



Welcome to the Commission!

A Guide for New Members

Help new members of your commission or board get started on the right foot. Provide them with a copy of *Welcome to the Commission! – A Guide for New Members*. The first half of the *Guide* is organized around 10 key “tips for new members.” The second half introduces new commissioners to some of the most important players in the planning universe – starting with a look at the role of the planning commission itself.



Welcome to the Commission: A Guide for New Members is 40 pages long, and includes carefully selected excerpts from *Planning Commissioners Journal* articles, with illustrations by cartoonist Mark Hughes.

Full money-back guarantee:

If you're not satisfied with the *Guide* for any reason, simply return your copy and we'll promptly refund your payment.

“I recently purchased the *Guide for New Members*. I was impressed by the simple suggestions and topics covered. Within two weeks of receipt of the *Guide* I was able to use several sections in a pre-meeting workshop with my Planning Commission. I've purchased seven more copies and plan to give each member a copy of their own. When new members come on, they will be provided a copy of the *Guide* along with their other introductory material.”

— Tom Langston, Director of Community Development, City of Gillette, Wyoming

“The *Welcome to the Commission Guide* served as a basic training tool at the Nebraska Planning and Zoning Association's statewide training for planning officials the past three years. An excellent resource for helping newly appointed officials understand their roles as planning commissioners.”

— Steve Charleston, Nebraska Planning and Zoning Association

10 Tips for New Commissioners:

- | | |
|------------------------------|------------------------------------|
| 1. Listen! | 7. Recognize Conflicts of Interest |
| 2. Do Your Homework | 8. Attend ... And Contribute |
| 3. Be Polite... And Patient | 9. Be Independent & Informed |
| 4. Ask Questions | 10. Make A Difference |
| 5. Avoid “Ex-Parte” Contacts | |
| 6. Educate Yourself | |

The Planning Universe:

- The Planning Commission
- The Local Governing Body
- Citizens
- Planning Staff
- The Law (and Lawyers)
- Developers & Builders
- The Media
- Nearby Communities

Please send me:

Welcome to the Commission!
– A Guide for New Members

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+ Addtl. copies @

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