

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

Title: Ordinance 2025-04-07 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Code Section(s) created, amended, or repealed	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, Town Engineer (08.02) Town Attorney (09.05)</u>
Committee Review by	<u>None</u>
Date(s) Public Hearing(s) held (if required)	<u>March 17, 2025</u>
Date adopted	<u>April 7, 2025</u>
Vote	<u>April 7, 2025</u>
Date of posting of adoption of ordinance	<u>April 9, 2025</u>
Date of publication of adoption of ordinance	<u>April 12, 2025</u>

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. Driveways 200 feet or more in length shall have an area of 6 feet or more from each side 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.

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 of 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) shall hereby be revised to read as follows:

(1) PARKING WITHIN THE RIGHT-OF-WAY

(a) No person shall park a vehicle, including, but not limited to: motor vehicles, agricultural equipment, busses, recreational vehicles, mobile and modular homes, trucks and trailers, on the pavement of any ~~highway~~ public road within the Town limits, for any period of time that would create a hazard to other persons using the ~~highway~~ public road; without obtaining prior written authority to do so, from the police department.

(b) No person shall park any vehicle within the right-of-way of any ~~highway~~ public road within the Town limits, for more than 24 consecutive hours; without written authorization from the police department.

(e) Snow emergency declarations. The Town Board hereby declares that a snow emergency exists in the Town whenever a snowfall during any period of 24 hours or less reaches a depth of three inches or more. Such emergency is declared to be a serious public hazard impairing transportation and public health, safety, and welfare for a period until such time as snow removal operations have been completed. No person shall park any vehicle on any public road during a snow emergency and for a period of 24 hours thereafter (ie. from the time three inches of snow accumulates within a 24 hour period and for the next 24 hours).

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 7th day of April, 2025, by a vote of 5 for, 0 against, with 0 abstentions.

TOWN OF COTTAGE GROVE



Kris Hampton, Town Chair

ATTEST:



Jennifer Millage, Deputy Clerk