



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

TOWN OF ROME PLAN COMMISSION PUBLIC HEARING AND REGULAR MEETING MINUTES

TUESDAY, JULY 14, 2026

4:00 p.m.

1. Call to Order

The meeting was called to order by Chairman Reppen at 4:00 p.m.

2. Roll Call

Present: William Kappel, Bruce Hoeppner, Jerry Wiessinger, Paul Janczak, Vito Giardino and Tim Reppen

Absent/Excused: Heather Dalton

Also present: Zoning Administrator, Emily Arndt

3. Certify Posting of Meeting

Emily Arndt certified that on, Monday, June 29, 2026, the Agenda for the Town of Rome Plan Commission meeting for Tuesday, July 14, 2026 was posted at:

<i>Rome Town Hall</i>	<i>11:02 a.m.</i>
<i>Kwik Trip, LLC</i>	<i>11:20 a.m.</i>
<i>Nekoosa Port Edwards State Bank</i>	<i>11:26 a.m.</i>
<i>Published in the Wisconsin Rapids Tribune</i>	<i>June 30, 2026 and July 7, 2026</i>

4. Approve Agenda

Motion by Wiessinger/Giardino 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 received.

NO ACTION CONTEMPLATED POSSIBLE REFERAL TO FUTURE AGENDA:

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

No updates given.

7. Open Public Hearing

- a. Consideration of the issuance of a Conditional Use Permit for the following purpose: a storage business at the property located at 1367 Alpine Dr, owned by Archer Creek LLC, also described as Lot 2 of CSM 3742, located in NE ¼, SW ¼, Section 07, Town 20N, Range 06E, Town of Rome, Adams County, WI, with a parcel number of 030-00625-0020

Agenda items 7a & 7b to be discussed together.

Zoning Administrator Emily Arndt gave an overview of the application. Applicant Archer Creek LLC has applied for a conditional use permit and site plan/plan of operation for the purpose of expanding their storage rental buildings/business on their property located at 1367 Alpine Dr. The property is zoned B-1 Business and is currently operating as a storage business. There is no active conditional use permit for this property so the applicant is required to obtain a conditional use permit with the proposed construction of additional rental buildings. Letters were sent to five property owners within 200' of the affected property.

Pat Terrill, 1369 Alpine Drive, asked to see the plans for the building and easement.

Discussion regarding buffer requirements/design standards for a property zoned as B-1 Business.

Owner Andy Wenzlaff was present and addressed all concerns and questions.

- b. Consideration of a site plan/plan of operation for Archer Creek LLC, for the property located at 1367 Alpine Dr, also described as Lot 2 of CSM 3742, located in NE ¼, SW ¼, Section 07, Town 20N, Range 06E, Town of Rome, Adams County, WI, with a parcel number of 030-00625-0020

Agenda items 7a & 7b were discussed together.

- c. Consideration of a site plan/plan of operation for Clear Trail Properties, for the property located at 1144 County Road D, also described as Lot 1 of CSM 6905, located in SW ¼, NE ¼, Section 08, Town 20N, Range 06E, Town of Rome, Adams County, WI, with a parcel number of 030-00637-0020

Zoning Administrator Emily Arndt gave an overview of the application. Applicant Clear Trail Properties has submitted a site plan and plan of operation for a property management business located within the multi-tenant building at the property located at 1395 Alpine Dr. The property is zoned B-1 Business District and is also partially within the Gateway Overlay District. Letters were sent to four property owners within 200' of the affected property.

Ashley Lang, owner of the business, was present to answer any questions.

Discussion regarding signage requirements of the building she would be renting out from Heartland Custom Homes.

8. Close Public Hearing

Motion by Kappel/Wiessinger to close the public hearing. Motion carried.

DISCUSS AND POSSIBLE ACTION ON THE FOLLOWING ITEMS:

9. Discussion and possible action – Approval of the June 9, 2026 meeting minutes.

Motion by Kappel/Wiessinger to approve the June 9, 2026 meeting minutes as presented. Motion carried.

10. Discussion and possible action – Recommendation to the Town Board; Consideration of the issuance of a Conditional Use Permit for the following purpose: a storage business at the property located at 1367 Alpine Dr, owned by Archer Creek LLC, also described as Lot 2 of CSM 3742, located in NE ¼, SW ¼, Section 07, Town 20N, Range 06E, Town of Rome, Adams County, WI, with a parcel number of 030-00625-0020

Discussion regarding the location of the business and additional units being built as well as the color schematics for said buildings.

Motion by Wiessinger/Giardino to make the recommendation to the Town Board to approve the issuance of a conditional use permit for the property located at 1367 Alpine Drive, incorporating the Findings of Fact. Motion carried.

11. Discussion and possible action – Recommendation to the Town Board; Consideration of a site plan/plan of operation for Archer Creek LLC, for the property located at 1367 Alpine Dr, also described as Lot 2 of CSM 3742, located in NE ¼, SW ¼, Section 07, Town 20N, Range 06E, Town of Rome, Adams County, WI, with a parcel number of 030-00625-0020

Motion by Wiessinger/Janczak to make the recommendation to the Town Board to approve the site plan/plan of operation for Archer Creek LLC at 1367 Alpine Drive, incorporating the Findings of Fact. Motion carried.

12. Discussion and possible action – Recommendation to the Town Board; Consideration of a site plan/plan of operation for Clear Trail Properties, for the property located at 1144 County Road D, also described as Lot 1 of CSM 6905, located in SW ¼, NE ¼, Section 08, Town 20N, Range 06E, Town of Rome, Adams County, WI, with a parcel number of 030-00637-0020

Motion by Kappel/Wiessinger to send a positive recommendation to the Town Board for the site plan/plan of operation for Clear Trail Properties at 1144 CTH D, including the Findings of Fact. Motion carried.

DATES AND ITEMS FOR FUTURE AGENDA/MEETINGS

13. Next agenda items

- *Gateway Signage*
- *Hardship Request*
- *Site Plan/Plan of Operation*
- *Final Plat for Luke's Bluff*

14. Next meeting date and time

August 11, 2026 at 4:00 p.m.

ADJOURNMENT

Motion by Kappel/Reppen to adjourn at 4:25 pm. Motion carried.

Respectfully submitted,

Taylor Owczynsky

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Deputy Clerk/Treasurer