Exam Refresh November 2013

Why Refresh the Exam?
- No questions had been added, updated, or deleted since 2008.
- Exam Refresh Task Force met in January 2013
  - Objective: Keep the exam current, unbiased, and reflective of the range of planning practiced nationally

What does the Refresh Do?
- Eliminates underperforming and outdated questions
- Adds about 130 new questions to the 600+ question pool
- Focuses on crafting questions that touch on planning issues that emerged since 2008
Exam Refresh November 2013

When does the Refresh take effect?
• Refreshed questions will be added to the pool for the November 2013 testing window
• The May 2013 exam will not contain any refreshed questions

What else changes or does not change as a result of this refresh?
• No change to the exam specification subject matter outline
• No change in weighting of each subject matter section
• Expanded selected readings list with web links will be posted after the May 2013 testing window

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

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 time frame by employers
  • Distinguish yourself from the competition

• Enhanced salaries
  • 2012 median for non-AICP was $60,000
  • 2012 median for AICP was $76,000
  • (Without accounting for other variables such as experience and responsibility, AICP members make, on average, $16,000 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: 2012 APA Salary Survey)
Eligibility

1. Be a member of the APA
   - 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: 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 your application will be missing critical information that regular applicants must have.

Eligibility

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

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

- Academic (faculty, researchers)
- Federal, State, Local Government
- Consultants
- Non-profits or NGOs
- Military
- Law

Exam Stats

Exam Pass Rates 2009-2012

Results: Examinees

Strongest Indicators 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.
- Examinees that took the exam not too far removed from school.
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

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
- CPC Study Manual
- The Practice of Local Government Planning
- Planning and Urban Design Standards by the APA
- Everyday Ethics for Practicing Planners
- JAPA/Practicing Planner
- Non-APA Planning Prep/Planetizen

Exam Preparation

- Start your preparation as early as possible
- Devote 80 to 100 hours in study time
- Study groups
- Note cards
- Exposing yourself to practice questions
Application

- Application is online only
  - www.planning.org/certification
- Read the FAQ's & download the current Exam Candidate Bulletin
- Exam fees are posted online and in the Exam Candidate Bulletin
  - $495-new applicants
  - $425-returning applicants
- Must upload verifications of employment & education to application status check page the same day as application submission or by the final application deadline.
  - 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

- 46% of May ‘12 and November ‘12 applicants registered in the last 72 hours-Avoid them all apply early
- Exam registration lasts 8 weeks. November 2013 registration will open in early June 2013
- Allow plenty of time for verification receipt and processing at APA’s Chicago, IL 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.

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
- Do not write essays in the third person
Use the Website

Website is your primary resource
- Exam FAQs
- Exam Candidate 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-$600
  - Paper/Pencil Format Only
  - Usually only available in large cities
- You may take test only once during each exam window
- You must register (same web-form as applying) each time you wish to test
- Eligibility lasts 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 to eight 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 as long as one has not transferred before.
- The Transfer deadline for the May 2013 exam is April 23, 2013. More information about the transfer/late cancellation policy can be found in the Exam Candidate Bulletin. (Page 14)
- 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 2013 exam: January 1, 2014
  - AICP Joiners who pass November 2012 exam: January 1, 2015
- 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
Today’s Outline

1. History, Theory and Law
2. Spatial Areas of Practice
3. Emerging Trends and Issues
4. Plan Making
5. Functional Areas of Practice
6. Implementation
7. Public Participation and Social Justice
8. Ethics

Section 1

History, Theory, and Law

15%

Planning History Resources

• “Pathways in American Planning History” by Albert Guttenberg, FAICP, found on the APA Website

History of Planning Profession

- **Select Examples**
  - 1893 World's Columbian Exposition in Chicago
  - 1909 The First National Conference on City Planning convenes in Washington, D.C
  - 1909 Possibly the first course in city planning in this country
  - 1917 American Institute of Planners (AIP) was created
  - 1934 American Society of Planning Officials (ASPO) was created
  - 1978 AIP and ASPO merge to form the APA
  - 1999 AICP inaugurates a College of Fellows to recognize distinguished individual contributions

National Planning Landmarks

- Where is this?

