

TOWN OF CANAAN
AFFORDABLE HOUSING TASK FORCE
SPECIAL MEETING MINUTES

Wednesday, June 17, 2026 @ 6:30PM

Town Hall

108 Main St., Falls Village, CT 06031

IN PERSON

MEETING MINUTES

- *In attendance:* First Selectman Dave Barger, members of Task Force Kathy Clark (Chair), Lara Hafner, Mary Priestman and Carmela Barger; program presenters Doug Cohn and Jandi Hanna
- 1. Meeting called to order at 6:37PM by Kathy Clark (Chair)
- 2. Presentation by Doug Cohn, Chair of the Plan of Conservation and Development (POCD) Implementation Committee explaining the important role that the *Affordable Housing Task Force* plays in the overall POCD process and the POCD implementation worksheet
- 3. Presentation by Falls Village Housing Trust (FVHT) President Jandi Hanna regarding the current status of affordable housing units in Falls Village; initiatives by the FVHT including an informational presentation; how affordable housing and housing security fits into a community; and the use of unused town properties as Possible sites for *Affordable/Workforce Housing*
- 4. First Selectman Dave Barger presented notes from a Zoom presentation offered by the Northwest Hill Council of Governments (NHCOG) regarding *Legislative Changes to Zoning Review of Housing Development (PA 25-1 An Act Concerning Housing Growth)* with Atty. Ken Slater of Halloran Sage
- 5. Carmela Barger made a motion to adjourn at 8:17PM; seconded by Mary Priestman; Vote Unanimous

Minutes respectfully submitted,

David R. Barger

**attachments*

FV Affordable Housing and POCD

Here's a summary of how Falls Village's Affordable Housing Plan Task Team relates to its current POCD (2024–2034):

The Affordable Housing Plan Task Team

The Falls Village Affordable Housing Plan (FVAHP) Task Team is a group of residents who volunteered to develop an affordable housing plan to support increasing the number and choices of housing options in Falls Village. The team was originally disbanded in November 2021 but has since been re-formed. It remains active today — a special meeting was held as recently as March 2026, with another scheduled for June 17, 2026.

Its Role Within the POCD Framework;

The POCD is intended to guide local boards, commissions, and officials, providing a framework for consistent decision-making on conservation and development activities over the next decade. Implementation only occurs with the diligent efforts of residents and boards — the plan is only effective if understood, supported, and implemented by local entities. The Task Team is one of those implementing bodies.

The Housing Problem the POCD Addresses;

Only about 1.3% of Falls Village's housing units are categorized as affordable housing by the State of Connecticut (assisted housing, CHFA mortgage, rental assistance, deed-restricted). Communities where less than 10% of the housing stock meets the state definition are subject to possible judicial override of certain local zoning decisions under CGS Section 8-30g. This is a central concern the POCD aims to address.

The POCD supports efforts such as those by the Falls Village Housing Trust (a nonprofit) to help provide affordable housing options for those who need it, including on individual properties in the Village Center area and a proposed affordable housing development on River Road.

The Legal Connection Between the Two;

Under Connecticut law, a municipality's Affordable Housing Plan may be included as a component of its POCD. If adopted that way, it must still be revised on a five-year cycle, regardless of whether it remains part of the POCD. Falls Village's POCD (2024–2034) and the Task Team's Affordable Housing Plan are thus legally and functionally linked — the Task Team's work feeds directly into and implements a core chapter of the POCD.

The Planning & Zoning Commission's page lists both the "POCD 2024–2034 Final Version" and the "Affordable Housing Plan by AHP Steering Committee" as official documents side by side , reflecting this integrated relationship.

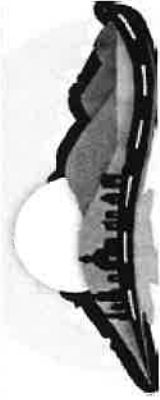
In short: The Task Team exists to fulfill the affordable housing mandate embedded in the POCD. Its work on expanding housing options, supporting the Housing Trust, and producing a state-required Affordable Housing Plan is a direct implementation arm of the broader 2024–2034 planning vision.

