

PLANNING & ZONING COMMISSION
TOWN OF CANAAN
FALLS VILLAGE TOWN HALL
108 Main Street, Falls Village, CT. 06031
November 18, 2021

Regular Meeting:

Present: Chairman, Fred Laser, Interim Zoning Enforcement Officer, Janell Mullen, Former Zoning Enforcement Officer, Tom Scott and Regular Members, Vincent Inconiglios, Ted Moy, Greg Marlowe, John Morrissey, Garrett Scavotto and Alice Macchi. Also Present, Alternate Members, Ruth Skovron and Marc Rosen.

Also Present (members of the community): Daly Reville, Noelle LaMunier, Betsy Howie, Denise Cohn, Susan Sweetapple, Brandy Roussis, John Allyn, Sue Allyn, Felicia Jones, Dave Barger, Jandi Hanna and Jason Losh.

Chairman Laser called the Regular Meeting to order at 7:03 p.m.

AGENDA:

1. Approval of Minutes: a. P&Z Regular Meeting minutes - October 28, 2021: MOTION by Inconiglios, seconded by Moy to approve the Regular Meeting minutes of October 28, 2021, as presented; unanimous.

New Business:

- A. Review Special Permit Application, 107 Main Street, Falls Village Cafe: tabled due to the lack of public hearing as a result of an incomplete application. ZEO Mullen will assist the applicant with completion of the application and correct notice and noticing procedures. Discussion regarding the rescheduling of the Public Hearing pending receipt of a completed application. MOTION by Inconiglios, seconded by Moy, to set a tentative public hearing date of December 9, 2021 at 6:30 p.m. regarding the Special Permit application of the Falls Village Cafe for the business conducted at 107 Main Street, condition upon receiving a complete application by November 28, 2021, however, if the completed application is not received by November 28, 2021 but is received by December 5, 2021, the Public Hearing date will be set for December 16, 2021 at 6:30PM; unanimously approved.
- B. Clifton Jaeger, Beebe Hill Road, pedestrian safety issues: Chairman Laser read Clifton Jaeger's letter of October 26, 2021 into the record with regard to road safety for pedestrians safety in the F.V. Historic District (Main Street and lower Beebe Hill Road) and included suggestions for improvements for consideration. The Zoning Commission is passing the letter to the Board of Selectmen with a strong endorsement that the recommendations be reviewed and considered as the issue of pedestrian safety needs to be addressed. Chairman Laser asked for a motion to change the agenda

order: MOTION by Marlowe, seconded by Scavotto to approve the change of the agenda order, as follows: c. 167 Beebe Hill Road, on-going complaint, d. website and online forms update, e. Falls Village Affordable Housing Plan Review, followed by f. long-term planning - zoning regulation update proposal; approved unanimously.

- C. 167 Beebe Hill Road, on-going complaint; Janell Mullen, interim ZEO advised-on and introduced the implementation of a revised procedure for formalizing complaints for violation of regulations to the Commission. Discussion regarding certain complaints received as being vague, as well as questionable if the complaint is for violation of the regulations or should be directed to another Board or Commission or entity. (It was so noted by Chairman Laser that the position of the Commission is that anonymous complaints are not accepted.) Janell commented that she would like to clean-up and formalize the process and hopes to manage expectations and make the process more user-friendly. Mullen, with the assistance of Moy, will create a template for submission of complaints to the ZEO or the Chairman of the Commission. Mullen noted that the template would also provide a resolution section. Janell commented that she had not received any official complaints for 167 Beebe Hill Road.
- D. Website and online forms update: Mullen and Moy will update certain forms and post online, in an effort to make the website more user-friendly (offering as fillable or downloadable forms). Review of Application for Zoning Permit as prepared by Mullen: Mullen provided an updated form for review and comment, which form would be posted on the website. Janell will edit the form based on certain suggestions (include the property map, block, lot and provide a section next to the applicant's signature).
- E. Falls Village Affordable Housing Plan review: Plan of October, 2021 updated by Mullen (November, 2021 Plan). Overview by Mullen. Discussion regarding confirmation that the content of the Plan aligns with the Town Plan of Conservation and Development? Discussion regarding Accessory Apartments currently in the regulations as a special permit process, which, under the new proposal, could be accomplished by right. Discussion regarding Planning & Zoning's next steps in having received the Plan prepared by the Falls Village Affordable Housing Plan Task Team, including discussion regarding endorsement of the plan or acknowledgment of receipt of the plan. Inasmuch as the Plan was not prepared by the Planning & Zoning Commission, the Commission was in agreement that it would acknowledge receipt of the Plan, rather than endorse the Plan, and give thanks to the Task Team for having created the Plan. (Reference made to compliance with the DOH and CGS, 126a, section 8-30j.) MOTION by Vincent Inconiglios, seconded by Greg Marlowe to communicate to the Board of Selectmen an acknowledgement of receipt of the Falls Village Affordable Housing Plan for the municipality's adoption of the affordable Housing Plan; unanimous by individual vote.
- F. Long-term planning - Zoning Regulation update proposal: Janell provided a project proposal for zoning regulations re-write. Discussion regarding title correction to Zoning Regulations Revisions and updates and references to Town of Falls Village being changed to Town of Canaan. Discussion regarding adding photos of the two schools to the Project Proposal. MOTION by Scavotto, seconded by Morrissey to provide the

proposed two-phase project proposal, as revised, to the Board of Selectmen for approval; unanimous.

3. ZEO Report: Janell acknowledged receipt of the annual Application by Century Aggregates. A Public Hearing will be scheduled for December 16, 2021 at 6:45p.m.

4. Correspondence and Public Comments: Denise Cohn provided an update on the status of 167 Beebe Hill Road. Denise advised that she was on the Board of Dogs Deserve Better. Denise advised that to date there have been no foster dogs at the property, noting the only dogs on the premises being those of the occupants, the two dogs of Brandy Roussis, four dogs of Melissa and noted there have been play-dates with her own dogs. Denise commented that the plan of Dogs Deserve Better is to develop fostering in New England. Denise advised that there has been filming of the activity at the property by individuals, to the extent that the occupants of the property feel that their privacy rights are being violated.

Letter from Judy Jacobs, President, Canaan Falls Village Historical Society, dated October 27, 2021 regarding historic district requirements and regulations and compliance with State Statutes regarding properties in the district and working with the Planning & Zoning Commission. Macchi commented on historic district regulation in similar Towns.

5. Old Business: None

6. Any other business to come before the Commission: None

7. Adjournment: MOTION by Scavotto, seconded by Marlowe, to adjourn the meeting; approved unanimously. Chairman Laser adjourned the Regular meeting at 9:23 pm.

Respectfully submitted, Alice Macchi, Recording Secretary