Riverside, Illinois
National Planning Pioneers

Daniel Burnham – Father of City Planning

“Who art so noble...as he who, with far-reaching conception of beauty, in designing power, delineates the outlines, weaves the colors, and draws the shadows of a picture so great that nature shall be employed upon it for generations, before the work be arranged for he shall under his influence.”

Patrick Geddes – Pioneer of Regional Planning

Edward Bassett – Pioneer of Zoning

Ian McHarg – Pioneer of Environmental Planning

Paul Davidoff – Pioneer of Advocacy Planning

Important Planning Authors

• Sherry Arnstein - Ladder of Citizen Participation
• Ebenezer Howard – Tomorrow: A Peaceful Path to Real Reform
• Jane Jacobs - The Death and Life of Great American Cities
• Kevin Lynch - Image of the City
• Lewis Mumford - The Culture of Cities
• Ian McHarg – Design With Nature
• Clarence Perry - Plan for New York and Its Environs
• Jacob Riis - How the Other Half Lives
• Frank Lloyd Wright - Broadacre City: A New Community Plan

Other Important Planners

• Saul Alinsky
• Edward Bassett
• Paul Davidoff
• Andres Duany
• Patrick Geddes
• Jane Jacobs
• T.J. Kent
• Ian McHarg
• Lewis Mumford
• Frederick Law Olmsted Sr. and Jr.
• Etc...
Planning Movements

- Agrarian Philosophy
  - 1800’s, Thomas Jefferson and John Hector St. John
- Laissez Faire Philosophy
  - 1800’s, Adam Smith who advocated for a free market economy
- Public Health Movement
  - Late 1800’s to early 1900’s
- Garden City Movement
  - 1898, Ebenezer Howard

Planning Movements

- City Beautiful Movement
  - Daniel Burnham, 1893 Chicago’s Columbian Exposition and 1909 Plan of Chicago
- City Efficient
  - 1920’s Standardization (SSZEA)
- City Humane Movement
  - 1930’s New Deal
- New Towns
  - Late 1930’s through 1940’s
- City Functional Movement
  - 1940’s, Military/Federal

Garden City

The red star indicates what component of the Garden City?
Garden City

Human Settlement Patterns

- Ordinance of 1785
  - Rectangular land survey and settlement of the western U.S.

- Concentric Zone Model
  - 1925, Ernest Burgess

- Sector Model
  - 1939, Homer Hoyt

- Multiple Nuclei
  - 1945

Planning Theory

- Rational Comprehensive Planning
  - Goal Setting, Alternatives, Evaluation, Implementation

- Incremental Planning
  - Series of small, incremental steps

- Transactive Planning
  - Face to Face planning

- Advocacy Planning
  - Neighborhood groups leading the charge

- Radical Planning
  - Minimum amount of government involvement

- Utopianism
  - Visionary

- Methodism
  - The method to be used is clear, but the ends are unknown
Planning Law

- **Resources**
  - Planning Magazine
  - Land Use in a Nutshell (Wright, and Gitelman)
  - Land Use Law (Mandelker)
  - Key Cases included in your Booklet

Amendments

- **1st Amendment**
  - Dealt with *freedom of speech* and the right of people to peacefully assemble.

- **5th Amendment**
  - No person shall be deprived life, liberty or property without due process of law, nor shall private property be taken for public use without just compensation.

