

RECEIVED

SEP 15 2025

TOWN OF CANAAN - TOWN MEETING

Thursday, September 11, 2025 @ 6:30 PM Minutes

1:35pm @ 
TOWN OF CANAAN

Meeting was held at the Canaan Town Hall located at 108 Main St., Falls Village, CT 06031. Canaan First Selectman, Dave Barger called the meeting to order at 6:30 PM. There were 20 electors and 1 grand list in attendance. Dave Barger asked Town Clerk, Johanna M. Mann to read the call of the meeting. Mrs. Mann read the call of the meeting.

The first order of business was the election of a Moderator. Matthew Hansen nominated Mark Burdick. Seconded by Judy Jacobs. Michelle Hansen made the motion to close the nominations. Seconded by Judy Jacobs. There were no further nominations. Mark Burdick was unanimously elected as moderator.

1. *To consider and act upon the question:* Shall the Town of Canaan approve an appropriation of up to (\$9,000) from the 107/108 Main St. Reserve Account (#1702630541) for the purpose of installing Closed Circuit Television Cameras to monitor the *State of Connecticut Official Ballot Drop Box* (as required CT Public Act 24-148) and an additional two cameras to enhance security at the Town Hall at 108 Main St.

There was no discussion.

Motion was made by David Barger, seconded by Judy Jacobs to move the question.

A vote was taken on Item 1, resulting in a unanimous vote; the motion moved.

2. *To consider and act upon the question:* Shall the Town of Canaan approve an appropriation of up to (\$180,000.00) from the Truck Reserve Account (#51001439) for the purpose of purchasing two trucks (replacing two trucks) for the Town of Canaan Department of Public Works?

Motion was made by Chris Kinsella, seconded by Hazel McGuire to move the question.

Discussion.

Motion to move the question by Dave Barger, seconded by Judy Jacobs. None opposed. A vote was taken on Item 2, resulting in a unanimous vote; the motion moved.

3. *To consider and act upon the question:* Shall the Town of Canaan consider and act upon rescinding *An Ordinance Concerning Trailers, Trailer Camps or Trailer Parks and Mobile*

Home Parks as the Planning and Zoning Commission has adopted regulations regarding Trailers?

Motion was made by Denise Cohn, seconded by Chris Kinsella to move the question

Discussion.

A vote was taken on Item 3, resulting in a unanimous vote; the motion moved.

4. *To consider and act upon the question:* Shall the Town of Canaan approve the transfer of the end of year surplus (FY 24/25 - \$8,253.90) of the Road Maintenance Account (#3001) to line items within the FY 24/25 budget that ended FY 24/25 with a deficit?

There was no discussion.

Motion was made by Judy Jacobs, seconded by Kay Blass to move the question.

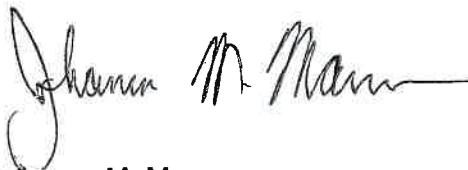
A vote was taken on Item 3, resulting in a unanimous vote; the motion moved.

5. Any other business to properly come before this meeting.

With no other business brought before the town meeting, a motion was made by Dave Barger to adjourn the meeting, seconded by Denise Cohn. Motion carried, with none opposed.

The meeting was adjourned at 6:48 PM.

Respectfully submitted,



Johanna M. Mann

Town of Canaan, Town Clerk

I certify these minutes are a true and accurate record of the above proceedings.

