



Town of Fond du Lac Planning Commission Meeting

Date	Tuesday, January 20, 2026
Location	Town Hall W5990 Pioneer Road
Time	6:00 PM
Meeting Materials	Meeting Materials Link (Google Drive Folder)
Note	Town board members may be in attendance for information-gathering purposes but will not take any action. Interested parties are encouraged to attend. All plan commission decisions are recommendations; the town board makes the final decision based on the recommendation.
Members	Jess Allender, Mike Guilfoile, Scott Roltgen, Herb Keding

Minutes Last updated 2/19/26

1. Call to order. Roll call. Called to order at 6:18 pm.
2. Approval of [minutes](#) from previous meetings. Motion by Mike Guilfoile, second by Scott Guilfoile, carries 5-0.
3. Review and make recommendations to the Town Board on the CSM, rezone from C-2 Commercial zoning to RM zoning and amendment to the Special Exception for Winnebago Lutheran Academy on Highway 23.
 - a. Brief presentation by Excel Engineering. Property mostly rezoned in 2020 to RM aside from a small commercial parcel. They no longer plan to develop it commercially, so they're combining it so that it can be part of their campus.
 - b. Wetland exemptions are still pending with the DNR. They provided requested supplemental materials today because the DNR flagged it as a potential fish spawning area. They expect to have a final decision in the next week or so. Their understanding is that since they're meeting all of the criteria, they should approve it.
 - c. The planning commission recommends the town board approve the CSM and rezone contingent on the wetland exemption motion by Herb Keding, second by Mike Guilfoile, carries 4-0.
 - i. Public notice already went out for February 9th.

- d. The site plan would presently need the condition that the wetland approval goes through.
- 4. Review and make recommendations to the Town Board on the CSM, site and grading plans and building plans for American Auto, W6811 County Road OOO, Fond du Lac, WI 54937.
 - a. Derek Semenas on behalf of American Auto. The general plan is to build a 120 x 150 foot storage unit to free up space in the yard.
 - i. Hours of operation will remain the same.
 - ii. Removing the existing house. Currently vacant.
 - iii. Lighting. Dusk to dawn lighting. Overheads facing their direction.
 - iv. Loading dock drainage is discharged. Will touch base with Michelle for more details.
 - b. CSM: Confirm the property itself for combining the properties. Motion by Scott Roltgen to recommend the Town Board approve the CSM, second by Jess Allender, carries 4-0.
 - c. Site, building, grading, plans
 - i. Under one acre of disturbance, building goes over the existing yard, the building extends both properties (starts by existing weigh station). Just storing materials that are currently in the yard, no flammables, including a fire wall. Does not currently have a loading dock; they use a forklift.
 - ii. Site is very flat, usually will bury downspouts. What is the height of the existing grade? Catch basin on the east side appears to go under existing building with pipe; unclear if this is new or existing. Will water drain to the west or to the east? No sand and grease separator because there are no floor drains in the building. However given the nature of how the property is used, it seems that some would end up in the groundwater. We would like to see a more detailed drainage plan, including where downspouts are going and where water would generally go. Ditch also needs to be verified that it is pitched properly.
 - iii. The planning commission recommends the town board approve the site, building, and grading with the condition that American Auto send the planning commission the complete grading plan for review at least one week before the next town board meeting so the planning commission can send their concerns to Jess to share at the town board meeting. Motion by Jess Allender, second by Mike Guilfoile, carries 4-0.
 - d. Adjournment at 6:57.