

Planning and Zoning Commission  
Town of Canaan (Falls Village)  
Falls Village Town Hall  
108 Main Street, Canaan/Falls Village

P&Z Subcommittee- New Appointments Regular Meeting Minutes  
Monday March 4<sup>th</sup>, 2024, at 4 pm. in person

Present Committee Members: Ruth Skoron, Vince Inconiglios, Doug Cohn, Stephen Koshland. Also Present Janell Mullen(Consultant)

Meeting Called to order 4:06

Minutes from Working Meeting January 9<sup>th</sup> approved Vince/Ruth second  
Changes made by Stephen Koshland 4 unaffiliated, 2 Dems, 1 Republican  
Unaffiliated is not considered a party in Ct and thus is not impacted by minority issues.

Special Meeting Minutes February 5<sup>th</sup>, 2024, approved Vince/ Ruth second.

No Public Comment

Election of Subcommittee officers. Stephen Koshland elected Chair and Secretary.

Discussed:

Change of party affiliation not effective for 6 months after change.

Reach out to town political parties to ask for suggestions for appointments.

Publicize vacancies for the commission on the town website.

Contribute/Commitment for new members.

Women needed as new members.

Location of commissioners (village center, business owners)

Times of meetings and number of hours of commitment. 2-hour meetings and 8 hours a month.

Finalized Guidelines

9 out of 11 meetings attended.

Participation and active involvement

Reading of minutes when not able to attend meetings to keep up to date.

Informed decision making

Site walks

Sub Committee involvement.

Culture of P&Z is more of an in-person meeting, hands on nature of attending.

## Training

Uconn Clear Virtual Academy Training from February 23 three seminars.(May be required for new members)

CCM training classes

Affordable Housing training (One hour required for all members)

FOIA training

## Packets for New Members

Regulations and Subdivision Regulations Paper/Digital choice given to members.

What is Legally Required Zizka book (needs to be purchased by P&Z).

2 one sheets land use academy one on Zoning and one on Planning.

Definition of ex-parte communication.

Standard operation of communication of the P&Z.

Information is established from Staff.

No By Laws created no need for them.

Next Regular meeting April 1<sup>st</sup>, 2024, at 4 pm.

To discuss the process of onboarding new members

Filling vacancies

Executive sessions

Adjournment 5:17 Ruth, Vince second

Respectfully submitted by Stephen Koshland March 11th 2024