

**PLANNING AND ZONING COMMISSION
TOWN OF CANAAN
FALLS VILLAGE TOWN HALL
108 Main Street, Falls Village, CT 06031**

**Regular Meeting Minutes
September 25, 2025**

Attendance

Present: Members: Eileen Kinsella, Kim Mahoney, Doug Cohn, Matthew Macchi, Vice Chairman Stephen Koshland. ZEO Janell Mullen and Chairman Greg Marlowe.

Alternate Members: Tim Metzger

Absent: Vincent Inconiglios

Remotely Present: Alternate Mark Rosen

Also Present: Selectman Chris Kinsella

1. Call to Order and Approval of Minutes

Chairman Greg Marlowe called the meeting to order at 6:51 pm.

Greg moved to approve the Minutes of July 24, 2025. Steve motioned, Matt seconded. Unanimous.

2. Public Comment

None

3. Discussions following Public Hearing

A. Re-subdivision of Aspen Hill-see attached

- Steve proposed a roll call vote to waive the Fire Protection Requirement and approve the re-subdivision plans as submitted, pending TAHD approval. Tim seconded the motion.

- The following votes were recorded: Tim—yes, Eileen—yes, Kim—yes, Doug—yes, Matthew—yes, Stephen—yes, Janell—yes, Greg—yes. The motion passed unanimously.

B. Zoning Text Amendment Supporting Agriculture, Farms, and Local Farm Businesses-see attached

- Matthew requested a roll-call vote in support of the Amendment, which was seconded by Kim.
- The results were as follows: Tim – yes, Eileen – yes, Kim – yes, Doug – yes, Matthew – yes, Stephen – yes, Janell – yes, Greg – yes. The motion passed unanimously.

4. New Business

A. Co-sponsored Informational Meeting Request Regarding River Road Development

Informational Session is set for 6:00 pm on November 5, 2025.

Location: Falls Village Volunteer Fire Dept. 188 US-7 S, Falls Village, CT 06031.

B. Annual Report (24-25)-see attached

Greg moved for a motion to accept the report and to present the report as written to the Town Clerk.

Eileen motioned, Matt seconded. Unanimous.

C. Calendar of Meeting Dates for 2026- see attached

Steve motioned to accept the changes to the 2026 calendar. Tim seconded. Unanimous.

5. Old Business

A. Village Center Parking Plan: On Hold

B. Solar Committee: No updates

C. Old Firehouse Sale: No updates

D. Dark Skies Implementation: Daycare light may not be working. This will be addressed.

E. Trailers Ordinance: Updated Regulations. Janell will have an update by Oct 1, 2025.

6. Other Business to Come before the Commission

A. POCD Subcommittee Update: meeting scheduled for October 8, 2025, at 6:00 pm

B. P&Z Financial Report Review: reviewed and accepted-*see attached*

C. Commissioner Membership Guidelines: *see attached*

7. Regulation Review

A. Village Business Zone – GIS Mapping:

Presentational meeting to be scheduled for October 2025.

B. Housing Priorities:

Agenda Placeholder -No updates at this time

1. Multifamily – Village Center
2. Duplexes & Triplexes
3. Cluster & Co-Housing

C. Next Regulation Update Priority

Update in progress

8. ZEO Report- reviewed. *See attached.*

9. Public Comment & Official Correspondence

none

10. Adjournment- Tim motioned to adjourn the meeting at 8:17 pm. Kim seconded. Unanimous.

Respectfully Submitted, Patti Fife, Secretary

Attachments:

Aspen Hill Re-Subdivision maps

Zoning Text Amendment-Supporting Agriculture, Farms and Local Farm Businesses

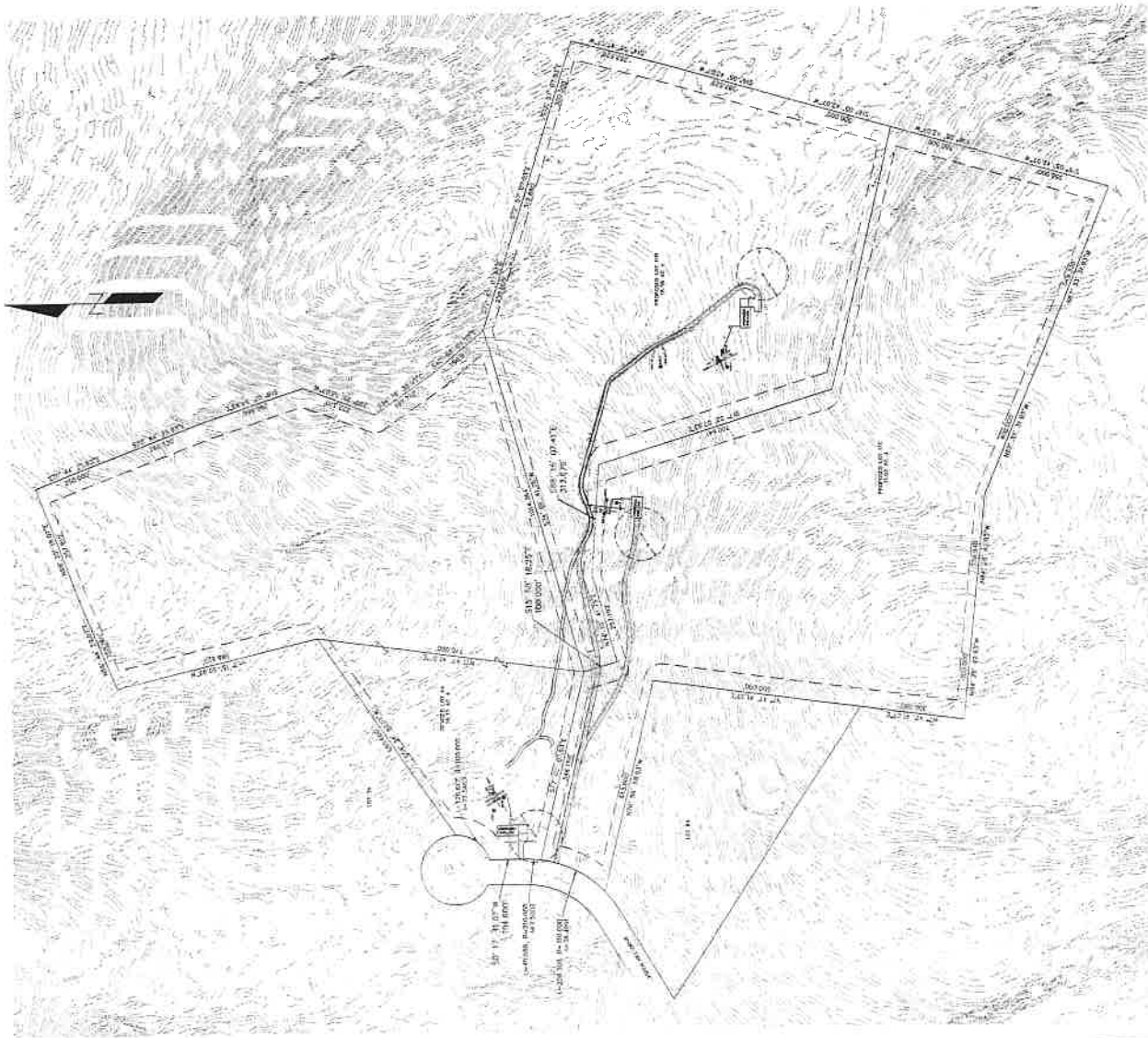
P&Z 2026 Calendar of Meetings Dates

P&Z Commission Guidelines

Annual Report

Financial Report

Zoning Report



STANDARD MASS LOT 44

HYDRAULIC GRADIENT 8.7%
RECEIVING SOL DEPTH 18.0-22.0
4 BEDROOM
DESIGN FLOW
225 GPD/DAY
PERCOLATION RATE
UP TO 10.0 MW/INCH
PF = 1.0
MSS=304.75X1.0 = 315.75

STANDARD MASS LOT 11C
HYDRAULIC GRADIENT 8.7%
RECEIVING SOL DEPTH 18.0-22.0
4 BEDROOM
DESIGN FLOW
225 GPD/DAY
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STANDARD MASS LOT 11E
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GENERAL NOTES
1) LOCATED WITHIN 100 FEET OF THE PROPOSED
2) NO SEPTIC SYSTEMS ON ADJACENT
PROPERTIES ARE LOCATED WITHIN 100 FEET
OF THE PROPOSED WELL