Mark Burdick

Elected Moderator as Presiding Officer



1. **Need for Ordinance Update:** The Town of Canaan's existing ordinance on trailers, last revised in 2007, is outdated and contains errors, procedural conflicts, and lacks provisions for contemporary uses such as food trucks, shipping containers, and "glamping."
2. **Proposed Fee Structure:** The Planning & Zoning Commission (P&Z) agreed on a \$350 fee for trailers used for temporary habitation, with other trailer types charged based on the zoning permit fee schedule.
3. **Expanded Definitions:** New definitions for various trailer types, including commercial trailers, construction trailers, mobile homes, recreational trailers, storage trailers, and temporary restaurant trailers (food trucks), are proposed to address modern land-use scenarios.
4. **Residential Zone Regulations:** Trailers for temporary habitation will be allowed in residential zones with a zoning permit for a specific, limited duration, and approval from the Torrington Area Health District is required.
5. **Business and Industrial Zone Uses:** Commercial, construction, and storage trailers will be permitted principal uses in business and industrial zones, while temporary restaurant trailers and recreational trailers for habitation will require special permits or zoning permits depending on their use.

TOWN OF CANAAN (FALLS VILLAGE) PLANNING & ZONING COMMISSION

Referral – BOS to P&Z regarding “An Ordinance Concerning “Trailers, Traler Camps or Trailer Parks and Mobile Home Parks”

Memorandum dated October 18, 2024; updated for November 19th, 2024; and set for Public Hearing on January 23, 2025

BACKGROUND INFORMATION:

In light of recent land-use questions involving the use of trailers, the Town of Canaan (Falls Village) Board of Selectmen (BOS) convened a meeting with the Zoning Enforcement Officer (ZEO) on October 16th, 2024 to discuss the need for updating the existing Town Ordinance that was last revised in 2007 and originally adopted in October 1968.

The current ordinance contains errors, presents procedural conflicts between the P&Z and the BOS, and does not address other potential land-use issues involving trailers such as the use of food trucks, the use of shipping containers for storage and/or habitation, and the use of trailers for camping/temporary lodging such as “glamping”. Glamping is a portmanteau of glamorous and camping, a type of camping that combines the outdoors with luxury and comfort.

The outcome of the meeting was a BOS suggestion that the P&Z establish zoning regulations to address trailers and their associated uses as the P&Z is better suited to permit and enforce land-use issues. It was also suggested that the definitions and allowable uses associated with trailers are broadened to address various contemporary situations.

CURRENT EXAMPLES:

The Town has been approached by two property owners who wish to establish and use trailers on their properties. Property Owner 1 has purchased property on Route 7 and wishes to park a recreational vehicle on the lot so that he can visit the property on the weekends and use it recreationally. He has no intention of building a home on the property currently. Property Owner 2 has purchased property along Route 63 and wishes to install a trailer on the property for temporary habitation while he grows accustomed to the site, gradually clears and farms the land, and decides where he wishes to build a residential dwelling. He also plans to establish an additional trailer/accessory building on the property for the storage of equipment such as farm machinery and tools.

In accordance with the current Town Ordinance that address trailers, Property Owner 1 does not have a clear path to compliance since Section Three requires that the owner “ (A) is in the act of constructing a house for his own occupancy” or using the trailer as a “ (B) temporary office at the job site in connection with any type of construction work provided it is not used for human habitation. Said trailer shall not be on any single job site for a period of more than six (6) months.”

Property Owner 2 could achieve compliance under Section Two, but it is unclear what fee would be required since the Fee Section currently reads:

“FEES:

The fees to be charged for trailers in the Town of Canaan:

One trailer, commercial/industrial: \$200.00

Individual home trailers when permitted by P&Z: \$100.00”

Furthermore, when the First Selectman reviewed Town Records to see if any trailers could comply with “(C) A single trailer, licensed by the Selectmen, may be parked and used for human habitation if occupied prior to October 17, 1968, provided a certificate from the Health Officer is submitted to the Selectmen with the license application”, he came up with no such existing records nor could he recollect ever permitting a trailer during his time as a selectmen.

