



CGFD DEVELOPMENT REVIEW MEMO

Date Provided to Department: 2/5/2026

Project Name: Bus Lane

Applicant: Monona Grove School District

Location: Cottage Grove Elementary School

OVERVIEW

Reviewed and no comments; Date: _____

Reviewed and comments provided below; Date: 3/2/2026

The Fire Department has reviewed the proposed driveway plans for Cottage Grove Elementary School with the Planning Department and School District. While the building itself is not being updated and the new bus road does not directly hinder current access, the department notes that increased parking lot congestion could impact emergency response.

If the new road is designated as a fire lane/fire department access road, it must comply with all relevant fire codes. Although intended exclusively for bus traffic, the road must remain accessible for emergency vehicles to manage potential incidents on-site.

Review provided by: Nick Archibald- Fire Chief _____

Code Compliance/Regulatory Requirements (where CGFD is the Authority Having Jurisdiction):

CATEGORY	REQUIREMENT
Fire Codes: NFPA 1- 18.2.3.3	Provide more than one fire department access road to the facility due to the potential for vehicle congestion. <ul style="list-style-type: none"> Unobstructed width of not less than 20 feet

	<ul style="list-style-type: none"> • Vertical clearance of 13 feet 6 inches • Must be designed to support the weight of fire apparatus and all weather surface • Angle of approach/departure (grade) shall not exceed 1 ft drop in 20 ft

Special Requests:

CATEGORY	RECOMMENDATION/REQUEST