

Preparing for the AICP Exam

APA Texas Chapter Conference 2016 Planning Prep

www.planningprep.com

Presenters

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Today's Course Outline

1. Introduction
2. How to Prepare for the Examination
3. Content Review
 1. History, Theory and Law
 2. Spatial Areas of Practice
 3. Emerging Trends and Issues
 4. Quantitative Methods
 5. Functional Topics
 6. Plan Implementation
 7. Public Participation & Social Justice
 8. Ethics
4. Overview of [Planningprep.com](https://planningprep.com)
5. Conclusion and Course Evaluation

Introductions

John Houseal, AICP

- Principal, Houseal Lavigne Associates
- 20+ years public and private sector planning and development
- Education
 - BS Environmental Sciences, University of Michigan
 - Master of Environmental Planning, Arizona State University

Devin Lavigne, AICP, LEED AP

- Principal, Houseal Lavigne Associates
- 17 years public and private sector
- Adjunct Professor
- Education
 - BS, Urban and Regional Planning, Ryerson Polytechnic University

Trevor Dick, AICP, LEED AP

- Development Manager, City of Naperville, IL
- 17 years public and private sector
- Illinois PDO
- Education
 - BS, Urban and Regional Planning, Ryerson Polytechnic University

What is Planning Prep?

- Planning Prep (www.planningprep.com) was created in 2002
- Includes practice questions, practice exams, planning related links, article summaries, and discussion forums.
- Membership is free
- Over 1,000 questions and 7 practice exams
- Each multiple-choice question contains an explanation for each correct answer
- Links for further reading are also provided with our questions
- User statistics are tracked for each area of focus
- No affiliation with the APA or AICP

Continued Success

- Winner of the 2007 ILAPA Gold Award in the Planning Program, Project, or Tool Category



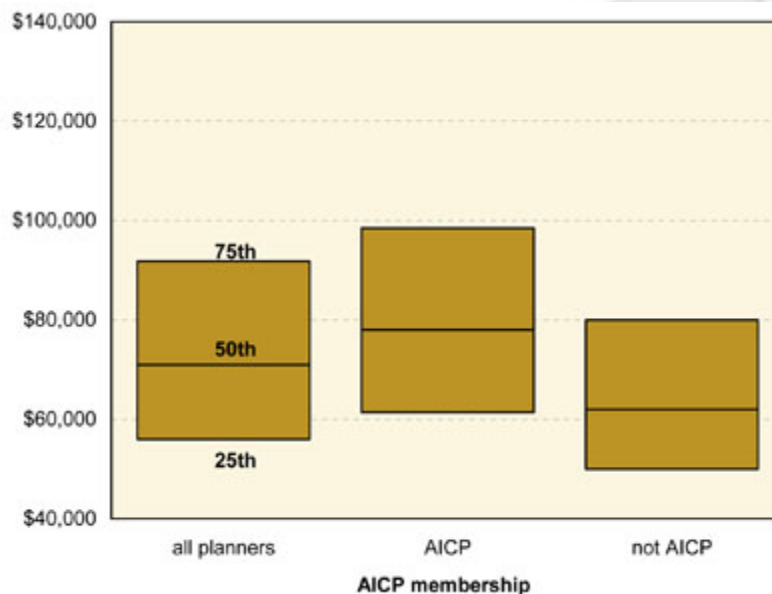
- We have taught this course throughout the country including:
 - Chapters including: Illinois, Kansas, Missouri, National Capital (DC), Texas
 - National APA Conferences: 2012, 2013, 2014, 2015, 2016
 - AICP Training Webinars

Introduction: Part Two

How to Prepare for the Examination

Benefits of AICP

- Without accounting for other variables, AICP members make, on average, \$16,000 more than non-AICP members. When we control for experience, AICP members still earn a higher salary across the board but at narrower margins.



Structure of the Exam

- The purpose of the exam is that it tests the knowledge and skills of candidates eligible for membership in AICP relative to the practice of planning.
- It tests how you think as a planner
- Questions on the exam include scenarios that cover a wide range of subject matter.

NEW EXAM 2017

- **Beginning in May 2017** – a new exam will be administered.
- Likely changes to the exam could include:
 - New structure
 - New questions
 - New recommended reading lists
- Changes will be announced in December 2016.

Structure of the Exam

- Prepare yourself for a seemingly endless number of these types of questions:
 - Choose, the BEST answer...
 - Choose, from one of the following...
 - 1
 - 1,2
 - 1,2,3
 - 1,3,4

Reminds us of.... the Cognitive Reflection Test

- The CRT was designed to assess a specific cognitive ability. It assesses individuals' ability to suppress an intuitive and spontaneous ("system 1") wrong answer in favor of a reflective and deliberative ("system 2") right answer.

1 A bat and a ball cost \$1.10 in total. The bat costs \$1.00 more than the ball. How much does the ball cost?

- 1. \$0.10
- 2. \$0.05
- 3. \$0.15
- 4. \$1.00

2 If it takes 5 machines 5 minutes to make 5 widgets, how long would it take 100 machines to make 100 widgets?

1. 1 hour
2. 100 minutes
3. 25 minutes
4. 5 minutes

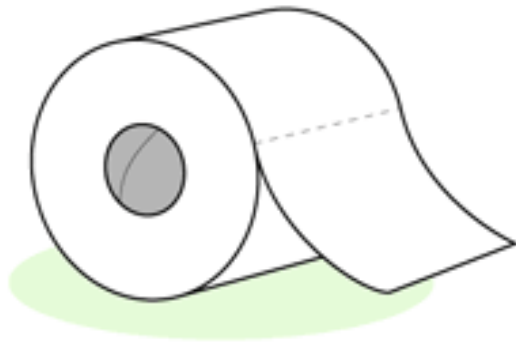
3 In a lake, there is a patch of lily pads. Every day, the patch doubles in size. If it takes 48 days for the patch to cover the entire lake, how long would it take for the patch to cover half of the lake?

- 1. 12 days
- 2. 24 days
- 3. 31 days
- 4. 47 days

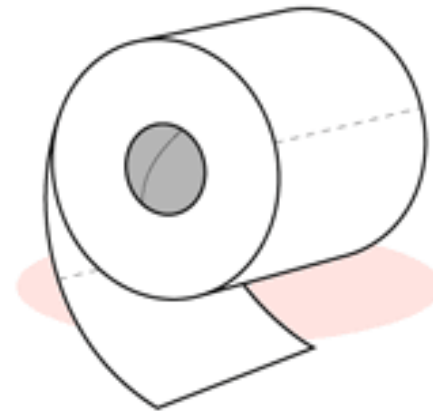
Types of Questions

- Which of these numbers is greater than zero
 - A. -1
 - B. 0
 - C. 1
 - D. 2

Types of Questions



This is right.
(good)



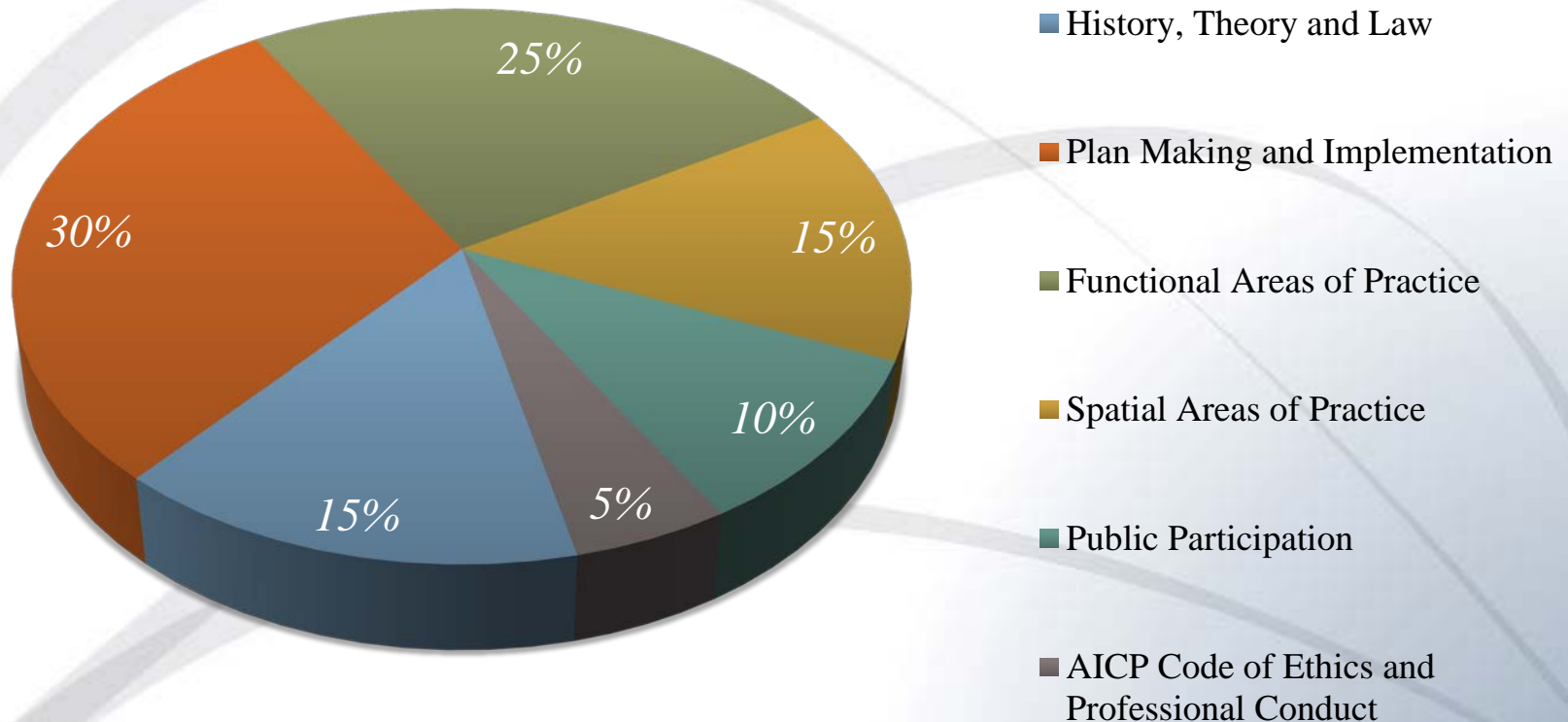
This is wrong.
(bad)

Structure of the Exam

- 170 multiple choice questions, 20 of which are pre-test and do not count towards the final score
- Two main areas; knowledge (40%), and Skills (60%)
- The exam is 4 hours
 - 3 ½ hours for 170 questions
 - ½ hour for tutorial
- You will receive an unofficial result immediately

AICP Exam Outline

Subject Area



Computer Based Exam

- Two 12 day windows
- Three different exams are administered each time
- Some questions are repeated from year to year, these are called “equators”.

Your Exam Score

- Test takers receive an unofficial score immediately after completing the computerized exam.
- Official Score Reports are usually mailed to all exam takers approximately six weeks after the exam window closes.
- Scores are reported on a scale of 25-75, with 55 as the passing score.

Common Myths

- You can prepare by studying one book
- You can prepare by memorizing information
- Passing the exam is the end of the certification process

Preparation Strategies

- We advise you to start studying for the exam early
- Look at all sorts of sources for material and learning
- Use practice exams
- Focus on your weak areas
- Try and join a study group
- Think in terms of a National perspective
- Make sure you know where the test center is

References and Recommended Study Guides

- APA's Recommended Reading List – Refer to Booklet
 - Please note that the readings are presented with two cautions:
 - No short reading list can span the entire range of material in the AICP exam. As a result, the list is not a condensed substitute for professional planning experience and education.
 - AICP exam questions are drawn, only in similar subject matter preparatory context, from these readings.
 - Source: www.planning.org

APA's Recommended List

- The reading list was last updated in May 2013 in conjunction with the November 2013 "refresh"
- No reading list can span the entire range of material in the AICP exam.
- It is not expected that exam takers will have read all the resources cited and the readings are intended as "guidelines"
- Many readings are available for download on the web or in any "well stocked" planning office library.
- Now presented in groups to allow you to focus your reading to the areas you need to improve.

Some “Key” Titles

- American Institute of Certified Planners: Code of Ethics and Professional Conduct
- Everyday Ethics for Practicing Planners (October 2001)
- Comparison of Current Planning Theories: Counterparts and Contradictions (October 1979)
- Planning Theory for Practitioners (2002)
- Statistics: Cliff's Quick Review (2001)

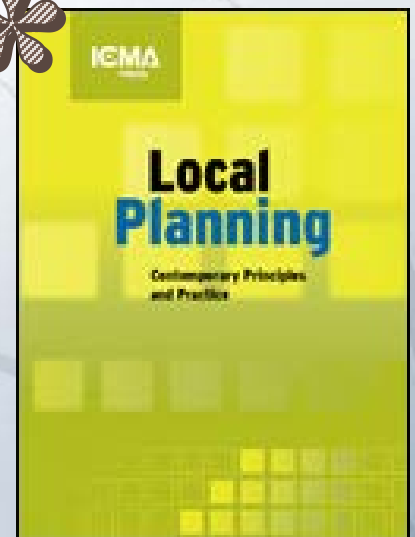
References and Recommended Study Guides

- There are three books that we strongly recommend you read.

1. The Practice of Local Government Planning – 3rd Edition, published in 2000 by the ICMA.

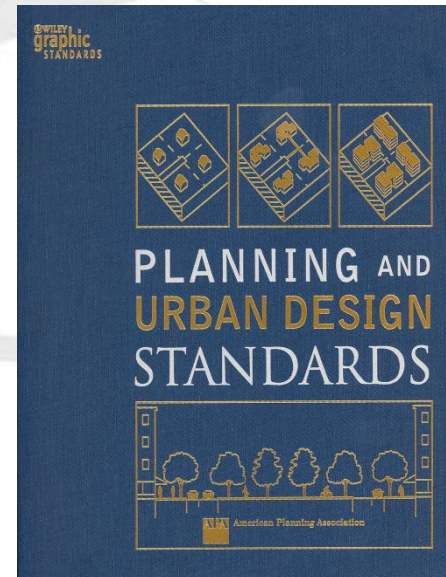
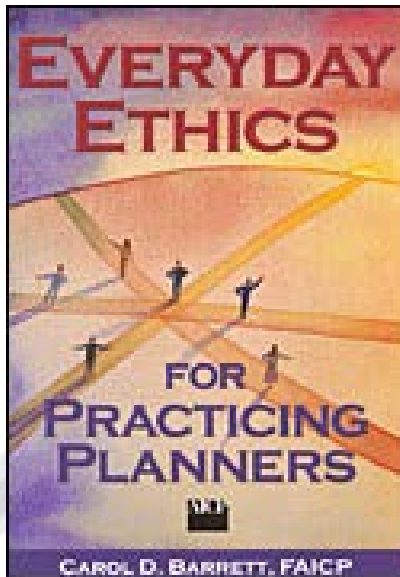
4th Edition released in 2009

