AICP Exam Preparation
Preparation you for AICP membership

Sponsor: American Institute of Certified Planners, the Professional Institute of the American Planning Association

Joseph MacDonald, PhD, AICP
Program Development Senior Associate
American Planning Association

Mary Shaw, PhD, CFM, AICP
Principal Urban Planner
DHS Corporation

Michael B. Sutherland, AICP
Senior Planner
City and County of Broomfield

Pintu Behera
Professional Development Coordinator
American Planning Association

PURPOSE

• To introduce the AICP exam, its purpose and content
• To provide a guide to the exam application & registration process
• To encourage participants to make informed decisions about taking the exam
• To present some substantive information, but not all of the information you will need to know to pass the exam
• To answer your questions about the exam
SCHEDULE

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WHY AICP?

- Distinction among your peers & the public
  - Advocate & advance the field of planning
  - Be recognized for achieving professional level of skills

- Enhanced opportunities for employees & consultants
  - "AICP preferred" in job postings
  - Required within a certain timeframe by employers
  - Distinguish yourself from the competition

- Enhanced salaries
  - 2010 median for non-AICP was $60,000
  - 2010 median for AICP was $78,000

  (Without accounting for other variables such as experience and responsibility, AICP members make, on average, $18,000 more than non-AICP members. However, when we control for experience, AICP members still earn a higher salary across the board but at narrower margins. Source: APA Salary Survey)

ELIGIBILITY

1. Be a member of the APA
  - The AICP is a professional institute within the APA
  - "AICP" is only a designation for current members of the Institute
  - Applying for the exam, or applying for certification, is applying to become a member of the Institute (the only exception is for NJPP licensing candidates).
  - Please note: First ensure your dues are paid before attempting to start an application. If your dues are not current, you will be defaulted to the NJ application types and subsequently your application will be missing critical information that regular applicants must have.
ELIGIBILITY (cont)

2. Meet experience/education requirements
   • 2 years of professional planning experience:
     • Master's planning degree from a PAB Program
   • 3 years of professional planning experience:
     • Bachelor's planning degree from a PAB Program
     • Master's planning degree from a non-PAB Program
   • 4 years of professional planning experience:
     • Bachelor's planning degree from a non-PAB Program
     • Bachelor's, Master's, or PhD non-planning degree
   • 8 years of professional planning experience:
     • No degree required

Note: A List of PAB Planning Programs can be found at:
http://www.planningaccreditationboard.org/

PROFESSIONAL EXPERIENCE

All professional planning experience submitted to qualify for the exam must meet four criteria:
1. Apply a Planning Process Appropriate to the Situation
   1.1 Plan Making and Implementation
   1.2 Functional Areas of Practice
   1.3 Research, Analysis, and Teaching

2. Employ a Comprehensive Point of View

3. Involve a Professional Level of Responsibility and Resourcefulness

4. Influence Public Decision Making In the Public Interest

PROFESSIONAL EXPERIENCE (cont)

All planners in any area/industry are welcome to apply for the exam and become certified.

• Academy (faculty, researchers)
• Federal, State, Local Government
• Consultants
• Non-profits or NGOs
• Military
• Law
RESULTS: 2009 EXAMS

FAIL
PASS

34%
66%

RESULTS: EXAMINEES

Strongest Indicator to Predict Passing the AICP exam:

- Examinees with higher education, such as a master's or doctorate, were more likely to pass the AICP exam than examinees with only a bachelor's or no degree.
- Examinees with a PAB accredited planning degree were more likely to pass the exam.
- Repeat examinees (failed at least once before) were more likely to fail when re-taking the AICP exam.

EXAM CONTENT

- Plan Making & Implementation- 45 Questions (30%)
- Functional Areas of Practice- 38 Questions (25%)
- History, Theory, and Law- 23 Questions (15%)
- Spatial Areas of Practice- 22 Questions (15%)
- Public Participation and Social Justice- 15 Questions (10%)
- AICP Code of Ethics- 7 Questions (5%)

www.planning.org/certification/examprep/subjectmatter.htm
EXAM PREPARATION

Exam tests knowledge (40%) and skills (60%)

APA offers exam preparation resources online (www.planning.org/certification/examprep):
- AICP Exam Prep Package 2.0 (Manual & CD): $195
- Recommended Readings
- Computer-based Exam Tutorial
- Frequently-Asked Questions (FAQs)
- APA Policy Guides (www.planning.org/policy/guides/)

Other resources:
- Chapters/Professional Development Officers
- The Practice of Local Government Planning
- Planning and Urban Design Standards by the APA
- Everyday Ethics for Practicing Planners
- JAPA/Practicing Planner
- Planning Prep

EXAM PREPARATION (cont)

- Start your preparation as early as possible
- Devote 80 to 100 hours in study time
- Study Groups
- Note Cards
- Taking Practice Exams

APPLICATION

- Application is online only
  - www.planning.org/certification
  - Read the FAQ’s & download the Bulletin
- Exam fees are posted online and in the Bulletin
  - $485-new applicants
  - $425-returning applicants
- Must send verifications of employment & education to APA office in Washington DC
  - Allow ample time
  - Monitor status page
  - Make arrangements for verifications prior to starting the application
- Receive Authorization to Test from APA via email
REGISTRATION TIPS
Apply Early! Don’t wait until the last week
- 45% of May ’08 and November ’08 applicants registered in the last 48 hours; this is a busy time for customer service staff
- Exam registration lasts 6 weeks: November 2010 registration will open in June 2010.

Allow plenty of time for verification receipt and processing at APA’s Washington DC office
- Verifications must be logged and statuses must be changed; allow for lag-time
- Incomplete or Denial decisions are final for that exam cycle and there are no opportunities to appeal or complete the application for the same cycle.

