Town of Oakfield, Fond du Lac County, Wisconsin

Minutes of the Plan Commission Hearing

Thursday, August 6, 2026, 6:30 p.m., Town Hall, Oak Center

1. Call hearing to order

   The public hearing was called to order at 6:30 p.m. by Plan Commission Chair Dean Luger.

2. Roll call & Confirmation of Meeting Notice

   Present were Plan Commission members Dean Luger, Bill Kettler, Carl Wolf, Lance Kintzler, and alternate Joe Schauer. Plan Commission member Terra Backhaus was absent.

   Also in attendance were Town Attorney Matt Parmentier and Zoning Administrator/Clerk Nicole Schauer. Applicant Blair Ransom representing Vertical Bridge attended remotely. A sign-in sheet is available.

   Ms. Schauer confirmed the combined legal notice of the Plan Commission hearing and Town Board meeting to follow. The notice was published as a Class 2 notice in The Reporter newspaper on July 23 and 30, 2026, posted at the US Post Office in Oakfield, Village of Oakfield Community Building, the Town of Oakfield Town Hall, and on the Town of Oakfield's website. Copies of the notice were sent to the surrounding landowners.

3. Approve Agenda

   Motion made by Joe Schauer, seconded by Carl Wolf, to approve the August 6, 2026, hearing agenda as presented. Motion carried.

4. Overview of Review Procedures

   Attorney Parmentier provided an overview of the approval process and the procedures for the meeting.

5. Presentation of Special Use Permit application

   Prior to the public hearing, Ms. Schauer submitted to the Plan Commission and Town Board a Staff Review of the facts, along with copies of the application, applicable standards, maps, and other relevant materials.

   Plan Commission Chair Luger called on applicant Blair Ranson to present his Special Use Permit (SUP) proposal.

   Mr. Ranson introduced himself and provided the proposal. They are requesting a Special Use Permit (SUP) to allow construction of a new mobile service support structure and facilities (a/k/a cell tower) to improve wireless telecommunications service in the area. The Towers (d/b/a Vertical Bridge), in partnership with Verizon Wireless, proposes the construction of a 190-foot overall height structure, consisting of an 180-foot self-support lattice tower and 10 feet of appurtenances. It will be situated within a secure gravel compound and accessible via a new gravel driveway off the existing approach from Highbridge Road. The tower is designed to stay under the 200-foot threshold to avoid requiring a light, and is engineered with "break points" to collapse within the property line.

   The tower aims to improve in-building coverage and high-speed data for the Village of Oakfield and the northern part of the town, relieving bandwidth strain from other towers. Propagation maps showed the new coverage area.

   The tower is designed to accommodate at least three other carriers (e.g., T-Mobile, AT&T). The applicant stated that no existing structures were suitable for co-location to meet Verizon's coverage needs.

   a. Public comments on application

      i. Comments in support: None

      ii. Comments in opposition: None

      iii. Other/general comments: None

   b. Response to public comments by applicant

      None

c. Discussion and deliberation by Plan Commission

The Plan Commission discussed the proposal and reviewed the staff findings. Attorney Parmentier presented worksheets to guide the Plan Commission through the applicable standards for evaluating the Special Use Permit (SUP) application.

- Section 5.3.3 (A-E): The Plan Commission determined that all applicable standards have been met.
- Section 14.3: The Plan Commission determined that all applicable standards have been met.

The Plan Commission also determined that the application meets the standards outlined in Section 14.7 (Special Uses, Standard A–N) of the Zoning Ordinance, subject to the certain conditions on the following Standards:

- Section 14.7(D) – Construction Site Permitting: Construction and related activities shall comply with all applicable county, municipal, and other governmental ordinances and permitting requirements.
- Section 14.7(E) – Road Agreement and Restoration: A road agreement shall be required to address any damage to roads resulting from construction activities. The condition will include documentation and inspection of road conditions before construction and again following construction. Any damage resulting from the project shall be repaired by the applicant/company.
- Section 14.7(M) – Financial Security, Abandonment, and Decommissioning: The applicant shall provide financial security for abandonment and decommissioning of the facility, consistent with applicable state statutes. Upon abandonment, the site shall be restored to its previous use, including the removal of the tower and all associated antenna facilities and equipment. Foundations and other facilities shall be removed to a minimum depth of 10 feet below grade to allow the property to return to agricultural use. A $20,000 bond shall be required as financial security. Decommissioning shall be triggered if the facility is abandoned for a period of 12 consecutive months.

The Plan Commission discussed requiring proof of insurance and a fire number for the property. They also discussed construction activities during the spring road weight-limit period. If construction occurs while spring weight restrictions are in effect, the applicant shall comply with any posted road weight limits and restrictions.

d. Action on recommendation to Town Board

Motion made by Joe Schauer, seconded by Lance Kintzler, to recommend to the Town Board to approve the Special Use Permit with the conditions discussed over the course of the meeting. Motion carried. Bill Kettler abstained from voting.

6. Adjournment

Motion made by Carl Wolf, seconded by Bill Kettler, to adjourn the Plan Commission hearing. Motion carried and meeting adjourned at 8:00pm

Respectfully Submitted,

Nicole Schauer, Zoning Administrator/Clerk