AGENDA:

1. Call to Order & Approval of the Minutes: A. Public Hearing minutes – March 28, 2024: MOTION by Cohn, seconded by Macchi to approve the Public Hearing minutes of March 28, 2024, as presented; approved unanimously. B. Regular Meeting minutes of March 28, 2024: MOTION by Cohn, seconded by Macchi to approve the Regular Meeting minutes of March 28, 2024, as presented; approved unanimously.

2. Public Comments: None

3. New Business: MOTION by Koshland, seconded by Cohn for agenda additions to address: (1) voting on officers – annually; (2) re-appointment of Marc Rosen’s upcoming term expiration and (3) budget cut; agenda additions approved unanimously. Discussion. MOTION by Laser, seconded by Cohn to approve the recommendation of Marc Rosen to the Board of Selectmen for reappointment to the Planning & Zoning Commission as an alternate member for the period 5/31/24 through 5/31/2030; approved unanimously. Discussion regarding officer appointments on an annual basis to occur at every January Regular Meeting. Further discussion regarding slate of officers (Chairman, Co-Chairman, Secretary and Treasurer) and roles and duties of officers. MOTION by Macchi, seconded by Koshland to elect Officers annually at every January Regular Meeting; approved unanimously. Discussion regarding decrease in the Planning & Zoning budget specific to the consultant line-item and attorney fees line-item, as set forth at the April, 2024 Board of Finance meeting, as reported by Koshland, which Koshland and Cohn attended. Discussion regarding the budget cut. Discussion regarding extending Koshland’s Vice Chairman position to January 23, 2025. Discussion regarding budget shortfalls. Discussion regarding election of Greg Marlowe as Co-Chairman of the Commission. MOTION by Laser, seconded by Cohn to extend Stephen Koshland’s term
as Vice Chairman to January 23, 2025 and to elect Greg Marlowe as Co-Chairman, effective April 25, 2024; approved unanimously.

4. Old Business:
   A. Regulation Review: Review of updated Memorandum regarding Home Business Regulations as prepared by Janell Mullen: Background/Current Regulations, Definitions, ZEO Interpretation, What Other Towns Are Doing, Items to Consider (possible amended definitions, approval process), & other items to consider. Review and discussion by the Commission. Janell Mullen will update and make edits in accordance with the agreed-upon decisions of the Commission. Comment regarding Events (add Events to short list). Upon review and approval of final draft, a Public Hearing will need to be set.
   B. Village Center Parking Plan: Discussion. MOTION by Koshland, seconded by Cohn to approve and forward the Village Center Parking Plan to the Board of Selectmen for consideration; approved unanimously.
   C. Subcommittee on P&Z Membership: Koshland provided an update. No meeting set for May, looking to have a June meeting to discuss possible candidates, gathering suggestions for a list of potential considerations.

5. ZEO Report: ZEO Report included Zoning permits issued, Zoning Inquiries, Zoning Complaints/Potential Violations, Misc. and Training Opportunities. Questions/comments/discussion. Add on to report re: 87 Music Mountain Road (unauthorized tent encampment/zoning violation), notice letter sent by ZEO to Kristin Witbeck Lee and Mark Sanford Silverman, dated April 23, 2024. By consensus, the Zoning Report (copy attached) was accepted as presented. Comment regarding regulation for mobile homes in our current regs? It was reported that there has been no follow-up from the applicant for the Beebe Hill subdivision. Discussion (reminder) that the applicant advised he would be electing to make a fee payment in lieu of open space.

6. Public Comments & Official Correspondence: Laser read the letter from the Board of Selectmen in regard to the spending plans and budget reductions. Laser read his response to the Board of Selectmen outlining the reasons for the budget as presented with no cut being feasible. Inquiry to ZEO by Chris Kinsella regarding Neeland Munson drainage issue on Sinclair property on Undermountain Road. Janell advised that she had not yet received any communication.

7. Other Business to come Before the Commission: Comment regarding response to Inland/Wetlands Agency regarding Beebe Hill subdivision.

8. Adjournment: MOTION by Macchi, seconded by Inconiglios, to adjourn the meeting; approved unanimously. Chairman Laser adjourned the Regular meeting at 9:03 pm.

NOTE: CHANGE OF DATE FOR MAY, 2024 REGULAR MEETING: The May Regular Meeting will be held as a Special Meeting on May 29, 2024 at 6:30 p.m. (Hybrid)

Respectfully submitted, Alice Macchi, Recording Secretary
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, of, April, 25, 2024

Zoning permits issued:
1. 33 Prospect Street - 16’ x 22’ garage with lean-to

Zoning Inquiries:
1. RT 63 (Map 5, Lot 47) - Follow up inquiry from Will Evans regarding ability to subdivide this 25 acre parcel.
2. 131 Lower Barreck Road - Realtor questions involving pre-existing structure
3. Question involving the process for solar installation permitting. ZEO considers them as "accessory structures". They are not mentioned in the regulations as a permissible use otherwise.
4. 135 Canaan Mountain Road - questions from realtor regarding existing two single-family homes

Zoning Complaints/Potential Violations:
1. Route 7 - (Map 8, Lot 2) - Illegal "encroachment" on Route 7- pending permits with CTDOT. ZEO made contact with property owner regarding plans for the property.

Misc:
1. Beebe Hill subdivision (Coolidge Property Map 4/15-2) P&Z awaits conditions of approval to be satisfied. Official document sent to applicant outlining pending items on 4/1
2. Applicant/realtor expressed concerns to ZEO regarding IWCC agenda and understanding of their jurisdiction (eg Beebe Hill subdivision). ZEO reached out to inquire and for a better mutual understanding of their process and procedures.
3. Multiple inquiries from Laura Werntz regarding obtaining a copy of the contract (2022) with consultant planner for regulation rewrite.

Training Opportunities:
UConn Land-Use Academy upcoming offerings: https://clear.uconn.edu/luu/

add on -

**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,
Janelle M. Mullen, Planning Consultant,