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

MINUTES
TOWN OF ROME PLAN COMMISSION PUBLIC HEARING
AND REGULAR MEETING

TUESDAY, SEPTEMBER 10, 2024 **4:00 P.M.** **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.
   Plan Commissioners excused: 0
   Also present: Support Specialist Taylor Owczynsky, Zoning Administrator Alexis Dargiewicz, and Town Attorney Nick Flanagan.
3. Certify Posting of Meeting

   Zoning Administrator, Alexis Dargiewicz certified that Tuesday, September 3, 2024 the agenda for the Town of Rome Plan Commission meeting for Tuesday, September 10, 2024 was posted at the following locations:

   Rome Town Hall at 1:13 p.m.
   Kwik Trip LLC at 1:20 p.m.
   Nekoosa Port Edwards State Bank at 1:26 p.m.
   Legal Notice published in the Wisconsin Rapids Tribune on: 8/27/2024 & 9/3/2024
4. Approve the Agenda
   Motion by Djumadi/Kappel 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 Plan 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 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 Commission 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

   Two (2) citizen comments received prior to the meeting, no one present to speak on the items received.

NO ACTION CONTEMPLATED EXCEPT POSSIBLE REFERRAL TO FUTURE AGENDA:

6. Information Updates, Meeting Recaps, Recent Correspondence, Current Events, Announcements
   Djumadi comments on the honor climb at Tri-Norse. And October 5th, Woodland Lutheran Church Chili Fest.

7. Sub-Committee
   Plan Commission RTC Subcommittee Update
   Zoning Administrator gave brief synopsis. September 20th will be next meeting at 11am.

8. Open Public Hearing
   There were 22 members of the public present
   a. Consideration of the issuance of a Conditional Use Permit for the following purpose: the short-term rental at the property located at 147 West Walden Way, owned by Toni & Josh Wills, also described as Lot 36 of Walden Pines Addition to Lake Camelot, located in the SW ¼, SE ¼, Section 03, Town 20N, Range 06E, Town of Rome, Adams County, WI with a parcel number of 030-06577-0000
      Applicant Toni Wills present to represent the property. Property manager 1.1 miles away Michael Brey representative. Clarification of suggested occupancy and vehicles.

   b. Consideration of the issuance of a Conditional Use Permit for the following purpose: the short-term rental at the property located at 455 Duffers Trail, owned by Dean Ramsden d/b/a Sand Dunes Lodge, also described as Lot 1 of CSM 6183, located in the NE ¼, SW ¼, Section 20, Town 20N, Range 06E, Town of Rome, Adams County, WI with a parcel number of 030-02819-0010
      Applicant Dean Ramsden present to represent the property. Condos owned in the Dells, to be there when they are Short Term Renting. Discussion on the enclose of refuse container.

   c. Consideration of the issuance of a Conditional Use Permit for the following purpose: the short-term rental at the property located at 965 Wellington Court, owned by Karen Suminski & Ann E Hovell, also described as Lot 53 of Wellington Addition to Lake Camelot, located in the SE ¼, NW ¼, Section 10, Town 20N, Range 06E, Town of Rome, Adams County, WI with a parcel number of 030-06698-0000
      Representative Tammy Esser, property manager, present to represent the property. Discussion on the presence of egress windows in the basement.
      Two letters of objection were received and put on file.
      Neighbor, states objection against property becoming a Short-Term rental due to noise and parking.

   d. Consideration of the issuance of a Conditional Use Permit for the following purpose: the short-term rental at the property located at 351 14th Ave owned by Kettle on the Lake LLC, also described as Lot 1 of Shimmering Waters Addition to Lake Arrowhead, located in SE ¼, NE ¼, and NE ¼, NE ¼, Section 13, Town 20N, Range 05E, Town of Rome, Adams County, WI with a parcel number of 030-04304-0000
      Property owner Darryl Malik present to represent the Short-Term Rental. Discussion on vehicles allowed at the property.
      Neighbor present to state objection of the Short-Term Rental at this property.

      Consideration of the issuance of a Conditional Use Permit for the following purpose: the short-term rental at the property located at 1572 Kingswood Trail owned by Jennifer Hellpap d/b/a Back 9 Rentals LLC, also described as Lot 1 of CSM 6342, located in the SW ¼, NW ¼, Section 14, Town 20N, Range 05E, Town of Rome, Adams County, WI with a parcel number of 030-03514-0010
      Applicants Jennifer & Ryan Hellpap present to represent the Short-Term Rental. Owners to be property managers. Discussion on all available property managers to be submitted to the Town.