- **14th Amendment**
  - No person shall be deprived life, liberty or property without due process of law.
### Examples of Planning Law Cases

- **Pennsylvania Coal Company v. Mahon (1926)**
  - Land Use may be a taking if it goes to far
- **Village of Euclid v. Ambler Realty Co. (1926)**
  - Established the constitutionality of zoning
- **Berman v. Parker (1954)**
  - Established redevelopment as a public purpose for eminent domain
- **Golden v. Planning Board of the Town of Ramapo (1972)**
  - Upheld a growth control plan based on the availability of public services

- **Young v. American Mini Theatres (1976)**
  - First sexually-oriented business case
- **Penn Central v. The City of New York (1978)**
  - Restrictions on the proposed development of the Grand Central Station was not a taking which confirmed historic preservation.
- **First English Evangelical Church of Glendale v. County of Los Angeles (1987)**
  - The 5th Amendment requires compensation for a temporary taking.

- **Nollan v. California Coastal Commission (1987)**
  - Created the nexus takings test for dedications and exactions.
- **Lucas v. South Carolina Coastal Council (1992)**
  - Compensation must be paid when all economic benefits are taken.
- **Tahoe-Sierra Preservation Council v. Tahoe Regional Planning Agency (2002)**
  - The moratorium did not constitute a taking.
  - City's use of eminent domain for comprehensive redevelopment qualifies as a public use.
1. Who is credited with the following quote, "a budget...may be characterized as a series of goals with price tags attached."

1. Jane Jacobs
2. Aaron Wildavsky
3. Matthew Barnaby
4. Robert Moses

2. Le Corbusier promoted his vision of a dream city beginning in the 1920's. What was the name of his "dream city"?

1. Radiant City
2. Garden City
3. Green City
4. Utopian City
2. LeCorbusier promoted his vision of a dream city beginning in the 1920’s. What was the name of his “dream city”?

1. Radiant City
2. Garden City
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3. 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.

1. Louis Wirth
2. Raymond Unwin
3. Barry Parker
4. William Lever
4. What case was the first US Supreme Court decision to hold that a land use restriction constituted a taking if it "went too far"?

1. Village of Euclid v. Ambler Realty (1926)
2. Pennsylvania Coal Co. vs. Mahon (1922)
4. Golden v. Planning Board of Ramapo (1972)

5. First English Evangelical Lutheran Church v. County of Los Angeles 23 (1987) dealt with which of the following issues?

1. Adult uses
2. Group homes
3. Exactions
4. Takings
5 First English Evangelical Lutheran Church v. County of Los Angeles 23 (1987) dealt with which of the following issues?

1. Adult uses
2. Group homes
3. Exactions
4. Takings

6 What case dealt with the issue of a moratorium on development?

1. Palazzolo v. Rhode Island (2001)
Section 2

Spatial Areas of Practice

15%

Spatial Areas of Practice

- Be familiar with planning at different levels:
  - National
  - Multi-State
  - State
  - Regional
  - County
  - Urban
  - Suburban
  - Rural
  - Corridors
  - Downtowns
  - Neighborhoods

- Remember that levels are NOT exclusive

Spatial Areas of Practice

- National Level Planning:
  - Environment, Transportation, Housing
  - Federal Programs
- Multi-State Level Planning:
  - Environment, Transportation
  - Tennessee Valley Authority
  - New York and New Jersey Port Authority
- State Level Planning:
  - Environment, Transportation
  - Hawaii is an example of statewide planning
Spatial Areas of Practice

Regional Level Planning:
- Environment, Transportation, Corridors
- Metropolitan Planning Organizations

County Level Planning:
- Parks, Transportation, Land Use

Urban Area Level Planning:
- Zoning, Land Use, Redevelopment, Parking, Traffic, Parks

Suburban Level Planning:
- Zoning, Land Use, Infrastructure, Sprawl, Growth Areas

Rural Level Planning:
- Infrastructure, Growth, Employment Opportunities, Agriculture

Corridor Level Planning:
- Transportation, Circulation, Access, Streetscaping, Signage

Downtown Level Planning:
- Traffic, Mixed-Use, Plazas, Streetscaping, Pedestrians, Retail, Identity/Branding

Historic Districts/Areas Level Planning:
- National Register, Landmarks, Districts