Local Planning: Contemporary Principles and Practices



References and Recommended Study Guides

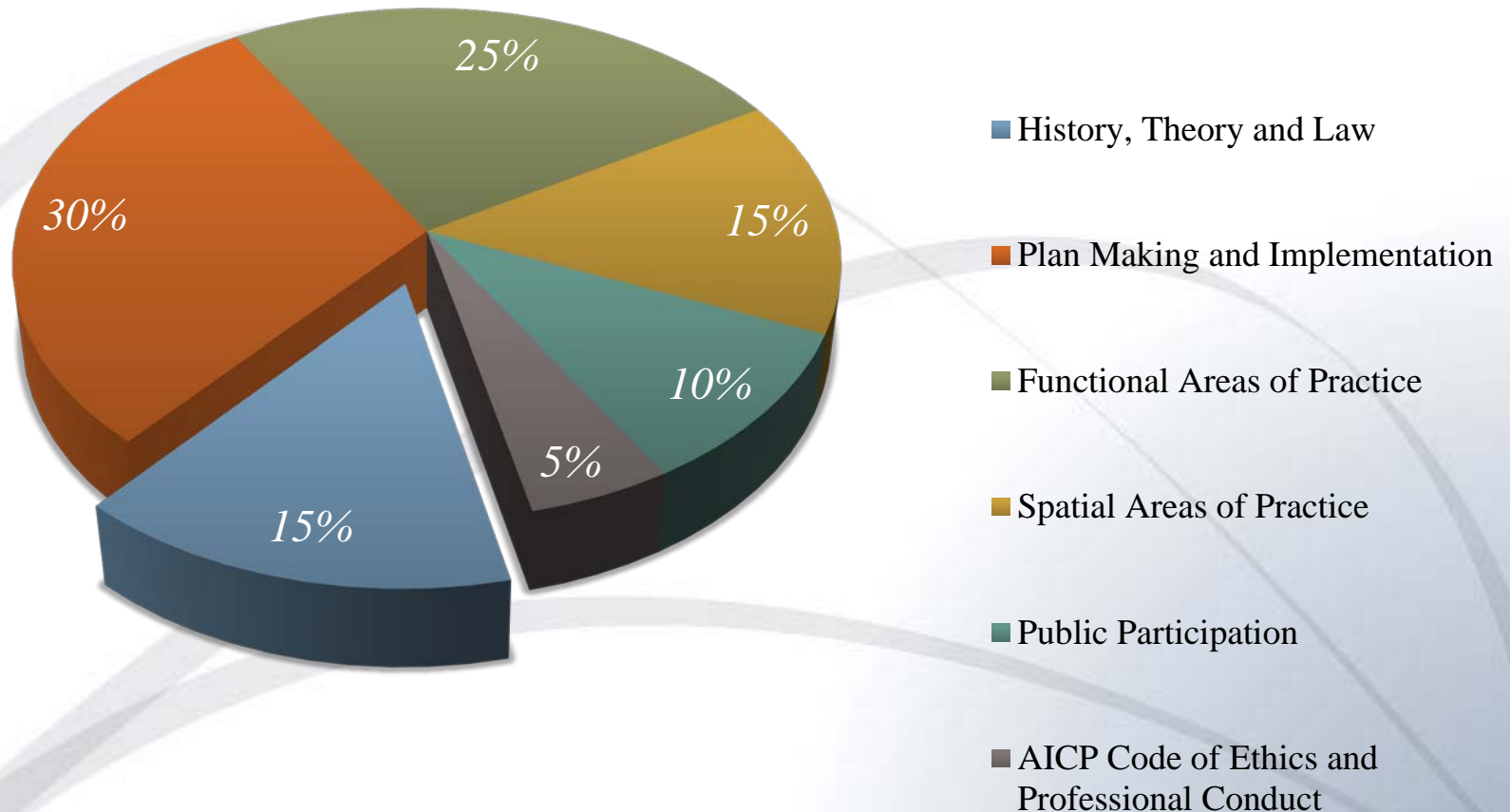
- **2. Everyday Ethics for Practicing Planners** (October 2001)
- **3. Planning and Urban Design Standards** by the American Planning Association (2006)



Certification Maintenance (CM)

- AICP members must earn a total of **32 CM** credits within their two-year reporting period.
- A minimum of 1.5 credits must be on the topic of ethics, and another 1.5 credits must be on the topic of current planning law.
- AICP members can carry over a maximum of 16 credits from one reporting period into the subsequent reporting period; however, ethics and planning law credits cannot be carried over to the next two-year reporting period.
- AICP members who do not meet CM requirements within four years will lose AICP certification and will be obliged to seek recertification.

History & Theory



Planning History Resources

- **“Pathways in American Planning History”** by Albert Guttenberg, FAICP, found on the APA Website
- **The Practice of Local Government Planning**, Second Edition (1988) (Green Bible)
- **Timeline of American Planning History**
http://www.txplanning.org/media/files/page/Planning_History_1785_to_2000.pdf

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

Planning Firsts

- Comprehensive Plan
- Council of Governments
- Downtown Pedestrian Mall
- “Earth Day”
- Forestry Service Director
- Planning Commission Employee
- Garden Suburbs
- Historic Preservation
- Cincinnati, OH (1925)
- Detroit, MI (1954)
- Kalamazoo Mall (MI, 1956)
- April 22, 1970
- Gifford Pinchot (1905)
- Harland Bartholomew (1915)
- Forest Hills Gardens, NY (1911)
- New Orleans, LA (1921)

Planning Firsts

- Land Use Zoning Ordinance
- Model Tenement
- National Conference on Planning
- National Park
- Planning Board
- Planning School
- Skyscraper
- Statewide Zoning
- U.S. Census
- Zoning Ordinance
- Los Angeles, CA (1909)
- 1855
- Washington D.C. (1909)
- Yellowstone (1872)
- Hartford, CT (1907)
- Harvard (1929)
- Chicago, IL (1885)
- Hawaii (1961)
- 1790
- New York City, NY (1916)

National Planning Landmarks

- Where is this?



Riverside, Illinois



National Planning Pioneers



Daniel Burnham – Father of City Planning

“What artist so noble...as he who, with far-reaching conception of beauty, in designing power, sketches the outlines, writes the colors, and directs the shadows of a picture so great that Nature shall be employed upon it for generations, before the work he arranged for her shall realize his intentions.”

Father of Regional Planning

Patrick Geddes

Father of Zoning

Edward Bassett

Father of Modern Ecology

Ian McHarg

Father of Modern Housing Code

Lawrence Veiller

Father of Advocacy Planning

Paul Davidoff

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
- **Jacob Riis** How the Other Half Lives
- **Frank Lloyd Wright** Broadacre City:
A New Community Plan

Other Important Planners

- **Saul Alinsky** Community Organizer/Author
- **Andres Duany** CNU/New Urbanism
- **Jane Jacobs** Author/activist
- **T.J. Kent** General Plan
- **Frederick Law Olmsted Sr.** Riverside/Central Park
- **Frederick Law Olmsted Jr.** National Parks/ACPI
- **Charles Arbrams** NY Housing Authority
- **Clarence Perry** Plan for New York and Its Environs/Neighborhood Unit
- **Patrick Geddes** “Father of Urban Planning”

Planning Movements

- Agrarian Philosophy (1800's)
 - Thomas Jefferson and John Hector St. John
 - Based upon agricultural way of life
- Laissez Faire Philosophy (1800's)
 - Adam Smith advocated for a free market economy
- Public Health Movement (late 1800's to 1900's)
 - Example – New York State Tenement House Act of 1901 the first to ban the construction of dark, poorly ventilated tenement buildings in the state of New York.
 - Among other sanctions, the law required that new buildings must be built with outward-facing windows in every room, an open courtyard, proper ventilation systems, indoor toilets, and fire safeguards.

Planning Movements

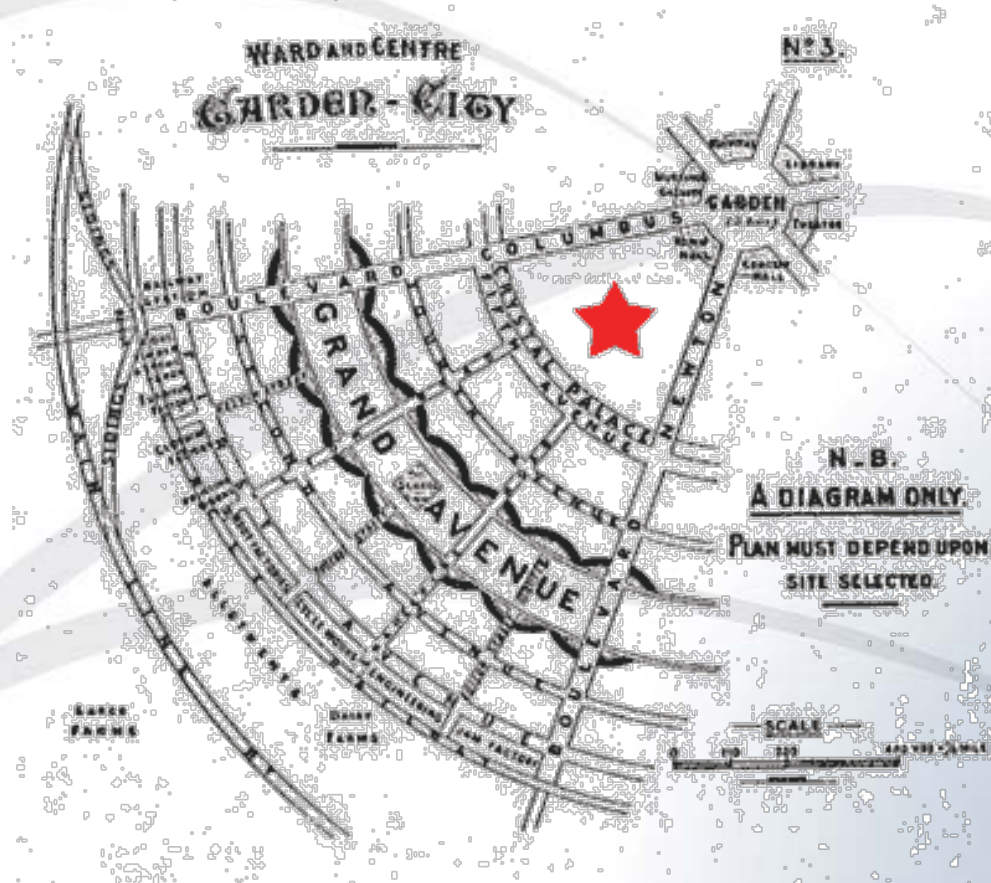
- Garden City Movement (1890's)
 - Ebenezer Howard
- **City Beautiful Movement (1893)**
 - Daniel Burnham – Chicago's Columbian Exposition
 - 1909 Plan of Chicago
- **City Efficient (1920's)**
 - City Beautiful began to give way to the City Efficient or City Practical movement in 1909.
 - City Efficient advocates prioritized efficiency and economy over beauty.
 - Led to the Standard State Zoning Enabling Act (SSZEA)

Planning Movements

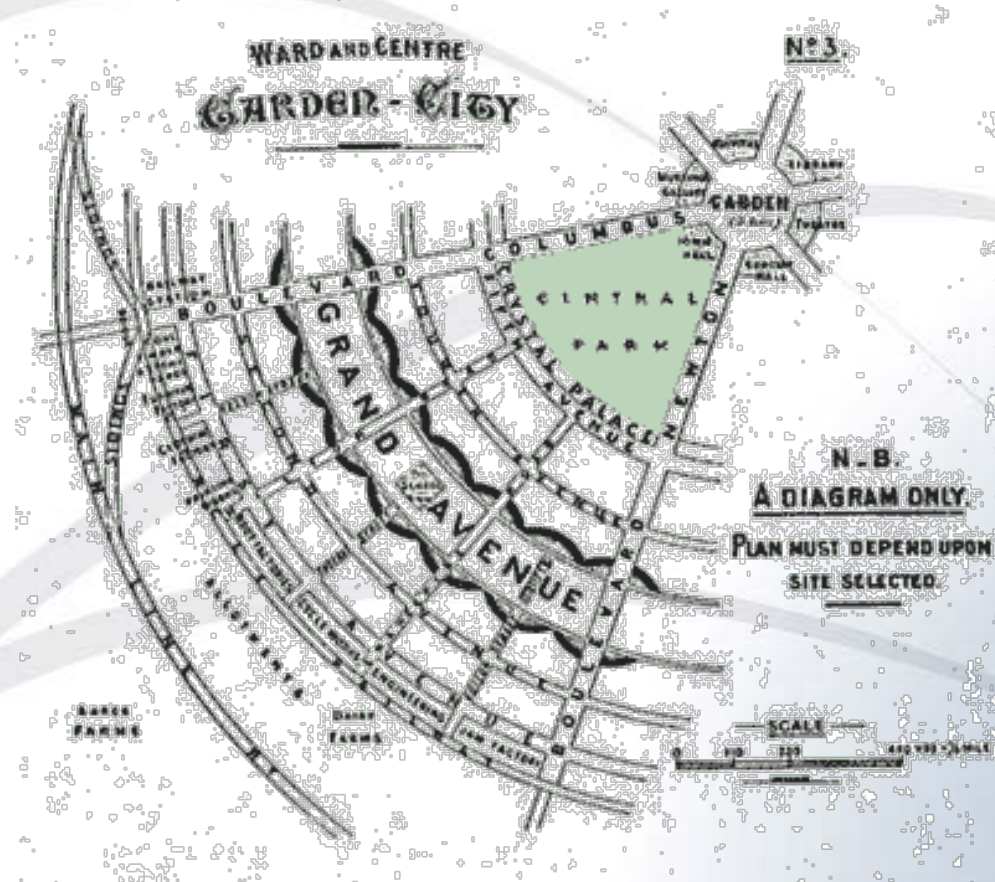
- **New Towns (Late 1930's through 1940's)**
 - U.S. examples include Reston, Virginia, Columbia, Maryland, Jonathan, Minnesota and Riverside Plaza.
- **City Functional Movement (1940's)**
 - Based on the ideas of Frederick Law Olmsted Jr.,
 - Focused on “scientific” city management.
 - Included consideration for proper waste removal, zoning, and altering spaces to improve convenience and efficiency.
- **More Recent**
 - New Urbanism (1980's)
 - Edge City (1991)
 - Smart Growth (1990's)

Garden City

The red star indicates what component of the Garden City?