APPLICATION TIPS
Education History
- Only log degrees completed
- Use the Planning Accreditation Board’s website to determine if your program was PAB accredited at the time you graduated. (http://www.planningaccreditationboard.org/index.php?id=29)

Employment History
- 250 word minimum/500 word maximum per criteria for each position
- Respond reflectively to the criteria, don’t write a resume or use job descriptions
- Use specific examples to demonstrate how your roles and responsibilities in each position satisfy each of the four professional planning criteria
- Do not copy responses across the same criteria for different jobs or across different criteria for the same job

USE THE APA WEBSITE
Website is your primary resource
- FAQs
- Bulletin (Policies related to the exam)
- Reading list, sample questions, tutorial
- AICP’s Definition of Professional Planning Experience
- Sample Verification and Application Template

If you allow yourself lead time, the website is your best guide to check your application’s status
- Email APA if you see errors in your verifications log (aicpexam@planning.org)
- Allow one business week for updates

www.planning.org/certification
WHEN AND WHERE?
- Twice a year in May & November
- Each exam window lasts 14 days
- United States and Canada: Prometric Testing Centers
- International Applicants outside US & Canada
  - 3 month notice required
  - Cost: $590
  - Paper/Pencil Format Only
  - Usually only available in large cities
- You may test only once during each exam window.
- You must register (same web-form as applying) each time you wish to test.
  - Eligibility for two years (four exam windows) if application approved
  - Approved application expires after two years (four exam windows); must reapply.

TAKING THE EXAM
- Get a good night rest
- Know the location of your testing center prior to the day of your scheduled appointment
- Bring two forms of identification (A list of valid IDs can be found in the Exam Candidate Bulletin)
- One of the identifications must contain a photo
- Calculator provided
- Scratch paper/pencil provided

DURING THE EXAM
Exam is 4 hours; on computer
- ½ hour tutorial
- 3 ½ hours for 170 questions
- 20 of 170 are pre-test questions—note these questions are not counted.
- Score Range 25 to 75

Easy to mark questions to return to them before submitting
Receive unofficial results immediately

Official Score Reports are usually mailed to all exam takers approximately six weeks after the exam window closes.
TRANSFER POLICY

- Applicants who have not transferred into the testing window and have one or more testing windows available under their current application are eligible to transfer to the next testing window.

- Those who request a transfer after the transfer/late cancellation deadline (April 20, 2010 for May 2010 exam) will be charged a $100 fee.

- Note that applicants with a scheduled appointment are unable to cancel within 5 or less business days of the appointment.

CERTIFICATION MAINTENANCE (CM)

- The distinction of the AICP designation now includes an organization-wide, formal commitment to continuing professional development. Certification Maintenance launched on January 1, 2008.

- All new AICP members' CM Reporting Period will begin on January 1st after they pay their first dues.
  - AICP Joiners who pass May 2010 exam: January 1, 2011
  - AICP Joiners who pass November 2010 exam: January 1, 2012

- AICP membership policies, including Reinstatement & Suspensions, are affected not only by keeping dues current, but also CM participation. More information about the Certification Maintenance program can be found at www.planning.org/cm

QUESTIONS?
AICP Exam Content Review

Plan Making and Implementation
A Few Hints for Success on the AICP Exam

Study Hard and Know The Study Material
According to the AICP test content specifications, Plan Making and Implementation questions are THIRTY percent of the question pool!

• Team up with a friend or group to cover all the material.
• Develop a schedule and have your friends test your knowledge frequently.
• Flashcards may be helpful.
• Take as many practice exams as possible.
Topics within this study group include:

- Geographic Information Systems and Spatial Analysis
- Policy Analysis and Decision Making
- Development Plan and Project Review
- Application of Legal Principals
- Environmental Analysis
- Growth Management Techniques
- Budget and Financing Options
- Stakeholder Relationships
- Project and Program Management
- Collecting, Organizing, Analyzing, and Reporting Data
- The Natural and Build Environment
- Land Use and Development Regulations
- Visioning and Goal Setting
- Quantitative and Qualitative Research Methods
- Demographics and Economics
- Program Evaluation
- Communications Techniques
- Intergovernmental Relationships

Where to Start: From Etoufee to Zydeco!

Jazz up your exam preparation by studying the right materials

- Visit the APA website at www.planning.org
- Read our Legislation and Policy Sections
- Take a look at the recommended reading list from the AICP study guide and manual
- Take sample tests from the AICP study guide

1996 Symposium on Neighborhood Collaborative Planning (from the APA Policy Guides)

Findings:

- Neighborhoods are the strategic building blocks of overall community development. Neighborhood planning is often inconsistent and piecemeal.
- Planning often occurs in response to a problem. People view planning with suspicion.
- Professional planners are able to navigate these conditions!
- Implementation of neighborhood plans means passing the resources to the neighborhood itself.
APA Policy Positions

• The symposium produced seven general policies for neighborhood collaborative planning such as:

• Planning decisions should be directed to the most appropriate level. Planning decisions that have limited impact on the community as a whole should be made by, or on the basis of advice given by, those neighborhood groups primarily affected. On the other hand, planning decisions that affect the community as a whole should not be overly influenced by a single neighborhood’s needs or interests.

• Keep these in mind while taking the exam: they may help you answer questions correctly.

Plan Making and Implementation (cont)

Plan Making Sample Question

You are the planning director of a medium-sized suburban community and you are in the process of developing a neighborhood plan for one of the historic neighborhoods in your community. Several stakeholders identify recycling efforts as a major concern within the neighborhood. They propose a slate of policies addressing their concerns.

As the planning director, you would:

A. Incorporate these policies and work on an implementation plan for the neighborhood.
B. Identify policies that help the neighborhood to promote recycling efforts in the ward.
C. Talk with the ward representative about the proposed policies and discuss a comprehensive plan amendment.

