Town of Rome
Nekoosa, WI 54457
www.romewi.com

MINUTES
TOWN OF ROME PLAN COMMISSION PUBLIC HEARING
AND REGULAR MEETING

TUESDAY, June 11, 2024 **4:00 PM** **ROME MUNICIPAL BUILDING**
1156 Alpine Drive
Nekoosa, WI 54457

1. Call to Order
   Chairwoman Diana Duelge called the meeting to order at 4:00 p.m.

2. Roll Call
   Plan Commissioners present: Jerry Wiessinger, Thomas Gabriel, Paul Janczak, Chairwoman Diana Duelge, Lori Djumadi, Heather Dalton and Bill Kappel.
   Also present: Support Specialist Taylor Owczynsky, Zoning Administrator Lexi Dargiewicz and Town Attorney Nick Flanagan.

3. Certify Posting of Meeting
   Support Specialist Taylor Owczynsky certified that on Wednesday, June 5th, 2024 the agenda for the Town of Rome Plan Commission meeting for Tuesday, June 11th, 2024 was posted at the following locations:

   Rome Town Hall at 8:55 a.m.
   Kwik Trip, LLC at 11:55 a.m.
   Nekoosa Port Edwards State Bank at 11:48 a.m.
   Posted on the Town of Website on: 6/4/2024
   Emailed to the Wisconsin Rapids Tribune on: 6/4/2024
   Legal Notice published in the Wisconsin Rapids Tribune on: 5/28/2024 & 6/4/2024

4. Approve the Agenda
   Motion by Djumadi/Janczak to approve the agenda as presented. Motion carried.

5. Citizen Comments – During the Citizen Comment period of the agenda the Plan Commission welcomes comments from any town resident, not a member of the Commission, on any item not on the agenda. Please know that pursuant to State law the Commission cannot engage in conversation with you but may ask questions. The Commission may refer the item to staff, a standing committee or a future Plan Commission agenda for discussion and action. Each person wishing to speak will have up to 3 minutes to speak. Speakers are asked to submit a card to the Chair providing their name, address and topic for discussion
   a. The Commission will also take comment from the public on agenda items as called by the Chair, but not during Citizen Comment. Please note that once the Commission begins discussion on an agenda item no further comment will be allowed from the public on that issue

NO ACTION CONTEMPLATED EXCEPT POSSIBLE REFERRAL TO FUTURE AGENDA:

6. *Information Updates, Recent Correspondence, Current Events, Announcements*
   Commissioner Gabriel: First bandshell concert in the Rome Town Center Friday, June 7th. On the Rome Wisconsin website there is a calendar of events for the bandshell.
7. *Open Public Hearing*

a. Consideration of a Final Plat for Sedge Village North, to be located on a 38.03-acre parcel owned by Sedge Village, LLC, described as follows: Lots 1 and 2, Sedge Village, Document No. 572728, and Part of the SW1/4 and NW1/4 of the NE1/4, and Part of the NW1/4 of the SE1/4, Section 26, Town 20N, Range 5E, Town of Rome, Adams County, WI

John Kastner of Vierbicher present via Webex on behalf of the applicant. Chairwoman Duelge questions if the additional lots 20 through 24 are added due to Luna Ln being in so that all properties are abutting the roadway. Attorney Flanagan states that statement is correct, they have properly reflected the relocation of the lots that are to the west of the former designation of "lands" which are now abutting the re-located Luna Lane. Applicant confirmed that everything stated is correct.

b. Consideration of a Rome Town Center (RTC) District Map Amendment from Mixed Commercial/Light Industrial Subdistrict to Mixed Town Center Subdistrict, for a 10-acre portion of Town-Owned property within Rome Town Center, described as follows: being part of parcel # 030-01136-0501, located in part of the NW1/4, NW1/4 and NE1/4, NW1/4 of Section 17, Town 20N, Range 6E, Town of Rome, Adams County, WI

Applicant Amy Lorentz present to speak to the proposed development, and shared a presentation about her concepts that she has been working on with a manufacturer. She emphasizes the luxury tiny home style lodging interior, and further emphasizes a development plan for walkability and community value. She specifies with 6 units there is a possibility for 48 individuals to be lodged at any particular time. The applicant feels that this would be a benefit to the town center park because the current subdistrict doesn't bring in the tourism that the town might be looking for. The area might bring in some manufacturing which could bring some jobs, and create some products. She feels that the parcel isn't desirable for manufacturing and a change in classification in that location could bring additional growth and would fit in with the community and what surrounds the parcel.

