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

MINUTES
TOWN OF ROME PLAN COMMISSION

TUESDAY OCTOBER 8, 2024 **4:00 P.M.** **ROME MUNICIPAL BUILDING**
1156 Alpine Drive
Nekoosa, WI 54457

1. Call to Order
   Chairwoman Diana Duelge Calls the meeting to order at 4:00 p.m.
2. Roll Call
   Plan Commissioners Present: Jerry Wiessinger, Thomas Gabriel, Chairwoman Diana Duelge, Lori Djumadi, Heather Dalton, and Bill Kappel
   Plan Commissioner(s) Excused: Paul Janczak
   Also Present: Zoning Administrator Alexis Dargiewicz, and Town Attorney Nick Flannagan
3. Certify Posting of Meeting
   Zoning Administrator, Alexis Dargiewicz certified that on Tuesday, October 1st, 2024 the agenda for the Town of Rome Plan Commission meeting for Tuesday October 8, 2024 was posted at the following locations:
   Rome Town Hall at 2:07 p.m.
   Kwik Trip, LLC at 2:13 p.m.
   Nekoosa Port Edwards State Bank at 2:21 p.m.
   Posted on the Town of Rome Website on: 10/1/2024
   Emailed to the Wisconsin Rapids Tribune on 10/1/2024
   Legal Notice published in the Wisconsin Rapids Tribune on 09/25/2024 and 10/ 01/2024

4. Approve the Agenda
   Motion by Wiessinger/Dalton to approve the agenda as is.
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

   No citizen comments received.

NO ACTION CONTEMPLATED EXCEPT POSSIBLE REFERRAL TO FUTURE AGENDA:

6. Information Updates, Meeting Recaps, Recent Correspondence, Current Events, Announcements
   Humane society Italian dinner fundraiser October 12th. Humane society low cost vaccination and microchip clinic on October 9th. Kids Halloween Party in the Rome Town Center October 26th.
7. Sub-Committee
   Plan Commission RTC Sub-Committee Update
   Zoning Administrator gives brief overview of the 09-20 RTC Sub-Committee meeting.
8. Open Public Hearing

Six audience members present for the public hearing.

a. Consideration of the proposed Comprehensive Plan Map 9 amendment from Forestry to Rural Residential and zoning map amendment from FR (Forest and Outdoor Recreation District) to R-4 (Rural Residence District) relating to a 38.99-acre parcel located at 241 8th Avenue, owned by Eric T. Veum Revocable Trust, also described as the SE1/4, NE1/4 of Section 11, Town 20N, Range 06E, Town of Rome, Adams County, WI., with a parcel number of 030-00712-0010.
Applicant Eric Veum present to represent the property.
Discussion had about other properties the applicant has, and if those would be rezoned too.

b. Amendment to a Conditional Use Permit for 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 – Adjusting the maximum allowed occupancy.
Applicant Michael Kuryla present to represent the property.
Discussion about previous CUP and if the extra conditions from it were met.

c. Consideration of the issuance of a Conditional use permit for the following purpose: the short-term rental at the property located at 114 County Road Z owned by Larkee Investments, LLC (Andrea Larson), also described as Lot 2 of CSM 6760, located in part of Government Lot 2 and 7 of Section 02, Town 20N, Range 05E, Town of Rome, Adams County, WI with a parcel number of 030-00039-0015.
Applicant Andrew Larson present to represent the property.
Discussion on the occupancy.

d. Consideration of the issuance of a Conditional Use Permit for the following purpose: the short-term rental at the property located at 1560 Kingswood Trail owned by New Horizon Properties, Inc., also described as Lots 322-323 of Kingswood Addition to Lake Arrowhead, located in the SE ¼, NW ¼, Section 14, Town 20N, Range 05E, Town of Rome, Adams County, WI with a parcel number of 030-03529-0000.
One letter was received against the Short-Term Rental.
Applicant Michael Fazio present to represent the property.

e. Consideration of an amendment to the Site Plan and Plan of Operation for Gabriel Development LLC (Papa Bear's Mini Golf/The Gift Shoppe) to build a garage in the Rome Town Center (RTC) at 266 Matterhorn Trail, also described as Lot 2 of plat 5947, located in NE ¼, SW ¼, Section 8, Town 20N, Range 06E, Town of Rome, Adams County, WI, with a parcel number of 030-01136-0576.
Applicant Thomas Gabriel present to represent the property.
Discussion had about dimensional standards of the garage, including the sizing of the door.
Discussion on the materials of the garage.

Motion to close public hearing by Wiessinger /Djumadi. Motion carries.

DISCUSS AND POSSIBLE ACTION ON THE FOLLOWING ITEMS:

9. Approval of the September 10, 2024 meeting minutes.
Motion by Bill / Jerry approve minutes as is. Motion Carries.

10. Discussion and Possible Action – Review of final building and floor plans submitted by Scenic Valley Properties, LLC d/b/a Crate & Pines for construction for the 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 Kappel/Gabriel to approve the two interior floor plans for the crates as presented, applicant to come back with exterior design plans after working with Zoning Administrator and Building Inspector. Motion Carries.

