

**ORDINANCE TO  
CREATE SECTION 303-13. THIRD PARTY INSPECTIONS AND  
REPORTING SYSTEMS OF THE CITY OF WATERTOWN GENERAL  
ORDINANCES**

**SPONSOR: ALD. DAVIS  
FROM: PUBLIC SAFETY AND WELFARE**

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS  
FOLLOWS:

SECTION 1. Section 303-13 “Third Party Inspections and Reporting Systems” is hereby  
created to read and include as follows:

303-13. THIRD PARTY INSPECTIONS AND REPORTING SYSTEMS.

(a) The owner or owner’s lessee of property where any of the devices,  
equipment, alarms, or systems listed below are required by this Fire Prevention  
Code or are otherwise installed on the property shall cause their maintenance,  
testing and inspections to be conducted by qualified service personnel in  
accordance with this Code at the required intervals:

<u>Fire Protection Measure</u>	<u>NFPA</u>
Automatic Fire Sprinkler System	25
Commercial Kitchen Hood System	17A
Fire Alarm System	72
Standpipe (incl. 5-year test)	25
Private Hydrant System	25
Foam System (incl. 5-year test)	25

(b) Qualified service personnel include the following:

1. Person’s factory-trained and certified for the type and brand of  
device, equipment, alarm, or system being inspected or tested.
  2. Persons who are registered, licensed or certified by the State of  
Wisconsin to perform the required inspections and testing.
  3. Persons qualified in the applicable NFPA standard.
- (c) The City may retain a third-party person or entity to collect the records of  
inspection, testing, and maintenance described in sub. (a) of this section  
which shall act as a repository for said records (the “designated electronic  
reporting system”) in the same manner as the City otherwise would act  
consistent with the City’s authority. Records of all installations,  
inspections, tests, and maintenance listed in sub. (a) of this section shall

be provided electronically to the City’s designated electronic reporting system. Completed records shall be submitted no later than 10 business days following the applicable inspection, test, and maintenance. The submitted report shall contain all information required by the City’s designated electronic reporting system. The designated reporting system may charge qualified service personnel a reasonable fee for these services.

(d) Records of any device, equipment, alarm, and system inspection, test, and maintenance required by this Code, including but not limited to the Fire Protection Measures listed in sub. (a) of this section, shall be maintained on the premises for a minimum of 3 years following the date of the inspection, test, and maintenance. Such reports shall also be provided to the Fire Department as required by this Code or upon the request of the Fire Chief or his or her designee.

SECTION 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	11/04/2024		11/19/2024	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
BOARD				
BARTZ				
BLANKE				
SMITH				
SCHMID				
WETZEL				
MOLDENHAUER				
MAYOR MCFARLAND				
TOTAL				

ADOPTED November 19, 2024

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CITY CLERK

APPROVED November 19, 2024

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MAYOR