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

MINUTES
TOWN OF ROME PLAN COMMISSION

TUESDAY APRIL 8, 2025 **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: Thomas Gabriel, Paul Janczak, Chairwoman Diana Duelge, Heather Dalton and Bill Kappel.
   Plan Commissioners excused/absent: Jerry Wiessinger and Lori Djumadi
   Also present: Administrative Assistant Taylor Owczynsky. Town of Rome Interim Zoning Administrator, Jeremy Peach, present via Zoom.

3. Certify Posting of Meeting
   Administrative Assistant, Taylor Owczynsky certified that Wednesday, April 2, 2025 the agenda for the Town of Rome Plan Commission meeting for Tuesday, April 8, 2025 was posted at the following locations:

   Rome Town Hall at 9:07 a.m.
   Kwik Trip, LLC at 10:02 a.m.
   Nekoosa Port Edwards State Bank at 10:06 a.m.
   Posted on the Town of Website on: 4/2/2025
   Legal Notice published in the Wisconsin Rapids Tribune on: 3/25/2025 & 4/1/2025

4. Approve the Agenda
   Motion by Gabriel/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 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
   Chairwoman Duelge noted an upcoming Focus Open House at Up North Brewery on April 10th from 5-7pm put

on by the RTC Sub-Committee.
Commissioner Dalton noted that there will be free dinners on Easter Sunday at Slice of Heaven Bakery.

7. Sub-Committee
   Plan Commission RTC Sub-Committee Update
   Administrative Assistant, Taylor Owczynsky gave an update that The RTC Sub-Committee is preparing for the open house on April 10th. During this meeting there will be review of the documents created by Patrick Brunner.

8. Short-Term Rental Staff Report
   Administrative Assistant, Taylor Owczynsky gave an update on the status of the current Short Term Rentals that are pending and recently issued by the Town.

9. Open Public Hearing
   a. Consideration of a Site Plan and Plan of Operation for Change of Seasons Storage & Rental LLC for the addition of a new business to the site, and new additions to the property. The property utilizes a portion of parcel numbers 030-00626-0008, 030-00626-0002, 030-00626-0003, all parcels are also described as follows; Part of Section 7, Town 20N, Range 06E, Town of Rome, Adams County, WI; total utilized parcel area 3.66 acres.

Applicant presents in person to answer any questions from the Commission.
Discussion was held regarding the proposed plan for the property/business. Discussion included that the building extensions would be an expansion on the current buildings as enclosed lean-to buildings. Discussion also included current water retention pond, driveway access from 14th Avenue, signage, set-backs, parking and buffers.
An adjacent neighbor, Charles Koch, spoke regarding his concerns for light pollution, fencing, traffic and water retention.
Applicant, Dale Ripp, noted that they do not intend to emit any excessive lighting pollution.

Public Hearing closed per Chairwoman Duelge.

DISCUSS AND POSSIBLE ACTION ON THE FOLLOWING ITEMS:

10. Approval of the March 11th, 2025 meeting minutes
    Motion by Gabriel/Dalton to approve the meeting minutes from Tuesday, March 11, 2025 as presented. Discussion regarding adding in the posting of the minutes to the website. Discussion on the Town Policy to be updated from "Pritzl's" to "Kwik Trip". Motion carried.

11. Discussion and Possible Recommendation to Town Board - Consideration of a Site Plan and Plan of Operation for Change of Seasons Storage & Rental LLC for the addition of a new business to the site, and new additions to the property. The property utilizes a portion of parcel numbers 030-00626-0008, 030-00626-0002, 030-00626-0003, all parcels are also described as follows; Part of Section 7, Town 20N, Range 06E, Town of Rome, Adams County, WI; total utilized parcel area 3.66 acres.

    Motion by Dalton/Gabriel to recommend to the Town Board the approval of the Site Plan and Plan of Operation for Change of Seasons Storage and Rental, LLC for the addition of a new business to the site and new additions to the property.
    Gabriel second for discussion.
    Discussion regarding show room to come back to the Plan Commission with elevations. Discussion was also held regarding the driveway access from 14th Ave.