(*red italic text* refers to organizations suggested as part of the POCD)

ACRONYM	GROUP	ACTION ITEM	POLICIES						
		Areas of Responsibility	Areas of Responsibility						
		See tabs below for additional information regarding each item.							
AHC	Affordable Housing Committee	2.2	2.2						
All	All residents, businesses, and organizations	2.5 3.4 4.5	2.1 2.2 2.3 2.4 2.5 3.2 3.5 4.1 4.2 4.3 4.5 5.1						
BOE	Board of Education (local and/or regional)								
BOF	Board of Finance	4.3 5.1	2.4 4.1 5.1						
BOS	Board of Selectmen	2.1 2.2 2.3 2.4 3.4 4.1 4.2 4.3 4.4 4.5 5.1	2.1 2.3 2.4 3.4 3.5 4.1 4.2 4.4 5.1						
CMSC	Connecticut Main Street Center								
CSC	Connecticut Siting Council								
DEEP	CT Department of Energy / Environmental Protection								
DOH	CT Department of Housing								
DOT	CT Department of Transportation		4.3						
FS	First Selectman's Office								
FVHS	Falls Village Historical Society		3.4						
HAC	Historic Advisory Commission	3.4							
HVA	Housatonic Valley Association								
IWCC	Inland Wetlands / Conservation Committee		3.1						
LCCHO	Litchfield County Center for Housing Opportunity	2.2	2.2						
NHCOG	Northwest Hills Council of Governments	4.3							
NWCD	Northwest Conservation District								
NWEDC	Northwest Economic Development Corp.								
NWLC	Northwest Connecticut Land Conservancy								
NWRHC	Northwestern CT Regional Housing Council								
NWTD	Northwestern CT Transit District								
PW	Public Works	4.3	4.3						
P&Z	Planning and Zoning Commission	2.1 2.2 2.3 2.4 3.1 3.3 5.1	2.1 2.2 2.3 2.4 3.1 4.1 5.1						
RC	Recreation Commission	3.2 4.1							
SC	Sustainability Committee		2.1						
SS	Social Services								
Town	Town boards, departments, and staff	3.3	2.1						
TAHD	Torrington Area Health District								
VFD	Falls Village Volunteer Fire Department		4.1						

2.2 CREATE MORE HOUSING OPPORTUNITIES

		POCD Items	Leader / Partners	Completion Status	Target Timeline	Progress Notes
ACTION ITEMS	1	Form an Affordable Housing Committee (with technical support as needed) to advocate for and coordinate affording housing efforts in Falls Village.	BOS			
	2	Modify the Zoning Regulations to allow multi-family housing in the Village Center including new construction and the rehabilitation and conversion of existing buildings into housing.	P&Z AHC			
	3	Modify the Zoning Regulations to allow for the conversion of larger homes into two or three-family homes provided at least one of the units is deed-restricted as affordable.	P&Z AHC			
	4	Modify the Zoning Regulations that allow for co-housing/cooperative housing and cluster housing as well as opportunities for smaller houses.	P&Z AHC			
	5	Conduct a feasibility study to identify Town-owned parcel (s) most appropriate for multi-unit development dedicated for use as senior housing.	BOS AHC			
	6	Conduct a feasibility study of state-owned land to see if any parcels would be suitable for housing and could be acquired.	BOS AHC			
	7	Conduct a feasibility study of utility-owned land (e.g., Eversource) to see if any parcels are suitable for housing and could be acquired below market-rate or considered for a land swap.	BOS AHC			
	8	Conduct an annual "Open House About Housing" to assess the progress of implementing the Affordable Housing Plan and discuss additional ways to create more housing opportunities.	AHC LCCHO			
	9	Review the Zoning Regulations regarding accessory dwelling units to see if improvements could be made.	P&Z			
POLICIES	1	Seek ways to address the diverse housing needs of the elderly, the disabled, moderate-income families, empty-nesters, and people relocating to this area: ownership units and rental units.	All LCCHO			
	2	Continue to support organizations seeking to provide affordable housing (such as the FV Housing Trust, Habitat for Humanity, Litchfield County Center for Housing Opportunity, NW Hills Council of Government, and others).	All			
	3	Seek ways to accomplish the goals of the 2021 Affordable Housing Plan by creating: - 5 new units of affordable housing for homeownership. - 20 new affordable rental units (16 units-River Rd). - 5 market-rate rental units for long-term basis (one+ year lease).	All LCCHO			
	4	Consider the Village Center as the most appropriate area for future multi-family development (see strategy elsewhere regarding sewage disposal).	All			
	5	Continue to allow for two-family housing, especially in the Village Center, in order to provide for housing choice.	P&Z			
	6	Continue to encourage accessory dwelling units in residential zones.	P&Z			
	7	In outlying areas of Falls Village, continue to encourage flexible development patterns that preserve meaningful open space.	P&Z			
	8	Inform and educate the community about affordable housing and continue to advocate for affordable housing.	AHC LCCHO			