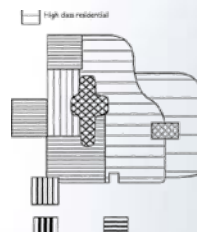
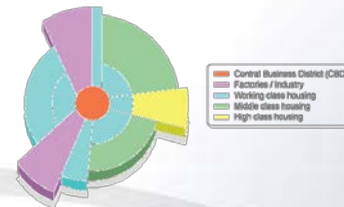
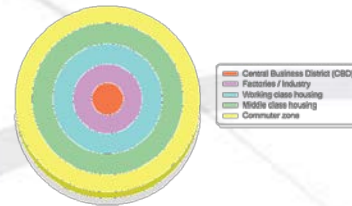


Garden City



Human Settlement Patterns

- Ordinance of 1785
 - Rectangular land survey/settlement of the western U.S.
- Concentric Zone Model
 - 1925, Ernest Burgess
- Sector Model
 - 1939, Homer Hoyt
- Multiple Nuclei
 - 1945, Harris and Ullman



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

Planning Theory

- Radical Planning
 - Minimum amount of government involvement
- Utopianism
 - Visionary
- Methodism
 - The method to be used is clear, but the ends are unknown

- The Washington, DC greater mall area is an example of:
 - A. City Beautiful
 - B. Garden Cities
 - C. City Functional
 - D. City Efficient

Source: Question 30 of APA Illustrative Questions

- Superblock is a concept most often associated with:

- I. Le Corbusier's Radiant City
- II. Clarence Perry's "Neighborhood Unit"
- III. Radburn, New Jersey
- IV. Urban renewal public housing projects
 - A. I, IV
 - B. I, III, IV
 - C. II, III, IV
 - D. I, II, III, IV

Source: Question 35 of APA Illustrative Questions

- Which of the following land-use models describes the pattern of axial growth along lines of least resistance?
 - A. Multiple nuclei model
 - B. Concentric zone model
 - C. Sector model
 - D. Negative exponential population density model

Source: Question 18 of APA Illustrative Questions

- The Utopianism theory of planning is often linked to works by:

- I. Le Corbusier
- II. Daniel Burnham
- III. Frank Lloyd Wright
- IV. Charles Lindblom

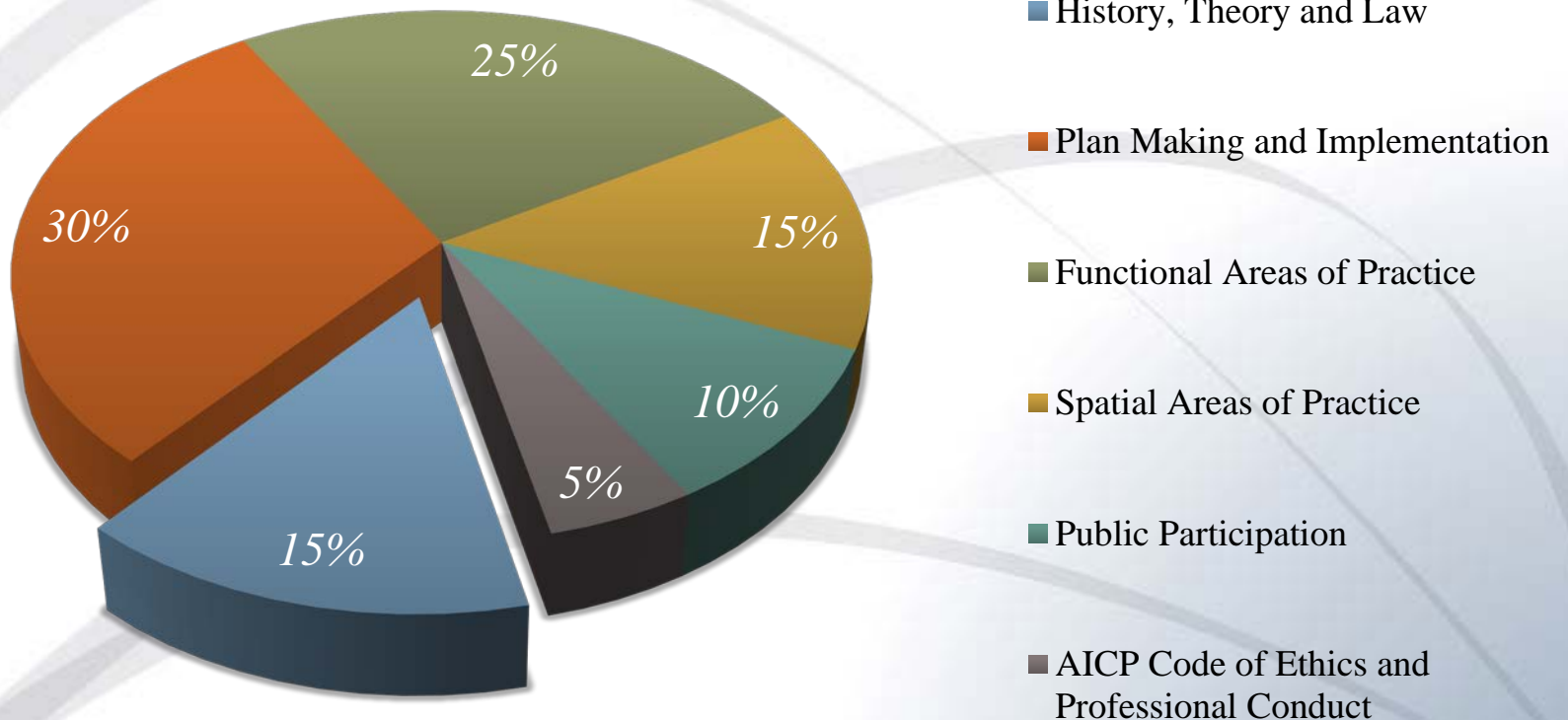
- A. I, II
- B. I, III
- C. II, III, IV
- D. I, II, III, IV

Source: Question 37 of APA Illustrative Questions

- According to Harvey Molotch, likely the most important factor affecting the shape of the city is:
 - A. Public planning
 - B. Real estate interests
 - C. Transportation improvements
 - D. Local banking interests

Source: Question 38 of APA Illustrative Questions

Planning Law



Planning Law

- Resources

- Planning Magazine
- Land Use in a Nutshell (Wright, and Gitelman)
- Land Use Law (Mandelker)
- APA Policy Guides
 - Billboard Controls
 - Agricultural Land Protection
 - Environment: Water Resources Management
 - Takings
- 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

Examples of Planning Law Cases

- Young v. American Mini Theatres (1976)
 - First sexually-oriented business case
- Penn Central v. The City of New York (1978)
 - Grand Central Station - 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.

Examples of Planning Law Cases

- 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.
- Kelo et al. v. City of New London (2005)
 - City's use of eminent domain for comprehensive redevelopment qualifies as a public use.
- Reed et al. v. City of Gilbert (2015)
 - Supreme Court struck down an Arizona town's ordinance that treated signs differently

• What important law case upheld zoning in 1926?

- A. Berman vs. Parker
- B. Euclid vs. Ambler
- C. Agins vs. City of Tiburon
- D. Eubank vs. City of Richmond

- Orange County is quickly losing its prime agricultural lands to new suburban development. Among the planning tools your Planning Director wishes to utilize to help protect agricultural lands is a TDR program.
(Continued...)

- The potential use of this tool for agricultural protection will likely involve you in a discussion of the legal principles established in:

- I. Penn Central Transportation Co. v. City of New York (1978)
- II. Spur Industries v. Del Webb Development Co. (1972)
- III. Village of Euclid v. Ambler Realty (1926)
- IV. Fred F. French Investing Co. v. City of New York (1976)

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

- This case held that when a regulation goes so far as to deny all economic use of property, it will be considered a taking unless the prohibited use is “barred by existing rules or understandings” derived from the state’s law of property & nuisance.

- A. Fisher v. Bedminster Township (1953)
- B. Lucas v. South Carolina Coastal Council (1992)
- C. Fred F. French Investing v. City of New York (1976)
- D. First English Evangelical Lutheran Church v. County of Los Angeles (1987)

- In this case, the US Supreme Court rejected concept that the sole remedy for a taking is payment of the full value of the property.
 - A. Cochran v. Preston (1908)
 - B. First English Evangelical Lutheran Church v. County of Los Angeles (1987)
 - C. Akron v. Chapman (1953)
 - D. Baker v. Milwaukee (1975)

- Prohibiting some development of air rights was not a taking where the interior of the property could be put to profitable use.

- A. Pennell v. City of San Jose (1988)
- B. Penn Central Transportation Co. v. City of New York (1978)
- C. Pennsylvania Coal v. Mahon (1922)
- D. Township of Franklin v. Tugwell (1936)

- In 1972 what case did the court allow the use of performance criteria as a means of slowing community growth?
 - A. Berman vs. Parker
 - B. Golden vs. Planning Board of Ramapo
 - C. Hadacheck vs. Sebastian
 - D. Eubank vs. City of Richmond

- This case held that community in growing areas in the way of urban expansion must take their fair share of the regional growth.
 - A. Southern Burlington County NAACP v. Township of Mount Laurel (Mount Laurel I): 1975
 - B. Washington ex re. Seattle Title Trust Co. v. Roberge : 1928
 - C. Oakwood at Madison v. Township of Madison et al.: 1977
 - D. Nollan v. California Coastal Commission : 1987

- Right-to-farm laws are typically about:
 - A. Governmental takings
 - B. Coming to the nuisance
 - C. Combating urban sprawl
 - D. Agricultural inverse condemnation

Source: Question 36 of APA Illustrative Questions

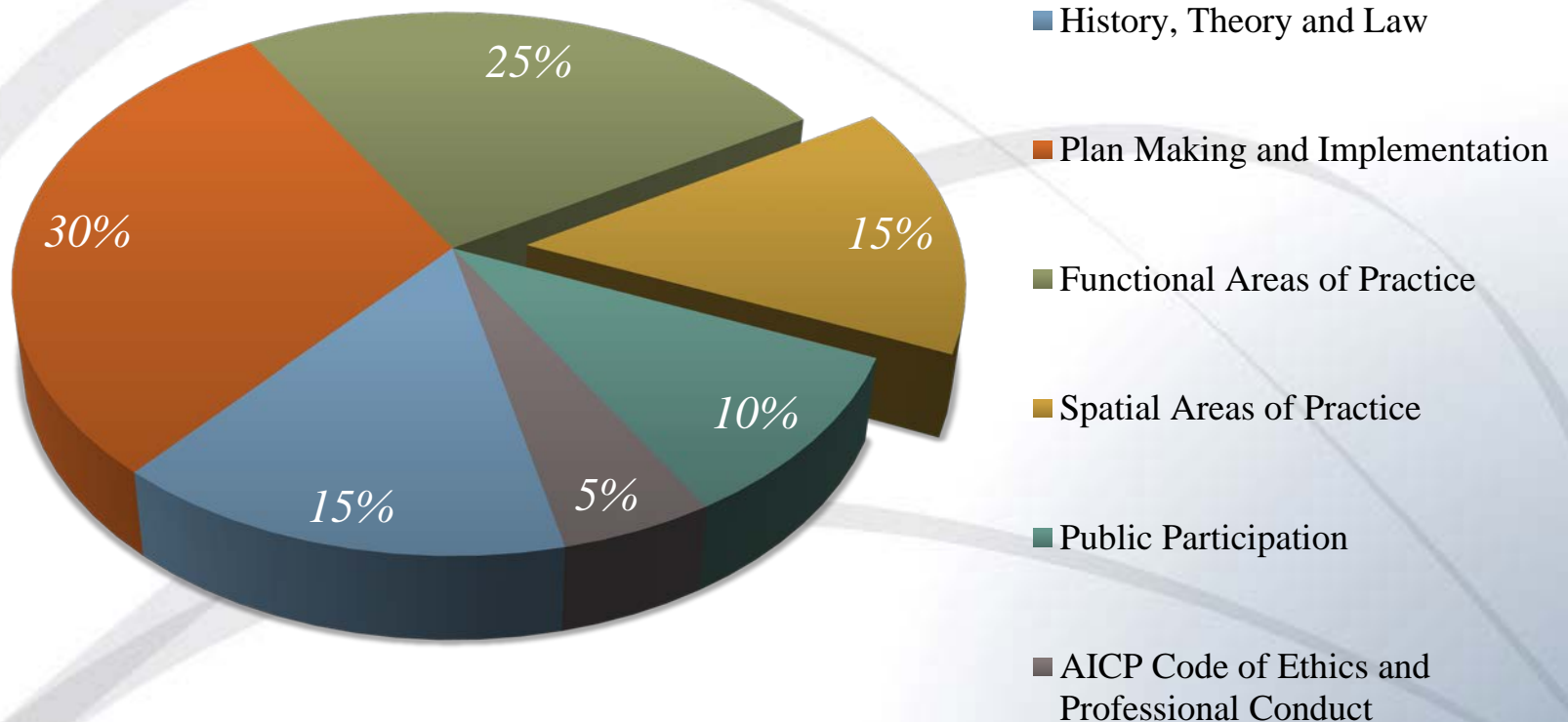
- The Mayor established a citizen's advisory group to provide recommendations on the siting of new religious institutions within the rural community that includes an agricultural reserve area. The planning staff has been asked to help support the advisory group on the requirements and restrictions allowed under the federal Religious Land Use and Institutionalized Persons Act (RLUIPA).

(Continued...)

- Which of the following recommendations would you discuss with the citizen's advisory group as being problematic under RLUIPA:
 - I. Exclude all religious institutions from the central business district
 - II. Establish a minimum 1,000-foot buffer requirement between nonagricultural, nonresidential uses in an agricultural district
 - III. Establish a conditional use approval process for religious institutions
 - IV. Require religious homeless shelters to comply with the town's building code

- Which of the following recommendations would you discuss with the citizen's advisory group as being problematic under RLUIPA:
 - A. I
 - B. III
 - C. I, III
 - D. I, II, III, IV

Spatial Areas of Practice



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

Spatial Areas of Practice

- 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

- Which agency serves communities over 50,000 residents and devises transportation plans to preserve air quality?
 - A. Municipalities
 - B. Metro Planning Organizations
 - C. State government
 - D. Census tracts

- What does CPTED stand for?

- A. Community Policing through Engineering Design
- B. Crime Prevention through Environmental Design
- C. Community Planning, Transportation and Economic Development
- D. Central Planning, Transportation and Engineering Department

- Which of the following uses only building materials that are local to an area?
 - A. LEED
 - B. Vernacular architecture
 - C. Natural design
 - D. Context sensitive design

- Strategies to help combat climate change by planners involve the following:

- I. GHC reduction
- II. Increasing VMT
- III. Adaptive reuse
- IV. Water conservation

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

Source: Question 21 of APA Illustrative Questions

- NEPA identifies which of the following questions that must be addressed in an EIS.
 1. The purpose of the EIS
 2. Environmental consequences of the proposed action.
 3. Alternatives to the proposed action.
 4. The relationship between local short-term uses of man's environment & the maintenance/enhancement of long-term productivity.
 - I. 1,2
 - II. 1,2,3
 - III. 1,2,4
 - IV. All of the above

Source: Question 28 of APA Illustrative Questions

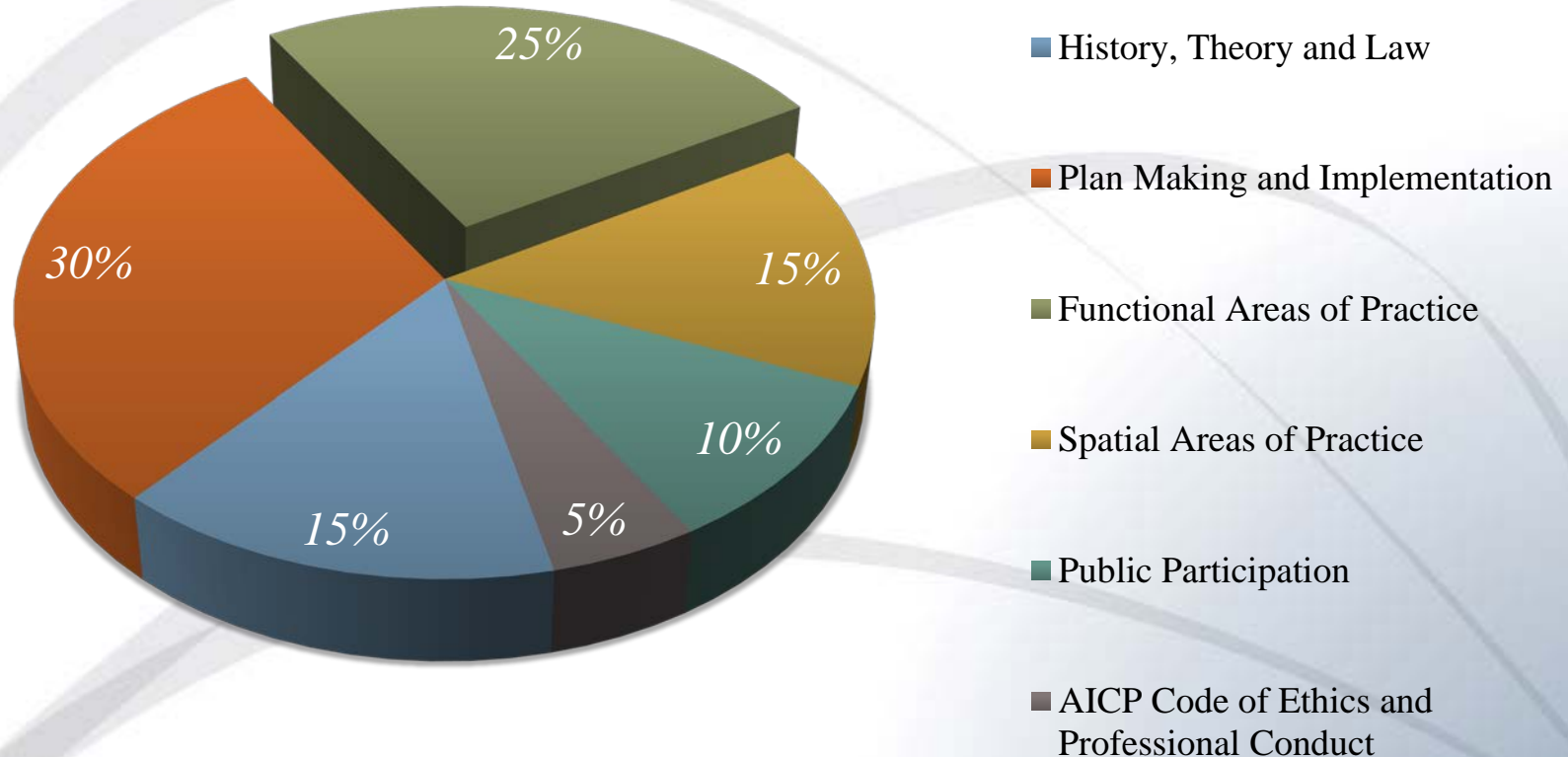
- You are the lead planner for the local district of the Army Corps of Engineers assigned to set up NEPA required EIS public participation for a major Section 404 dredge and fill permit.