There is no correct answer, but notice how your knowledge of the APA policies may color your view of a situation and influence a response!

Federal, State, and Municipal Policies

In addition to the seven general policies, the Symposium identified 17 additional “specific policies” that are categorized into federal, state, and municipal roles. An example of a federal policy is:

Citizen participation should be required in sufficient form and detail to ensure the broadest possible participation opportunity for the widest variety of residents and stakeholders.
Plan Making Sample Question

You are the director of long range planning for a Metropolitan Planning Organization. You are conducting human factors analysis of several community plans for a cross-modal transportation hub. How would you prioritize alternatives in your recommendations to the Department of Transportation?

A. The alternatives that are most cost-effective first
B. The alternatives that incorporated the most stakeholders and interest groups first
C. The alternatives that address needs of the most critical transportation mode first

Again, there is no correct response. I hope that a thorough knowledge of the APA policies may guide you to the correct answer when confronted with a list of very tempting choices.

A Few Study Tips

Study the basic process of creating a plan and implementing a plan. The Practice of Local Government Planning, Linda Dalton, Charles Hoch, and Frank So - International City/County Management Association, 2000

Know the basic steps of plan making and implementation and what order they traditionally take:

• Identification of stakeholders
• Defining and identifying problems
• Gathering information and analysis
• Developing alternatives
• Selecting an alternative
• Budget and Implementation
• Evaluation and Amendment
• Achievement

Watch out for solutions that have missing steps or have steps in the wrong order!

Plan Making Sample Question

You are the planning director of a small community and the mayor has asked you to develop a new comprehensive plan for the community. In analyzing the age-population cohorts, you have determined that there is a significant issue associated with the aging of the population that has not been identified as a problem by the citizen committee or the business-owner committee. The mayor agrees that this is a problem that must be addressed. What do you do next:

A. Reconvene the citizen committee to discuss the issue and formulate alternatives
B. Develop alternatives for the council to consider in formal deliberation
C. Develop a goal to study this issue in more detail in the short term future

Again, no correct answer. It is important to place the question in the context of the plan making process and focus on the answers that fit the logical order of steps.
Demographics and Population

The United States Census Bureau webpage at www.census.gov is a sure bet to study.

Portraits of Change: Methods of Analysis With Local Census Data by Dowell Meyers (1992)


Population Projections

- Cohort Survival – technically complicated, lots of data – good for large area projections like states or large metropolitan areas
- Ratio / Step-Down Models – less technically complicated, good for smaller area projections. The farther out the projection, the more the margin of error
- Extrapolation Methods – Good at the county level, bases growth on observed growth trends, watch out for mitigating factors
- Symptomatic Methods – regression analysis can be used for small areas
- Housing Unit Methods – Similar to extrapolation but good at a local level

State and Local Population Projection: Methodology and Analysis, Stan Smith, Jeff Tayman, and David Swanson (2001)
Population Sample Question
What rate is defined as the recorded live births in a year divided by the mid-year female population between the ages of 15 and 44 and is expressed as births per 1,000 persons?
A. Crude Birth Rate
B. General Fertility Rate
C. Age-Specific Fertility Rate
D. These are my kids

Source: Planning Institute of Colorado
Correct Answer: B

Demographics Sample Question
According to 2000 Census Data, where is the mean center of population for the United States?
A. Covington County, Kentucky
B. Phelps County, Missouri
C. Johnson County, Kansas
D. Daviess County, Indiana

Source: US Census Bureau
Correct Answer: B
Economics

Economic Base Analysis
- Direct, Indirect, and Residual Services

Economic Performance Analysis
- Shift-Share Analysis
- Location Quotients
- Fiscal Impact Analysis
- Cost-Benefit Analysis

Sources:
Understanding Your Economy by
Mary McLean and Ken Voytek
(1992)
www.bea.gov

Gross Domestic Product for the Leisure and Hospitality Industry in Las Vegas - Paradise, NV Metropolitan Area

PLAN MAKING AND IMPLEMENTATION (cont)

Economics Sample Question
A shift-share analysis is used primarily to:

A. Identify basic and non-basic industries
B. Identify the level of employment in a given sector of a local economy against a reference economy
C. Note the differences of growth or decline in a local economy versus a reference economy
D. Identify the costs of servicing a proposed development as part of a fiscal impact analysis

Source: Planning Institute of Colorado
Correct Answer: B

Growth Management
Ensuring orderly development and preserving quality of life by

- Setting Goals
- Preserving Open Space and Agricultural Land
- Assessing Visual and Environmental Impacts
- Assessing Fiscal Impacts
- Promoting Livable Communities
- Controlling the Pace of Growth
- Urban Growth Boundaries
- Community Outreach for Joint Solutions

Source: Planning Institute of Colorado
Resources


Qualitative Analysis for Planning and Policy: Beyond the Numbers (2007) John and Sharon Gaber

PLAN MAKING AND IMPLEMENTATION (cont)

Growth Management Sample Question

Adverse consequences of urban sprawl include all of the following except:

A. Increasing energy prices
B. Increasing density
C. Reduction in Agricultural Land
D. Increasing average vehicle miles traveled

Correct Answer: B

Source: Planning Institute of Colorado

PLAN MAKING AND IMPLEMENTATION (cont)

Growth Management Sample Question

Which of the following are characteristics of New Urbanism:

I. Higher Density and Mixing of Uses
II. Variety of Housing Choices and Grid Street Patterns
III. Economies of Scale and Euclidean Zoning
IV. Pedestrian Scale and Multi-Modal Transportation Systems

A. I and IV only
B. I, II, and IV only
C. I, III, and IV only
D. All of the Above

Correct Answer: B, of course (see a pattern?)