NHCOG

— Northwest Hills —
Council of Governments

NHCOG is hosting FREE VIRTUAL

TRAINING

**For Elected Officials, Municipal Staff, Planners, and
Land Use Officials**

Legislative Changes to Zoning Review of Housing Development

Required under PA 25-1, An Act Concerning Housing Growth

NHCOG invites Elected Officials, Land Use Staff, and Planning & Zoning Commissioners to attend this free training on housing-related zoning regulation & requirements per PA25-1

Date Thursday, June 4, 2026

Time 2:00 PM

Presenter Attorney Ken Slater
Halloran Sage

SAMPLE INCLUSIONARY ZONING REGULATION
WITH DIFFERENT REQUIREMENTS FOR AFFORDABLE HOUSING UNITS
THAT DON'T COMPLY WITH LOCAL PARKING REGULATIONS

Definitions:

Dwelling, Affordable Dwelling Unit: An 80% Affordable Dwelling Unit or a 60% Affordable Dwelling Unit, as defined in these Regulations.

Dwelling, 80% Affordable Unit: A Dwelling which will be conveyed by deeds containing covenants or restrictions which shall require that, in perpetuity, such dwelling units shall be sold or rented at, or below, prices which will preserve the units as housing for which persons and families pay thirty per cent or less of their annual income, where such income is less than or equal to eighty (80%) per cent of the median income. For purposes of this definition, "median income" shall be as defined in Connecticut General Statutes Section 8-30g(a), as amended.

Dwelling, 60% Affordable Unit: A Dwelling which will be conveyed by deeds containing covenants or restrictions which shall require that, in perpetuity, such dwelling units shall be sold or rented at, or below, prices which will preserve the units as housing for which persons and families pay thirty per cent or less of their annual income, where such income is less than or equal to sixty (60%) per cent of the median income. For purposes of this definition, "median income" shall be as defined in Connecticut General Statutes Section 8-30g(a), as amended.

Section ^: Inclusionary Zoning

The purpose of this regulation is to advance the recommendations of the Town's Affordable Housing Plan and to promote the development of affordable housing to meet local and regional housing needs as required by Connecticut General Statutes Sections 8-2 and 8-23.

Section ^ Inclusionary Housing.

- (a) Multi-Family Dwellings that Comply with the Parking Requirements of These Regulations: In accordance with Connecticut General Statutes Section 8-2i, all proposed Multifamily Developments that consist of sixteen (16)¹ or more Dwelling Units, and that comply with the parking requirements of Section [parking section] of these Regulations, shall include a minimum of ^% of the proposed dwelling units as 80% ²Affordable Dwelling Units.

¹ The use of sixteen units is illustrative, but it corresponds to the threshold for parking exemption under the Act. It could be any number, but the smaller the number, the more likely you are to have fractions of a unit.