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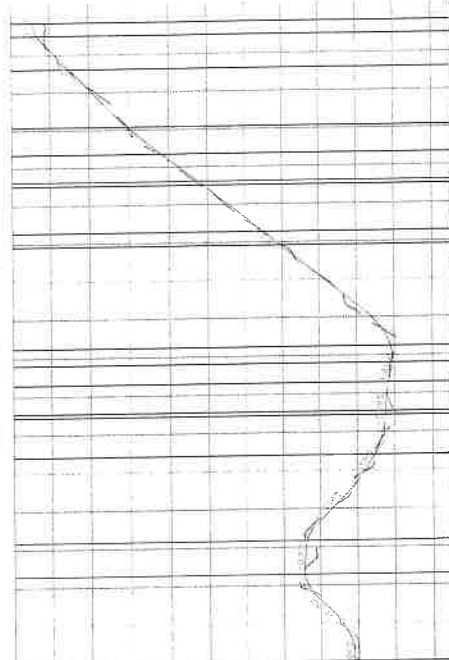
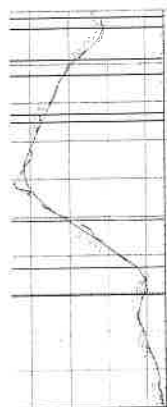
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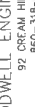
LEGEND

- PERC TEST
- DEEP TEST PIT
- STONE WALL
- EXISTING CONTOURS
- PROPOSED CONTOURS
- SILT FENCE
- WETLANDS LINE
- BENCHMARK

BODWELL ENGINEERING AND SURVEYING LLC
92 CREAM HILL RD - WEST CROMWELL, CT 06498
860-338-5000 - BODWELLENGINEERING.COM

RE-SUBDIVISION
MUSIC MOUNTAIN FARM LOTS 14 AND 11A
ASPHEN HILL DRIVE - COSSHEEN - Map 2 Lot 140446
PREPARED FOR:
BOC CONSTRUCTION
95 MAIN STREET - 2ND FLOOR
DANABAL, CT 06818
SCALE: 1"=150'
DATE: JULY 2024
PROJECT#: 2022-68
SHEET#: 1 OF 1



 	BODWELL ENGINEERING AND SURVEYING LLC 92 CREAM HILL RD. - WEST CORNWALL, CT 06795 860-319-1300 - BODWELLENGINEERING.COM		PREPARED FOR: RICHARD C. TRINTRA 95 MAIN STREET 2ND FLOOR CHAMPAIN, CT 06018	PROJECT # - 2022 - 58 DATE - JULY 2025 SHEET # - 1 OF 1
	RF - SUBDIVISION MUSIC MOUNTAIN FARM LOTS 4A AND 11A ASPEN HILL DRIVE - URBEN - MAP 2 LVS 434-46			
				
PERC TEST - DEEP TEST PIT STONE WALL EXISTING CONTOURS PROPOSED CONTOURS SILT FENCE WETLANDS LINE BENCHMARK	SCALE: 1" = 50'			

TOWN OF FALLS VILLAGE (CANAAN), CT
PLANNING & ZONING COMMISSION

Memorandum regarding Agriculture & Agri-tourism

Prepared by Janell Mullen, Consultant Planner for April 24, 2025, updated for June 26, 2025, and set for Public Hearing on September 25th at 6:15 PM

BACKGROUND INFORMATION & CURRENT REGULATIONS:

The Town of Canaan (Falls Village) Zoning Regulations currently does not include a definition of agriculture. Most CT towns utilize the statutory definition (CGS §1-1 (q)) as it encompasses the breadth of agricultural uses that are possible in CT.

The term "Farm" is currently defined (*page 91*) as "a tract of land, whether as a principal use or an accessory use, for producing agricultural, horticultural, floricultural, vegetable, tree, or fruit products, and also including the raising of horses and other farm animals but excluding the slaughtering of animals not raised on the premises.

Farming –the activities conducted on a farm.

In **Section 2. Residential Zones**, Farm or farming is a permitted principal use "No permit required" in all zones (Village Residential, Residential/Agricultural, and Mountain Residential) (*page 9*).

In **Section 2.4, Permitted Accessory Structures**, accessory farm structures (Barns and agricultural outbuildings accessory to a farming use) are majorly allowed by zoning permit in all residential zones. A farm stand of more than 400 square feet requires a Special Permit.

