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

ROME TOWN CENTER SUB-COMMITTEE MEETING MINUTES

WEDNESDAY, JUNE 3, 2026 3:00 PM

1. Call to Order

   Chairwoman Tiffany Seavecki called the meeting to order at 3:06 p.m

2. Roll Call

   Present: Chairwoman Tiffany Seavecki, William Kappel, Thomas Gabriel, Heather Dalton and Thomas Wright Absent: Vito Giardino and Michael Donigain
   Also present: Zoning Administrator, Emily Arndt and Deputy Clerk/Treasurer, Taylor Owczynsky

3. Certify Posting of Meeting

   Taylor Owczynsky certified that on, Monday, June 1, 2026 the agenda for the Rome Town Center Subcommittee meeting for Wednesday, June 3, 2026 was posted at:

Rome Town Hall	*3:58 p.m.*
Kwik Trip, LLC	*4:03 p.m.*
Nekoosa Port Edwards State Bank	*4:08 p.m.*
Emailed to the Wisconsin Rapids Tribune	*2:00 p.m.*

4. Approve the Agenda

   Motion by Gabriel/Dalton to approve the agenda as presented. 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 received.

DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING ITEMS:

6. Discussion and possible action – Approval of the May 6, 2026 meeting minutes

   Motion by Kappel/Gabriel to approve the May 6, 2026 meeting minutes as presented. Motion carried.

7. Discussion and possible action – Comprehensive Plan Sub-Committee Update

   Discussion regarding the current members of the new Sub-Committee. Also noted that Supervisor Cyndee Lewis will be becoming a member of the Comprehensive Plan Sub-Committee. Further update to come in the future after the 1st meeting is held.

8. Discussion and possible action – Right of way on Aniwa Ct
   No discussion, and no action taken.

9. Discussion and possible action – Master Plan and Rome Town Center Ordinances

   Discussion regarding the Rome Town Center Updated Design Plan. Chairwoman Tiffany Seavecki requests the Sub-Committee to review Cardo's/Patrick Brunner's documents along with the updated design plan to see where things can be changed, added or removed.
   Discussion regarding ordinances in the Rome Town Center. Zoning Administrator, Emily Arndt explained the requirements and architectural standards of developments in the Rome Town Center. Goals of the Sub-Committee were discussed. Density and building setbacks were changed from 10 to 5 in RTC. Discussion regarding the requirements between residential and commercial.
   Discussion held regarding the fact that the Sub-Committee is not creating an entirely new master plan. Instead, the goal is to incorporate the useful ideas from the Cardo plan. The Rome Town Center ordinances are being rewritten so that they are easier to understand and administer. Zoning Administrator, Emily Arndt indicated that nothing is being added, and instead the goal is to remove duplicate language, eliminate repetitive sections and consolidate similar requirements.
   No action taken; to bring master plan back on next agenda. Discussion regarding the removal of "(A) General Characteristics" from the ordinance and to rather include in the master plan.

10. Discussion and possible action – Developer checklist for CDA

    Discussion regarding the New Business Checklist in the Rome Town Center. This checklist was amended by Zoning Administrator, Emily Arndt. Discussion regarding possibly developing a price per acre in the Rome Town Center. Discussion that this is simply done by the CDA when an individual presents and makes an offer to purchase.

DATES AND ITEMS FOR FUTURE AGENDA/MEETINGS

11. Next agenda items

    - *Master Plan and Rome Town Center Ordinances*
    - *Comprehensive Plan Sub-Committee Update*

12. Next meeting date and time

    Wednesday, July 1, 2026 - 3:00 p.m.

ADJOURNMENT

Motion by Lake/Gabriel to adjourn at 3:57p.m. Motion carried.

Respectfully submitted,

Taylor Owczynsky
Taylor Owczynsky
Deputy Clerk/Treasurer