- (b) Multi-Family and Two-Family³ Dwellings that Do Not Comply with the Parking Requirements of These Regulations: In accordance with Connecticut General Statutes Section 8-2i, all proposed Two-Family and Multifamily Developments, regardless of number of units, that do not comply with the parking requirements of Section [parking section] of these Regulations, shall include a minimum of ^% of the proposed dwelling units as 80% Affordable Dwelling Units and ^% 60% Affordable Dwelling Units.⁴
- (c) In calculating the number of required Affordable Dwelling Units, all fractions shall be rounded up to the nearest whole number.
- (d) Affordable Dwelling Units shall be of comparable quality and workmanship as other Dwellings in the subject development; shall provide a comparable number of bedrooms as other Dwellings in the subject development; and shall be evenly distributed throughout the development.
- (e) Affordable Dwelling Units must be administered per an Affordability Program approved by the Commission and meeting the requirements of Section ^.
- (f) The development shall be subject to a restrictive covenant describing the Affordability Program and enforceable by the Town and in a form as required by the Commission's attorney.

Section ^ Affordability Program Requirements

For projects subject to Inclusionary Zoning regulations in Section ^ of these Regulations, the following Affordability Program Requirements apply:

- a) The applicant shall use the methodology outlined in Section 8-30g-8 of the Regulations of Connecticut State Agencies, as amended, to calculate the maximum housing payment for the Affordable Dwelling Units.
- b) The property owner shall submit an affirmative fair housing marketing plan for the Affordable Dwelling Units to the [staff department] for approval. All Affordable Dwelling Units shall be offered for rent or sale in compliance with all applicable Federal and State Fair Housing laws.
- c) Prior to the issuance of any Certificate of Occupancy, the applicant shall identify the person or entity as the party responsible for administration of the Affordability Program.

² You could require a split of some at 60% and some at 80%.

³ Some regulations use the term "duplex" instead of "two-family dwelling."

⁴ The idea here is that if a developer is going to get the benefit of reduced parking, that benefit should accrue to the future occupants, not just greater profit for the developer. The % of affordable units should be higher for developments that use CGS 8-3n to reduce parking.

The Program Administrator is subject to the approval of the Commission. The Program Administrator shall:

i. Annually review and certify to the Commission the annual income of households residing in the Affordable Housing Dwelling Units in accordance with a procedure established in advance and approved by the [commission staff office].

ii. Maintain a list of eligible households who have applied for participation in the Affordability Program. The Administrator shall hold an application period at the opening or re-opening of the project's waiting list of at least 30 days, after which applicants will be placed on a waiting list by lottery. Subsequent applicants shall be placed on the waiting list in order of the date and time of application.

iii. Annually certify to the Commission that the selected households reside in the Affordable Housing units.

iv. For rental units, certify to the Commission that the Affordable Housing units for rent shall not exceed the maximum monthly rent as calculated in a manner consistent with the methodology for maximum housing payment calculations in set-aside developments outlined in Section 8-30g-8 of the Regulations of Connecticut State Agencies, as adjusted for family size.

v. For owned units subject to the Common Interest Ownership Act (CGS 47-200 et. seq.), certify to the Commission that the Affordable Housing Units' Homeowners Association fees have not been increased such that the owner's monthly housing costs exceed the maximum housing payment calculations in set-aside developments outlined in Section 8-30g-8 of the Regulations of Connecticut State Agencies, as adjusted for family size.

vi. For owned units subject to the Common Interest Ownership Act, certify to the Commission that the Affordable Housing units sold do not exceed the maximum purchase price as calculated in a manner consistent with the methodology for maximum housing payment calculations in set-aside developments outlined in Section 8-30g-8 of the Regulations of Connecticut State Agencies, as adjusted for family size.

Model Zoning Regulations in response to PA 25-1 (Nov. Special Session):

Mixed-Use Developments:

Where Mixed-Use Developments, as defined in Conn. Gen. Stats. §8-13m, are permitted by summary review in accordance with Section 16 of Public Act 25-1 (Nov. Special Session), the following standards shall apply:

1. For developments that result in the development of ten or more dwelling units, there shall be no residential uses on the ground floor of any building that is located in a non-residential zoning district.
2. Buildings shall conform to the height, yard, and other bulk requirements of the underlying zoning district.
3. The building and landscaping design standards of Section [transit community middle housing development] shall apply.