Neighborhood/Subarea Level Planning:
- Most Detailed - Residential, Parks, Sidewalks, Character

Section 3

Emerging Trends and Issues

- Abandon the oil
- Go for the hybrid
- More money in the bank

Emerging Trends and Issues

- Impact of Emerging Trends and Changes
  - Social
  - Demographic
    - Fastest Growing/Shrinking parts of the US
    - Rust Belt
    - Aging Society
  - Technological
    - GIS/MIS
    - Ease of Access to Information
    - New Tools for Planners
    - Email Communication
    - Telecommuting/working from home

Identify Sources for Current Topics

- Planning Magazine
  - Broad Categories of Articles
  - Special Issues
- Planning Advisory Services (PAS) Reports
  - Chronological View
- Conference Program Guides
  - National not Chapters or States
    - 2008 Las Vegas
    - 2009 Minneapolis
    - 2010 New Orleans
    - 2011 Boston

PAS Reports 2008-2009

- 557 Transportation Infrastructure
- 556 Smart Codes: Model Land-Development Regulations
- 555 Planning the Urban Forest
- 554 A Planners Guide to Community and Regional Food Planning: Transforming Food Environments, Facilitating Healthy Eating
- 553 Planners and the Census: Census 2010, ACS, Factfinder, and Understanding Growth
- 552 Great Places in America: Great Streets and Neighborhoods, 2007 Designees
- 551 From Recreation to Re-creation: New Directions in Parks and Open Space System Planning
PAS Reports 2010-Present

- 574 Planning and Drought
- 573 Working with Planning Consultants
- 572 Planning for the Deceased
- 571 Green Infrastructure: A Landscape Approach
- 570 The Rules That Shape Urban Form
- 569 Planning and Broadband: Infrastructure, Policy, and Sustainability
- 567 Sustaining Places: The Role of the Comprehensive Plan

PAS Reports 2010-Present

- 566 Planning for Wind Energy
- 565 Assessing Sustainability: A Guide for Local Governments
- 564 E-Government
- 563 Urban Agriculture: Growing Healthy, Sustainable Places
- 562 Planners and Planes: Airports and Land-Use Compatibility
- 561 Fiscal Impact Analysis: Methodologies for Planners
- 560 Hazard Mitigation: Integrating Best Practices into Planning
- 559 Complete Streets

Current Topics

- ARRA
- MAP-21
- Sustainability & Sustainable Development
- Green Buildings/LEED
- Green Communities/LEED ND
- Alternative Energy
- Smart Growth
- Obesity
- Concurrency
- Form Based Codes/SmartCode
- Neo-traditional/TND
- 2010 Census
Current Topics

- Big Box Stores
- Emergency Preparedness
- Downtown Revitalization
- Teardowns
- Aging Industrial Areas, Corridors & Brownfields
- Rustbelt
- Right Sizing
- TOD
- Transit
- Traffic Circles & Roundabouts
- Housing Market

Form Based Code

- A method of regulating development to achieve a specific urban form. Form-Based Codes create a predictable public realm primarily by controlling physical form, with a lesser focus on land use, through city or county regulations.

  * Source: www.formbasedcodes.org

SmartCode

- The SmartCode is a model transect-based development code available for all scales of planning, from the region to the community to the block and building. The code is intended for local calibration to your town or neighborhood. As a form-based code, the SmartCode keeps towns compact and rural lands open, while reforming the destructive sprawl-producing patterns of separate...
Principles of Smart Growth

- Create Range of Housing Opportunities and Choices
- Create Walkable Neighborhoods
- Encourage Community and Stakeholder Collaboration
- Foster Attractive Communities with a Strong Sense of Place
- Make Decisions Predictable, Fair and Cost Effective
- Mix Land Uses
- Preserve Open Space
- Provide a Variety of Transportation Choices
- Strengthen and Direct Development Towards Existing Communities
- Take Advantage of Compact Building Design

