# technical memo

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|---|---|---|---|
| **Project Name** \| | Nevin Springs Boardwalk | **Date** \| | 05/05/2025 |
| **To / Contact info** \| | City of Fitchburg Planning & Zoning | | |
| **Cc / Contact info** \| | Matt Kelso, Promega Corporation; Debbie Hatfield, MSA Professional Services | | |
| **From / Contact info** \| | Mike Rupiper, PE, EOR | | |
| **Regarding** \| | Wetland Zoning Conditional Use Permit Narrative | | |

## Background & Purpose

Promega Corporation is proposing to construct and maintain a boardwalk, to be known as the Nevin Springs Boardwalk, on their property at 5470 Gunflint Trail (parcel # 060910263020) with a connection to the Capital City Trail, which has an easement through this parcel (see submitted figures). This project is envisioned as a public amenity giving Capital City Trail users access to observe the wetlands and springs in the area. The City of Fitchburg has Wetland Overlay Zoning (Article VIII) in Chapter 22 (Zoning) of its Code of Ordinances. Section 22-688 (7) identifies the construction and maintenance of piers, docks and walkways, observation decks and trail bridges built on pilings, as a conditional use in wetlands.

## Project Description

The proposed project will consist of approximately 725 feet of boardwalk (see submitted figures). The boardwalk is planned to be 6' wide IPE or similar decking constructed on 2" x 12" treated joists and galvanized steel helical pier supports. The boardwalk height will range from 1 to 2 feet above the wetland surface. The boardwalk will not be lit. Promega anticipates some signage for both educational purposes and to address liability. Construction is expected to take place during frozen ground conditions and/or using timber mats to minimize temporary wetland impacts during construction.

## Stakeholder Meetings

The Wisconsin Department of Natural Resources (WDNR) Fish Hatchery and wetlands staff, Dane County Parks, and the City of Fitchburg, have all been identified as having a potential interest or permitting/approval role in the project due to its proximity and possible connection to the Capital City Trail, Nine Springs Creek, and associated wetlands in the Nevin Springs Unit of the Capital Springs State Recreation Area. In June and July 2024, members of the project team met with the stakeholders listed above to discuss the project concept and to identify any potential concerns or issues. All the stakeholders we talked to have been very supportive of the project concept. A WDNR wetland general permit and an Army Corp of Engineers wetland permit (if needed) will be obtained for this project.