Consideration of the issuance of a Conditional Use Permit for the following purpose: the short-term rental at the property located at 1005 Moor Court owned by Eric Kundinger d/b/a Hidden Sands LLC, also described as Lot 37 of Longbow Addition to Lake Sherwood, located in the SE ¼, SE ¼, Section 16, Town 20N, Range 06E, Town of Rome, Adams County, WI with a parcel number of 030-02245-0000
Applicant Eric Kundinger and Michael Kerlac present to represent the Short-Term Rental. Available property managers to be submitted to the Town.

e. Consideration of the issuance of a Conditional Use Permit for the following purpose: the short-term rental at the property located at 1678 Archer Ave owned by Duggan Sand Valley LLC, also described as Lot 8 of Archer Forest, located in the SE ¼, SW ¼, Section 22, Town 20N, Range 05E, Town of Rome, Adams County, WI with a parcel number of 030-01265-0040
Applicant Josh Duggan present to represent the Short-Term Rental. He stated there was one issue already noted with the property. Julie Matthews, neighbor, present to state objection against property becoming a Short-Term Rental. John Carlson, neighbor states objection to property becoming a Short-Term Rental. Discussion of maximum occupancy and maximum vehicles to be allowed on the property.

f. Consideration of an Amendment to the Site Plan/Plan of Operation for Lake Camelot Property Owners Association, Inc d/b/a Lake Camelot Lodge LLC, to expand the current operations at 298 Leisure Ln, also described as Lot 74 of Chester Addition to Lake Camelot, located in SW ¼, SE ¼, Section 09, Town 20N, Range 06E, Town of Rome, Adams County, WI with a parcel number of 030-05222-0000
Representatives of the Lake Camelot Property Owners Inc. present to represent the property. Discussion on the demolition, remodel and addition proposed to take place at the business. Discussion on elevations, parking and color scheme. Applicant indicates that the plans that were submitted to the Department of Commerce have been approved. Removal of tennis court to replace with pickleball court. Completion to be tentatively April of 2024, pending approval. Neighbor questions location of proposed additions.

g. Consideration of an Amendment to the Site Plan/Plan of Operation for Plato Construction LLC (Geneva Apartments), to make updates to previous plans to reflect current operations at 265 Geneva Trail also described as Lot 2 of CSM 6524, located in the NE ¼, SW ¼, Section 08, Town 20N, Range 06E, Town of Rome, Adams County, WI with a parcel number of 030-01136-0609
Applicant Russell Plato present to represent the property. Discussion regarding what is currently on the property vs what was previously approved.

h. Consideration of a Site Plan/Plan of Operation for Scenic Valley Properties, LLC d/b/a Crate & Pines for construction and operation of a container and small home resort development on a 10-acre portion of property within Rome Town Center, described as follows: being part of parcel # 030-01136-0501, located in part of the NW 1/4, NW1/4 and NE1/4, NW1/4 of Section 17, Town 20N, Range 6E, Town of Rome, Adams County, WI
Applicant Amy Lorenz present to represent the property. Applicant provides additional handouts of floorplans. Discussion of which company applicant plans on going with for the provider of the container homes. Discussion of container vs stick-built. Discussion on Department Head Sign-Off by Director of Public Works regarding the jut-out by Aniwa Court. Neighbor from Per Mar notes that they want to make them aware of the development they plan to move forth with.
Attorney Flanagan notes the buffering requirements for between districts.
Neighbor questions layout and plans.

Chairwoman Duelge Motions for 5-minute break. All in favor, motion carried.
Chairwoman Duelge motions for the meeting to be called back to order. All in favor, motion

carried.

Motion by Wiessinger/Djumadi to close the public hearing. Motion carried.

DISCUSS AND POSSIBLE ACTION ON THE FOLLOWING ITEMS:

9. Approval of the meeting minutes from Tuesday, August 13th, 2024.
   Motion by Weissinger/Dalton to approve the meeting minutes from Tuesday, August 13, 2024. Kappel requests change to last paragraph. Amendment to accept correction Wiessinger/Kappel. Motion carried.

10. 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 147 West Walden Way, owned by Toni & Josh Wills, also described as Lot 36 of Walden Pines Addition to Lake Camelot, located in the SW ¼, SE ¼, Section 03, Town 20N, Range 06E, Town of Rome, Adams County, WI with a parcel number of 030-06577-0000
    Motion by Weissinger / Gabriel to approve the Short-Term rental conditional use permit with the findings of facts as presented. Motion carried.

11. 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 455 Duffers Trail, owned by Dean Ramsden d/b/a Sand Dunes Lodge, also described as Lot 1 of CSM 6183, located in the NE ¼, SW ¼, Section 20, Town 20N, Range 06E, Town of Rome, Adams County, WI with a parcel number of 030-02819-0010
    Motion by Djumadi/Dalton to approve the Short-Term rental conditional use permit with the findings of facts as presented. Motion carried.