Commissioner Djumadi directs a question to Attorney Flanagan, she asks for clarification as to what a reclassification of subdistrict would mean as opposed to re-zoning Attorney Flanagan states that design plans got put in place to create simplicity for development. In the Rome Town Center Districts there are subdistricts listed on the maps, that would make this a classification change since it will still have the Rome Town Center District Zoning which abides by the comp plan. This would not be a change from RTC District to, for example, R-1, or B-1.

Commissioner Kappel asks Attorney Flanagan for clarification that this would be a reclassification and not a rezoning. Attorney Flanagan confirms it would be a reclassification, and that the subdistrict map is intended to guide development within the Rome Town Center, all of which is zoned RTC-District. Kappel asks if a similar process was required for the Rome Away From Home. Flanagan states that it was a different process, it was already incorporated so the percentage of available livable space needed to be raised. He also says there are several ways to accommodate developments, which have been utilized in the past, such as adding new permitted uses, adjust standards, a classification change, etc.

Commissioner Djumadi begins discussion on existing zoning in the Rome Center Park District, lack of bids on the land, and reclassification of 10 acres.

Chairwoman Duelge asks for the categorization of the potential business. Applicant response is rustic resort. Chairwoman clarifies if this would be lodging, applicant confirms.

Commissioner Djumadi questions length of lodging. Applicant response is as long as a customer would like.

Commissioner Janczak questions if there is any other suitable property in other locations within the Rome Center Park District. Attorney Flanagan specifies not in the location the applicant is interested in, but there are mixed town zones within the district that could be suitable.

Commissioner Wiessinger discusses reclassifying majority of the Town Center Park District, based on previous recommendations given. Commissioner Djumadi states that is what this project will do, and begins discussion on existing zoning.

Commissioner Janczak questions if the pictures shared are the metal containers to be used on the project. The applicant specifies that the containers are one use containers so they are in prime condition. She discusses the dimensions and conditions of the containers.

Chairwoman Duelge asks for specification on if the applicant is creating 6 shipping container lodges. The applicant says she was given a limit of 6 for the 10 acres, she says she would be interested in an additional 5.

Chairwoman Duelge asks if she would be putting in a community center or community area. The applicant says yes and discussion is had about possible community items, retail, and public use.

Applicant discussion about wanting to space out the lodging.

Attorney Flanagan clarifies that this would be one step in applicant's process, and if approved, there is the follow-up requirement that would have to happen and that all of the standards within the district and subdistrict if a reclassification were to occur.

Public concerns with the applicant building across from residential area, the public doesn't want to see the buildings. Applicant specifies the property should not be visible and would be screened from adjacent residential properties.

Public questions about renting and management.

c. Consideration of a Site Plan/Plan of Operation for Barnum Bay Beach and Marina LLC d/b/a The Lure Bar & Grill to construct an outdoor event structure at 1735 Archer Lane, also described as Lot 1 of CSM 3590, located in Part of Government Lot 2, Government Lot 3, and the SE1/4, SE1/4, Section 28, Town 20N, Range 05E, Town of Rome, Adams County, WI, with a parcel number of 030-00408-0010

Applicant Mark Anderson present. Had a semi-permanent tent through a tent company, the tent often blows over due to the winds off of the lake. He feels it would be best for the community and the business to have a permanent structure. He thinks it would look nicer, would be safer – could be inspected by the Fire Chief, and it would be able to have sound proofing available. Had plans signed off by Adams County previously.

Commissioner Gabriel questions that the maps within the forms have inconsistent measurements, which map is the more accurate. Applicant states Adams county requests 100' from water's edge easement, however the Town of Rome has a 10-20' easement. Applicant clarified the proper map to use.

Support Specialist Owcynsky states there were 3 emails received regarding the application, they are part of the public record.

Chairwoman Duelge questions inconsistencies in the submission documents with days and hours in the site plan/ plan of operation. Discussion is had with the applicant specifying that their hours of business might differ from the hours they would be using the pavilion. The applicant also notes that the bands will be signing a contract in which they take responsibility for any noise complaints, especially after the 10pm sound ordinance.

