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

MINUTES
TOWN OF ROME PLAN COMMISSION PUBLIC HEARING
AND REGULAR MEETING

TUESDAY, NOVEMBER 18, 2025 **4:00PM** **ROME MUNICIPAL BUILDING**
1156 Alpine Drive
Nekoosa, WI 54457

1. Call to Order
   The meeting was called to order by Chairman Tim Reppen at 4:00 p.m.
2. Roll Call
   Plan Commissioners present: Vito Giardino, Heather Dalton, Bill Kappel, Tim Reppen, Bruce Hoeppner, and Paul Janczak. Also present: Town Administrator Karin Derauf, Zoning Administrator Emily Arndt, and Administrative Assistant Taylor Owczynsky
3. Certify Posting of Meeting
   Zoning Administrator Emily Arndt certified the agenda was posted at the following locations on November 4th, 2025:

   Rome Municipal Building at 12:34pm
   Kwik Trip at 2:09pm
   Nekoosa Port Edwards State Bank at 2:06pm
   Website on November 4th
   Legal Notice published in the Wisconsin Rapids Tribune on: November 7th
4. Approve the Agenda
   Motion by Giardino/Dalton to approve the agenda. 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 comments received.

NO ACTION CONTEMPLATED EXCEPT POSSIBLE REFERRAL TO FUTURE AGENDA:

6. Information Updates, Recent Correspondence, Current Events, Announcements.
   No updates or announcements.
7. Open Public Hearing
   a. Consideration of an amendment to the site plan/plan of operation for Up North Brewing Company, for the property located at 304 Matterhorn Trail, owned by Four Veterans Holdings LLC, also described as PV LOT 9 of Alpine Village, located in part of, SE ¼, SW ¼, Section 8 and NE ¼, NW ¼ Section 17, Town 20N, Range 06E, Town of Rome, Adams County, WI, with a parcel number of 030-01136-0589; total area of 7.084 acres
   Zoning Administrator Emily Arndt indicated that letters were sent to 8 property owners within 200' of the affected

property. This amendment would be for the approval of a 20x60 foot addition on the northeast side of the building for employee use and a 30x26 foot addition on the southeast side of the building for a cover patio.
Brandon Orr, part owner indicated that the space would be for employee use and storage for brewery operations. There was a concern brought up regarding handicap parking and that the staff have been parking on the gravel.
Discussion on ADA parking and the gravel employee parking. There was only one condition placed on their original site plan/plan of operation which was to have their building colors and materials approved by the zoning administrator prior to ordering.
Discussion on all the businesses in the Rome Town Center that have gravel parking.

8. Close Public Hearing
   Motion by Kappel/Dalton to close the public hearing. Motion carried.

DISCUSS AND POSSIBLE ACTION ON THE FOLLOWING ITEMS:

9. Discussion and possible action - Meeting minutes from Tuesday, October 14, 2025 and August 12, 2025
   Motion by Kappel/Janczak to approve the August 12, 2025 and October 14, 2025 meeting minutes as presented. Motion carried.

10. Discussion and possible recommendation to the Town Board – Consideration of an amendment to the site plan/plan of operation for Up North Brewing Company, for the property located at 304 Matterhorn Trail, owned by Four Veterans Holdings LLC, also described as PV LOT 9 of Alpine Village, located in part of, SE ¼, SW ¼, Section 8 and NE ¼, NW ¼ Section 17, Town 20N, Range 06E, Town of Rome, Adams County, WI, with a parcel number of 030-01136-0589; total area of 7.084 acres
    Commissioner Dalton recuses herself as an owner of this business.
    Motion by Kappel/Hoeppner to recommend approval to the Town Board as presented. Motion carried.

11. Discussion and possible referral to a future agenda – Discussion regarding home solar ordinance
    Discussion regarding home solar ordinance. The intent for this ordinance is to keep things simple and easy to understand. All solar energy systems that are attached to the principal building (house) would be permitted uses and all detached solar energy systems would be conditional uses.
    Commission asks for this to come back to the next meeting for discussion and possible recommendation to Town Board.

12. Discussion and possible referral to a future agenda – Discussion regarding residential accessory building width
    Discussion regarding the minimum building width in residential districts. The current minimum width for a building in most residential districts is 24 feet. Included in the packet is Article VI R-1 Single-family Residence District with the redline change for minimum building width from 24 feet to 16 feet. Also included in the packet is Article VIII R-2 One- and Two-family and Manufactured Dwelling Residence District. This is included to compare the difference in regulations. The current building width minimum in R-2 District is 16 feet.
    Commission asks for this to come back to the next meeting for discussion and possible recommendation to Town Board.

DATES AND ITEMS FOR FUTURE AGENDA/MEETINGS

13. Next agenda items:
    a. *Discussion regarding home solar ordinance*
    b. *Discussion regarding residential accessory building width*
    c. *Comprehensive plan and zoning map amendment; re-zone of 80 acres.*

14. Next meeting date and time: December 9, 2025

ADJOURNMENT

Motion by Kappel/Dalton to adjourn at 4:24pm. Motion carried.

Respectfully submitted,

Taylor Owczynsky

Taylor Owczynsky
Town of Rome
Administrative Assistant