

Approved July 2, 2009

**CITY OF ST. JOSEPH PLANNING COMMISSION  
CODE OF CONDUCT and OATH OF OFFICE**

The Appointed Member of the City of St. Joseph Planning Commission agrees to abide by this Code of Conduct.

As a member I will:

1. Conduct myself in a businesslike and professional manner, respecting the rights and opinions of other members and of the public.
2. Abstain from and refuse to tolerate, abusive, insulting, profane or excessively argumentative language or conduct, physical or verbal abuse of any kind.
3. Accept the responsibility to promote and support Planning Commission to develop an effective planning and zoning program.
4. Regularly attend Planning Commission meetings and provide prior notice of necessary absences.
5. Read the plan, zoning ordinance, other ordinances, rules of procedure, bylaws, and other pertinent documents which pertain to Planning Commission business and continue to gain knowledge and understanding through self-study, inquiries and training.
6. Attend training programs on planning and zoning in order to stay current on issues of concern for my community and in planning and zoning law.
7. Respect, adhere to, and help enforce the rules, policies, and guidelines established by the Planning Commission.
8. Read meeting packet materials ahead of time and otherwise be prepared for the meetings.
9. Refrain from deciding cases before the meeting discussion.
10. Participate in the Planning Commission deliberation at the meetings when appropriate.
11. Not engage in criminal activities, and other activities including but not limited to situations of conflict of interest, incompatible office, *ex parte* contact, vote on the same issue twice by virtue of serving on two different bodies, or accept gifts as a form of influencing a vote.
12. After the Planning Commission has voted on an issue, represent the adopted majority position of the Planning Commission and refrain from advocating a contrary position.

**All appointees must comply with this Code of Conduct.**

**OATH OF OFFICE:**

I, \_\_\_\_\_ solemnly swear that I will support the City of St. Joseph Planning Commission Code of Conduct, the Constitution of the United States and the Constitution of the State of Michigan, and that I will discharge the duties of the office of a member of Planning Commission in and for the City of St. Joseph to the best of my ability.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_