In **Section 3.2, Rural Business Zone**, Farm and farming, including a farm stand is a permitted principal use (*page 21*)

In **Section 3.3 Light Industrial Zone**, farm or farming, is a permitted principal use (*page 25*).

WHAT THE POCD SAYS ABOUT AGRICULTURE USES:

The recently adopted Plan of Conservation and Development (POCD) **Section 3.3 Encourage Working Lands** includes the following policies:

1. Continue to encourage farms, farming, and agricultural and forestry operations.
2. Support educational programming (such as Great Mountain Forest and VoAG at HVRHS) that will support current and future agriculture.
3. Maintain awareness of funding for farmland protection available through Agriculture Viability Grants from the CT Department of Agriculture.
4. Support efforts by local farms and non-profit organizations to encourage working lands.

This section includes the following action steps:

1. Evaluate local regulations to enable more diverse activities on farms and support local farming and farm businesses.
2. Investigate additional ways to enhance and promote the viability of local farms, farming, and farm businesses.

Action step 1, as mentioned above, was assigned specifically to the Planning and Zoning Commission (P&Z) as the lead.

EXAMPLES IN NEIGHBORING TOWNS:

The P&Z has decided to look to expand permissible farm uses to include more aspects of Agri tourism (the combination of a farming operation with aspects of tourism which includes the generation of income and/or the attraction of visitors to a farm) and farm-related events.

For example, in 2019 the Town of Cornwall amended its agricultural regulations to allow for:

- Farm stays
- Farm wineries, cideries, and/or breweries
- Educational tours and tastings
- Farmer's Markets and Farm Stores

Accessory aspects of farming such as u-pick operations, hayrides, corn-mazes, farm stands and farm tours require a Zoning Permit.

The Town of Morris revamped its regulations associated with farming in 2023 to allow for:

- Agriculture events such as farm dinners and other seasonal offerings
- Accessory uses to agriculture may include pick your own operations, horseback riding, carriage/sleigh rides, farm tours, corn mazes, farmers' markets, CSA pick-ups, and/or farm demonstrations
- Agri-tourism (eg Thursday Socials at South Farms)
- Farm Business – an establishment associated with an active farm which sell and/or serves agricultural products that may be produced on or off-site. Examples may include a retail farm store, a farm brewery, winery, farm restaurant/market and/or a combination of these uses.

As a Right to Farm Town, the Town of New Hartford requires any new residential use that abuts a working farming to establish the minimum of a 75' foot setback. This buffer requirement protects the farm from being subject to nuisance complaints ensures that the residential property owner is buffered from any herbicides, pesticides, manure, and/or other externalities that are inherent in farming. It is the new developer's responsibility and not the farmer's responsibility to enhance their setback.

PROPOSED AMENDMENTS:

1. Update current definition (Section to align with Connecticut General Statutes §1-1 (q) to expand current definition and include within **Section 8 Definitions**:

Agriculture – “farming”, The cultivation of the soil, dairying, forestry, raising or harvesting any agricultural or horticultural commodity, including cannabis, the raising, shearing, feeding, caring for, training, and management of livestock, including horses, bees, poultry, fur-bearing animals, and wildlife; the operation, management, conservation, improvement, or maintenance of a farm and its buildings, tools, and equipment.

Accessory uses shall include salvaging timber or clearing land of brush or debris left by a storm, as an incident to such farming operations; the production or harvesting of maple syrup or maple sugar, the harvesting of mushrooms, the hatching of poultry, or the construction, operation, or maintenance of ditches, canals, reservoirs or waterways used exclusively for farming purposes; handling, planting, drying, packaging, processing, freezing, grading, storing or delivering to storage or to market, or to a carrier for transportation to market, or for direct sale of any agricultural or horticultural commodity as an incident to ordinary farming operations, or in the case of fruits and vegetables, as an incident to the preparation of such fruits and vegetables for market or for direct sale.

The term “farm” includes farm buildings, and accessory building thereto, nurseries, orchards, greenhouses, hoop houses, and other temporary structures or other structures used primarily for the raising and, as an incident to ordinary farming operations, the sale of agricultural and horticultural commodities.

