



# TOWN OF GRANBY

## MEMORANDUM

DATE: February 25, 2025

**TO:**

The Granby Board of Selectmen

**FROM:**

Mike Walsh, Granby Town Manager

A blue ink signature of Mike Walsh.

**REGARDING:**

Land Use Commissioner Training Memo – Abby Kenyon

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Attached please find a memo from Community Development Director Abby Kenyon dated March 3, 2025 which seeks to update the Board of Selectmen on the statutorily required training for all current Planning and Zoning and Zoning Board of Appeals members.

Abby and I will be on hand at your March 3, 2025 meeting to answer any questions on this memo. Thank you.



# TOWN OF GRANBY

## MEMORANDUM

DATE: March 3, 2025

**TO:** The Granby Board of Selectmen  
**FROM:** Abby Kenyon, Director of Community Development  
**REGARDING:** Land Use Commissioner Training

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### **Background**

State Statute requires all members of the Planning and Zoning Commission and the Zoning Board of Appeals to complete four hours of land use training. Specifically, any member serving as of January 1, 2023 shall complete such initial training by January 1, 2024 and shall complete any subsequent training every other year thereafter. Any member elected or appointed after January 1, 2023, shall complete training not later than one year after election and shall complete any subsequent training every other year thereafter. The training must include at least one hour focused on affordable and fair housing policies and the other hours may consist of process and procedural matters; Freedom of Information Act; interpretation of site plans; the impact of zoning on the environment, etc. Per the statute, no later than March 1, 2024 and annually thereafter, a statement shall be submitted to the Board of Selectmen affirming compliance with this training requirement.

Pursuant to these requirements, this memo is to affirm that all current PZC and ZBA members have completed the required training.

### **Next Steps**

No action is required.