



ADDENDUM FOR THE ROLE AND DUTIES OF THE PLANNING COMMISSIONER

Prepared by:

Center for Local Planning

University of Tennessee: Institute for Public Service

June 2026



Local Government Ethical Standards

It is the intent of the general assembly that the integrity of the processes of local government be secured and protected from abuse. The general assembly recognizes that holding public office and public employment is a public trust and that citizens of Tennessee are entitled to an ethical, accountable and incorruptible government. Accordingly, under T.C.A. § 8-17-103, all counties and instrumentalities of counties, all municipalities and instrumentalities of municipalities, and other entities of local government listed in T.C.A. § 8-17-102, must adopt, no later than June 30, 2007, ethical standards for all officials and employees of such entity. To the extent that an issue covered by an ethical standard is addressed by a law of general application, public law of local application, local option law, or private act, any ethical standard adopted by a governing body shall not be less restrictive than such laws.

The local government has the option to adopt a model ethical code; [County Technical Assistance Service](#) for the counties and [Municipal Technical Advisory Service](#) for the cities. The local governmental may also adopt its own ethical standards. They are responsible for filing a copy of their ethical code with the TEC.

Statement of Interest (ss-8005)

As set forth in T.C.A. §8-50-504 Local members of local planning commissions must file this form by January 31.

Appointees to these offices must file this form within 30 days of appointment.

To file electronically, go to <https://apps.tn.gov/conflict/>.

To file on paper, mail the completed & witnessed form to our office. Or fax the completed & witnessed form to (615) 532-8905.

Under T.C.A. § 8-17-106, the members of the governing body of an entity that is required to adopt ethical standards under §§ 8-17-101 through 8-17-105 are subject to removal from office for the failure to adopt the required ethical code. Click here: [Statement of Interest](#)

Continuing Education

As set forth in **TCA §13-3-101 & 13-4-101(c)** Each planning commissioner shall, within one (1) year of initial appointment and each calendar year thereafter, attend a minimum of four (4) hours of training and continuing education in one (1) or more of the subjects areas including but not limited to: land use planning; zoning; flood plain management; transportation; community facilities; ethics; public utilities; wireless telecommunications facilities; parliamentary procedure; public hearing procedure; land use law; natural resources and agricultural land conservation; economic development; housing; public buildings; land subdivision; and powers and duties of the planning commission. Other topics reasonably related to the duties of planning commission members or professional planners or other administrative officials whose duties include advising the planning commission may be approved by majority vote of the planning commission prior to December 31 of the year for which credit is sought.

Need Assistance?

The Center for Local Planning stands ready to provide advice to local governments as they work to comply with these statutory requirements by improving meeting practices, updating Rules of Procedures, and creating updated internal processes. Communities with questions may submit a request for assistance to planning@tennessee.edu