Source: Planning Institute of Colorado
Conclusions

- Plan making and implementation questions comprise 30 percent of the questions in the exam pool.
- Make sure you study all the recommended resources and visit the census website. Be familiar with the American Communities survey and how it works.
- Be certain to read and understand the APA Policy Guides, after all, you are taking an exam designed by the APA!
- Take plenty of practice exams so you are familiar with different types of questions.

Best of luck, and study thoroughly!

Functional Areas of Practice

Joseph MacDonald, Ph.D., AICP
American Planning Association

Topics (25% of Exam Questions)

- Community development
- Comprehensive or long range planning
- Development regulation or administration
- Economic development and revitalization
- Economic analysis and forecasting
- Educational, institutional, or military facilities planning
- Energy policy
- Food system planning
- Growth management
- Hazard mitigation and disaster planning
- Historic preservation
- Housing
- Infrastructure
- Labor force or employment
- Land use
- Natural resources and the environment
- Parks, open space and recreation
- Planning law
- Policy planning
- Public services
- Social and health services
- Transportation
- Urban design
FUNCTIONAL AREAS OF PRACTICE (cont)

Housing

Be familiar with issue and opportunities for each type:
- Single Family
- Multi-Family
- Mixed-Use
- Cluster Housing
- Assisted Living
- Master Planned Communities
- Senior Housing
- “Granny Flats”
- Group Homes
- Affordable Housing

FUNCTIONAL AREAS OF PRACTICE (cont)

Economic Analysis and Forecasting

Technical means of determining existing and future conditions
- Be familiar with economic growth theories
  - Economic base theory
  - Supply-oriented theories
  - Demand-oriented theories
- Know the types of tools planners use
  - Location quotients
  - Shift-share analysis
  - Input/output analysis
  - Cost-benefit analysis
- Know current trends, types of analyses and steps involved

FUNCTIONAL AREAS OF PRACTICE (cont)

Educational, Institutional, Military Facilities Planning

- Understand the unique issues of these facilities
- Sites serve specific populations with specific and unique needs
- Facilities serving as communities within communities
- How do these facilities integrate with surrounding community?
- How do facilities affect surrounding communities?
FUNCTIONAL AREAS OF PRACTICE (cont)

Energy Policy

- Be familiar with historical policies
  - Resource Conservation and Recovery Act
  - Toxic Substances Control Act
- Familiarity with actions caused by population trends (e.g. increase in average size of homes)

RESOURCE:
http://www.planning.org/policyguides/energy.htm

FUNCTIONAL AREAS OF PRACTICE (cont)

Food System Planning

- Basic understanding of the food system (as a process)
- Know...
  - Why planners should be involved in food systems planning
  - Cost of massive energy use along food chain (production to processing)
  - Cost of water resource pollution from farms (pesticides, fertilizers, CAFO wastes)
  - Cost to public health from lack of access to fresh, whole foods
  - Cost generated by loss of small farms and decline of rural communities
- Ways planners can be more engaged
- The interrelatedness between the environment, economic development, health, etc.
- Best practices, policies

FUNCTIONAL AREAS OF PRACTICE (cont)

Hazard Mitigation & Disaster Recovery Planning

- Relates to smart growth
- Plan location and characteristics of development to reduce probability of damage from natural hazards
- Disaster Mitigation Act of 2000 requires plans
- How to integrate hazard mitigation into all local planning activities
  - Comprehensive plans
  - Neighborhood plans
  - Capital Improvement Plans (CIPs)
  - Downtown and corridor plans
  - Park and recreation plans
FUNCTIONAL AREAS OF PRACTICE (cont)

Historic Preservation

- National Historic Preservation Act (NHPA) of 1966
  - Section 106 of the NHPA
  - Advisory Council on Historic Preservation (ACHP)
  - State Historic Preservation Officer (SHPO)

- National Register
- Historic Property
- Historic District
- Tax Reform Act of 1986

FUNCTIONAL AREAS OF PRACTICE (cont)

Parks, Open Space, and Recreation

- Levels of Service
- Park Dedication Requirements
- Organized vs. Open Play Areas
- Maintenance Costs/Life Cycle
- Classification and Hierarchy of Parks

FUNCTIONAL AREAS OF PRACTICE (cont)

Social & Health Services

- Estimating and serving needs for social and health services
  - Libraries
  - Schools
  - Medical facilities
  - Childcare facilities
  - Groceries
  - Senior living facilities
- Estimating and serving needs for mobility and recreation
  - Sidewalks and paths
  - Safe routes to school
  - Parks and playgrounds
  - Secure bicycle lanes
- Interrelatedness of these needs and areas of transportation, environment, neighborhood planning, etc.
Urban Design

What is Urban Design?

Design Guidelines
- Facade
- Architectural
- Public Spaces
- Parking
- Signage, etc

Terms and definitions of urban design techniques and design guidelines for residential and commercial uses.

SAMPLE QUESTION

Health and Safety Regulations give local jurisdictions the power to enforce:
A. Design Standards
B. Eminent Domain
C. Development impact fees
D. Building codes

Answer: D

SAMPLE QUESTION

Critical Path Method is a project management technique designed to:
A. Help employees improve writing skills
B. Assist in decision-making
C. Reduce errors in traffic modeling
D. Identify evacuation routes

Answer: B
Cities in the U.S were densely settled in the late nineteenth and very early twentieth centuries. Each of the following is a consequence of this high density development EXCEPT:

A. Threat of communicable diseases
B. Great traffic congestion
C. Reform-mindedness
D. Massive federal aid to cities

Answer: D

Environmental problems may be considered difficult to address because:
I. Complex biological and chemical processes are involved
II. Environmental problems do not respect political boundaries
III. A solution to one problem may exacerbate another problem
IV. Solutions often have considerable economic impact

A. II
B. I and III
C. II and IV
D. I, II, III, IV

Answer: D

Which of the following pieces of federal legislation focused on slum clearance?
A. 1906 Antiquities Act
B. 1934 Federal Housing Act
C. 1949 Housing Act
D. 1968 New Communities Act