Smart Growth

- Technologies
  - Urban Growth Boundaries
  - Adequate Public Facilities
  - Concurrency
  - Re-use of existing buildings
  - Impact Fees
  - Goal is to fight sprawl
- Mix Land Uses
- Create a Range of Housing Options
- Preserve Open Space
- Provide Variety of Transportation Choices
- Impacts of Smart Growth are:
  - Higher Density
  - Increased utilization of existing (often older, inadequate) infrastructure

2010 Census

- The census is a count of everyone living in the United States every 10 years.
- The census is mandated by the U.S. Constitution.
- Census data are used to distribute Congressional seats to states, to make decisions about what community services to provide, and to distribute $400 billion in federal funds to local, state and tribal governments each year.
Sustainability

LEED ND

- LEED for Neighborhood Development
  - The LEED for Neighborhood Development Rating System integrates the principles of smart growth, urbanism and green building into the first national system for neighborhood design. LEED certification provides independent, third-party verification that a development's location and design meet accepted high levels of environmentally responsible, sustainable development. LEED for Neighborhood Development is a collaboration among USGBC, the Congress for the New Urbanism and the Natural Resources Defense Council.

Big Box Stores
Transit Oriented Development

• Mixed Use to Maximize Access to Public Transport
• Encourages Transit Ridership
• High-Density Development
• Typically Located Within One-Quarter to One-Half Mile From Transit Stop
• Excellent Pedestrian Facilities
• Discourage Sprawl

Teardowns

Traffic Circles & Roundabouts
Hazard Mitigation

- Disaster Mitigation Act of 2000 requires plans for Hazard Mitigation
- Goal of plan is to reduce probability of damages from natural hazards
- Plan should allow community to “bounce back” quickly
- Components of Plan
  - Explanation of how it was created
  -Existing conditions and problems
  - Alternatives
  - Identify best actions
  - Implementation
  - How Plan will be monitored, evaluated and updated

What Community is this?

Seaside, Florida
7. This type of architecture uses locally available materials?

1. Vernacular
2. Art Deco
3. Prairie Style
4. Post Modern
7. This type of architecture uses locally available materials?

1. Vernacular
2. Art Deco
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4. Post Modern

8. Smart Growth Planning has which of the following as its goals?

1. Environmental protection
2. Social equity
3. Economic vitality
4. All of the above
9. To provide food for one person in the US per year, it takes approximately ___ acres of land.

1. One quarter acre
2. Two and a half acres
3. Twenty five acres
4. Two hundred fifty acres

10. Which US City has 70,000 vacant lots, about 27% of its 139 square miles?

1. New Orleans
2. Detroit
3. Buffalo
4. Altadena
10 Which US City has 70,000 vacant lots, about 27% of its 139 square miles?

1. New Orleans
2. Detroit
3. Buffalo
4. Altadena

Section 4

Plan Making

30% (part of Implementation)
Plan Making – Data Gathering

• What kind of information do you need?
  • This depends on the type of plan you want to create (detail)
• What data exists and what do you need to create
  • US Census or your own surveys
  • Regional Data or Local Data
  • Data from other Cities/Comparables
• Think about the best way to present the data
  • Charts
  • Visual Aids
  • Illustrations
  • Maps

Plan Making – Data Gathering

Plan Making

• Strategic Planning and Visioning
• Goal Setting
• Data Collection
• Quantitative Analysis
• Mean, Mode, Median, FAR
  • Mean - average
  • Median - value that divides a group of numbers into two equal parts
  • Mode - value with the highest frequency
  • Range - difference between the largest and smallest values
Plan Making

- Economic Analysis
  - Local Area Employment Projections
  - Location Quotient
    - ratio of proportion of local employment in one sector to similar proportion in national economy.
    - Based on historic data.
    - Used to identify the degree of self sufficiency in an employment sector.