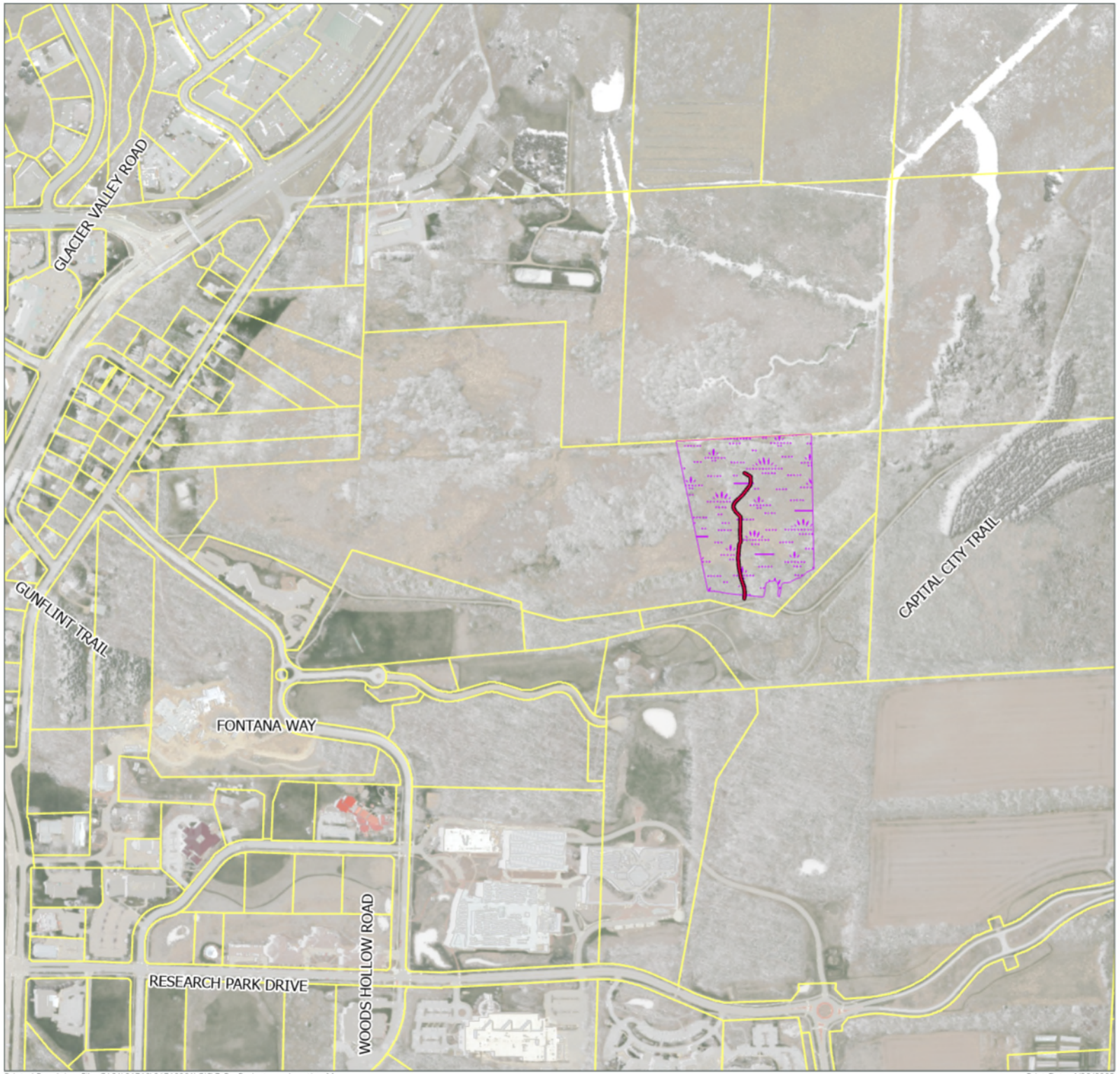
## Conclusion

Based on the review of the applicable environmental permitting requirements and discussions with key stakeholders, the proposed boardwalk can be developed to meet state, county, and local standards. Please contact EOR if you have any questions regarding the conditional use permit application or any of the information provided in this memo.