2. **Section 2.3 Permitted Farm Structures & Accessory Uses** should be updated to include the following:

	ZONE	Village Residential	Residential/ Agricultural	Mountain Residential
ACCESSORY FARM STRUCTURES				
1. Barns and agricultural outbuildings accessory to farming use.		Zoning Permit	Zoning Permit	Zoning Permit
2. Farm stand accessory to a farming use of 400 square feet or less		By Right (no permit)	By Right (no permit)	By Right (no permit)
3. Farm business/farm store accessory to a farming use of more than 400 square feet		Special Permit	Special Permit	Special Permit
4. Accessory Uses to Agriculture		Zoning Permit	Zoning Permit	Zoning Permit
5. Agri-tourism and/or events on farm property		Special Permit	Special Permit	Special Permit

Section 2.6 Special Residential Regulations shall include **F. Agricultural Uses, Structures, and Agri-tourism.**

3. This new section **F. Agricultural Uses, Structures, and Agri-tourism** shall include:

1. Purpose

Agriculture has always been an integral part of Canaan (Falls Village's) economy, culture, and landscape. These regulations seek to support traditional agricultural practices as well as provide flexibility for innovative methods and practices in support of viable farm businesses and the local economy. These regulations permit farming in all residential zones, as well as within the Light Industrial Zone, allows farming activities consistent with the state's definition of agriculture, and provides opportunities for accessory agricultural uses, farm businesses, and agri-tourism. Careful consideration has been given to encourage the preservation of tracts of farmland, which includes significant open fields, prime agricultural soils, historic barns, and scenic vistas.

2. Definitions

Accessory Uses to Agriculture – These uses shall be ancillary to a farming operation and may include, but are not limited to, the following:

- Pick your own operations
- Hayrides/sleighrides/horseback rides
- Educational Farm Tours
- Corn mazes, pumpkin patches, and other seasonal attractions
- CSA pick-ups
- Farm demonstrations

Accessory uses to a working farm may include a combination of activities like those listed above and which are connected to the undertakings of a working farm to promote/sell products and/or practices of a working farm. If any accessory use and/or combination of agricultural uses consistently attracts 25 or more individuals to the premises of a working farm simultaneously, that use shall be considered Agri-tourism and permitted as such.

Agriculture - "farming", The cultivation of the soil, dairying, forestry, raising or harvesting any agricultural or horticultural commodity, including cannabis, the raising, shearing, feeding, caring for, training, and management of livestock, including horses, bees, poultry, fur-bearing animals, and wildlife; the operation, management, conservation, improvement, or maintenance of a farm and its buildings, tools, and equipment.

Accessory uses shall include salvaging timber or clearing land of brush or debris left by a storm, as an incident to such farming operations; the production or harvesting of maple syrup or maple sugar, the harvesting of mushrooms, the hatching of poultry, or the

construction, operation, or maintenance of ditches, canals, reservoirs or waterways used exclusively for farming purposes; handling, planting, drying, packaging, processing, freezing, grading, storing or delivering to storage or to market, or to a carrier for transportation to market, or for direct sale of any agricultural or horticultural commodity as an incident to ordinary farming operations, or in the case of fruits and vegetables, as an incident to the preparation of such fruits and vegetables for market or for direct sale.

The term “farm” includes farm buildings, and accessory building thereto, nurseries, orchards, greenhouses, hoop houses, and other temporary structures or other structures used primarily for the raising and, as an incident to ordinary farming operations, the sale of agricultural and horticultural commodities.

Agri-tourism – The combination of a farming operation with aspects of tourism which includes the generation of income and/or the attraction of visitors to the setting of a farm. Agri-tourism as a use attracts many visitors (greater than 25 individuals at any given time) to a working farm and includes an event such as farm dinners, weddings, workshops, etc.

Farm stand – A structure established for the display and sale of farm products which primarily have been grown on the premises and:

- (1) Shall not exceed 400 square feet
- (2) Shall adhere to the setback requirements required in the applicable zone
- (3) Shall provide at least one (1) off street space as a safe vehicular pull-off for each fifty square feet (50 sf) of building area and shall provide for safe vehicular ingress/egress to and from the public roadway
- (4) May include on-site signage

Farm Business/Farm Store- an establishment associated with an active farm and/or a conglomerate of active farms which sells or serves agricultural products that may be produced on/or off site. Examples of a farm business may include but are not limited to, a grocery food co-op, farm brewery or winery tasting room and retail store, a farm café and/or restaurant, an establishment offering farm stays, workshops open to the general public, and/or a combination of these uses.