Chairwoman Duelge questions how they plan on shifting the responsibility of decibel violations on to the bands, and if they refuse or otherwise have a violation who would be paying for the citations. The applicant states the bands will be required to sign a contract accepting responsibility for any violations. If a band is unwilling to sign they will be unable to perform at the Lure. This would make it so the bands would receive any citation and not the owner.

Applicant discussion about noise during hours of operation and how bands will be required to follow noise ordinances, as well as how a structure would benefit them.

Chairwoman Duelge asks for clarification of the hours of operation again as the application states that every weekend music will be from 10am-10pm. Applicant specifies the typical concerts are Friday, Saturday, and Sunday. Chairwoman Duelge asks about the days of anticipated operation, the applicant specifies they are open 7 days a week from 11am-11pm, however they do not believe they'll have noise issues outside of weekend hours. Discussion had about potential vs what is booked out.

Commissioner Gabriel questions if the current roof is blue, why is the sample roof white, instead of following the same color as the existing roof. The applicant specifies that Menards didn't have the ability to print the blue, ideally, they would want to match.

Commissioner Janczak asks if one wall will be the backdrop towards the residential side, opening towards the lake. The applicant says yes, and discussion is had around sound dampening, and walls of sort for the bands.

Chairwoman Duelge asks about the material of the wall, and how enclosed it would be. The applicant discussed having multiple types of materials up for sound proofing, heat retention, etc.

Chairwoman Duelge questions the current parking abilities, and future parking lot plans. The applicant says he is not concerned about running out of parking. Chairwoman Duelge follows up asking if there was a situation to occur where they need more parking what would their plan be. The applicant says

that he does not currently have a plan in mind, in the future he would like to potentially build on another plot of land he has. Discussion is had about the use of gravel and if the DNR considers it permeable. Chairwoman Duelge follows up with a question about the ground area underneath the proposed structure having dirt gravel as the building material; if it would be problematic. The applicant doesn't believe it will be problematic since the current ground is sand, and there is not a concern with runoff. Discussion is had about the county seeing this plan and approving it.

Commissioner Djumadi questions the applicant about the overflow parking, and if it goes north of the establishment. The applicant confirms it does, and states that in the evening it also will go downward into the parking they have designated for the beach and marina.

Concerns were raised with the potential of noise. Several comments about direction of noise. Comments made about recent citations.

Chairwoman Duelge states that there is correspondence from Leslie Joe Fairchild, The Barnum Bay Condominium Association, and from the Archer Park Community Association to be entered into the record.

Commissioner Janczak states that if this is something the applicant is doing already if this would be improving the situation. The applicant specifies that they have been doing it for a couple of years, this would look better, be safer, and provide better sound protection. Doing the same thing they've been doing but better.

Chairwoman Duelge asks about the direction of the main / solid wall. The applicant says it will be on the east / north east side.

Commissioner Gabriel asks about the material the structure would be made of. The applicant said wooden frame with a metal roof and siding, but materials haven't been purchased yet so that could be subject to change.

d. Consideration of the issuance of a Conditional Use Permit for the following purpose: the short-term rental at the property located at 518 Feather Trail, owned by Lisa Parkinson-Rose, also described as Lot 26 of Hawkshead Addition to Lake Arrowhead, located in the SE1/4, NE1/4, Section 27, Town 20N, Range 05E, Town of Rome, Adams County, WI with a parcel number of 030-03128-0000

Applicant Nicole McMullen's secondary contact Heidi present to speak for her via webex.

Chairwoman Duelge asked about the availability of a property manager to be on site since the applicant could not make it to the meeting in person, and is the operation functioning 24/7. Applicant confirms that they are 24/7 property managers. The applicant also specifies that Nicole had an accident which is why she was unable to attend.

Chairwoman Duelge asks if the applicant is local, and if the applicant's secondary contact will be taking over once the applicant has her baby. The applicant confirmed they are local, and that she would be taking over full time once the baby is born. Applicant states that Lisa the property owner lives in Idaho. Chairwoman Duelge questions about the inconsistency of Lisa's location her application stating she lives in California. Applicant clarifies that Lisa had recently moved to a new residence.