Transit Community Middle Housing Developments:

Where Transit Community Middle Housing Developments, as defined in Section 11 of Public Act 25-1 (Nov. Special Session), are permitted by summary review in accordance with Section 16 of Public Act 25-1 (Nov. Special Session), the following standards shall apply:

1. Building Design

a. Roof Design:

1. The roof of any building shall be peaked at a pitch of -, and may include gambrel or hip roof designs. Flat roofs are prohibited.
2. Each roof shall have at least two (2) gables, shed dormers, or similar features, which features shall include a window or ventilation louvres.
3. Roofs shall be surfaced with shingles or standing-seam metal. Tarpaper roofing shall be prohibited.
4. All roofs shall project beyond the wall of the line below them by at least – feet.

b. Wall and exterior design:

1. No wall shall be longer than – feet, measured at the foundation, without a horizontal break in plane at least – feet in depth.
2. Wall surfaces shall be brick, stone, clapboard siding (wood or faux material), shingle (wood or faux material), or board-and-batten. EFI, plywood, stucco, or panelized

surfaces shall be prohibited; concrete (painted or nonpainted) shall be prohibited except for exposed foundations of no more than – feet in height.

3. Each building shall have at least one (1) bay, box, or bow window.
4. Each building shall have an open-air porch at least – feet in depth, and having a width equal to the width of any one side of the building. Said porch may be screened, but not enclosed.
5. Windows shall include dividers, and shall be designed as 6 over 1, 6 over 6, or 4 over 4.

2. Landscaping

- a. Foundation Plantings. Each building shall include foundation plantings as follows: at least 6 shrubs per – lineal feet of wall length, except at stairways, handicapped ramps, or access walkways. Shrubs shall include at least – percent evergreens and – percent flowering shrubs. All shrubs shall be at least – gallon size at time of planting and shall be guaranteed for one (1) year after planting.
- b. Trees. Each building shall have at least one (1) tree between the building and any adjacent street. Such tree may be deciduous or evergreen. Deciduous trees shall be at least – inches caliper at time of planting and evergreen trees shall be at least – feet in height at time of planting. All trees shall be guaranteed for one (1) year after planting.
- c. Parking areas. Parking lots shall contain at least one (1) landscaped island for every – parking spaces. Such landscaped island shall be equal to the dimensions of a parking space as specified in these regulations. Each landscaped island shall include one (1) deciduous shade tree at least ^ inches in caliper at time of planting, and shall be guaranteed for one year. All parking areas shall be set back at least – feet from the property line, and such setback area shall be landscaped with at least – shrubs per lineal foot; and being a minimum of – gallons at time of planting; and be guaranteed for one (1) year after planting.
- d. Ground Areas. All unpaved ground areas shall be landscaped with grass or groundcover. Gravel, pea-stone, or mulch shall not be permitted except within tree or shrub planting beds, which beds shall extend no more than – feet from the adjacent trees or shrubs.

3. Lighting

- a. Dark-Sky Lighting. All lighting shall be dark-sky compliant. Building-mounted floodlights are prohibited.

- b. Entranceway Lighting. Each building shall have at least one (1) decorative light at each entrance doorway, and one post light no higher than – feet between the building and any occupant parking lot and any adjacent street.
- c. Parking Area Lighting. Parking areas shall be illuminated using dark-sky compliant fixtures mounted on poles no higher than – feet.

4. Signs

Signs shall conform to the size, height, number, and other requirements of the underlying zone. Signs shall not be internally illuminated.

Zoning Map Amendment

Creation of up to two “conservation and traffic mitigation districts” as overlay zones, per Section 19(d) of the Act. New zoning district designation:

Conservation and traffic mitigation district: An overlay district in accordance with Section 19(d) of Public Act 25-1 (Nov. Special Session), which shall be subject to approval by the Secretary of the Office of Policy and Management in accordance with subsection (e) of such Act.