



BOARD ACTION SUMMARY SHEET

MEETING DATE: October 1, 2026

TOPIC: Training Session for BZA Members

BACKGROUND BRIEF:

On August 6th, 2026, McKenna Planners hosted a training session for the members of the Board of Zoning Appeals during the regularly scheduled meeting.

The discussion was centered on planning and zoning essentials and the roles, responsibilities, and rules of procedures for a quasi-judicial board.

To continue these efforts, McKenna has prepared further training materials to present to the Board, which includes mock hearings to further promote interactive learning.

RECOMMENDED MOTION(s):

No motion. Discussion of training materials.