(Continued...)

- Under NEPA, public involvement for an EIS is required:
 - A. During all processes following the issuance of the Record of Decision
 - B. At the draft EIS stage and prior to the final EIS
 - C. According to the Army Corp's procedures
 - D. At the scoping meeting, at the draft EIS stage and prior to the final EIS

Source: Question 45 of APA Illustrative Questions

Emerging Trends and Issues



Emerging Trends and Issues

- Impact of Emerging Trends and Changes

- Social

- Demographic

- Fastest Growing/Shrinking parts of the US
 - Rust Belt
 - Aging Society

- Technological

- Ease of Access to Information
 - New Tools for Planners
 - Social Media
 - Telecommuting

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
 - 2012 Los Angeles
 - 2013 Chicago
 - 2014 Atlanta
 - 2015 Seattle

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

- **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
- **558** Planning for a New Energy and Climate Future

PAS Reports 2010-Present

- **576** Planning for Post-Disaster Recovery: Next Generation.
- **575** Planning for Solar Energy
- **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
- **568** Cities in Transition: A Guide for Practicing Planners
- **567** Sustaining Places: The Role of the Comprehensive Plan

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PAS Reports 2010-Present

- **580** Street Graphics and the Law
- **579** Planning Aging-Supportive Communities
- **578** Sustaining Places: Best Practices for Comprehensive Plans
- **577** Sustainable Urban Industrial Development

Current Topics

- ARRA
- MAP-21
- Sustainability & Sustainable Development
- Green Buildings & Development (LEED & LEED ND)
- Alternative Energy
- Smart Growth
- Obesity
- Concurrency
- Form Based Codes/SmartCode
- Neo-traditional/TND
- 2010 Census
- Walkability
- Zoning for micro-breweries
- Zoning for marijuana

Current Topics

- Big Box Stores
- Emergency Preparedness
- Downtown Revitalization
- Teardowns
- Aging Industrial Areas, Corridors & Brownfields
- Right Sizing
- TOD
- Transit
- Traffic Circles & Roundabouts
- Housing Trends
- Density
- Aging Infrastructure
- Complete Streets
- Houston
- Disruptive Technology

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 separated use zoning.



A TYPICAL RURAL-URBAN TRANSECT, WITH TRANSECT ZONES

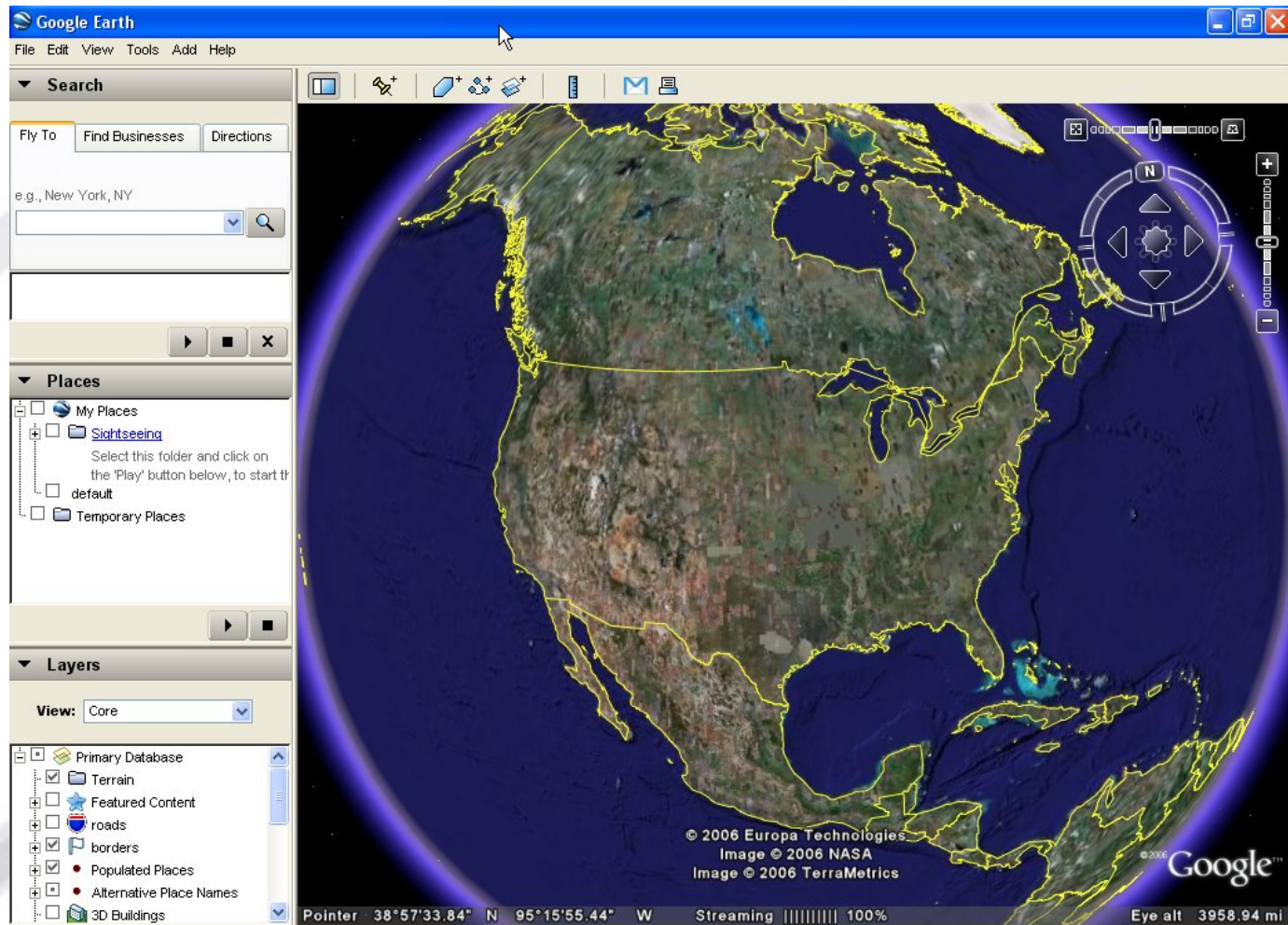
Principles of Smart Growth

- 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

U.S. 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.

Ease of Access to Information



Ease of Access to Information

The screenshot shows the American FactFinder homepage. The browser window has a title bar with 'Firefox' and a tab titled 'American FactFinder'. The address bar shows 'factfinder2.census.gov/faces/nav/jsf/pages/index.xhtml'. The page features the 'U.S. Department of Commerce' and 'AMERICAN FactFinder' logos. A navigation bar includes links for 'MAIN', 'COMMUNITY FACTS', 'GUIDED SEARCH', 'ADVANCED SEARCH', and 'DOWNLOAD OPTIONS'. The 'English' and 'Español' language options are also visible. The main content area is titled 'Community Facts' and includes a search box for 'Find popular facts (population, income, etc.) and frequently requested data about your community.' Below this, there are links for 'Guided Search', 'Advanced Search', and 'Download Options'. A section titled 'News and Notes' mentions 'The Demographic Profile for American Samoa is available...'. At the bottom, there are sections for 'Using American FactFinder' and 'What We Provide'.

U.S. Department of Commerce
AMERICAN FactFinder

Feedback FAQs Glossary Help

MAIN COMMUNITY FACTS GUIDED SEARCH ADVANCED SEARCH DOWNLOAD OPTIONS English Español

Community Facts

Find popular facts (population, income, etc.) and frequently requested data about your community.

Enter a state, county, city, town, or zip code:
e.g., Atlanta, GA

Guided Search

Advanced Search

Download Options

American FactFinder provides access to data about the United States, Puerto Rico and the Island Areas. The data in American FactFinder come from several censuses and surveys. For more information see [Using FactFinder](#) and [What We Provide](#).

Using American FactFinder

Learn about American FactFinder's functions and features.

What We Provide

The following data are available on American FactFinder:

- American Community Survey [more](#) | [get data](#)
- American Housing Survey [more](#) | [get data](#)
- Annual Economic Surveys [more](#)
- Decennial Census [more](#) | [get data](#)
- Economic Census [more](#) | [get data](#)
- Equal Employment Opportunity (EEO) Tabulation [more](#) | [get data](#)
- Population Estimates Program [more](#) | [get data](#)
- Puerto Rico Community Survey [more](#) | [get data](#)

News and Notes

Jan 29, 2013
The Demographic Profile for American Samoa is available...

[view all news, release schedules, and more](#)

Address Search

Find Census data by entering a [street address](#).

Reference Maps

Reference Maps show selected geographic boundaries for an area along with orienting features, such as roads.

United States

Load Query

Use [Load Query](#) to restore a previously saved query.

The screenshot shows the American FactFinder search results page. The browser window has a title bar with 'Firefox' and a tab titled 'American FactFinder - Search'. The address bar shows 'factfinder2.census.gov/faces/nav/jsf/pages/searchresults.xhtml?refresh=t#'. The page features the 'U.S. Department of Commerce' and 'AMERICAN FactFinder' logos. A navigation bar includes links for 'MAIN', 'COMMUNITY FACTS', 'GUIDED SEARCH', 'ADVANCED SEARCH', and 'DOWNLOAD OPTIONS'. The 'English' and 'Español' language options are also visible. The main content area is titled 'Search - Use the options on the left (topics, geographies, ...) to narrow your search results'. It includes a search box for 'Search using...' and a 'Refine your search results' section. Below this, there is a table of search results with columns for 'ID', 'Table, File or Document Title', and 'Dataset'. The table lists various census data tables and their corresponding datasets.

U.S. Department of Commerce
AMERICAN FactFinder

Feedback FAQs Glossary Help

MAIN COMMUNITY FACTS GUIDED SEARCH ADVANCED SEARCH DOWNLOAD OPTIONS English Español

Search - Use the options on the left (topics, geographies, ...) to narrow your search results

Search using...
United States
United States

clear all selections and start a new search

Refine your search results:

Selected:

ID	Table, File or Document Title	Dataset	About
PEPANRES	Annual Estimates of the Resident Population: April 1, 2010 to July 1, 2012	2012 Population Estimates	?
PEPMONTHN	Monthly Population Estimates for the United States: April 1, 2010 to December 1, 2013	2012 Population Estimates	?
PEPTCOMP	Estimates of the Components of Resident Population Change: April 1, 2010 to July 1, 2012	2012 Population Estimates	?
DP02	SELECTED SOCIAL CHARACTERISTICS IN THE UNITED STATES	2011 ACS 1-year estimates	?
DP02	SELECTED SOCIAL CHARACTERISTICS IN THE UNITED STATES	2011 ACS 3-year estimates	?
DP02	SELECTED SOCIAL CHARACTERISTICS IN THE UNITED STATES	2011 ACS 5-year estimates	?
DP02PR	SELECTED SOCIAL CHARACTERISTICS IN PUERTO RICO	2011 ACS 1-year estimates	?
DP02PR	SELECTED SOCIAL CHARACTERISTICS IN PUERTO RICO	2011 ACS 3-year estimates	?
DP02PR	SELECTED SOCIAL CHARACTERISTICS IN PUERTO RICO	2011 ACS 5-year estimates	?
DP03	SELECTED ECONOMIC CHARACTERISTICS	2011 ACS 1-year estimates	?
DP03	SELECTED ECONOMIC CHARACTERISTICS	2011 ACS 3-year estimates	?
DP03	SELECTED ECONOMIC CHARACTERISTICS	2011 ACS 5-year estimates	?
DP04	SELECTED HOUSING CHARACTERISTICS	2011 ACS 1-year estimates	?
DP04	SELECTED HOUSING CHARACTERISTICS	2011 ACS 3-year estimates	?
DP04	SELECTED HOUSING CHARACTERISTICS	2011 ACS 5-year estimates	?
DP05	ACS DEMOGRAPHIC AND HOUSING ESTIMATES	2011 ACS 1-year estimates	?
DP05	ACS DEMOGRAPHIC AND HOUSING ESTIMATES	2011 ACS 3-year estimates	?
DP05	ACS DEMOGRAPHIC AND HOUSING ESTIMATES	2011 ACS 5-year estimates	?
CP02	SELECTED SOCIAL CHARACTERISTICS IN THE UNITED STATES	2011 ACS 1-year estimates	?
CP02PR	SELECTED SOCIAL CHARACTERISTICS IN PUERTO RICO	2011 ACS 1-year estimates	?

factfinder2.census.gov/faces/nav/jsf/pages/searchresults.xhtml?refresh=t#

Neo-Traditional/TND



Sustainability



LEED ND

- Leadership in Energy and Environmental Design (LEED) for Neighborhood Development
 - The LEED ND 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

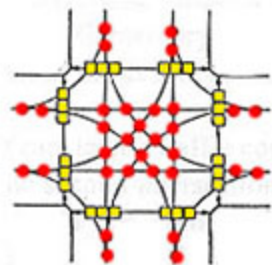


- Mixed Use to Maximize Access to Public Transport
- Encourages Transit Ridership
- High-Density Development
- Typically Located Within One-Quarter to One-Half Mile From Transit Stop
- Excellent Pedestrian Facilities
- Discourage Sprawl