It has been recommended that the P&Z amend its regulations and assume the role of the issuing authority when it comes to permitting trailers for various uses. **At the November 19th P&Z meeting, the Commission agreed upon a fee of \$350.00 to be charged for Trailers for Temporary Habitation. Other trailer types shall be charged commensurate with the zoning permit fee schedule (which is based on square footage), where required.**

SUGGESTED AMENDMENTS:

The P&Z proposes that the following terms to be added to Section 8 Definitions:

Trailer - a general term for a rubber-tired vehicle that is propelled by a motor vehicle and which may include a commercial trailer, construction trailer, recreational trailer, storage trailer, or a utility trailer.

Commercial Trailer – a trailer used for commercially related purposes (transportation, supply, or equipment storage) in association with a permissible commercial use. This type of trailer may take the form of a shipping container.

Construction Trailer- “*construction field office*” used for construction-related purposes such as equipment and supply storage and/or office as a temporary accessory structure associated with an approved construction project.

Mobile Home- In accordance with CGS Chapter 412 Sec 21-64, the term “mobile home” shall be deemed to mean a “mobile manufactured home”. In accordance with Connecticut General Statutes §8-2, mobile homes shall be permitted in the same manner as single-family residences.

Mobile Manufactured Home- In accordance with CGS Chapter 412 Sec 21-64: a detached residential unit having three-dimensional components which are intrinsically mobile with or without a wheeled chassis or a detached residential unit built on or after June 15, 1976, in accordance with federal

manufactured home construction and safety standards, and, in either case, containing sleeping accommodations, a flush toilet, tub or shower bath, kitchen facilities and plumbing and electrical connections for attachment to outside systems, and designed for long-term occupancy and to be placed on rigid supports at the site where it is to be occupied as a residence, complete and ready for occupancy, except for minor and incidental unpacking and assembly operations and connection to utilities systems.

Recreational Trailer – “*travel trailer, camper trailer, pick-up coach, motorized camper*” a moveable structure mounted on wheels and designed with sufficient equipment to render it suitable for temporary dwelling during the process of travel, recreation, and vacation uses.

Storage Trailer – a trailer used for private purposes to store goods, equipment, and/or vehicles. This type of trailer may take the form of a shipping container.

Temporary Restaurant Trailer – “food truck” – a wheeled trailer used for a permitted outdoor restaurant use.

Utility Trailer – A small box, boat, horse, or flat trailer designed to be towed by a vehicle and considered by right in all zoning districts.

2. RESIDENTIAL ZONES

2.2 Permitted Principal Uses

Other Uses (page 10) will include: 24. “Trailers for Temporary Habitation” within the chart and with **Zoning Permit** specified in each zone (Village Residential, Residential/Agricultural, Mountain Residential) (see also 2.6F)

2.6 Special Residential Regulations F. Trailers for Temporary Habitation: a trailer shall not occupy a residential lot as a primary use, except, if a temporary use of the trailer has been approved on the subject lot for a specific, limited, and temporary period of time so that a primary structure may be established. The approval for the temporary use of a trailer for habitation shall be approved by a zoning permit and shall include a specific term or duration of time. Torrington Area Health District approval shall also be required for the temporary use of any trailer used for habitation in the Town of Canaan (Falls Village).

2.3 Permitted Accessory Uses

Other Accessory Structures will include:

Storage Trailers – by zoning permit (must adhere to setbacks)

Utility Trailer – by right

Recreational Trailer for Human Habitation – by zoning permit

3 Business & Industrial Uses

3.1 Village Business Zone

B. Permitted Principal Uses (allowed by zoning permit)

To add:

- 8. Commercial Trailers
- 9. Construction Trailers
- 10. Storage Trailers

C. Principal Uses Allowed by Special Permit

To add:

- 9. Temporary Restaurant Trailer
- 10. Recreational Trailer for Human Habitation

D. Accessory Use

2. Outdoor dining or the use of a Temporary Restaurant Trailer may be permitted by a zoning permit when accessory to a permissible principal use.