Plan Making

- Population Estimation
  - Estimating Current and Future Population
    - Methods
    - Sampling
    - Terms

Plan Making

- Shift Share Analysis
  - A technique sometimes used for retrospectively decomposing changes, usually in employment, in a set of urban areas or regions.
  - Regional Scientists widely use the technique to examine the sources of employment growth or decline.
  - The Analysis shows:
    - The study area’s share of national (or regional) growth.
    - The mix change in activities.
    - And the shift change of activities toward the study area
Plan Making

- Demographics
  - How demographics are calculated
  - Why they are important
    - School District
    - Community Service Providers
    - Federal/State Funding
- Information Systems
  - GIS
  - LBCS
- Fiscal Impact Analysis

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Plan Making

- What is this Model called?

1. Where are we now?
2. Where are we going?
3. Where do we want to be?
4. How do we get there?

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Plan Making

- The Oregon Model
  - The Oregon Model is a four-step process driven by four very simple questions. Each question establishes the context for one step of the process, guiding a series of specific activities and resulting in a number of discrete outcomes.
11. The latest census reported the population of Centerville to be 24,000. Riverside is the neighborhood you are studying. Riverside is located within Centerville, and has historically been one of the larger, more vibrant neighborhoods.

At the time of the last census, 8% of the population lived in the Riverside neighborhood. Five years have passed, and City has experienced growth in all of its neighborhoods. The current population of Centerville is estimated to be 32,000.

Use the step down method to calculate the population.

11 Use the step down method to calculate the population.

1. 1,920
2. 2,016
3. 2,560
4. 19,200
11 Use the step down method to calculate the population.

1. 1,920
2. 2,016
3. 2,560
4. 19,200

12 PERT can be described as which of the following?

1. A mathematical technique that is used to find a project’s optimum design solution
2. Used to determine which steps in a project are most critical
3. A graphic depiction of the interrelationships of the tasks that make up the project.
4. None of the above
13 Which of the following could BEST be described as a statistical technique that provides an estimate of one variable based upon a linear function of another variable?

1. Statistical Process Control
2. Regression Analysis
3. Confidence Interval
4. Test of Hypothesis
Functional Areas of Practice

- **Comprehensive Plans**
  - Long-range guiding document with broad focus

- **Community Development**
  - Economic, social and infrastructure

- **Zoning and Development Regulations**
  - Types of Zoning
  - Exactions/Impact Fees
  - APA Policy Guide: Smart Growth

- **Economic Development**
  - Workforce Analysis
  - Forecasting, Attraction and Retention, and Revitalization

Functional Areas of Practice

- **Energy Policy**
  - Federal, State and Local Policies
  - APA Policy Guide – Energy, Climate Change

- **Community Gardens and Food Systems Planning**
  - Food Deserts
  - APA Policy Guide – Food Planning

- **Infill Development/Growth Management**
  - Parcel Consolidation

- **Disaster Planning**
  - Disaster Mitigation Act of 2000
  - APA Policy Guide - Security

Functional Areas of Practice

- **Historic Preservation**
  - National Historic Preservation Act (1966)
  - Landmark Designation
  - APA Policy Guide: Historic/Cultural Resources

- **Housing**
  - APA Policy Guides – Housing, Factory Built Housing, and Homelessness

- **Infrastructure/Capital Improvements**
  - Best Management Practices

- **Environment**
  - APA Policy Guides: Water, Habitat Management
Functional Areas of Practice

- Parks and Open Space
  - Types of Parks/Classifications
  - Active v. Passive
- Policy Planning
  - Specific topics
- Social Services
  - Federal and State Programs
  - APA Policy Guides – Child Care, Homelessness
- Transportation and Circulation
  - Complete Streets, Street Classifications, LOS

Functional Areas of Practice

Level of Service Categories:
- LOS A – highest quality of service.
- LOS B – stable flow.
- LOS C – stable flow but drivers are becoming restricted in their freedom to select speed, change lanes, or pass.
- LOS D – approaching unstable flow.
- LOS E – unstable flow with wide fluctuations in speed.
- LOS F – forced-flow operations.
Functional Areas of Practice

- Urban Design and Design Guidelines
  - Image and Identity
  - Design Guidelines
    - Façade
    - Architectural
    - Public Spaces
    - Parking
    - Signage, etc...
  - Terms and definitions of urban design techniques and design guidelines for both residential and commercial.