# Location Map

## Nevin Springs Boardwalk

City of Fitchburg
Dane County, Wisconsin




LEGEND

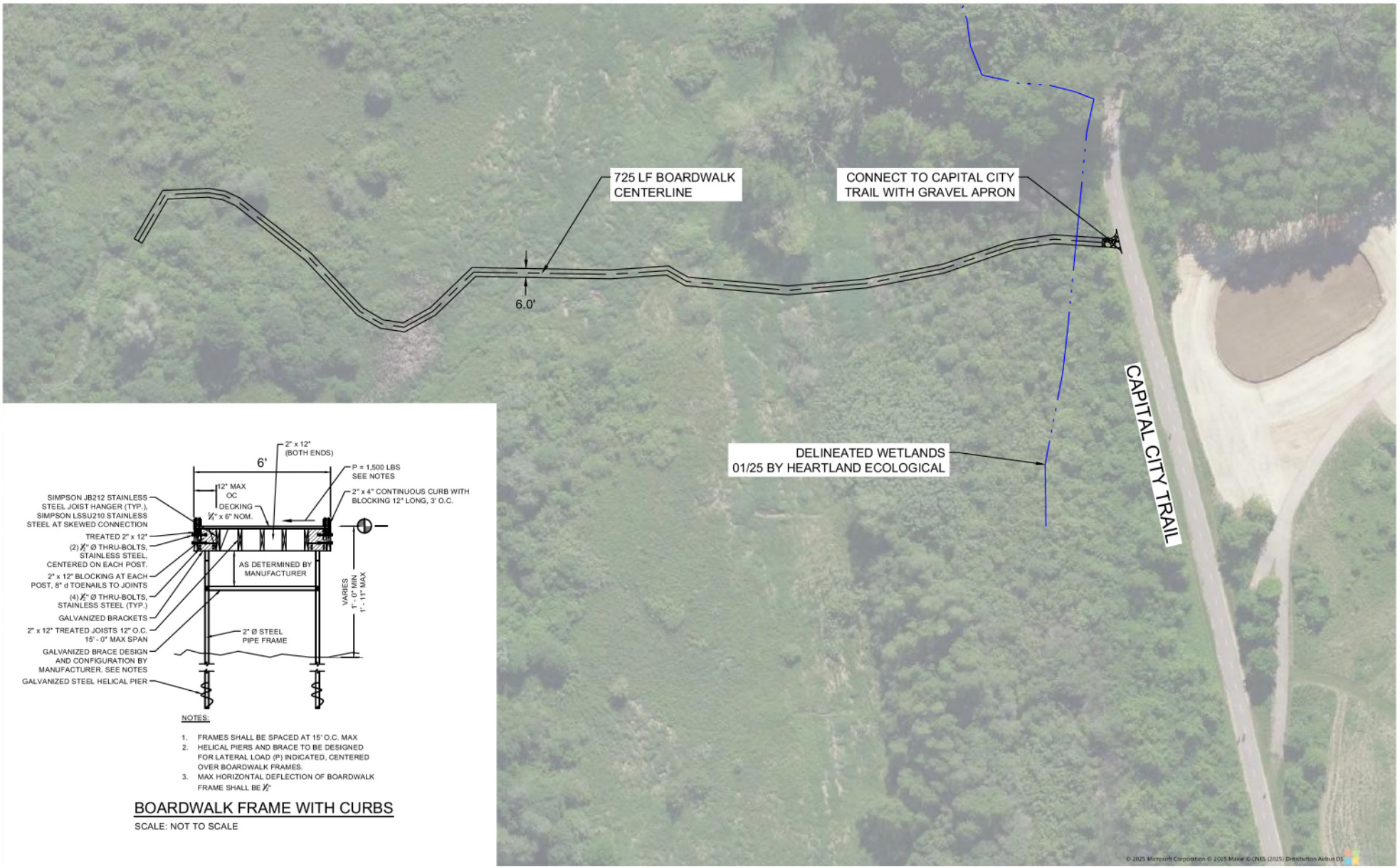
- Wisconsin Parcel
- Delineated Wetland
- Proposed Boardwalk Centerline

*Data Sources:*
*Boardwalk Centerline: MSA (2025)*
*Aerial: Wisconsin DNR (2022)*
*Parcels: Wisconsin Cartographer's Office (2024)*

*Spatial Reference:*
*Name: 1983 2011 WISCRS Dane Feet*
*Datum: NAD 1983 2011*
*Vertical Datum: NAVD 1988*

MSA

0 350 700 Feet







NOTES:

1. FRAMES SHALL BE SPACED AT 15' O.C. MAX
2. HELICAL PIERS AND BRACE TO BE DESIGNED FOR LATERAL LOAD (P) INDICATED, CENTERED OVER BOARDWALK FRAMES.
3. MAX HORIZONTAL DEFLECTION OF BOARDWALK FRAME SHALL BE 1/2"

## BOARDWALK FRAME WITH CURBS

SCALE: NOT TO SCALE

| NO. | DATE | REVISION | BY |
|---|---|---|---|
| | | | |

PROJECT DATE: 4/24/2025
DRAWN BY: GDL
DESIGNED BY: GDL
CHECKED BY: DJH

PLOT DATE: 4/30/2025 5:11 PM, G:\212\21712\21712001\CADD\03\D21712001_Site Plan.dwg

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NEVIN SPRINGS BOARDWALK
PROMEGA CORPORATION
CITY OF FITCHBURG, DANE COUNTY, WISCONSIN

