



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

ROME TOWN CENTER SUB-COMMITTEE MEETING MINUTES

WEDNESDAY, MAY 6, 2026

3:00 PM

1. Call to Order

Chairwoman Tiffany Seavecki called the meeting to order at 3:00 p.m.

2. Roll Call

Present: Chairwoman Tiffany Seavecki; William Kappel, Vito Giardino, Thomas Gabriel, Michael Donigain, Heather Dalton and Thomas Wright; Also present: Zoning Administrator Emily Arnd and Town of Rome Administrative Assistant Jen Gutknecht

3. Certify Posting of Meeting

Jen Gutknecht certified that on, Friday, May 1, 2026 the agenda for the Rome Town Center Subcommittee meeting for Wednesday, May 6, 2026 was posted at:

<i>Rome Town Hall</i>	<i>10:35 a.m.</i>
<i>Kwik Trip, LLC</i>	<i>10:45 a.m.</i>
<i>Nekoosa Port Edwards State Bank</i>	<i>10:50 a.m.</i>
<i>Emailed to the Wisconsin Rapids Tribune</i>	<i>10:30 a.m.</i>

4. Approve the Agenda

Motion by Gabriel/Donigain to approve the agenda. Motion carried.

5. Citizen Comments – During the Citizen Comment period of the agenda the Rome Town Center Design Plan Sub-Committee welcomes comments from any town resident, not a member of the Sub-Committee, on any item not on the agenda. Please know that pursuant to State law the Sub-Committee cannot engage in conversation with you but may ask questions. The Sub-Committee may refer the item to staff, a standing committee or a future agenda for discussion and action. Each person wishing to speak will have up to 3 minutes to speak. Speakers are asked to submit an orange card to the Sub-Committee secretary providing their name, address and topic for discussion

The Sub-Committee will also take comment from the public on agenda items as called by the facilitator, but not during Citizen Comments. Please note that once the Sub-Committee begins discussion on an agenda item no further comment will be allowed from the public on that issue.

No citizen comments

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING ITEM:

6. Discussion and possible action - Approval of the March 4, 2026 and April 1, 2026 meeting minutes.

Motion by Wright/Kappel to approve the March 4, 2026 and April 1, 2026 meeting minutes. Motion carried.

7. Discussion and possible action – Kevin Stanton: Residential and Commercial Development

Shawn Ruesch with Ruesch Companies, LLC spoke before the committee to propose a duplex housing development that would include a section dedicated to senior housing.

Discussion in regarding ponds and green space areas. Discussion in regarding private vs public roads.

Motion by Gabriel/Donigain to approve sending the Ruesch Companies, LLC proposal of the planned unit development to the Community Development Authority for their consideration. Motion carried.

8. Discussion and possible action – Comprehensive Plan Committee member update

No update.

Tabled to next agenda.

9. Discussion and possible action – Right of way on Aniwa Ct

Zoning Administrator, Emily Arndt, relayed that she had a discussion with Public Works Director, Cody Knoblock regarding Lake Arrowhead right of way option.

Tabled to next agenda.

10. Discussion and possible action – Master Plan

Discussion regarding the early stages of the new Master Plan, with a focus on establishing the preferred theme.

Tabled to next agenda.

11. Discussion and possible action – Review Rome Town Center Ordinances

Discussion regarding removing the lot coverage requirement.

Discussion regarding using Commercial A Sub-district and Mixed Town Center sub-district as a starting point.

Discussion regarding form-based zoning.

Discussion regarding paving, road, and parking-lot surfacing requirements. A suggestion was made to update the ordinance's hard-surface language to specify that road and parking-lot surfaces must be asphalt paving or concrete.

Tabled to next agenda

12. Discussion and possible action – Developer checklist for Community Development Authority

Discussion regarding the Community Development Authority checklist, including a proposal to add bullet points to the new-business information sheet to outline the expected development plan from applicants.

Tabled to next agenda

DATES AND ITEMS FOR FUTURE AGENDA/MEETINGS

13. Next agenda items

- *Comprehensive Plan Committee update*
- *Right of way on Aniwa Ct*
- *Master Plan/ Rome Town Center Ordinances*

14. Next meeting date and time

Wednesday, June 3, 2026 - 3:00 p.m.

ADJOURNMENT

Motion by Gabriel/Dalton to adjourn the meeting at 4:30 p.m. Motion carried.

Respectfully submitted,

Jen Gutknecht

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Town of Rome Administrative Assistant