

**TOWN OF CANAAN (FALLS VILLAGE)
PLANNING & ZONING COMMISSION**
108 Main Street, Falls Village, CT 06031

January 22, 2025

Dear Board of Selectmen,

In light of the Housing Informational Session held on November 5th, 2025 and recent Planning & Zoning Commission discussions, the P&Z writes to express their position on particular details of the Incentive Housing Overlay Zone (Section 4.4 of the [Zoning Regulations](#)).

According to the Regulations: *The Planning & Zoning Commission shall be designated to review and implement the Affordability requirements affecting Incentive Housing Developments. The Planning & Zoning Commission shall be designated as the administering agency for any unit subject to an Incentive Housing Restriction. In a case where the Administering Agency cannot adequately carry out its administrative duties, upon certification of this fact by the Board of Selectmen such duties shall devolve to and thereafter be administered by a qualified housing entity designated by the Board of Selectmen.*

The Administering Agency shall ensure the following:

- a. *Prices of Incentive Housing Homeownership Units are properly computed, rental amounts of Incentive Rental Units are properly computed;*
- b. *Income eligibility of household applying for Incentive Housing is properly and reliably determined;*
- c. *The housing marketing and resident selection plan conforms to all requirements and are properly administered; Resident selection plan will include preference for persons currently living, working, or volunteering in the Town as allowed by applicable law;*
- d. *Sales and rentals are made to Eligible Households chosen in accordance with the housing marketing and resident selection plan with appropriate unit size for each household being properly determined and proper preference being given; and*
- e. *Incentive Housing Restrictions meeting the requirements of this section are recorded with the proper registry of deeds.*

The P&Z does not find it appropriate nor deem themselves properly qualified to act as Administering Agency to administer the affordability requirements of housing within the IHZ. This letter is intended to communicate that the BOS. The next step for the BOS would be to actively identify and designate a housing entity able to carry out the duties as set forth in the Zoning Regulations.

Thank you for your consideration,

Town of Canaan (Falls Village) Planning and Zoning Commission

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 January 22, 2026

Zoning permits issued:

1. Follow up with Beth Wells for **12 Battle Hill** - addition; zoning on Route Sheet was signed 10/20 and Building Permit was not yet issued

Zoning Inquiries:

1. **Route 63** - follow up with Chris Hopkins regarding site plan requirements for structures
2. **116 Undermountain Road (Flaton)**- filing of maps for boundary line adjustment
3. **Housatonic Valley Regional High School- 246 Warren Turnpike**- filing of maps for additional land from State of CT
4. Communication with DOH regarding the IHZ (email thread sent on 1/14)
5. **104 Belden Street** - Site visit with property owner to discuss feasibility of garage/workshop location; property owner to follow up with TAHD
6. **81 Dublin Road** - Inquiry regarding boring under road; ZEO connected MasTec with Road Foreman
7. **River Road** - follow up with Habitat and FVHT regarding requirements for lot line modification- anticipating application for January meeting.

Misc:

1. **GIS Mapping** - Accessible from Assessor's webpage "GIS Parcel Viewer"

Referrals:

1. Communication with Historic District Study Committee - ZEO unable to attend January meeting; corrections/updates to report recommended. ZEO to incorporate.

Public Ads:

None at this time.

Training Opportunities:

NHCOG - Fifth Thursdays - January 29th at 7:00 PM - Presentation regarding new Housing requirements; Invite to circulate via email