Answer: C
SAMPLE QUESTION
The total area of permitted floor space expressed as a proportion of the site is known as the:
A. Gross Leasable Area
B. Location Quotient
C. Floor Area Ratio (FAR)
D. NAICS

Answer: C

SAMPLE QUESTION
Approximately what percentage of the U.S. population was considered urban in 2000?
A. 20%
B. 40%
C. 60%
D. 80%

Answer: D

SAMPLE QUESTION
Traditional small towns feature each of the following characteristics EXCEPT:
A. Incremental growth outward from a core
B. Low to very low density of development
C. Open space around the edges
D. Streets scaled for routine daily use rather than rush hour demand

Answer: B
SAMPLE QUESTION

This Act cut lot coverage back to 70%, required a separate bathroom for each apartment as well as courtyards for light and ventilation.

A. 1901 Tenement House Act
B. 1909 Chicago Plan
C. 1916 New York City Zoning Act
D. 1920 New York Regional Plan

Answer: A

SAMPLE QUESTION

This measures the degree to which two variables are related:

A. Coefficient of Correlation
B. Coefficient of Variation
C. Gini Coefficient
D. Chi Squared Statistic

Answer: A

Short Break
History, Theory, and Law

Mary Shaw, Ph.D., CFM, AICP
American Planning Association

HISTORY, THEORY AND LAW (cont)

People
Memorize names of people who made important contributions to planning

- Frederick Law Olmsted Sr.
  - Mid 1800s – Central Park
- Edward Bassett
  - 1916 New York City Zoning Code
- Robert Moses
  - 1920s NY Parks and Parkways
- Jane Jacobs
  - Death and Life of Great American Cities, 1961
- Rachel Carson
  - Silent Spring, 1961
- Ian McHarg
  - Design with Nature, 1969

HISTORY, THEORY AND LAW (cont)

Places
Memorize facts that have influenced current planning and development decisions

- First National Park
  - Yellowstone 1872
- First National Wildlife Refuge
  - Florida, 1903
- First Historic Preservation Commission
  - New Orleans, 1921
- First off-street parking regulations
  - Columbus, OH, 1923
- First limited access highway
  - Bronx River Parkway
Milestones

- 1935, Works Progress Administration (WPA)
- 1956 National Interstate and Defense Highways Act
- 1991 Intermodal Surface Transportation Efficiency Act (ISTEA)
- 1998 Transportation Equity Act for the 21st Century
- 1968 National Flood Insurance Act
- 1990, Americans with Disabilities Act (ADA)

Events

- 1958 First Urban Growth Boundary, Lexington KY
- 1973 Oregon Land Use Act
- Environmental Legislation
- 1969 National Environmental Policy Act (NEPA)
- 1976 Clean Air Act
- 1972 Clean Water Act
- 1972 Coastal Zone Management Act
- 1973 Endangered Species Act
- 1978, Tennessee Valley Authority v. Hill (Snail darter)

The Planning Profession

- 1901 First National Conference on City Planning
- 1917 American City Planning Institute
  - Frederick Law Olmsted, Jr.
- 1934 American Society of Planning Officials
- 1978 APA / AICP
Theories on Developing Plans

Evolution from planning as science to planning through participation

- **Rational Planning Model**
  - Myerson and Banfield

- **Incremental Planning**
  - Charles Lindblom

- **Advocacy Planning**
  - Sherry Arnstein, *Ladder of Participation*, 1969

- Paul Davidoff

Theories on City Development

- **1893 City Beautiful**
  - Daniel Burnham

- **1898 Garden Cities**
  - Ebenezer Howard

- **1920s Radiant City**
  - Le Corbusier

- **1925 Concentric Ring Theory**
  - Ernest Burgess

- **1932 Broad Acre City**
  - Frank Lloyd Wright

- **1939 Sector Theory**
  - Homer Hoyt

- **1945 Multiple Nuclei Theory**
  - Harris and Ullman

- **1960 Bid Rent Theory**
  - William Alonso

- **1982 New Urbanism**
  - Seaside, Andrea Duany

- **1987 Growth Machine Theory**
  - Harvey Molotch

- **1991 Edge City**
  - Joel Garreau

- **1990s Smart Growth and Sustainability**

Planning Law

Know some facts about key cases associated with legal issues

- Eminent domain
  - 1954 Berman v. Parker

- Takings
  - 1987 Nollan v California Coastal Commission

- Freedom of speech
  - 1994 City of Ladue v. Gilleo

- Growth Management
  - 1973 Golden v Planning Board of the Town of Ramapo

- Housing
  - 1975, 1983, Southern Burlington NAACP v Township of Mount Laurel

- Environmental Justice (1994)

- Executive Order 12898
HISTORY, THEORY AND LAW (cont)

2005 Supreme Court Decisions

- Kelo v City of New London
  - Eminent domain
- Lingle v Chevron USA
  - Takings
- City of Rancho Palos Verdes v Abrams
  - Telecommunications Act
- San Remo Hotel L.P. v City and County of San Francisco
  - State courts can adjudicate challenges to land-use decisions

The 2005 Supreme Court decisions generally
- Affirmed the value of the planning process
- Supported good planning principles
- Rejected attempts to take away established planning and development tools
- Supported the capability of local officials, who are directly accountable to citizens, to make the best development decisions

HISTORY, THEORY AND LAW (cont)

Sample Question

APA filed a friend of the court (amicus curiae) brief in support of an eminent domain action taken by a U.S. City. The brief says that one way to reduce the advantage developers currently experience in greenfield development is to use eminent domain to assemble tracts of land in high-density urban areas.

This brief was filed in support of which case?