3. Additional Provisions

- a. Modifications – any expansion and/or modification of an agricultural use that requires permitting shall be brought to the attention of the ZEO on behalf of the P&Z. When considered to be more impactful than the current authorized use(s), the ZEO and P&Z Commission may require a new application be considered.
- b. Multiple Uses- More than one (1) agricultural accessory use may be authorized on a single property. The proposed agricultural, accessory uses, and agri-tourism uses will be considered cumulatively when determining compliance.

- c. Lighting-All outdoor lighting associated with accessory agricultural uses and Agri-tourism shall adhere to **Section 5.6 Outdoor Illumination & Dark Sky Principles**
- d. Signage- All signage shall comply with **Section 5.4 Sign Standards**.
- e. Parking – All farm uses shall provide adequate off-street parking. Parking areas shall not encroach on property setbacks. In general 1 space should be provided per 250 feet of gross floor area (see also **Section 5.2 Parking & Loading**).
- f. Sanitary Systems- All on-site water and sanitary systems shall be adequately sized and in suitable condition to serve the proposed use(s). TAHD approval shall be included with the application materials (if applicable).
- g. All activities associated with agricultural, and agri-tourism uses shall comply with all local, state, and Federal regulations. Approval of plans by other regulatory agencies (eg Building Official, Fire Marshal, local area health district, Inland Wetlands Commission, public safety) shall be obtained when applicable.

Recommendation: These regulations suggest that any new residential use that is established next to a working farm maintain a minimum recommended setback of 75' from the property line of the abutting farm. This buffer protects the farm from nuisance complaints for noise and smell as well as ensures that the new residential property is buffered from herbicides, pesticides, manure, and/other externalities that are inherent in farming. It is the responsibility of the new residential owner and not the farmer's responsibility to enhance their setback.

**TOWN OF FALLS VILLAGE (CANAAN)
PLANNING & ZONING COMMISSION**

**CALENDAR OF MEETING DATES – 2026
IN PERSON AND/OR ON ZOOM if available**

The Town of Canaan (Falls Village) P&Z regularly meets at 6:30 PM on the Fourth Thursday of every month, except for the month of December when there is no regularly scheduled meeting

January 22nd

February 26th

March 26th

April 23rd

May 28nd

June 25th

July 23rd

August 27th

September 24th

October 22nd

Tuesday, November 17th (moved due to Thanksgiving)

NO DECEMBER MEETING

Welcome!

Falls Village (Canaan) Planning & Zoning (P&Z) Commission Guidelines

Attendance & Participation

It is the expectation that Commission members will attend **9 of 11 meetings** annually.

Should a member miss a meeting, it is anticipated that they will review the materials and minutes.

Serving on the P&Z includes involvement on subcommittees, Special Meetings, workshop meetings, and site visits.

Due to the hands-on nature of planning and zoning analysis, it is preferred that Commissioners attend meetings in person whenever possible.

Serving as an effective member on the P&Z entails an estimated **10 hours per month** of commitment. This time will be spent in Commission meetings, receiving practical training, reviewing meeting materials, regulations, and site plans.

Required Training

P&Z Commissioners are required by state law to complete four (4) hours of training within their first year of service and once every four (4) years thereafter. One (1) of those hours must involve training on affordable housing and fair housing policy.

The specific requirements and qualified training opportunities are summarized by the CT Office of Policy and Management (OPM)- [here](#).

Staff annually reports compliance to the First Selectman.

Resources

[The Town of Falls Village Zoning Regulations](#)

[The Subdivision Regulations](#) (adopted 2003)

[The Plan of Conservation & Development](#) (POCD) 2024-2034

What's Legally Required (Eighth Edition)
by Michael A. Zizka (a copy is provided to all members)

UConn Center for Land-Use Education & Research (CLEAR) - [Land-Use Training Academy](#)

[CT Freedom of Information Commission](#)

Standard Operating Procedures & Decorum

P&Z Commissioners regularly make decisions involving technically complex projects and topics that have lasting effects on the community and its surroundings.

P&Z members are expected to understand and respectfully practice standards that include non-biased analysis, impartial communication, and informed public speaking.