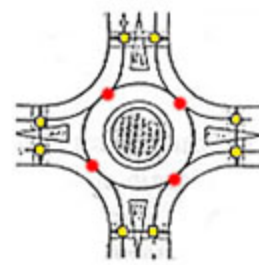
Teardowns



Traffic Circles & Roundabouts

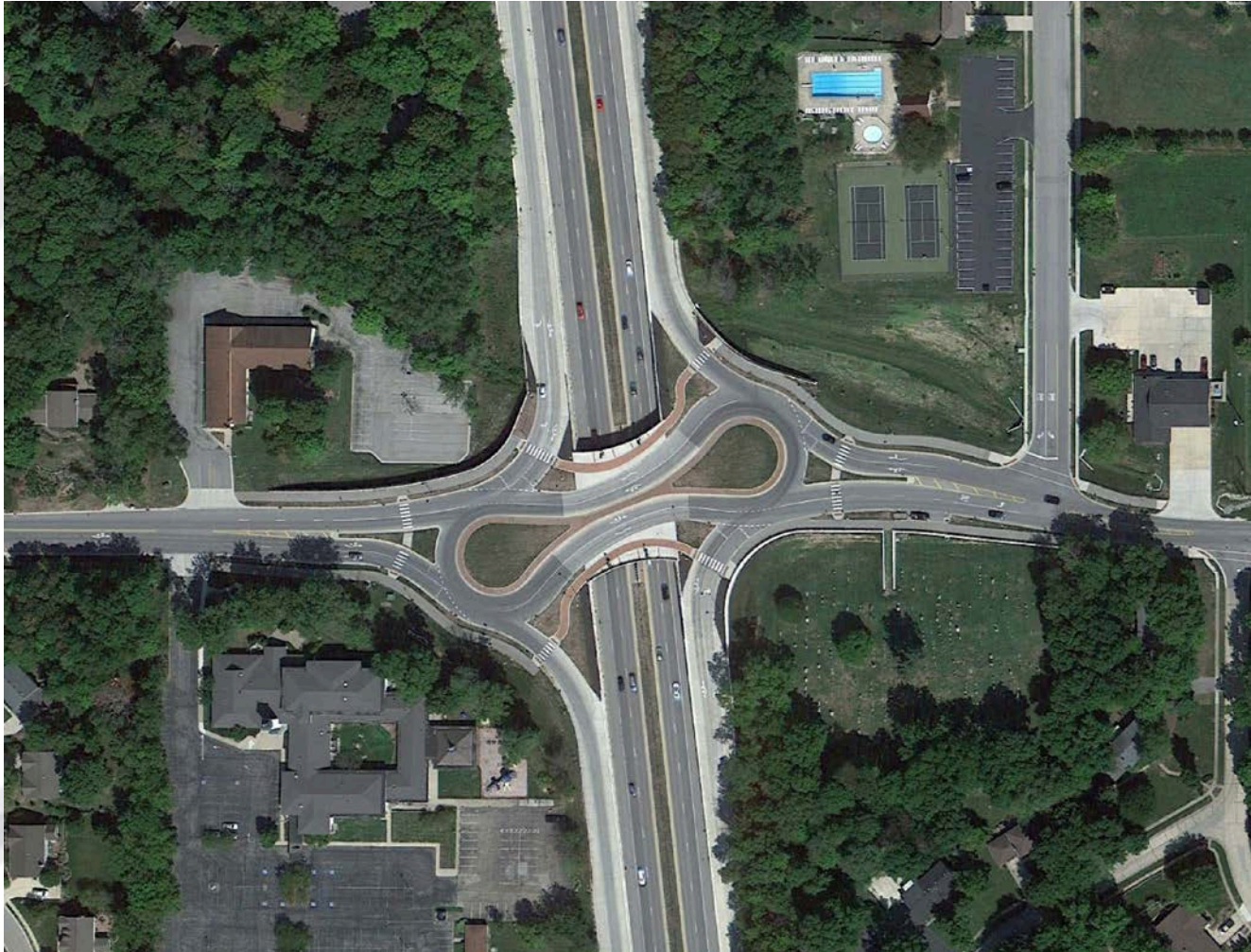


● 32 Vehicle to vehicle conflicts
■ 24 Vehicle to pedestrian conflicts



● 8 Vehicle to vehicle conflicts
■ 8 Vehicle to pedestrian conflicts

Traffic Circles & Roundabouts



Traffic Circles & Roundabouts



Giovanni Parra

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

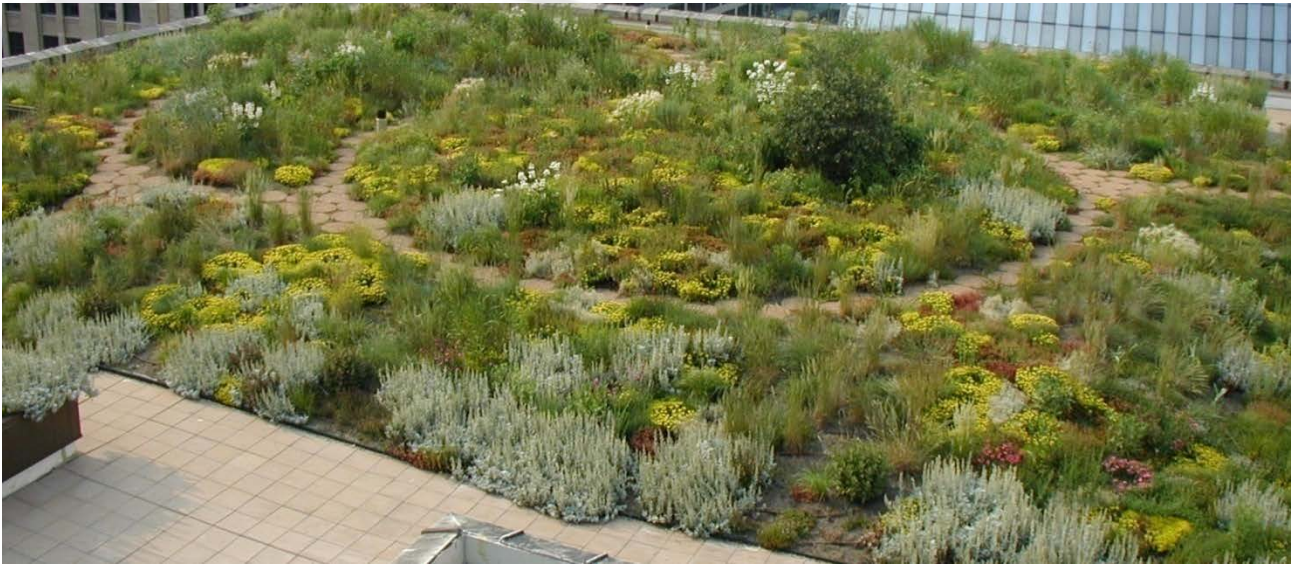
What Community is this?



Seaside, Florida



What is this?



What is this?



- A community with an aging population is reconsidering its land use and housing policies to promote aging in place. Such considerations may include:
 - I. Promoting granny flats
 - II. Relaxing development standards for nursing homes
 - III. Improving transit
 - IV. Providing loans for accessibility improvements at homes
 - A. I and IV only
 - B. I, II, and III
 - C. I, III, IV
 - D. All of the above

Source: Question 6 of APA Illustrative Questions

- The location of cell phone towers is determined by which of the following?
 - A. The Federal Communications Commission
 - B. State Utilities commissions
 - C. Local government jurisdictions
 - D. Metropolitan planning organizations

Source: Question 12 of APA Illustrative Questions

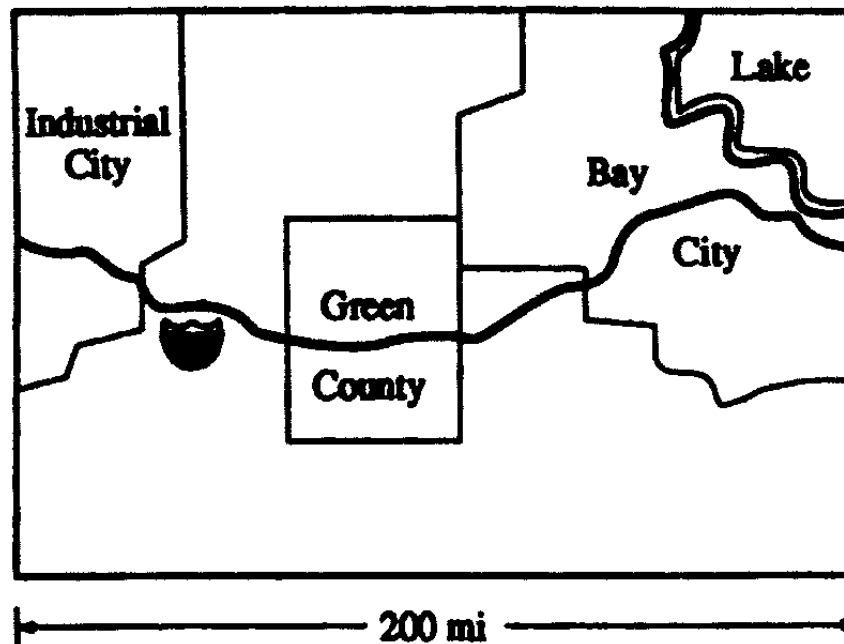
- The County Manager asks you to implement a new Smart Growth program. Your program would include considerations of the following:
 - I. Efficient use of land and infrastructure
 - II. Well defined community edges, such as agricultural greenbelts, wildlife corridors or greenways
 - III. Vital small towns and rural areas
 - IV. Creation of a sense of place
 - A. I, II
 - B. I, II, III
 - C. III, IV
 - D. I, II, III, IV

- Typical public health topics in the Comp Plan include:

- A. Aging
- B. Active transportation
- C. Planned Parenthood
- D. Environmental health
 - I. A and B
 - II. B and D
 - III. A, B, and D
 - IV. All of the above

Source: Question 3 of APA Illustrative Questions

- Green County contains some of the best farmland in the state. (*Continued...*)



Source: APA

- Which of the following steps should the Green County planner recommend to protect this valuable farmland from industrial or commercial development?
 - A. Zone all of Green County as farmland and invite farmers to be members of the zoning board of appeals.
 - B. Propose a moratorium on sewer connections for Green County
 - C. Identify priority farmland areas in Green County and modify the zoning ordinances appropriately.
 - D. Promote construction of another limited access highway between industrial City and Bay City to lower development pressures.

Source: Question 16 of APA Illustrative Questions

- A SmartCode Transect:
 - I. Typically contains seven zones.
 - II. Is a way of locating and understanding a variety of different types of human settlement within a comprehensive web of natural and human habitats.
 - III. Has a historical linkage to Gedde's Valley Section.
 - IV. Has its origins in Howards' Garden Cities concept.
 - A. I, II
 - B. I, IV
 - C. II, III
 - D. All of the above

- Which of the following factors contributes to global unstainabiliy?

- I. Pollution controls
- II. Resource inequities
- III. Renewable resources
- IV. Population growth

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

Source: Question 24 of APA Illustrative Questions

- The Connectivity Index is generally calculated as:
 - A. Street miles/square mile
 - B. # Streets/Square Mile
 - C. Collectors/Arterials
 - D. Links/Nodes

Source: Question 25 of APA Illustrative Questions

- New Urbanism principles include all of the following, except:
 - A. Neighborhood unit cul-de-sacs
 - B. Compact, walkable neighborhoods
 - C. Preservation and renewal of historic buildings
 - D. A range of parks, from tot lots to ballfields

Source: Question 26 of APA Illustrative Questions

- Power Towns are likely to include:
 - A. Big box retail and a discount store.
 - B. Anchor department stores with a lifestyle center.
 - C. Less square footage than a Power Center, but with more specialty retail.
 - D. Extensive office and hotel square footage.

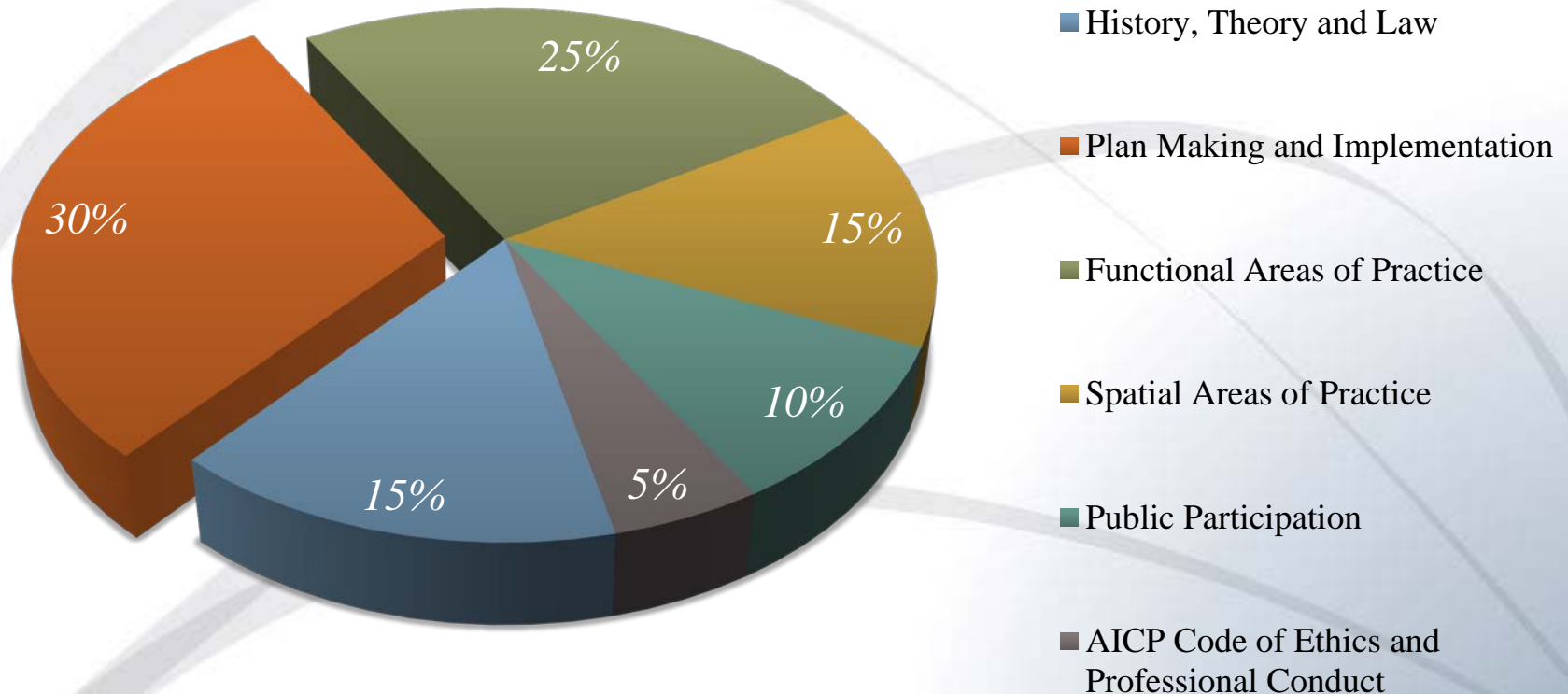
Source: Question 29 of APA Illustrative Questions

- Your coastal county has suddenly been experiencing explosive growth, coupled with the current inability of your local government to fund needed infrastructure to support that new growth. However, because of the ongoing gentrification and rising house prices, your community has also been experiencing significant difficulties with the availability of housing for senior citizens, students, and public workers (i.e. teachers, fire fighters, police, etc.). The Planning Director has been directed to find a solution to these issues, and she assigns you to bring back recommendations on how to resolve these issues within the next two weeks.

(Continued...)

- Among your recommendations would be analyses of the following tools:
 - I. Requiring new development to be totally responsible for all needed infrastructure
 - II. Allowing accessory housing
 - III. Constructing public housing
 - IV. Passing new development impact and linkage fees
 - A. I, IV
 - B. II, IV
 - C. I, III, IV
 - D. I, II, III, IV

Quantitative Methods



Plan Making & Implementation

- A. Visioning and goal setting
- B. Quantitative and qualitative research methods
- C. Collecting, organizing, analyzing, and reporting data and information
- D. Demographics and economics
- E. Natural and built environment
- F. Land use and development regulations
- G. Application of legal principles
- H. Environmental analysis
- I. Growth management techniques
- J. Budgets and financing options
- K. GIS and spatial analysis
- L. Policy analysis and decision making
- M. Development plan and project review
- N. Program evaluation
- O. Communications techniques
- P. Intergovernmental relationships
- Q. Stakeholder relationships
- R. Project and program management

Our First Calculations

- 170 questions on the AICP Exam (20 pretest)
- 30% will cover Plan Making & Implementation
 $170 \times 0.3 \text{ (30\%)} = 51 \text{ Questions (6 pretest)}$
- There are 18 “sub-categories” in Plan Making and Implementation (A through R)
- Quantitative and Qualitative Research is only 1 topic
 $1 \div 18 \times 100 = 5.6\%$

Our First Calculations

- Mathematically speaking, Quantitative and Qualitative Research is then only 5.6% of 51 questions

$$51 \times 0.056 (5.6\%) = 2.85 \text{ Questions (0.33 pretest)}$$

- There could be more, there could be less
- There is no guarantee that there will be an equal distribution of questions among the 18 sub-categories

Why So Much Attention?