A. Sierra Club v Morton
B. Kelo v City of New London
C. Lingle v Chevron USA
D. Citizens to Preserve Overton Park, Inc. v Volpe

Answer: B

Sample Question

Linear regression is a statistical method used to:

A. Establish that as supplies increase, prices decrease
B. Calculate the probability of a sample value being within 1.96 standard deviations of the mean
C. Determine the influence of one or more independent variables on a dependent variable
D. Estimate the degree to which research findings may be generalized

Answer: C
Spatial Areas of Practice

Planning at the National Level
- Identify important Federal programs, policies
- Federal Housing programs
- Federal Transportation decisions
- Requirements for qualifying for Federal grants

SPATIAL AREAS OF PRACTICE (cont)
Planning for Multi- or Bi-State Regions
- Identify important issues that are not limited to political boundaries
  - Watershed planning
    - Tennessee Valley Authority
  - Commuting patterns
    - Hoover Dam
    - Evacuation Routes
Planning at the State Level

- State requirements may be more restrictive than Federal requirements
- Floodplain development regulations
- Environmental protection standards
- Dillon Rule or Home Rule

Planning for Sub-state Regions

- Sub-state regions may have particular development regulations / concerns
- Adirondack Park
- Outer Banks
- Coastal areas

Planning at the County Level

- County level planning may involve the cooperation of municipalities within the county
- Hazard Mitigation Planning
- Growth Management

- Involvement the public and participating jurisdictions can complicate such efforts
Planning for Urban Areas

- When studying, ask yourself:
- What concerns are specific to urban areas?
- Answers may include:
  - Urban Heat Island
  - Infill development
  - Traffic management

Planning for Suburban Areas

- Ask, for example:
  - What problems are unique to suburban areas?
    - Sprawl
  - What problems are newer to suburban areas?
    - Aging infrastructure
    - Decay, blight

Planning for Small Towns

- Small towns with a growing population and small towns with a diminishing population
  - Increasing connections to the water system
  - Preventing further decline of the farm economy
- Protecting the character of the town
Corridor Planning

Ask: what are the concerns of planners when planning for a corridor?

- Parking
- Connectivity
- Design
- Safety
- Turning lanes
- Snow removal

Neighborhood Planning

- Neighborhoods may be defined by history, geography, street boundaries, administrative boundaries, socio-economic factors, or cultural traditions
- Clarence Perry – Neighborhood unit concept
- What issues might best be addressed at a neighborhood level?
- Access to grocery stores, services, opportunity to walk to school, provision of emergency services

Waterfront Planning

- Key issues might be
  - Variety of land uses and economic interests
    - Residential, Retail, Commercial, Institutional, Tourism, Shipping
  - Evacuation
Historic District Planning

- Rich history in planning
- Façade Regulations
- Limit heavy traffic
- Organizations / Commissions

Downtown Planning

Unique concerns might include:
- Business Improvement District (BID)
- Street cleaning
- Signage
- Events
- Street trees

Sample Question

In a cold climate, planning to create covered and heated walkways that are above the streets and connect retail shops, restaurants, hospitals, and hotels, is an example of which type of planning?

A. Evacuation planning
B. Downtown planning
C. Small town planning
D. Waterfront planning

Answer: B
Notes on Spatial Areas of Planning

- Categories are not mutually exclusive.
- Concerns are not necessarily unique to particular spatial areas.
- Many planning decisions involve considerations of several different spatial areas.
- Generally, the larger the region, the more complex the planning because of the greater number of political jurisdictions involved.

Sample Question
Neighborhood, rather than Regional, planning may be more likely to address:

A. Wetland and floodplain protection
B. Airport Accessibility
C. Availability of grocery stores
D. Provision of overnight parking for 18-wheelers

Answer: C

Sample Question
Hurricane protection planning and the building of levees generally occurs at which level:

A. National
B. Regional
C. Corridor
D. Downtown

Answer: A
Sample Question

The benefits of the Tennessee Valley Authority (TVA) project including power generation and flood control extend to which type of area:

A. National  
B. Multi-State  
C. County  
D. Urban  

Answer: B

Public Participation and Social Justice

Joseph MacDonald, Ph.D., AICP
American Planning Association

Introduction

Citizen participation is the zeitgeist of the American revolution. As Lincoln said at Gettysburg in 1863, we are a nation "...of the people, by the people, and for the people..."

We stand on the shoulders of citizen participants, as a nation and as a profession.
PUBLIC PARTICIPATION AND SOCIAL JUSTICE (cont)

History of Public Participation

- 1926 Standard State Zoning Enabling Act
- 1928 Standard City Planning Enabling Act
- 1930s Saul Alinsky – Back of the Yards
- 1964 Economic Opportunity Act
- 1965 Paul Davidoff - Advocacy Planning
- 1969 Arnstein’s Ladder of Participation

PUBLIC PARTICIPATION AND SOCIAL JUSTICE (cont)

Public Involvement and Coalition Building

- Build community.
- Increase social equity in planning decisions
- Build trust through:
  - Managing agreement
  - Timely disclosure and shared information
  - Inclusionary strategies
  - Influencing decision-making
- Identify and help mitigate conflicts and problems.
- Create lasting solutions.

PUBLIC PARTICIPATION AND SOCIAL JUSTICE (cont)

Saul Alinsky

He envisioned an "organization of organizations."

In his book Rules for Radicals, he "showed the 'have-nots' how to organize their communities, target the power brokers and politically out-maneuver them."
Alinsky’s Rules (not exhaustive)

• Power is not only what you have but what the enemy thinks you have.
• Never go outside the experience of your people. It may result in confusion, fear, and retreat.
• Wherever possible go outside the experience of the enemy. Here you want to cause confusion, fear, and retreat.
• Make the enemy live up to his/her own book of rules.
• Ridicule is man’s most potent weapon.
• A good tactic is one that your people enjoy.
• A tactic that drags on too long becomes a drag.

