



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

TOWN OF ROME PLAN COMMISSION PUBLIC HEARING AND REGULAR MEETING MINUTES

TUESDAY, MAY 12, 2026

4:00 PM

1. Call to Order

Chairman Tim Reppen called the meeting to order at 4:00 p.m.

2. Roll Call

Present: Chairman Tim Reppen, William Kappel, Heather Dalton, Bruce, Paul Janczak, Jerry Wiessinger and Vito Giardino; Also present: Zoning Administrator Emily Arndt and Administrative Assistant Jennifer Gutknecht. Excused: Bruce Hoeppner

3. Certify Posting of Meeting

Jennifer Gutknecht certified that on, Friday, May 8, 2026 the agenda for the Town of Rome Plan Commission meeting for Tuesday, May 12, 2026 was posted at the following locations:

<i>Rome Town Hall</i>	<i>12:00 p.m.</i>
<i>Kwik Trip, LLC</i>	<i>12:26 p.m.</i>
<i>Nekoosa Port Edwards State Bank</i>	<i>12:16 p.m.</i>
<i>Legal notices printed in Wisconsin Rapids Daily Tribune</i>	<i>April 11, 2026, April 28, 2026 & May 5, 2026</i>

4. Approve Agenda

Motion by Giardino/Wiessinger to approve the agenda. Motion carried.

5. Citizen Comments – During the Citizen Comment period of the agenda the Plan Commission committee 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

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

NO ACTION CONTEMPLATED POSSIBLE REFERRAL TO FUTURE AGENDA:

6. Information Updates, Recent Correspondences, Current Events, and Announcements

No update

7. Open Public Hearing

Motion by Kappel/ Dalton to open the public hearing. Motion Carried.

- a. Comprehensive Plan Zoning Update Consideration of the proposed Comprehensive Plan map 9 amendment from Forestry to Outdoor Recreation and zoning map amendment from FR (Forest and Outdoor Recreation District) to PUD (Planned Unit Development District) relating to the property owned by Wisconsin Dunes LLC, located in Section 23, Town 20N, Range 05E, Town of Rome, Adams County, WI; with a parcel number of 030-00292-0000; total area 40 acres

Zoning Administrator Emily Arndt noted that the PUD plan update has been approved and that the remaining step is the related map amendment. The zoning amendment rezones 40 acres for Sand Valley Golf Resort's housekeeping operations to Planned Unit Development.

- b. Consideration of the issuance of a Conditional Use Permit for the following purpose: hobby farm at the property located at 163 County Rd Z, owned by Cassandra and Dale Duberstein, also described as Gov Lot 15 located in Section 02, Town 20N, Range 05E, Town of Rome, Adams County, WI, with a parcel number of 030-00062-0000

Cassandra Duberstein, 163 County Rd Z, was present.

Zoning Administrator Emily Arndt indicated this zoned R4 Rural Residence District. A hobby farm is a conditional use. Applicants would be keeping chickens and have a roadside stand. Cassandra and Dale Duberstein neighbor, Dustin Arnett, wrote a letter to support the proposed hobby farm.

- c. Ordinance for Well Head Protection Consideration of proposed Ordinance – Article XXX Entitled “Wellhead Protection District”

Zoning Administrator Emily Arndt indicated that the Wellhead Protection District has been thoroughly reviewed. Committee Member William Kappel asked if all state mandates are being followed, and Zoning Administrator Emily Arndt affirmed this.

Zoning Administrator Emily Arndt clarified that this is just a zoning ordinance amendment and is completely separate from the Wellhead Protection Plan.

Town of Rome resident, Dale Ripp, 347 14th Ave, was present and asked if there a campground there.

- d. Consideration of the proposed Certified Survey Map for the property owned by Duggan Sand Valley LLC, described as lot 8-9 of Archer Forest, located in part of the SE ¼, SW ¼, Section 22, Town 20N, Range 05E, Town of Rome, Adams County, WI, with parcel numbers 030-01265-0045 and 030-01265-0040

Zoning Administrator Emily Arndt noted that Certified Survey Maps are not typically presented at Plan Commission. This map is unique because it includes the dedication of a road to the Town.