- **Exam Overview & Spatial Analysis of Planning Practice**
Fri, Feb 10, 2012 9:00AM -11:00AM EST
- **Functional Areas of Planning Practice**
Fri, Feb 17, 2012 9:00 AM - 11:00 AM EST
- **Public Participation and Social Justice**
Fri, Feb 24, 2012 9:00 AM - 11:00 AM EST
- **Plan Making and Implementation**
Fri, Mar 2, 2012 9:00 AM - 11:00 AM EST
- **Research and Quantitative Methods**
Fri, Mar 9, 2012 9:00 AM - 11:00 AM EST
- **Planning Law**
Fri, Mar 16, 2012 9:00 AM - 11:00 AM EDT
- **AICP Code of Ethics**
Fri, Mar 23, 2012 9:00 AM - 11:00 AM EDT
- **Planning History and Theory**
Fri, Mar 30, 2012 9:00 AM - 11:00 AM EDT

Why So Much Attention?

- **Chapter President's Council Study Guide**

- 236 Pages of study materials
 - Part I – Introduction: pages 1 through 52 (22%)
 - Part II – The Legal Framework: Pp. 53-111 (25%)
 - Part III – The Physical Elements: Pp. 112-157 (19%)
 - **Part IV – Quantitative Methods: Pp. 158-217 (25%)**
 - Part V – Miscellaneous: Pp. 218-222 (2%)
 - Appendix A – AICP Code of Ethics: Pp. 223-236 (6%)

Overview of the Concepts

- **Types of data**

- **Discrete** – Set of finite data values (e.g. count or score), integers only
- **Continuous** – Values in a continuous range (e.g. temperature or height)
- **Nominal** – Values represent labels/names (e.g. 1=Good, 2=Bad)

Overview of the Concepts

- **Types of Scales**

- **Ordinal** – Number indicates position in a list, ranking
- **Interval** – Measurement between values is proportional through the range (e.g. time, ruler)
- **Ratio** – Ratio between intervals is independent of the unit of measurement or zero point(e.g. Floor Area Ratio)

Overview of the Concepts

- **Key Terms**

- **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

Mean, Median, Mode

	3, 4, 6, 8, 3, 6, 11, 17, 5, 23, 6, 18, 21, 3, 17, 20, 20, 4, 16	\$21,000 \$17,600 \$37,400 \$18,320 \$31,600 \$20,010
Mean		
Median		
Mode		
Range		

Mean, Median, Mode

	3, 4, 6, 8, 3, 6, 11, 17, 5, 23, 6, 18, 21, 3, 17, 20, 20, 4, 16	\$21,000 \$17,600 \$37,400 \$18,320 \$31,600 \$20,010
Mean	11.10526	\$24,321.67
Median	8	$(\$20,010 + \$21,000) / 2 = \$20,505$
Mode	3, 6	All Values
Range	$23 - 3 = 20$	$\$37,400 - \$17,600 = \$19,800$

Overview of the Concepts

- **Types of Statistics**

- **Descriptive** – Describe observed data, organize and summarize
- **Inferential** – Infer conclusions from the sample about the broader population



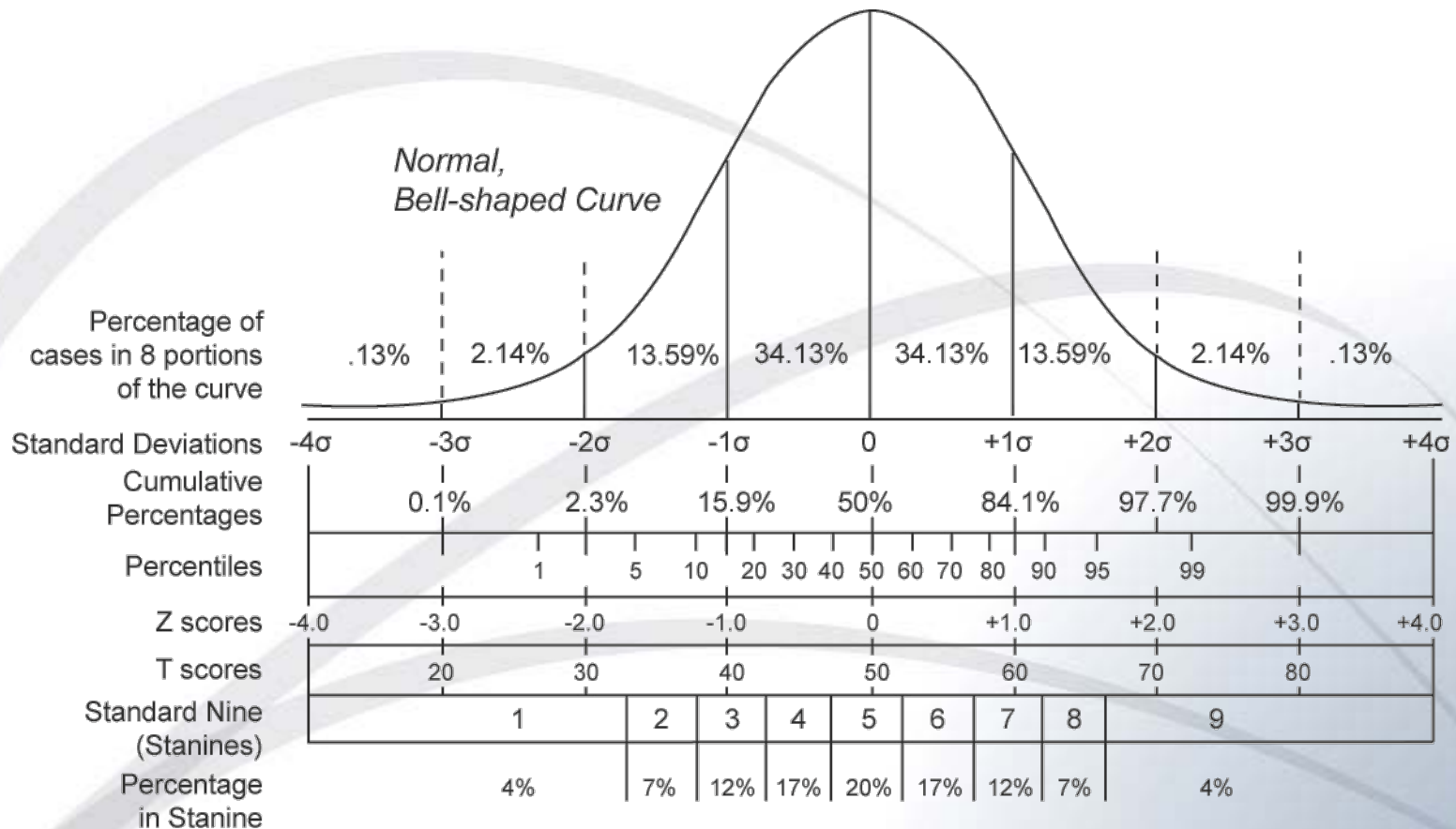
Key Terms

- **Variance** - a measure of how far a set of numbers is spread out
- **Standard Deviation** – the measurement of variability or dispersion around a mean (square root of variance)
“how a typical number differs from the rest”
 - A *low standard deviation* indicates that the data points tend to be very close to the mean
 - a *high standard deviation* indicates that the data points are spread out over a large range of values
- **Z-score**-the number of standard deviations used to reject or accept a null hypothesis

Key Terms

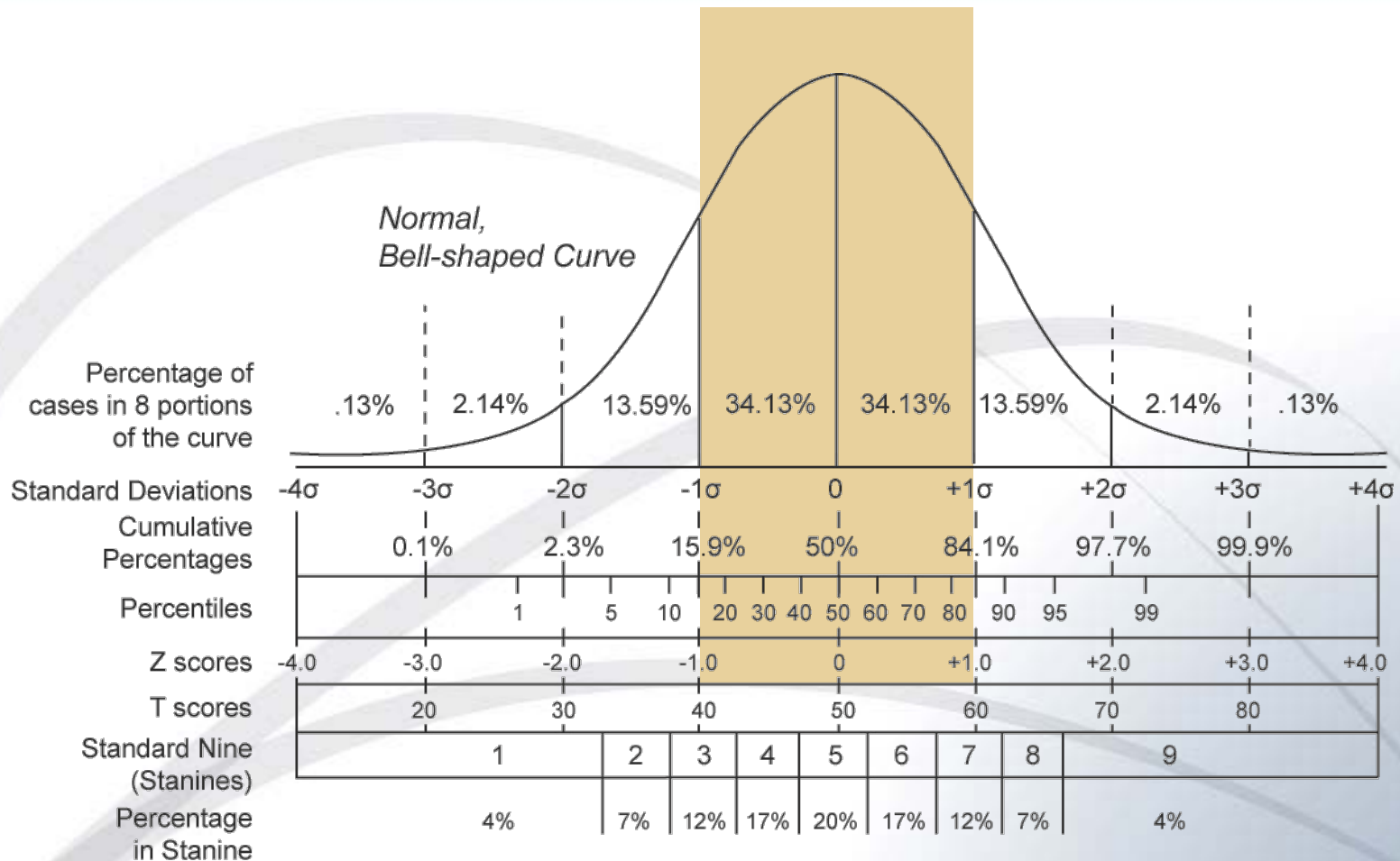
- **Population** – a collection that contains anything
- **Sample** – a subset of that population
- **Random Sample** – a randomly selected sample, where each member of the population had an equal chance of being selected – CRITICAL TO VALIDITY
- **Stratified Random Sample** – variation of random sample, but the population is divided into mutually exclusive groups (strata)

Normal Distribution (Bell Curve)