Design Guidelines
14. A township Square is used in described land in the Government Survey method, how big is a township square?

1. There is no standard size for a township square
2. 6 Square miles
3. 36 Square miles
4. 1 Square mile

15. These are deep lakes that have a low supply of nutrients and thus contain little organic matter.

1. Oligotrophic
2. Monomictic
3. Metalimnion
4. Filamentous
15 These are deep lakes that have a low supply of nutrients and thus contain little organic matter.

1. Oligotrophic
2. Monomictic
3. Metalimnion
4. Filamentous

16 An aquifer can be described as which of the following?

1. An underground bed or stratum of earth, gravel or porous stone that contains water
2. Areas where the fresh water meets salt water
3. Topographic areas where surface water runoff drains to a specific point on a stream or to a water body
4. None of the above
17 Which type of roadway can be described providing both traffic circulation and land access with all land uses by collecting and distributing traffic to these geographic areas?

1. Minor arterials
2. Local roads
3. Major arterials
4. Urban collectors

Section 6

Plan Implementation
30% (part of Plan Making)
Plan Implementation

- Development regulations
  - Zoning
    - Land Use
    - Types of Zoning
      - PUD, Overlay, TDRs, Incentive
      - Intensity, FAR, Bulk
      - Zoning Administration
  - Subdivision Regulations
    - Elements
    - Administration and Approval Process
- Planning Commission
- Zoning Board of Appeals

Plan Implementation

- Legal Principles
  - Use of legal principles in implementing the plan.
    - Exactions
    - Process
    - Requirements
    - Working with developers
- Environmental Impact Analysis (EIS)
  - When do you do an EIS?
  - What is involved in completing an EIS?

Plan Implementation

- According to the National Environmental Policy Act (NEPA) whenever the U.S. Federal Government takes a "major Federal action significantly affecting the quality of the human environment" it must first consider the environmental impact in a document called an Environmental Impact Statement (EIS).
  - An EIS typically has four sections:
    - An Introduction including a statement of the Purpose and Need of the Proposed Action.
    - A description of the Affected Environment.
    - A Range of Alternatives to the proposed action. Alternatives are considered the "heart" of the EIS.
    - An analysis of the environmental impacts of each of the possible alternatives.
Plan Implementation

- Budgeting and Qualitative Analysis
  - What is Budgeting
  - Forecasting and estimating
  - Typical Methods of Financing
    - (Bonds, Assessments, Grants, TIFs)
  - Capital vs. Operating Budgets

(excellent resource is *The Practice of Local Government Planning*)

Plan Implementation

- PPBS – Program Planning Budgeting System
- Zero Base Budget – Starting from Scratch
- Linear
- PERT – Program Evaluation and Review Technique
- GAM – Goals Achievement Matrix

Plan Implementation

- Project and Program Management
  - How to be in charge of a project
  - Work with a team
  - Negotiation skills and communications
  - Complete the project on time and on budget
Plan Implementation

- Be familiar with different types of communication and presentation techniques.
- Know which type of technique to use in different situations.
  - PowerPoint presentation
  - Presentation Boards
  - Memorandums
  - Oral Presentation
  - Review the entire planning document

How to Calculate FAR
18 This budgeting technique is a simplified combination of the PPBS and the Zero Based budgeting, where programs are listed as rows, and categories listed as columns.

1. Payback Technique
2. The Dayton System
3. Program Budget
4. Performance Budgets

19 In financing, what can be described as, “the financing of improvements from current revenues”?

1. Reserve Funds
2. Revenue Bonds
3. General Obligation Bonds
4. Pay-As-You-Go or Current Revenue
19 In financing, what can be described as, “the financing of improvements from current revenues”?