Sherry Arnstein’s Ladder of Citizen Participation

• Participants and residents control a program or an institution.
• Negotiations between citizens and officials give citizens power.
• Power is redistributed between citizens and power holders.
• The have-nots advise, power holders still making decisions.
• Citizens’ opinions sought (through surveys, meetings, etc.).
• Citizens are advised of rights, responsibilities, and options.
• Citizens involved in extensive activity to cure them of pathology.
• Citizens arranged on advisory committees or boards merely to ”educate” them or to get their support.
Paul Davidoff

- Criticized mainstream physical planning and its neglect of minorities and the poor.
- Said the practice of plural planning requires educating planners to engage as professional advocates in the contentious work of forming social policy.

The planner isn’t solely a value-neutral technician

- Planning should be pluralistic and represent diverse interests, especially minority interests.
- So-called “citizen participation” programs usually react to official plans and programs instead of encouraging people to propose their own goals, policies and future actions.
- There is no escaping the reality that politics is at the very heart of planning and that planning commissions are political.
- The city planning profession’s historical concern with the physical environment has warped its ability to see physical structures and land as servants to those who use them.

Norman Krumholtz

Provide more choices to those who have few, if any choices.

Krumholtz was the Chief of Planning in Cleveland from 1969 to 1979

- Conditions in the city were deplorable
- Development process was exploitative
- Local politics were inadequate
- Disproportionate impact on the minority poor
Norman Krumholtz

The AIP’s Code of Ethics was Krumholtz’ beacon:

“A planner shall seek to expand choice and opportunity for all persons, recognizing a special responsibility to plan for the needs of disadvantaged groups and persons, and shall urge the alternation of policies, institutions and decisions which militate against such objectives.”

“With (the AIP Code of Ethics) as a guide, we deemphasized many of our concerns with zoning, land use, and urban design. We altered the traditional posture of the planner “as an apolitical technician serving a unitary public interest. Instead, we devoted ourselves to providing more choices to those who have few, if any choices.” (263)

Terms

At page 111 in APA’s A Planner’s Dictionary (2004), citizen participation is defined as “the process through which citizens who live and/or work in an area are actively involved in the development of plans and recommendations.”

At page 320 in the Planner’s Dictionary, a public meeting is defined as “an informal meeting, hearing, workshop, or other public gathering of people to obtain comments from the public or other agencies on a proposed project permit prior to the local government’s decision…” (Whatcom Co, Wash.)

“A meeting of a board, planning commission, city council, or their representatives where the public may attend. (Concord, NC)
PUBLIC PARTICIPATION AND SOCIAL JUSTICE (cont)

Sample question
All of the following are known for their involvement in organizational approaches to citizen participation except:
A. Saul Alinsky
B. Patrick Geddes
C. Sherry Arnstein
D. Paul Davidoff

ANSWER: B

PUBLIC PARTICIPATION AND SOCIAL JUSTICE (cont)

Sample question
When working with developers and businesses, all of the following are necessary except:
A. Respecting timetables
B. Providing advice on the probable success of the business venture proposed
C. Acknowledging profit or loss in the process
D. Being concerned for disruption of customer relationships

ANSWER: B

PUBLIC PARTICIPATION AND SOCIAL JUSTICE (cont)

Sample question
Advocacy Planning is associated closely with Paul Davidoff and Saul Alinsky. Which of the following was the significant element of the advocacy movement?
A. Assisted single women with children to find employment.
B. Caused social planning to move from back room negotiations into the public forum.
C. Reduced the need for more environmental documentation.
D. Created economic stability.

ANSWER: B
Sample question

In every project there comes a point in time when the public becomes involved. When would this take place?

A. At the start, before alternatives are developed.
B. In the middle, when a small or reduced set of options have been defined.
C. At the end, when a preferred choice has been selected.
D. At an appropriate time to be chosen based on a number of criteria, not by a set routine.

ANSWER: D

Ethics

All Presenters

Aspirational principles
- Cannot be enforced

Rules of conduct
- Must be followed

Procedures
- For handling charges of misconduct

http://www.planning.org/ethics/ethicscode.htm
ASPIRATIONAL PRINCIPLE: Planners Serve the Public Interest

- Give special concern to long-range consequences of actions
- Pay attention to interrelatedness of decisions
- Example: Hazard Mitigation Planning is intended to avoid future damages
  - Keep people and structures from locating in hazard-prone areas
  - Strengthen structures to minimize damage from high winds, earthquakes
  - Long-range consequences
    - Reduced tax base
    - Greater sustainability, resiliency

ASPIRATIONAL PRINCIPLE: Planners Seek Social Justice, Work to Expand Choice and Opportunity

- Meet with community groups to obtain input
- Include citizen groups in recovery planning
  - E.g., Posted notices of planning meetings in church bulletins
- Require public input during mitigation planning process
- Require public participation in maintaining the mitigation plan annually

ASPIRATIONAL PRINCIPLE: Planners are Responsible to Clients and Employers

- Be diligent, creative, competent
- Do not violate public trust

ASPIRATIONAL PRINCIPLE: Planners Have a Responsibility to the Profession

- Educate the public about planning issues
  - Routine survey about hazards and mitigation actions
- Contribute to professional development (mentoring)
  - Students not aware of Federal standards
    - Plan included planting trees on levees and putting buildings into the side of a levee
Rules of Conduct

• 25 Rules
• Violation may result in loss of AICP certification
• Penalties for violating State or local or employer or client ethics laws may be more severe

RULE OF CONDUCT:
Planners Must Provide Adequate, Timely, Clear, Accurate Information

• Pearl River County: lacked housing supply information
  - Conducted a study (telephone survey)
• New Orleans: lacked information on state of the infrastructure prior to Hurricane Katrina
  - Researched by reviewing old planning documents at the public library

RULE OF CONDUCT:
Planners Must Not Advocate Opposing Positions

• Recovery planning can be a wish list
  - New housing on the beach as economic development
• Teach the value of hazard mitigation planning
• Yet planning process can lead to projects that do not minimize risk

RULE OF CONDUCT:
Planners Must Not Take Unfair Advantage of a Situation

• Don’t accept gifts, rebates,...
• Don’t engage in private communications pertaining to public decisions
• New Orleans: APA team adopted community planners and was able to pay for their lunches

Where Is the Line?