SITE PLAN

PROJECT NO. 21712001
SHEET 1

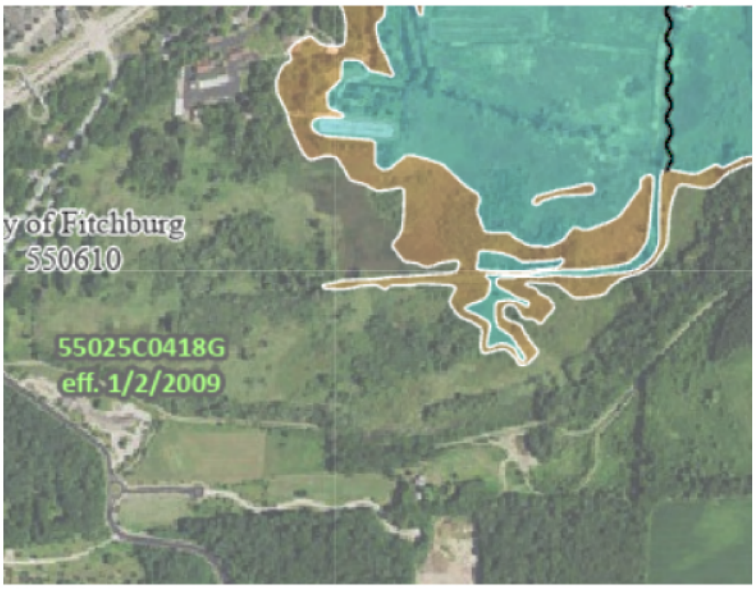
Outlook

**RE: Promega Boardwalk**

**From** [redacted]
**Date** Tue 5/6/2025 11:54 AM
**To** Deanna Schmidt <Deanna.Schmidt@fitchburgwi.gov>

Hi Deanna,

No, the boardwalk isn't in a floodplain per FEMA's maps. See screenshot below. The floodplain stops east of this location.

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**Debbie Hatfield, PE** | Senior Project Engineer
MSA Professional Services, Inc.
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100% Employee Owned

**From:** Deanna Schmidt <Deanna.Schmidt@fitchburgwi.gov>
**Sent:** Tuesday, May 6, 2025 9:52 AM
**To:** [redacted]
**Subject:** [EXTERNAL] Re: Promega Boardwalk

Hi Debbie,
I see that you have applied for the CUP. I don't recall if we discussed floodplain impacts. Is the boardwalk in the floodplain? Do we a zoning permit under Sec. 22-840?

Thanks,
d

**Deanna Schmidt, AICP**
City Planner & Zoning Administrator

City of Fitchburg

5520 Lacy Road

Fitchburg, WI 53711

deanna.schmidt@fitchburgwi.gov

608-270-4255

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**From:** Deanna Schmidt <Deanna.Schmidt@fitchburgwi.gov>
**Sent:** Tuesday, January 21, 2025 8:45 AM
**To:** [redacted]
**Subject:** Re: Promega Boardwalk

Hi Debbie,
We don't have any specific lighting requirements for sidewalks other than all lighting must be dark sky / full cut off.

Thanks,

d

**Deanna Schmidt, AICP**
City Planner & Zoning Administrator

City of Fitchburg

5520 Lacy Road

Fitchburg, WI 53711

deanna.schmidt@fitchburgwi.gov

608-270-4255

THE CITY OF
Fitchburg
PLANNING & ZONING

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**From:** [redacted]
**Sent:** Tuesday, January 21, 2025 8:43 AM
**To:** Deanna Schmidt <Deanna.Schmidt@fitchburgwi.gov>
**Subject:** Promega Boardwalk

**EXTERNAL EMAIL: BEWARE OF UNKNOWN ATTACHMENTS AND LINKS.**

Hi Deanna,

We're thinking through requirements for the boardwalk. Someone brought up the possibility of installing solar lights, maybe just at the entrance. We're not sure yet about lighting or no lighting but the question was raised whether Fitchburg had any lighting requirements for sidewalk or anything similar to this situation.

Is there anything that would require lighting?

Debbie

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PLANNING & ZONING

# Conditional Use -

# Owner or Authorized Agent Acknowledgement

** It is highly recommended that an applicant hold at least one neighborhood meeting prior to submitting a CUP application to identify any concerns or issues of surrounding residents.

PLEASE NOTE - Applicants shall be responsible for legal or outside consultant costs incurred by the City. Submissions shall be made at least four (4) weeks prior to desired plan commission meeting.

By signing below, I certify that the information included with this Conditional Use application is true and correct, to the best of my knowledge. Any agent signing below verifies that he/she has the consent of the owner to file the application.

Owner's or Authorized Agent's Signature

5.5.25

Date (DD/MM/YYYY)