Chairwoman Duelge asks about the driveways on the property and if they're both available for short term rentals. Applicant states they're clean but they currently have someone on a 7-month lease staying there. Chairwoman Duelge questions the conditions of the driveway, discussion is had if it's a hard surface.

Chairwoman Duelge questions the availability of the property manager again asking if they will be given two numbers. Discussion with applicant is had about availability.

e. Consideration of the issuance of a Conditional Use Permit for the following purpose: the short-term rental at the property located at 987 Wellington Court, owned by Parradise Cove LLC, also described as Lot 63 of Wellington Addition to Lake Camelot, located in the SW1/4, NW1/4, Section 10, Town 20N, Range 06E, Town of Rome, Adams County, WI with a parcel number of 030-06707-0000

Applicant Jake Parr is present.

Chairwoman Duelge questions if the applicant will be near the residence full time since he wishes to be the property manager. The applicant states that he resides in Green Bay but can be available. Commissioner Kappel states that for consistency they require everyone choosing to short term rent on

their own to have a backup property manager for when they're not in the area / not within 25 miles. Discussion is had on the applicant's primary residence and ability to have a property manager.

Chairwoman Duelge questions on the 1.5 baths within. Discussion is had about if a powder room would be considered a full bathroom, Administrative Assistant Support Specialist Taylor Owcynsky confirmed it would be.

Concerns are brought up about who should be contacted if there is a rental issue.

f. Consideration of the issuance of a Conditional Use Permit for the following purpose: the short-term rental at the property located at 1444 Sawgrass Drive, owned by Triple EEE Homes, LLC, also described as Lot 73 of Sawgrass Addition to Lake Arrowhead, located in the SW1/4, SE1/4, Section 13, Town 20N, Range 05E, Town of Rome, Adams County, WI with a parcel number of 030-04152-0503

Applicant was not present.

Concerns brought up with trash not being removed, concern with the homeowners residing in Marshfield without a known property manager.

Concerns and discussions are had in regards to rental(s) – residents allowing their animals to defecate on the golf course, residents putting on the course without paying, vehicles parking on the street.

Questions and concerns raised about host compliance discussion on what counts towards violation limits.

g. Consideration of proposed amendment to Chapter 360 (Zoning), Article XII, Lake District, 360-62(D) Other Requirements. Maximum side wall height for detached accessory structures

Attorney Flanagan reviewed the proposed ordinance amendment. There were no comments for or against the proposed amendment..

8. Close Public Hearing

Motion Kappel/Wiessinger to close the public hearing. Motion carried.

***DISCUSS AND POSSIBLE ACTION ON THE FOLLOWING ITEMS**:*

9. *Discussion and possible action - Meeting minutes from Tuesday, May 14, 2024*
Motion Gabriel/Wiessinger to approve the meeting minutes from Tuesday, May 14, 2024 as presented. Motion carried.

10. *Discussion and possible recommendation to the Town Board* - Consideration of a Final Plat for Sedge Village North, to be located on a 38.03-acre parcel owned by Sedge Village, LLC, described as follows: Lots 1 and 2, Sedge Village, Document No. 572728, and Part of the SW1/4 and NW1/4 of the NE1/4, and Part of the NW1/4 of the SE1/4, Section 26, Town 20N, Range 5E, Town of Rome, Adams County, WI
Motion Djumadi/Kappel to make a recommendation to the town board to approve the Final Plat for Sedge Village North. Motion carried.

11. Discussion and possible recommendation to the Town Board – Consideration of a Rome Town Center (RTC) District Map Amendment from Mixed Commercial/Light Industrial Subdistrict to Mixed Town Center Subdistrict, for a 10-acre portion of Town-Owned property within Rome Town Center, described as follows: being part of parcel # 030-01136-0501, located in part of the NW1/4, NW1/4 and NE1/4, NW1/4 of Section 17, Town 20N, Range 6E, Town of Rome, Adams County, WI
Motion Djumadi/Kappel to make a recommendation to the town board to approve a reclassification of Rome Town Center (RTC) District Map Amendments from Mixed Commercial /Light Industrial Subdistrict to Mixed Town Center Subdistrict.