- e. Consideration of a site plan/plan of operation for Tri-Lakes Powersports for improvements to the existing buildings and the approval of an additional pole building at the property located at 1395 Alpine Dr, also described as being all of lots 3 and 4 of CSM No. 3496 and all of lot 1 of CSM No. 5192, all located in part of NW ¼, SW ¼, Section 7, Town 20N, Range 6E, Town of Rome, Adams County, WI.

Applicant, Dale Ripp, was present in person and presented his application.

8. Close Public Hearing

Motion by Kappel/Dalton to approve to close to public hearing. Motion carried.

DISCUSS AND POSSIBLE ACTION ON THE FOLLOWING ITEMS:

- 9. Discussion and possible action – Approval of the April 20, 2026 meeting minutes.

Motion by Kappel/Wiessinger to approve the April 20, 2026 meeting minutes. Motion carried.

- 10. Discussion and possible action - Recommendation to the Town Board; Consideration of the proposed Comprehensive Plan map 9 amendment from Forestry to Outdoor Recreation and zoning map amendment from FR (Forest and Outdoor Recreation District) to PUD (Planned Unit Development District) relating to the property owned by Wisconsin Dunes LLC, located in Section 23, Town 20N, Range 05E, Town of Rome, Adams County, WI; with a parcel number of 030-00292-0000; total area 40 acres

Motion by Wiessinger/Janczak to make a recommendation to the Town Board to approve the proposed comprehensive plan and zoning map amendment. Motion carried

- 11. Discussion and possible action - Recommendation to the Town Board; Consideration of the issuance of a Conditional Use Permit for the following purpose: hobby farm at the property located at 163 County Rd Z, owned by Cassandra and Dale Duberstein, also described as Gov Lot 15 located in Section 02, Town 20N, Range 05E, Town of Rome, Adams County, WI, with a parcel number of 030-00062-0000

Motion by Wiessinger/Dalton to make a recommendation to the Town Board to approve the conditional use permit for a hobby farm. Motion carried

- 12. Discussion and possible action - Recommendation to the Town Board; Consideration of proposed Ordinance – Article XXX Entitled “Wellhead Protection District”

Request made for someone to present and explain this ordinance amendment to the Plan Commission.

Table to next agenda

13. Discussion and possible action - Recommendation to the Town Board; Consideration of the proposed Certified Survey Map for the property owned by Duggan Sand Valley LLC, described as lot 8-9 of Archer Forest, located in part of the SE ¼, SW ¼, Section 22, Town 20N, Range 05E, Town of Rome, Adams County, WI, with parcel numbers 030-01265-0045 and 030-01265-0040

Motion by Kappel/Wiessinger to make a recommendation to the Town Board to approve the proposed certified survey map. Motion carried

14. Discussion and possible action - Recommendation to the Town Board; Consideration of a site plan/plan of operation for Tri-Lakes Powersports for improvements to the existing buildings and the approval of an additional pole building at the property located at 1395 Alpine Dr, also described as being all of lots 3 and 4 of CSM No. 3496 and all of lot 1 of CSM No. 5192, all located in part of NW ¼, SW ¼, Section 7, Town 20N, Range 6E, Town of Rome, Adams County, WI.

Motion by Kappel/Dalton to make a recommendation to the Town Board to approve the site plan/plan of operation for improvements to Tri-Lakes Powersports. Motion carried

15. Discussion only - Comprehensive Plan sub-committee update

Discussion regarding comprehensive plan subcommittee member volunteers.

16. Discussion only - Proposed camping ordinance amendment

Zoning Administrator Emily Arndt proposed a camping ordinance amendment that would “clean up” the current camping regulations throughout Town Code.

DATES AND ITEMS FOR FUTURE AGENDA/MEETINGS

17. Next agenda items

- Wellhead Protection Ordinance Amendment
- Camping Ordinance Amendments

18. Next meeting date and time

Tuesday, June 9, 2026 - 4:00 p.m.

ADJOURNMENT

Motion by Wiessinger/Janczak to adjourn the meeting at 4:50 p.m. Motion carried

Respectfully Submitted,

Emily Arndt

Emily Arndt

Town of Rome Zoning Administrator