11. Discussion and Possible Recommendation to Town Board - Consideration of an Amendment to the Site Plan and 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.
    Discussion clarifying what changes had been made since the previous site plan.
    Discussion on notes and emails from Dan Hansen.
    Discussion regarding the timelines associated with the phases of the apartments.
    Motion by Kappel/Dalton to recommend approval to the Town Board for the site plan and plan of operation as presented including the findings of facts. Motion carries.

12. Discussion and Possible Recommendation to Town Board – Consideration of Sign Permit to locate a 9" x 72" off premise signage at intersection of Apache Avenue and STH 13.
    Discussion on why the sign was recommended to Plan Commission.
    Motion by Gabriel/Wiessinger to recommend the sign for approval to Town Board with the condition that there's county approval. Motion Carries.

13. Discussion and Possible Recommendation to Town Board – Consideration of the proposed Comprehensive Plan Map 9 amendment from Forestry to Rural Residential and zoning map amendment from FR (Forest and Outdoor Recreation District) to R-4 (Rural Residence District) relating to a 38.99-acre parcel located at 241 8th Avenue, owned by Eric T. Veum Revocable Trust, also described as the SE1/4, NE1/4 of Section 11, Town 20N, Range 06E, Town of Rome, Adams County, WI., with a parcel number of 030-00712-0010.
    Discussion on previous rezones – not related to the applicant, and the overall forest and outdoor recreation land of Rome.
    Motion by Wiessinger/Dalton to make a recommendation to the town board for approval for the zoning map amendments including the findings of fact as presented. Motion Carries.

14. Discussion and Possible Action – Amendment to a Conditional Use Permit for 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 – Adjusting the maximum allowed occupancy.
    Discussion on why the numbers had changed from the previous meeting.
    Zoning Administrator makes the clarification that the applicant did not initially provide floor plans so calculations were based on what the Town had on file.
    Motion by Gabriel/Wiessinger to amend the conditional use permit to adjust occupancy from 5 to 6 including the findings of fact as presented. Motion Carries.

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 114 County Road Z owned by Larkee Investments, LLC (Andrea Larson), also described as Lot 2 of CSM 6760, located in part of Government Lot 2 and 7 of Section 02, Town 20N, Range 05E, Town of Rome, Adams County, WI with a parcel number of 030-00039-0015.
    Occupancy set to 11 based on an email from previous building inspector Dan Hansen stating the game area / garage is livable space.
    Motion made by Kappel/Wiessinger to approve the conditional use permit for short term rental incorporating the FoF with the addition 'conditional use permit is indefinite as long as the property owner holds a valid STR License with the Town of Rome'.

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 1560 Kingswood Trail

owned by New Horizon Properties, Inc., also described as Lots 322-323 of Kingswood Addition to Lake Arrowhead, located in the SE ¼, NW ¼, Section 14, Town 20N, Range 05E, Town of Rome, Adams County, WI with a parcel number of 030-03529-0000.
Motion by Gabriel/Wiessinger to approved the conditional use permit with the finding of facts incorporating the term language updated to include as long as owner has a valid STR license with the Town of Rome. Motion Carries.

Chairwoman Duelge Adjourned for a brief recess at 6:15 p.m.
Chairwoman Duelge calls the meeting back to order. Meeting back in session at 6:20 p.m.

17. Discussion and Possible Recommendation to Town Board - Consideration of an amendment to the Site Plan and Plan of Operation for Gabriel Development LLC (Papa Bear's Mini Golf/The Gift Shoppe) to build a garage in the Rome Town Center (RTC) at 266 Matterhorn Trail, also described as Lot 2 of plat 5947, located in NE ¼, SW ¼, Section 8, Town 20N, Range 06E, Town of Rome, Adams County, WI, with a parcel number of 030-01136-0576.
Commissioner Gabriel recuses himself from voting on this item.
Motion by Wiessinger/Dalton to recommend Approval of the amendment to the Site Plan and Plan of Operation for Gabriel Development LLC to build a garage including the findings of fact as presented with the conditions that; only business related equipment and materials may be stored in the garage, no garage rentals to outside entities, the garage can have one door to be 14'x7', and for the garage door to be red or tan if a mural can't be placed.
Roll Call Vote
Wiessinger yes, Duelge no, Djumadi no, Dalton yes, Kappel no.
The motion fails.
Motion by Wiessinger/Dalton to take no action, for this item to be recommended to Town board for their consideration.
Wiessinger yes, Duelge yes, Djumadi abstain, Dalton yes, Kappel yes. Motion carries.

18. Discussion and Possible Referral to Future Agenda – Review of Town Ordinance requirements for Short Term Rentals, and consideration of removing Conditional Use Permit Requirements.
Attorney Flannagan gives a brief overview on what ordinances would be adjusted.

DATES AND ITEMS FOR FUTURE AGENDA/MEETINGS

Recommendation to the sub-committee to look at storage facilities.

19. Next agenda items
    - *3 Short Term Rentals*
    - *Review of Town Ordinance Requirements for Short Term Rentals.*
20. Next meeting date and time November 12th, 2024 4:00 p.m.

ADJOURNMENT 7:05 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.