12. 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 965 Wellington Court, owned by Karen Suminski & Ann E Hovell, also described as Lot 53 of Wellington Addition to Lake Camelot, located in the SE ¼, NW ¼, Section 10, Town 20N, Range 06E, Town of Rome, Adams County, WI with a parcel number of 030-06698-0000
    Motion by Kappel/Gabriel to approve the Short-Term rental conditional use permit with the findings of facts as presented. 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 351 14th Ave owned by Kettle on the Lake LLC, also described as Lot 1 of Shimmering Waters Addition to Lake Arrowhead, located in SE ¼, NE ¼, and NE ¼, NE ¼, Section 13, Town 20N, Range 05E, Town of Rome, Adams County, WI with a parcel number of 030-04304-0000
    Motion by Weissinger/Dalton to approve the Short-Term rental conditional use permit with the findings 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 1572 Kingswood Trail owned by Jennifer Hellpap d/b/a Back 9 Rentals LLC, also described as Lot 1 of CSM 6342, located in the SW ¼, NW ¼, Section 14, Town 20N, Range 05E, Town of Rome, Adams County, WI with a parcel number of 030-03514-0010
    Motion by Djumadi/Kappel to approve the Short-Term rental conditional use permit with the findings of facts as presented. 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 1005 Moor Court owned by Eric Kundinger d/b/a Hidden Sands LLC, also described as Lot 37 of Longbow Addition to Lake Sherwood, located in the SE ¼, SE ¼, Section 16, Town 20N, Range 06E, Town of Rome, Adams County, WI with a parcel number of 030-02245-0000

Motion by Kappel/Djumadi to approve the Short-Term rental conditional use permit with the findings of facts as presented. Motion carried.

16. 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 1678 Archer Ave owned by Duggan Sand Valley LLC, also described as Lot 8 of Archer Forest, located in the SE ¼, SW ¼, Section 22, Town 20N, Range 05E, Town of Rome, Adams County, WI with a parcel number of 030-01265-0040
Motion by Weissinger/Gabriel to approve the Short-Term rental conditional use permit with the findings of facts as presented, with the amendment; that maximum occupancy should be 12, and maximum amount of vehicles to be 8. Motion carried.

17. Discussion and possible referral to Town Board - Consideration of an Amendment to the Site Plan/Plan of Operation for Lake Camelot Property Owners Association, Inc d/b/a Lake Camelot Lodge LLC, to expand the current operations at 298 Leisure Ln, also described as Lot 74 of Chester Addition to Lake Camelot, located in SW ¼, SE ¼, Section 09, Town 20N, Range 06E, Town of Rome, Adams County, WI with a parcel number of 030-05222-0000
Motion by Djumadi/Weissinger to make a recommendation to the Town Board for approval of the Site Plan and Plan of Operation, with adopting the finding of facts including working with their neighbors on screening, and appropriate colors to match other buildings
Motion Carries.

18. Discussion and possible referral to Town Board - Consideration of an Amendment to the Site Plan/Plan of Operation for Plato Construction LLC (Geneva Apartments), to make updates to previous plans to reflect current operations at 265 Geneva Trail also described as Lot 2 of CSM 6524, located in the NE ¼, SW ¼, Section 08, Town 20N, Range 06E, Town of Rome, Adams County, WI with a parcel number of 030-01136-0609
Motion by Kappel/Duelge to table this item until October 8th Plan Commission Meeting.
Motion carries.

19. Discussion and possible referral to Town Board - Consideration of a Site Plan/Plan of Operation for Scenic Valley Properties, LLC d/b/a Crate & Pines for construction and operation of a container and small home resort development on a 10-acre portion of property within Rome Town Center, described as follows: being part of parcel # 030-01136-0501, located in part of the NW 1/4, NW1/4 and NE1/4, NW1/4 of Section 17, Town 20N, Range 6E, Town of Rome, Adams County, WI

Motion by Djumadi/Kappel to recommend to the Town Board approval of the Site Plan and Plan of Operation with the findings of fact also including allowance for a paved entrance and exit 150', paved parking, a gravel "dust free" driveway, to allow for screened porches/decks,
Motion fails to carry. 1-6.

Gabriel/Janczak to make a recommendation to the Town Board for approval of the Site Plan and Plan of Operation, with adopting the finding of fact including; parking to be paved, allowance of a gravel driveway to be operated in a dust free manner, 150' of the entrance and exit of the driveway to be pave, to return to Plan Commission with the final plans for the buildings.
Motion carries 6-1.

DATES AND ITEMS FOR FUTURE AGENDA/MEETINGS

20. Next agenda items
    - Comprehensive Plan Amendment
    - Codifying the Short-Term Rental Conditional Use Permit Process
    - Site Plan and Plan of Operation for Gabriel Development LLC
    - Site Plan and Plan of Operation for Plato Construction LLC (Geneva Apartments).

21. Next meeting date and time: October 8th 4:00 p.m.

ADJOURNMENT

Chairwoman Duelge adjourned the meeting at 7:12 p.m.

"Speak Your Peace" Commitment – A reminder that the Plan Commission Members have adopted the Nine Tools of Civility which commits the Commission 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 members. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Wendy Newsom, Town Clerk, at 1156 Alpine Drive, Nekoosa, WI 54457, ph. 715-325-8046.

Town of Rome Mission:
Positively applying the tools of government to serve and protect our people, strengthen our community and promote prosperity.

Respectfully submitted,

Alexis Dargiewicz

Alexis Dargiewicz
Zoning Administrator