• St. Bernard Parish: free boat ride
• Free cup of coffee vs. a several million dollar subsidy
• Ask: Is there potential for direct personal gain?
• E.g., Do not purchase property in an area that you know is about to be redeveloped and will increase in value if this knowledge is not public
RULE OF CONDUCT:
Planners Must Avoid Any Conflict of Interest or Appearance Thereof

- As government contractors
  - Do not take a position that will lead to work that only our company can provide. This would be a conflict of interest
  - Do not assist a community to write an application for Federal funding to implement projects if others in our company may review those applications
- Provided technical assistance on hazard mitigation planning to local officials (Virgin Islands example)
  - Do not accept the job of writing the actual plan
  - If some time were to pass and we were to respond to an RFP to write their hazard mitigation plan, this might not be a conflict of interest, but the perception would remain, so we avoid this.

ETHICS (cont)

About Perception
If the ethical choice is not immediately apparent, choose to avoid even the perception of unethical conduct
- Don't do something that is questionable
- Avoid being privy to private conversations
- Be careful about access you allow people to have to you
- Be careful of how actions today may lead to appearances of unfair advantage in the future
- If need to recuse yourself, leave the room

ETHICS (cont)

Procedures
- Informal advice and formal advice
- Timetables
  - 30 days to respond to a charge
  - 15 day extension if requested
  - 30 days to prepare for a hearing
- Rights
  - If charged, right to counsel
  - If charge is upheld, right to appeal
- More Importantly:
  - Transparency
  - Disclosure
  - Documentation
Transparency
- Previously held positions on issues
- Reveal sources of information

Disclosure
- Previous work
- Potential COI
- Appearance of COI
- Ask someone to determine if there is a COI if unsure
- Do not cross the line between professional acquaintance and friendship

Documentation
- Document agreements
- Document conversations
- Provide data

ETHICS (cont)

Sample Question
According to the Code of Procedures of the AICP Code of Ethics and Professional Conduct, an AICP member charged with ethics misconduct is subject to the final determination of:

A. The AICP Commission
B. The Executive Committee of AICP
C. The Executive Director of AICP
D. The AICP Ethics Committee

Answer: D

Sample Question
You overhear your supervisor in a conversation that may limit the number of options on a project before it gets to a public hearing. Which of the following actions is most appropriate?

A. Report your supervisor to the Ethics Officer for a violation of public interest.
B. Find out more about the conversation and why the number of options may be limited.
C. In your report to Council, indicate that the number of options may be limited.
D. Tell your supervisor not to limit the options before the project gets to a public hearing.

Answer: B
As director of the local Planning Division, you discover that one of your AICP land use planners is currently engaged in selling real estate. Which of the following actions is most appropriate?

A. Tell the planner that they can continue as long as all activity is outside the jurisdiction and off work hours.
B. Tell the planner that they must discontinue selling real estate immediately.
C. Consult the local employment policies to determine if there is a “moonlighting” violation.
D. Report the planner to the Ethics Officer for a conflict of interest.

Answer: B

Sample Question

This author of Urbanism as a Way of Life (1938) promoted urbanism as the prevailing way of life in contemporary society, and that density has an effect on people’s behavior.

A. Louis Wirth
B. Raymond Unwin
C. Barry Parker
D. William Lever

Answer: A
Which case was the first US Supreme Court decision to hold that a land use restriction constituted a taking if it "went too far"?

A. Village of Euclid vs Ambler (1926)
B. Pennsylvania Coal Co vs Mahon (1922)
C. Berman v. Parker (1954)
D. Golden vs Planning Board (1972)

Answer: B

The Endangered Species Act was passed in:

A. 1969
B. 1973
C. 1984
D. 1976

Answer: B

LeCorbusier promoted his vision of a dream city beginning in the 1920's. What was the name of his "dream city."

A. Radiant City
B. Garden City
C. Green City
D. Utopian City

Answer: A
What is defined as a poor neighborhood that lacks convenient access to affordable, healthy food?

A. Food Desert
B. Fast Food Node
C. Grocery Shortage Area
D. Unappealing Grocery Market

Answer: A

What is the Federal Property Administration 41 Act of 1949 used primarily for?

A. The disposal of Federal Property by the US Government
B. To decommission military bases for ultimate reuse
C. To establish military bases in communities well positioned for National Defense
D. To stimulate home ownership

Answer: A

If a person has a question regarding the propriety of professional conduct of a certified planner per the AICP Code of Ethics and Professional Conduct, he or she should:

A. File a complaint with the President of the American Planning Association
B. Submit a Request for Review by the Board of Professional Conduct Review
C. Submit an advisory to the AICP Commission
D. Request formal or informal advice from the Ethics Officer

Answer: D
Planning for flooding typically occurs at what level of government?

A. State
B. City
C. Neighborhood
D. National

Answer: D

Performance Zoning can be described as which of the following?

A. Allows property owners with limited development rights to buy additional rights from another property owner
B. Cities can use these to encourage development that exceeds the minimum standards
C. Regulates the character of the use instead of simply just regulating the use itself
D. Establish objective thresholds and maximum limits of the effects or characteristics of land use

Answer: C

What color generally illustrates residential land uses on a land use map?

A. Yellow
B. Blue
C. Red
D. Green

Answer: A
Thank You

Enjoy the rest of the conference and New Orleans!