All communication pertinent to P&Z matters is filtered through the Town's ZEO and consultant planner to ensure consistent, accurate, and effective messaging and so as not to compromise the integrity of the working Commission.
(planningandzoning@canaanfallsvillage.org)

P&Z Annual Report FY 2024-2025

During the Fiscal Year of 2024-2025, a top priority of the Planning and Zoning (P&Z) Commission was to begin implementation of the newly updated Plan of Conservation & Development (POCD). The POCD identifies actionable strategies and policy initiatives for the next ten years (2025 – 2035). The P&Z has formed a subcommittee to communicate this important work to other town boards and agencies.

The P&Z continued to make amendments to the Town's Zoning Regulations in response to the recommendations of the POCD. All text amendments require public hearings and allow time for public input.

The P&Z worked on a meaningful text amendment involving outdoor illumination. They updated their outdoor lighting standards to align with the Dark Sky Principles of the International Dark Sky Association. The adopted principles reduce artificial light at night to preserve the rural night sky, curtail any negative effects on migrating birds and nocturnal moths, bats, and pollinators, and minimizes obtrusive and unnecessary lighting and glare.

The P&Z continued to receive and review a steady stream of applications associated with new single family home construction and residential improvements including decks, sheds, and additions. A total of **twenty-four** zoning permits were issued administratively.

The P&Z has made efforts to interface regularly with other town agencies and boards with an intent interest on fulfilling shared opportunities and requirements.

Town of Canaan
Profit & Loss Budget vs. Actual
July through August 2025

	Jul - Aug 25	Budget	\$ Over Budget	% of Budget
1011 Planning & Zoning Comm				
1011-101 Zoning Enforce Officer	0.00	1.00	-1.00	0.0%
1011-104 Secretary	160.00	1,280.00	-1,120.00	12.5%
1011-107 Clerical Expenses	0.00	100.00	-100.00	0.0%
1011-201 Postage	0.00	100.00	-100.00	0.0%
1011-211 Misc	0.00	1,000.00	-1,000.00	0.0%
1011-401 Attorney	0.00	1,001.00	-1,001.00	0.0%
1011-403 Publication Exp	0.00	750.00	-750.00	0.0%
1011-473 Consultant/Eng	0.00	1,000.00	-1,000.00	0.0%
1011-801 Mileage	0.00	200.00	-200.00	0.0%
ZEO/Planner	1,500.00	26,160.00	-24,660.00	5.73%
Total 1011 Planning & Zoning Comm	1,660.00	31,592.00	-29,932.00	5.25%

ZONING REPORT

Town of Canaan (Falls Village) Planning and Zoning Commission
108 Main Street | Falls Village, CT 06031

Prepared for and issued at the regular meeting on September 25, 2025

Zoning permits issued:

1. **18 Brewster Road** - demolition and rebuild of a single-family home
2. **46 Aspen Hill Drive** - construction of a single family home

Zoning Inquiries:

1. **12 Barlow St** - Question involving property in No. Canaan
2. **42 Cream Hill Road** - Question involving abutters on Music Mountain (Falls Village residents)
3. **185 Route 83** - Question from realtor involving Commercial Kennel - a Special Exception and state licensing would be required
4. **107 Main Street** - inquiry from tenant involving signage
5. **166 Undermountain Road** - Property owner question involving conservation easement
6. **FEMA Housatonic Watershed Workmap** - digital updates and town-wide updates to FEMA Flood mapping underway
7. **115 Dublin Road** - discussion with Bob Stair involving lot line modification process and permitting process for the development of a single family house
8. **River Road Homes** - Laura Werntz request for result of a well test in 2021

Referrals:

1. P&Z to BOS - BOS rescinded pre-existing ordinance at Town Meeting on 9/11; regulations now effective

Misc:

Request for Annual Report (24-25) by October 1
Request for Calendar of Meeting Dates 2026 by Nov 30

Public Ads:

Public Hearing - Aspen Hill Re-subdivision & Text amendment involving agriculture

Training Opportunities:

UConn's Land Use Academy: <https://clear.uconn.edu/training/land-use-commissioner-training/>

****Please use planningandzoning@canaanfallsvillage.org as my address email for all functions associated with Planning and Zoning and the Town of Falls Village.****

*Respectfully submitted,
Janell M Mullen, Planning Consultant*