    Amendment to original motion by Dalton/Gabriel to recommend according to the Findings of Fact and to include the following…
    1) Applicant to provide the location/dimensions of the proposed "Outdoor Inventory Display" on the Site Plan.

2) Additions to existing buildings, including the future showroom expansion, shall be constructed with (the closest possible) matching material(s) and color(s).
3) Prior to construction of future expansion of the showroom, as identified on the Site Plan, provided to the Plan Commission elevation drawings/calculations of said structure shall be submitted to Plan Commission for approval.
4) Obtain a driveway permit for the installation of gravel driveway off 14th Avenue.
5) Driveway access to 14th Avenue shall not be used for deliveries.
6) Applicant is required to consolidate all 3 parcels: 030-00626-0008, 030-00626-0002 & 030-00626-0003, via CSM within 12-months of the Town Board's approval date of the Site Plan.
Motion carried.

12. Discussion and Possible Referral to Future Agenda – Comprehensive Plan Review, development of the outline for completion and Public Participation Plans.
The Plan Commission will begin reviewing the Town of Rome Comprehensive Plan and developing an outline for completion, including a Public Participation Plan. Discussion will focus on setting a timeframe for updates, identifying key elements that require revision, ensuring compliance with Wisconsin Statutes, and establishing an approach for community engagement. The goal is to create a structured plan for updating the Comprehensive Plan in an efficient and inclusive manner.
Discussion on Comprehensive Plan Review. Refer to future agenda item, to determine what is budgeted for and when new Zoning Administrator is hired. To report back to next meeting anything budgeted for.

13. Discussion and Possible Referral to Future Agenda – Discussion of accessory structure size restriction within the Rome Town Center.
The Plan Commission will review existing accessory structure size restrictions within the Rome Town Center. This discussion will focus on understanding the current regulations and how they apply to development in the area. Depending on the outcome of this discussion, this may become a public hearing item for future consideration.
Discussion with regards to Zoning that may be changing from the RTC Sub-Committee. Referred to a future agenda.
Commissioner Gabriel notes that he would like to see size restrictions for what can be done once the primary structure is complete and how large the accessory structure can be.
Chairwoman Duelge suggested attendance at the upcoming RTC Vision planning on April 10, 2025 at Up North Brewery. She also suggested that this come back to a future agenda, after the RTC committee gives their update or recommendation, also include minutes from previous Board Recommendation back to Plan Commission.

14. Discussion and Possible Referral to Future Agenda – Discussion of Small-Scale Solar Ordinances.
The Plan Commission will discuss the potential development of small-scale solar energy ordinances. This conversation will focus on zoning regulations, permitted districts, setback requirements, aesthetic considerations, and compliance with state guidelines. The goal is to evaluate best practices for integrating small-scale solar installations while balancing community interests and renewable energy expansion. Outcomes from this discussion may inform future ordinance updates or new regulatory measures.
Discussion regarding small-scale solar. Recommendation to refer to a future agenda. Interim Zoning Administrator to report back at next meeting.

DATES AND ITEMS FOR FUTURE AGENDA/MEETINGS

15. Next agenda items:
1. Update on Comprehensive Plan Review, development of the outline for completion and Public Participation Plans
2. Update on discussion of accessory structure size restriction within the Rome Town Center (Once Sub-Committee reports back).
3. Discussion of Small-Scale Solar Ordinances
4. Update on Zoning Code for "Alpine Village" Code.

Chairwoman Duelge indicated that this will be her last meeting on the Plan Commission. She recommends to whomever becomes chair next, to ensure there is a mentoring/training program of sorts.

16. Next meeting date and time May 13th, 2025 4:00 p.m.

ADJOURNMENT

Chairwoman Duelge adjourned the meeting at 6:09 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,

Taylor Owczynsky

Taylor Owczynsky
Town of Rome
Administrative Assistant