Commissioner Gabriel requests roll call voting; Wiessinger-No, Gabriel-No, Janczak-Yes, Duelge-Yes, Djumadi Yes, Dalton-Yes, Kappel-Yes Motion carried.

12. Discussion and possible recommendation to the Town Board - Consideration of a Site Plan/Plan of Operation for Barnum Bay Beach and Marina LLC d/b/a The Lure Bar & Grill to construct an outdoor event structure at 1735 Archer Lane, also described as Lot 1 of CSM 3590, located in Part of Government Lot 2, Government Lot 3, and the SE1/4, SE1/4, Section 28, Town 20N, Range 05E, Town of Rome, Adams County, WI, with a parcel number of 030-00408-0010
Motion Djumadi/Kappel to make a recommendation to the town board to approve Site Plan / Plan of Operation for Barnum Bay Beach and Marina LLC d/b/a The Lure Bar & Grill to construct an outdoor event structure, adopting the Findings of Fact the structure is to be turned so the solid wall will be towards the North East to be verified by building inspector before permitted. Motion carried.

13. Discussion and possible action - Consideration of the issuance of a Conditional Use Permit for the following purpose: the short-term rental at the property located at 518 Feather Trail, owned by Lisa Parkinson-Rose, also described as Lot 26 of Hawkshead Addition to Lake Arrowhead, located in the SE1/4, NE1/4, Section 27, Town 20N, Range 05E, Town of Rome, Adams County, WI with a parcel number of 030-03128-0000
Motion Kappel/Janczak to make a recommendation to the town board to approve a Conditional Use Permit for the purpose of short-term rental, and to adopt the finding of facts as presented. Motion carried.

14. *Discussion and possible action* - Consideration of the issuance of a Conditional Use Permit for the following purpose: the short-term rental at the property located at 987 Wellington Court, owned by Parradise Cove LLC, also described as Lot 63 of Wellington Addition to Lake Camelot, located in the SW1/4, NW1/4, Section 10, Town 20N, Range 06E, Town of Rome, Adams County, WI with a parcel number of 030-06707-0000
Motion Kappel/Djumadi to make a recommendation to the town board to approve a Conditional Use Permit for the following purpose: short-term rental, and to adopt the finding of facts with the condition that a backup property manager will be provided and available on a fulltime basis anytime the owner is not residing within 25 miles of the property. Motion carried.

15. *Discussion and possible action* - Consideration of the issuance of a Conditional Use Permit for the following purpose: the short-term rental at the property located at 1444 Sawgrass Drive, owned by Triple EEE Homes, LLC, also described as Lot 73 of Sawgrass Addition to Lake Arrowhead, located in the SW1/4, SE1/4, Section 13, Town 20N, Range 05E, Town of Rome, Adams County, WI with a parcel number of 030-04152-0503
Motion Duelge/Janczak to table to next month's meeting due to no property owner present, and questions raised. Motion carried.

16. *Discussion and possible recommendation to the Town Board* - Consideration of proposed amendment to Chapter 360 (Zoning), Article XII, Lake District, 360-62(D) Other Requirements. Maximum side wall height for detached accessory structures
Motion Wiessinger/Kappel to recommend to town board to approve of proposed amendment to Chapter 360 (Zoning). Motion carried.

17. Discussion and possible referral to a future agenda – Review Zoning Ordinance Camping Requirements under 360-9(C)(5), display of camping permits
Motion Kappel/Dalton to refer item to next month's agenda. Motion carried.

DATES AND ITEMS FOR FUTURE AGENDA/MEETINGS

18. Next agenda items:
Host Compliance Complaint Process and Documentation
Ordinance amendment for Camping Permit Policy
Review CUP requirements for STR

19. Next meeting date and time: July 9, 2024 at 4:00 p.m.

ADJOURMENT

The meeting was adjourned by Chairwoman Duelge at 6:47p.m

"Speak Your Peace" Commitment – A reminder that the Town Board Members have adopted the Nine Tools of Civility which commits the Board Members and Public to be mindful of how we treat each other at meetings.

Notification of this meeting has been posted in accordance with the Open Meeting Laws of the State of Wisconsin. The Plan Commission may take action on any item on the agenda. It is possible that the members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the Plan Commission.

Respectfully Submitted,

Alexis Dargiewicz
Alexis Dargiewicz
Zoning Administrator