SECTION 1. The Town of Cottage Grove Code of Ordinances is hereby amended to add subsection 12.03(1)(c) as follows:

(c) **FIRE INSPECTION FREQUENCY.** It shall be the duty of the Fire Chief or his or her designee to inspect all buildings and premises at least once per calendar year pursuant to Wis. Admin Code § SPS 314.01(13)(b)7.a., except the interiors of dwelling units, as often as may be deemed necessary for the purpose of ascertaining and causing to be corrected, any conditions liable to cause fire or any violation of any state law or ordinance relating to fire hazards, or to the prevention of fire. In no case shall the period between inspections exceed fifteen (15) months.

SECTION 2. All other provisions of Code of Ordinances not specifically amended herein shall remain unmodified and in full force and effect.

SECTION 3. This Ordinance shall take effect upon passage and publication as provided by law.

The above and foregoing ordinance was duly adopted at a meeting of the Town Board of the Town of Cottage Grove on the ___ day of _____, 2025, by a vote of ___ in favor and ___ opposed.

TOWN OF COTTAGE GROVE

Kris Hampton, Town Chair

Attested by:

Kim Banigan, Town Clerk