

Town of Big Flats Plan Commission

Meeting Minutes

Tuesday, January 20, 2026, 6:00 pm

Big Flats Town Hall

1104 County Rd. C, Arkdale, WI 54613

1. Call to order by Chairperson Wendy at 6 pm
2. Roll Call: Wendy Goerke PC Chair, Mike Clark PC, Pam Marquardt PC, Bylle Skoczek PC, Joe Thomas PC, Richard Westover ZA were Present, 3 Citizen Guests
3. Approval of Meeting Agenda: Bylle Approved, Joe Second, All in Favor.
4. Approval of Prior Meeting Minutes: Joe Approved, Mike Second, All in Favor.
5. Continue review of the Zoning Ordinance for suggestions on updates. Review sections 6, 7, 8 and 10:
 - Pg 31: 6.A. Membership: Wendy spoke with attorney; an alternate can be appointed but it must be in the ordinance. She will check if Zoning Admin. can be that person. Verbiage to follow
 - Pg 32: 7.A.: ADD “conflict of” mid paragraph, prior to “interest” (to vote because of conflict of interest or is absent.”)
 - 32. 7.C.: ADD “or the PC Chair” to second line, (...by any decision of the Zoning Administrator or the PC Chair...)
 - Pg 33: 7.D.2.: CHANGE “appeal” to “application” in first sentence
 - Pg 33: 7.D.: SWAP places of paragraph #2 & #3 (#3 should be first)
 - Pg 33: 8.B.: CHANGE d. to “Monthly report shall be provided to the Town Board”
 - Pg 35: A.2.: Wendy will speak with Attorney regarding updating minimum/maximum fines
 - **Pg 24: F.: Add #6. Set back between structures over 150 feet needs to be 10 feet apart, including the overhang**
 - **Pg 6: Storage Container: Rich to get verbiage to Wendy**
6. Next meeting date: **Wednesday February 25, 2026** at 6 pm.
Plan to review Land Division Ordinance #35 and Ordinance #33
7. Adjourn: 7:14 pm Bylle Approved, Joe Second, All in Favor.