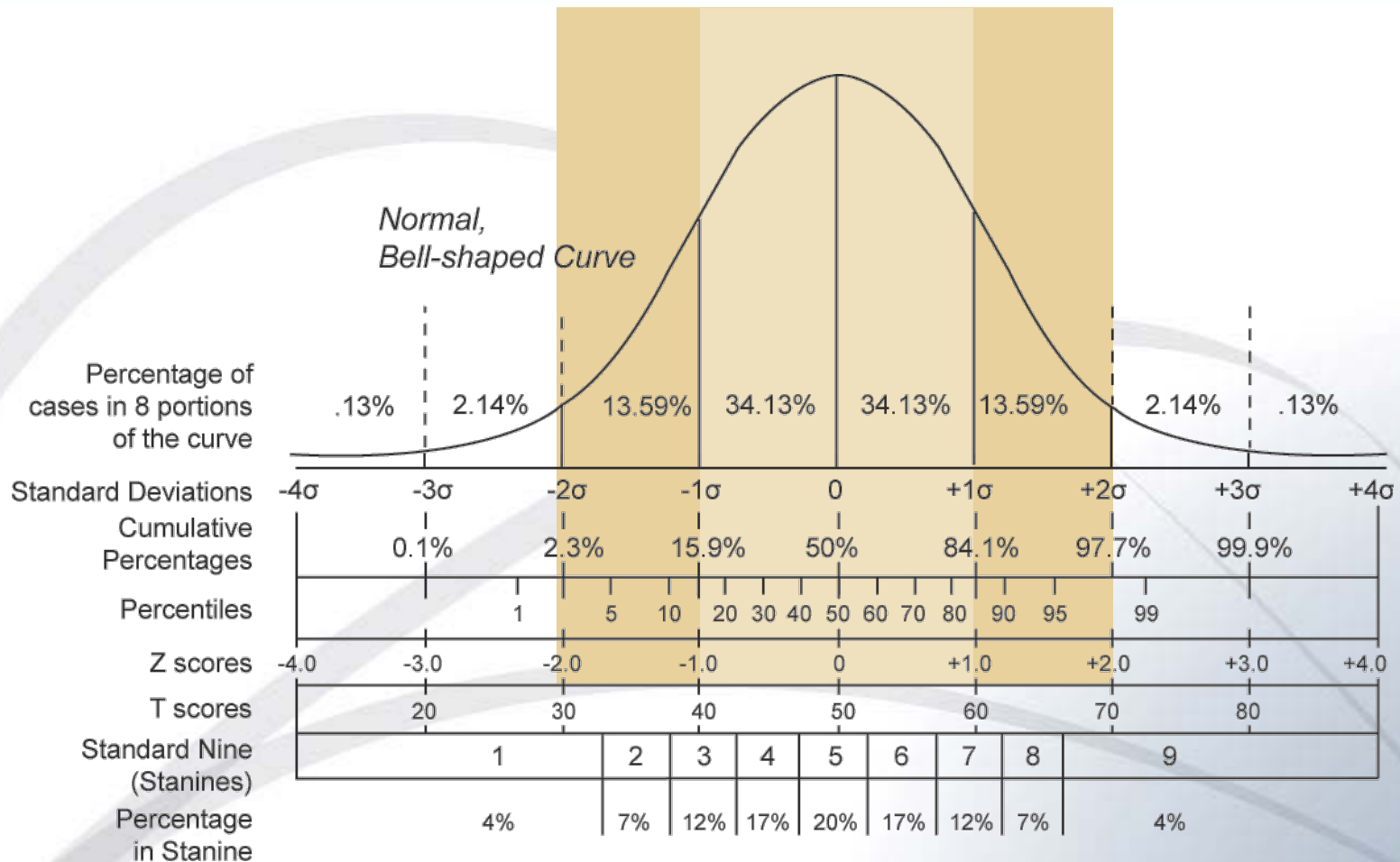
Source: Wikipedia

1 Standard Deviation



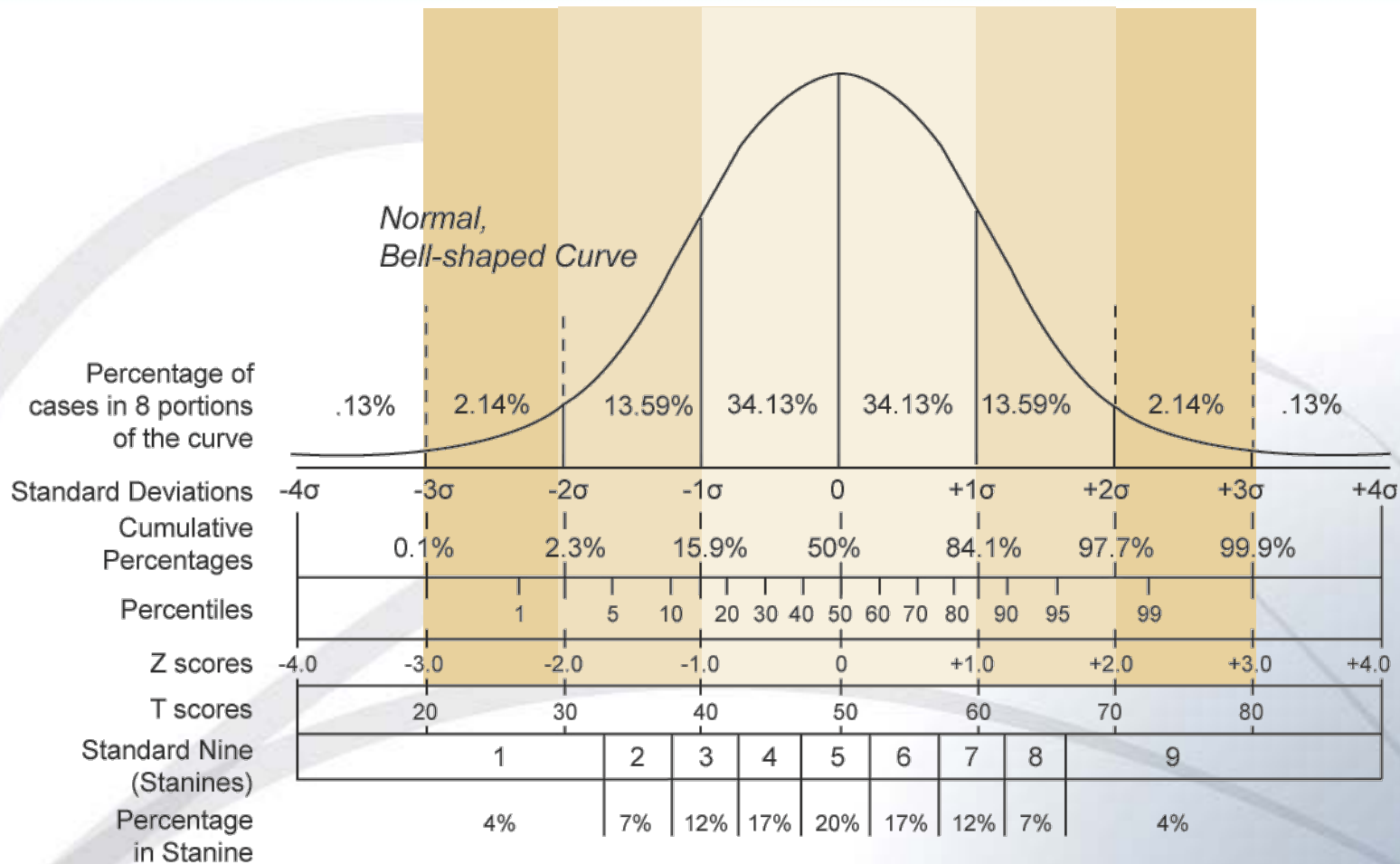
Source: Wikipedia

2 Standard Deviations



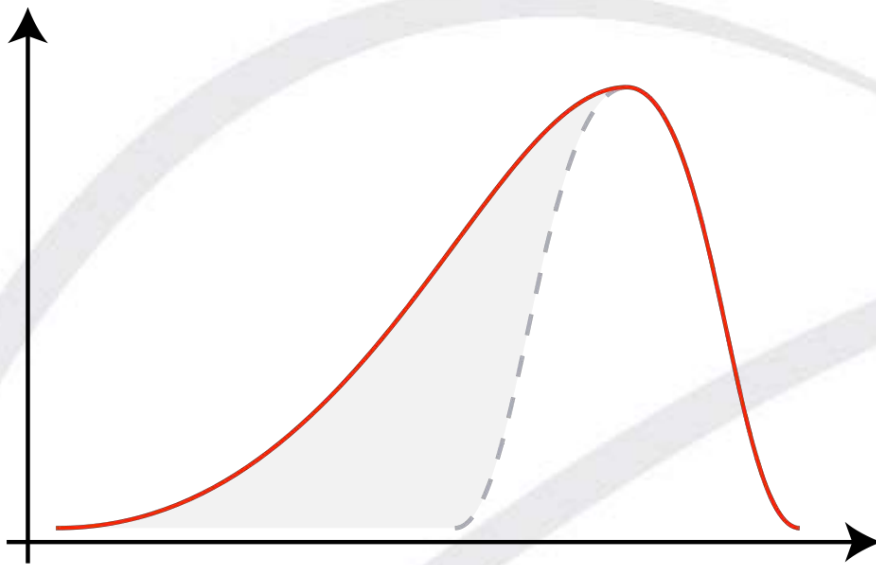
Source: Wikipedia

3 Standard Deviations

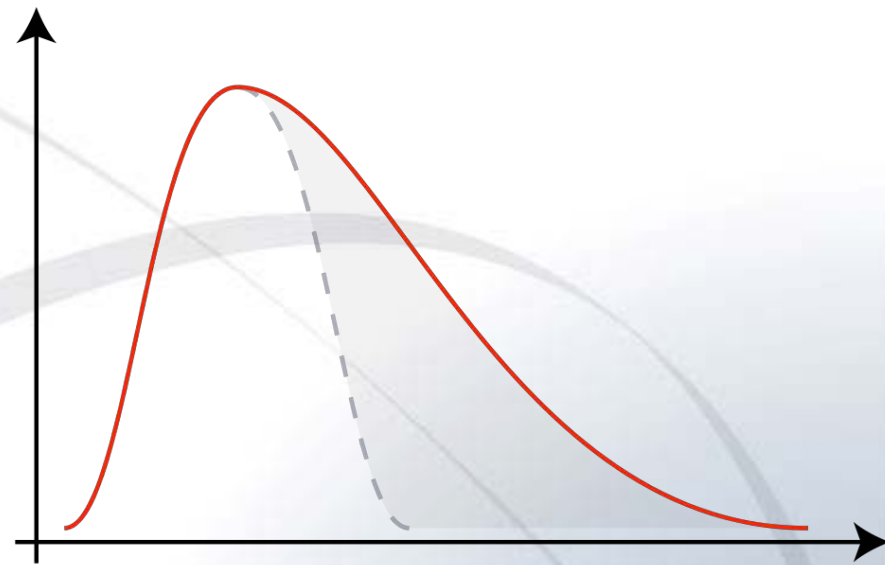


Source: Wikipedia

Skewed Data



Negative Skew



Positive Skew

Testing a Hypothesis

- Null Hypothesis (H_0)
 - the hypothesis of no difference
 - what is actually tested to be rejected
- Alternative Hypothesis (H_A)
 - a research hypothesis
 - taken if the Null Hypothesis is rejected

Population Estimates & Projections

- **Reasons for Population Estimation**
 - Estimating both current and future populations is important for long range planning and future governmental funding.
- **Important for planning to assist:**
 - Governmental Agencies
 - Decision Makers (ie City Council)
 - School districts, Park Districts, Library Districts, etc...
 - Senior services and facilities
 - Determining and receiving Federal and State funding

Key Terms

- **Estimates** - are calculated for current population levels
- **Forecasts** - are subjective and include projections
- **Projections** - are calculated for future population levels
- **Migration** - is the movement of people in and out of a study area
- **Natural Increase** - is the crude birth rate minus the crude death rate of a population

Population Estimates & Projections

- **Estimating**
 - Migration and Natural Increase
 - Ratio/Step Down
 - Symptomatic Methods

Population Estimates & Projections

- **Projecting**
 - Cohort Survival
 - Net Migration and Natural Increase
 - Employment Driven
 - Step Down
 - Mathematic & Graphics
 - Holding Capacity

Demographics and Economics

POPULATION CHANGE

POPULATION DENSITY

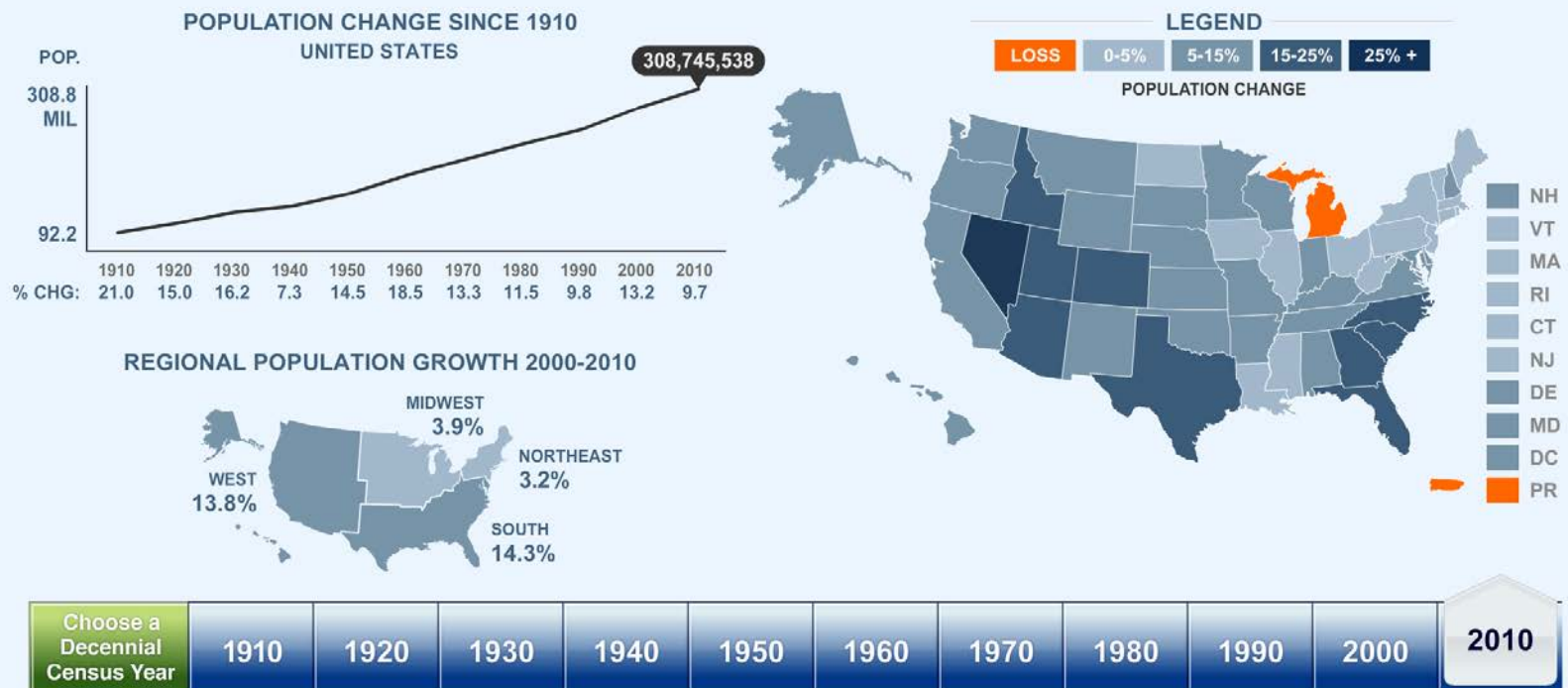
APPORTIONMENT

United States[™]
Census
Bureau

FULL SCREEN

Population Change

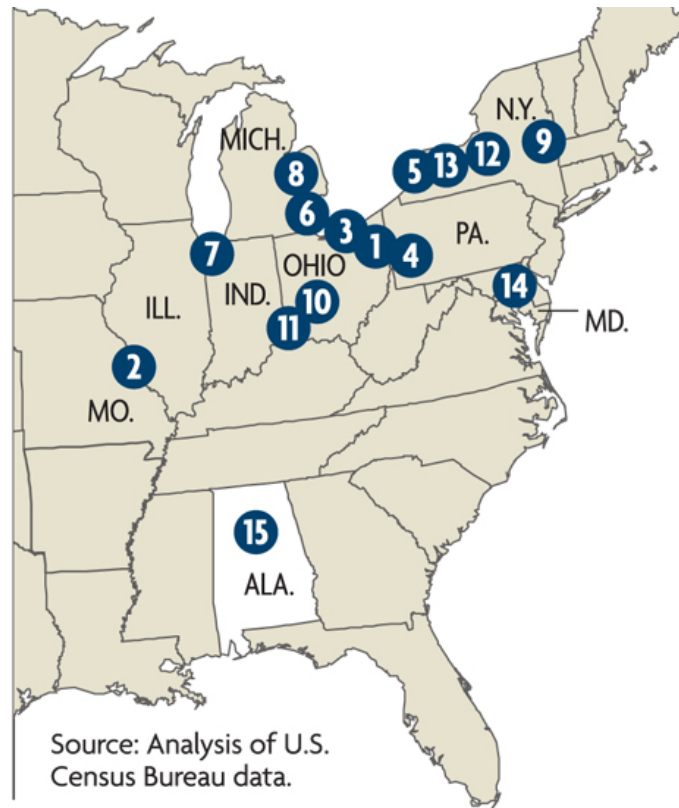
Population change is the rate of change in population between decennial census years. While every census region grew considerably during the twentieth century, the South and West experienced the largest increases in population.



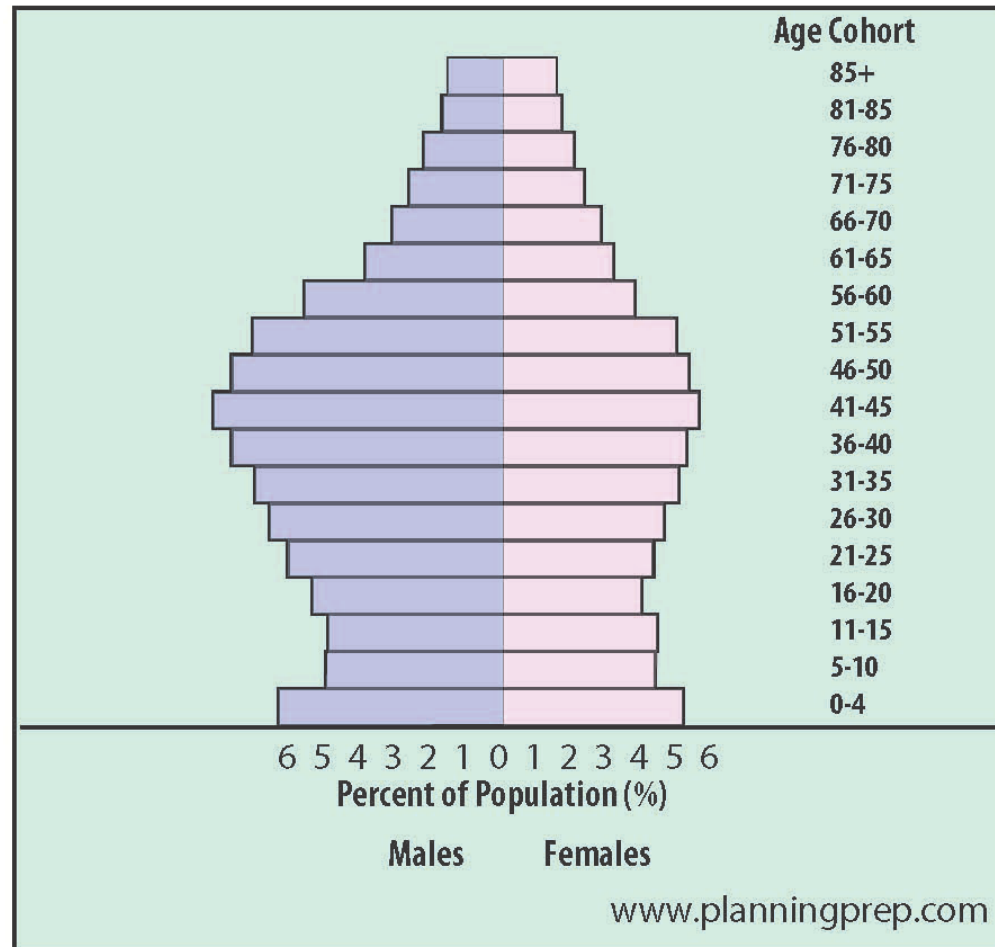
See footnotes below

Rustbelt & Declining Populations

1	Youngstown, Ohio	▼ 60%
2	St. Louis	▼ 54%
3	Cleveland	▼ 48%
4	Pittsburgh	▼ 48%
5	Buffalo, N.Y.	▼ 47%
6	Detroit	▼ 47%
7	Gary, Ind.	▼ 46%
8	Flint, Mich.	▼ 40%
9	Albany, N.Y.	▼ 40%
10	Dayton, Ohio	▼ 39%
11	Cincinnati	▼ 39%
12	Syracuse, N.Y.	▼ 34%
13	Rochester, N.Y.	▼ 34%
14	Baltimore	▼ 32%
15	Birmingham	▼ 32%



Plan Making



Step-Down Method

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.

