

**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, May 06, 2024, 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.

- Section 04.07 Fire Protection within Building - Knox Box
- Section 15.04(2)(b) regarding the Petition for Change of Land Use Form
- Section 15.13 regarding Release of Security for development projects.

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 04-29-2024

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

Title: Ordinance 2024-05-06 adopting Amendments the Town Code of Ordinances

Code Section(s) created , amended, or repealed	<u>04.07, 15.04(2)(b), 15.13(2)(a)</u>
Presented to Board by	<u>Town Planner Mark Roffers 15.04(2)(b)</u> <u>Attorney Christopher Nelson 15.13(2)(a)</u>
Committee Review by	<u>Plan Commission 15.04(2)(b)</u>
Date(s) Public Hearing(s) held (if required)	<u>May 6, 2024</u>
Date adopted	_____
Vote	_____
Date of posting of adoption of ordinance	_____
Date of publication of adoption of ordinance	<u>Not required</u>

Section 04.07 of the Town Code of Ordinances - Fire Protection within Building – Knox box is hereby amended to read as follows:

04.07 FIRE PROTECTION WITHIN BUILDING - KNOX BOX

(1) EMERGENCY SERVICES REPOSITORY UNIT REQUIRED

(a) The owner or person in control of the following types of buildings shall install and maintain an approved Emergency Services Repository Unit:

1. Any apartment building or other rental building containing four or more residential units and in which access to a building or common area or mechanical or electrical rooms within the building is denied through locked doors.
2. Any non-residential building where a fire detection or suppression system is monitored by an alarm company or has an external audible alarm.
3. Any facility that is required to prepare and have material safety data sheets and/or hazardous chemical inventory forms under the Superfund Amendments and Reauthorization Act (SARA Title III).
- 3.4. Any property protected by a locked fence or gate.

(b) Installation Requirements:

1. Upon notification, the property owner has five months from the date of notice to install the unit. Failure to do so shall be punishable as a Class D Forfeiture under s. TCG § 25.04.
2. The repository unit must be located at a height of not less than four feet and not more than six feet above final grade.
3. The repository unit must be located at the recognized public entrance on the exterior of the structure.

(c) Repository Contents

1. Current keys for the following shall be placed in the repository unit:
 - a. Main entrance door.
 - b. Alarm room and control panel.
 - c. Mechanical rooms and sprinkler control rooms.
 - d. Electrical rooms.
 - e. Special key to reset pull station alarms or other fire protection devices.
 - f. Elevator keys, if required.

g. All other rooms as specified during plan review process.

2. The keys shall be labeled so as to be easily identified in the field.

(d) Right of Appeal

Any property may appeal the request for a Knox box before the ~~Joint Fire Department committee~~Cottage Grove Fire Commission by filing a written notice with the ~~committee~~Commission.

Section 15.04(2)(b) of the Town Code of Ordinances is hereby amended to read as follows:

(b) The petitioner for Change of Land Use shall submit a Petition for Change of Land Use form and payment of the associated Change of Land Use fee per TCG §15.19 to the Town Clerk, along with a copy of all materials specified on the form and otherwise submitted to the Dane County Zoning Division under (a) above, at least 21 days prior to the meeting of the Plan Commission at which action is desired, or such alternate timeframe if specified elsewhere in this chapter. The Petition for Change of Land Use form shall be subject to Plan Commission approval before its use, including any amendments to such form. Upon such approval, each applicant is required to fully complete such form and submit all listed materials for the requested action, for the petition to be considered complete. Any incomplete petition is grounds for Town delay of the following steps or rejection of the petition.

Section 15.13 of the Town Code of Ordinances is hereby amended to read as follows:

15.13 RELEASE OF SECURITY.

(1) The security furnished pursuant to s. TCG § 15.03(3) shall remain in full force for a period of one year after the completion of the required improvements and acceptance by the Town Board unless partially released as hereinafter provided. The security shall be held to guarantee the work performed pursuant to private contracts against defects in workmanship and materials. If any defect appears during the period of the guarantee, the subdivider or its contractor shall, at its expense, install replacements or perform acceptable repairs. In the event that the subdivider fails to install the replacement or perform the repairs, the Town may do so and deduct the cost thereof from the security deposit. Unless defects have appeared and have not been repaired, the Town will release the security to the subdivider upon expiration of the one-year guarantee period.

(2) The Town Engineer may from time to time, but no more often than monthly during the course of construction, partially release the security furnished pursuant to s. TCG § 15.03(3) when the following are true:

(a) EITHER the reduced security deposit will be sufficient to guarantee the work performed pursuant to private contracts against defects in material and workmanship or will be at least ~~15%~~10% of the total cost of improvements, OR

Affidavits or lien waivers, in a form acceptable to the Town and approved by the Town Attorney, evidencing full payment for the required improvements which have been completed are submitted with the request for a partial security release;

(b) An application for a partial security release has been filed with the Town Engineer on or before the tenth day of the month; and

(c) No building permits have been issued pursuant to s. TCG § 15.15 of this code.

Adopted this ____ day of _____, 2024 by a vote of ____ in favor, ____ against and ____ abstaining.

Kris Hampton, Town Chair

ATTEST:

Kim Banigan, Town Clerk-Treasurer