1. Reserve Funds
2. Revenue Bonds
3. General Obligation Bonds
4. Pay-As-You-Go or Current Revenue

20 An FAR of 1, would allow which of the following:

1. One building on two acres of land
2. A three story building on half the lot
3. A two story building on half of the lot
4. A two story building covering the whole lot
Performance Zoning can be described as which of the following?

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

Section 7: Public Participation and Social Justice
Citizen Participation

- Why is participation so important to planners?
  - Protects the public, informs the public, builds consensus
- What types of meetings are out there?
  - Positives and negatives for each

Citizen Participation

- Public Participation
  - Origins of Citizen Participation
  - Participation in the Planning Process
  - Methods of Public Participation

Citizen Participation

- Meetings, Presentations and Workshops
- Surveys
  - (Mail, Telephone, Website, Face to Face)
  - Concerns about sample size, cost, possible bias
- Visioning Sessions
- SWOT Analysis
- ARS

<table>
<thead>
<tr>
<th>Strengths</th>
<th>Weaknesses</th>
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<tbody>
<tr>
<td>Opportunities</td>
<td>Threats</td>
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</table>
Citizen Participation

- Charrettes
- Visual Preference Surveys
- Delphi Method
  - Residents are experts in rounds of "policy-thinking"
  - Developed by the RAND Corp. in the 1950's
  - To predict the Soviet Union’s strategic targeting system

Citizen Participation

- A Ladder of Citizen Participation (1969)
- Sherry R. Arnstein,

Section 8

Ethics

Ethics are fundamental to professional practice. They provide a framework for...
Ethics

• Ethics Issues
  - AICP Code of Ethics (Revised October 3, 2009)
  - Rules of Conduct
  - APA’s Policy and Practice Manual
  - Understand these ethics inside and out
  - You will need to be able to recite them and use them in scenario questions
  - Best source for this is to go directly to the American Planning Association’s website: www.planning.org

Ethics

• Multi-cultural and Gender Issues
  - Several questions on the exam may be based on these issues
  - Refer to the AICP Code of Ethics to learn how to address these issues

Ethics

• AICP Code of Ethics
  - Available for download at www.planning.org/ethics
  - There are three sections that make up the Code of Ethics
• **Section A** contains a statement of aspirational principles that constitute the ideals to which we are committed. We shall strive to act in accordance with our stated principles. However, an allegation that we failed to achieve our aspirational principles cannot be the subject of a misconduct charge or be a cause for disciplinary action.

• Example of Code in this Section
  - 2a) We shall exercise independent professional judgment on behalf of our clients and employers.
  - 2b) We shall accept the decisions of our client or employer concerning the objectives and nature of the professional services we perform unless the course of action is illegal or plainly inconsistent with our primary obligation to the public interest.
  - 2c) We shall avoid a conflict of interest or even the appearance of a conflict of interest in accepting assignments from clients or employers.

• **Section B** contains rules of conduct to which we are held accountable. If we violate any of these rules, we can be the object of a charge of misconduct and shall have the responsibility of responding to and cooperating with the investigation and enforcement procedures. If we are found to be blameworthy by the AICP Ethics Committee, we shall be subject to the imposition of sanctions that may include loss of our certification.

• Example of Code in this Section
  - 11. We shall not solicit prospective clients or employment through use of false or misleading claims, harassment, or duress.
  - 12. We shall not misstate our education, experience, training, or any other facts which are relevant to our professional qualifications.
  - 13. We shall not sell, or offer to sell, services by stating or implying an ability to influence decisions by improper means.

• **Section C** contains the procedural provisions of the Code. It:
  (1) describes the way that one may obtain either a formal or informal advisory ruling, and,
  (2) details how a charge of misconduct can be filed, and how charges are investigated, prosecuted, and adjudicated.
Questions?

Thank you for coming to Chicago!