3.2 Rural Business Zone

B. Permitted Principal Uses (allowed by zoning permit)

To add:

- 7. Commercial Trailers
- 8. Construction Trailers
- 9. Storage Trailers

C. Principal Uses Allowed by Special Permit

To add:

- 9. Temporary Restaurant Trailer as a primary use

D. Accessory Uses

3. The use of a Temporary Restaurant Trailer may be permitted by a zoning permit when accessory to a permissible principal use.

3.3 Light Industrial Zone

B. Permitted Principal Uses (allowed by zoning permit)

To add:

- 7. Commercial Trailers
- 8. Construction Trailers
- 9. Storage Trailers

D. Accessory Uses

3. The use of a Temporary Restaurant Trailer may be permitted by a zoning permit when accessory to a permissible principal use

AN ORDINANCE CONCERNING TAILERS, TRALER CAMPS OR TRAILER PARKS AND MOBILE HOME PARKS

Section One: DEFINITIONS

- A. 'Trailer' shall mean any vehicle or object without motive power of it's own, but which is designed to be drawn by, or used in connection with a motor vehicle, and which is so designed and constructed or reconstructed or added to be means of such accessories as to permit use and occupancy thereof for human habitation, whether resting on wheels, jacks or other foundations, and shall include the type of vehicle known as a mobile home.
- B. 'Temporary Trailer' shall mean a temporary trailer used for business, office, and for storage purposes in connection with a bona fide construction project and located on a construction site within the Town of Canaan (Falls Village) during the period of construction.
- C. 'Recreational Vehicle' shall mean any vehicle that is primarily used for recreational pleasure including but not limited to motor homes, travel trailers, campers, camping trailers, boats, snowmobiles, and associated trailers.
- D. 'Trailer Park or Mobile Home Park' shall mean any premises used or permitted to be used for the parking of more than one trailer or mobile home.

Section Two: LICENSES

- A. No trailer shall be located off the public highway except upon license of the Board of Selectmen granted in accordance with the provisions of these regulations. Application for license shall be made to the Board of Selectmen on a form prescribed by them.
- B. All licenses shall be for the calendar year of issuance only and must be renewed annually by the first day of February.

Section Three: ONE TRAILER

A. One Trailer (human habitation)

A single trailer, licensed by the Selectmen, may be parked and occupied for a period of not to exceed one (1) year by the owner of the premises on which it is located, provided that such owner is in the act of constructing a house for his own occupancy; and further provided, that he submit with his license application a certificate from the Health Officer stating that suitable provisions for household water and sanitary sewage disposal have been made.

B. One Trailer (temporary office)

A single trailer, licensed by the Selectmen, may be parked and used as a temporary office at the job site in connection with any type of construction work provided that it is not used for human habitation. Said trailer shall not be on any single job site for a period of more than six (6) months.

C. One Trailer (occupied prior to October 17, 1968)

A single trailer, licensed by the Selectmen, may be parked and used for human habita-

COPY

tion, if occupied prior to October 17, 1968, provided a certificate from the Health Officer is submitted to the Selectmen with the license application, stating that suitable provisions for household water and sanitary sewage disposal have been made.

Section Four:

The provisions of this modification of the Trailer and Trailer Camp Ordinance of 1958 wherein they contain requirements conflicting with said Ordinance of 1958 shall be considered as substitutes for the earlier provisions and in all other respects are intended as additions to said Ordinance of 1958.

FEES:

The fees to be charged for trailers in the Town of Canaan:

One trailer, commercial/industrial	\$200.00
Individual home trailers when permitted by P&Z	\$100.00

PENALTIES:

Any person who violates any provision of this ordinance shall be fined not more than \$100.00 for each day for non compliance. Each day for failure to comply will constitute a separate violation.

*Adopted at Town Meeting, October 17, 1968
Recorded in "Town of Canaan, Town Meeting, Vol. 9" at unnumbered Pages
Amended at Town Meeting, May 10, 2007
Recorded in "Town of Canaan, Town Meeting, Vol. 15, Pages 15 et seq*

COPY