Symptomatic

At the time of the last census, population of Centerville was 24,000. Since then, they have issued 312 permits for construction of single family homes, 10 permits for commercial businesses, and 2 permits for construction of multi-family developments which will each have 62 dwelling units, and 40 dwelling units respectively. The average size of a single family household in Centerville is 3.2 people per household. The average size of a multi-family dwelling unit is 2.4. The average commercial business employs 1 person for every 250 square feet. Using the symptomatic approach, estimate the current population of Centerville.

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

Local Component

- 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.

Location Quotient

- **Economic Base Analysis**

- Economic base analyses divides regional industries into:
 - Basic (export) and
 - Non-basic (local) sectors
- Assumes that the basic sector drives the economy.
- Can be used for determining the impact of a change in the economy and for predicting future growth.

Location Quotient

Industry	Local Employment	National Employment
X	3%	6%
Y	10%	7%
Z	11%	3%

5. Listed above are two types of employment percentages for industries X, Y, and Z in a metropolitan area. The local employment for each industry is listed as a percent of total local employment, and the national employment in each industry is listed as a percent of total national employment. Under the location quotient method, an economic planner can assign which of these industries to the export sector of the metropolitan area?

- A. X only
- B. Y only
- C. Z only
- D. Y and Z only

Location Quotient

- The Location Quotient Technique is the most commonly utilized economic base analysis method.
- It compares the local economy to a reference economy, in the process attempting to identify specializations in the local economy.
- Location Quotient is based on a calculated ratio between the local economy and the economy of some reference unit, such as a City to County, County to Region, or Region to Country
- This ratio is called an industry "location quotient"

Location Quotient

$$\text{Location Quotient} = \frac{\text{Regional Employment in an Industry}}{\text{Total Regional Employment}} \div \frac{\text{National Employment in an Industry}}{\text{Total National Employment}}$$

$$\text{Location Quotient} = \frac{\text{Percentage of Industry Employment/Total Employment (Region)}}{\text{Percentage of Industry Employment/Total Employment (Nation)}}$$

Location Quotient

- Interpreting the Location Quotient is easy, there are only 3 outcomes (Less than 1, Equal to 1, Greater than 1)
- $LQ < 1.0$ suggests that local employment is less than was expected for a given industry. Therefore, that industry is **not meeting local demand**
- A $LQ = 1.0$ suggests that the local employment is exactly **sufficient to meet the local demand**
- A $LQ > 1.0$ suggests local employment is greater than expected and it is therefore assumed **extra jobs and they must export their goods and services**

Location Quotient

Industry	Local Employment	National Employment	Location Quotient
X	3%	6%	0.5
Y	10%	7%	1.43
Z	11%	3%	3.67

5. Listed above are two types of employment percentages for industries X, Y, and Z in a metropolitan area. The local employment for each industry is listed as a percent of total local employment, and the national employment in each industry is listed as a percent of total national employment. Under the location quotient method, an economic planner can assign which of these industries to the export sector of the metropolitan area?

- A. X only
- B. Y only
- C. Z only
- D. Y and Z only

Try Replacing Variables with Names

Industry	Local Employment	National Employment	Location Quotient
Medical	3%	6%	0.5
Auto	10%	7%	1.43
Mining	11%	3%	3.67

5. Listed above are two types of employment percentages for industries X, Y, and Z in a metropolitan area. The local employment for each industry is listed as a percent of total local employment, and the national employment in each industry is listed as a percent of total national employment. Under the location quotient method, an economic planner can assign which of these industries to the export sector of the metropolitan area?

- A. X only
- B. Y only
- C. Z only
- D. Y and Z only

Practice

The next two questions refer to the following information. The desirability and feasibility of a proposed shopping center are to be evaluated. The primary concerns are that conditions of the city zoning ordinance be met and that the project be a profitable venture. The developer owns a 30-acre parcel and proposes to construct a 250,000-square-foot leasable area with 1,300 on-site parking spaces. The shopping center will serve a trade area that contains 20,000 households. The average household disposable income is \$12,000. The shopping center will have a 50:50 split of square footage between convenience and shoppers' goods.

Practice

9. Which of the following would be appropriate in a shopping center of this size?

- A. A major grocery and a drug store as prime tenants
- B. Either a department or discount store as the anchor tenant
- C. Three department stores of approximately the same size
- D. A series of smaller stores rather than an anchor tenant

Practice

10. If an average of 400 square feet is needed to accommodate each parking space and associated driveways, what would be the approximate acreage of the blacktop area of the site?

- A. Less than 10 acres
- B. Between 10 and 15 acres
- C. Between 15 and 20 acres
- D. More than 20 acres

Solution

What we know

- 400 sf/parking space
- 1,300 on-site parking spaces
- 43,560 sf/acre

$$(400 \times 1,300) \div 43,560 = 11.94 \text{ acres}$$

Practice

10. If an average of 400 square feet is needed to accommodate each parking space and associated driveways, what would be the approximate acreage of the blacktop area of the site?

- A. Less than 10 acres
- B. Between 10 and 15 acres
- C. Between 15 and 20 acres
- D. More than 20 acres

Practice

- The following equation illustrates the demographic concept of:
 - (Population under 18 + Population 65 and above)
 - Population 18-64
- A. Dissimilarity Index
- B. Cohort Survival
- C. Dependency rate
- D. Mortality rate

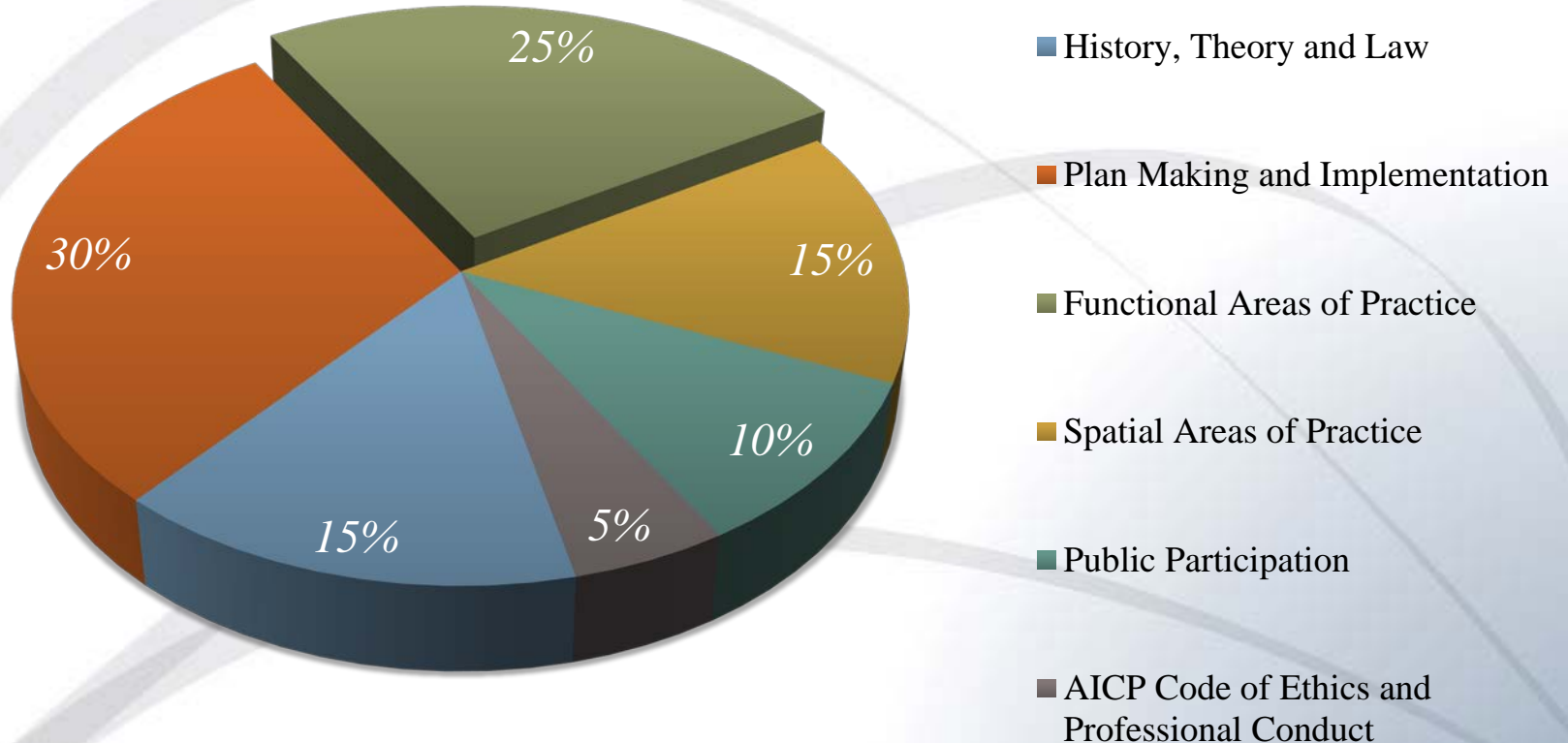
Source: Question 4 of APA Illustrative Questions

Practice

- The mayor asks the Planning Director to make decisions that promote job growth. A metric that you plan to use to forecast the resulting economic growth in your community for planning decisions is a:
 - A. Location Quotient
 - B. Benefit-Cost analysis
 - C. Multiplier
 - D. Cost Effectiveness analysis

Source: Question 33 of APA Illustrative Questions

Functional Areas of Practice



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**

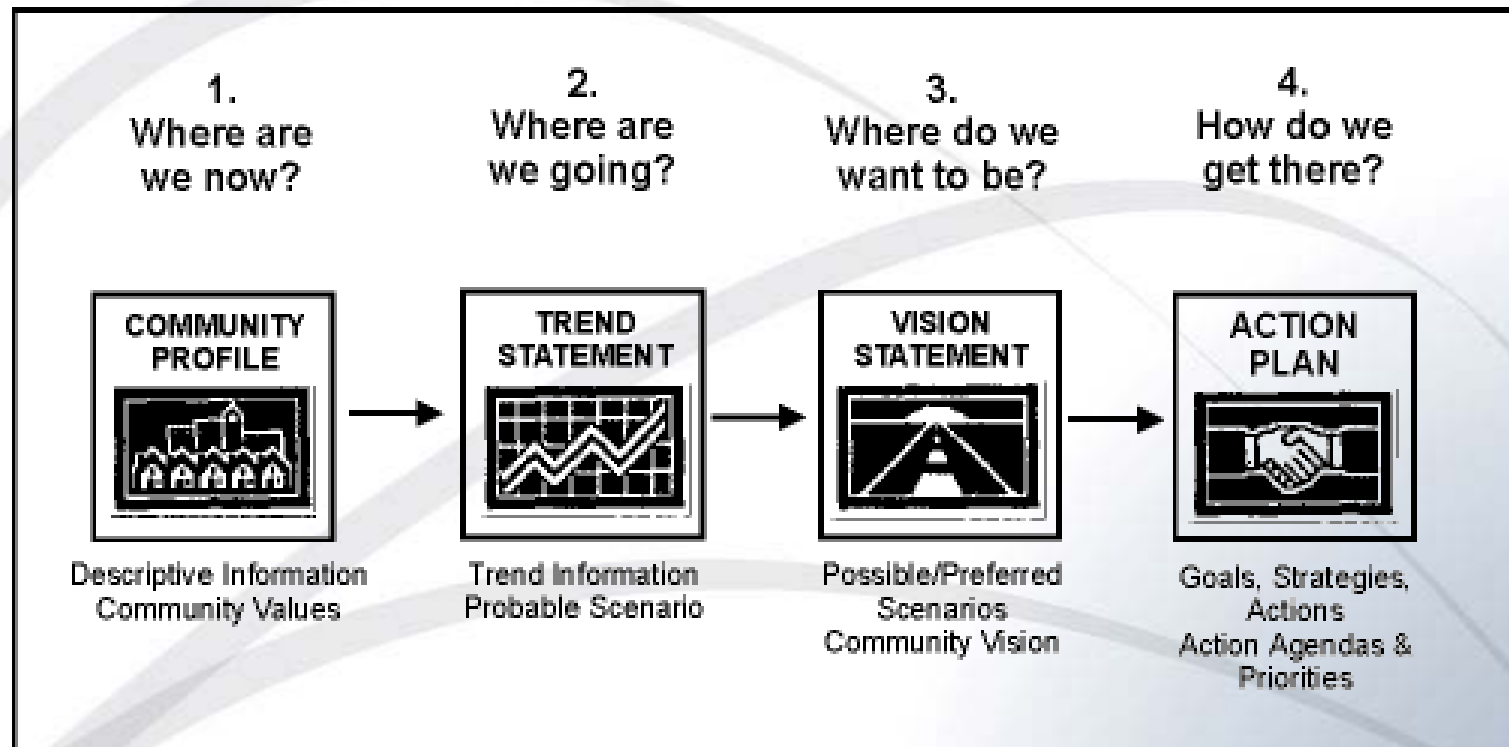
- 1960's/1970's Federal Legislation (Clean Water Act)
- APA Policy Guides: Water, Habitat Management

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

Plan Making

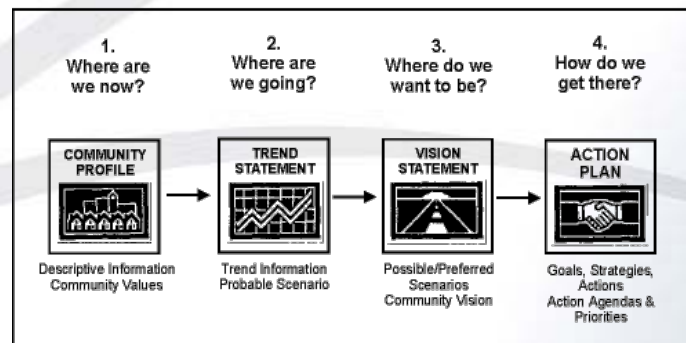
- What is this Model called?



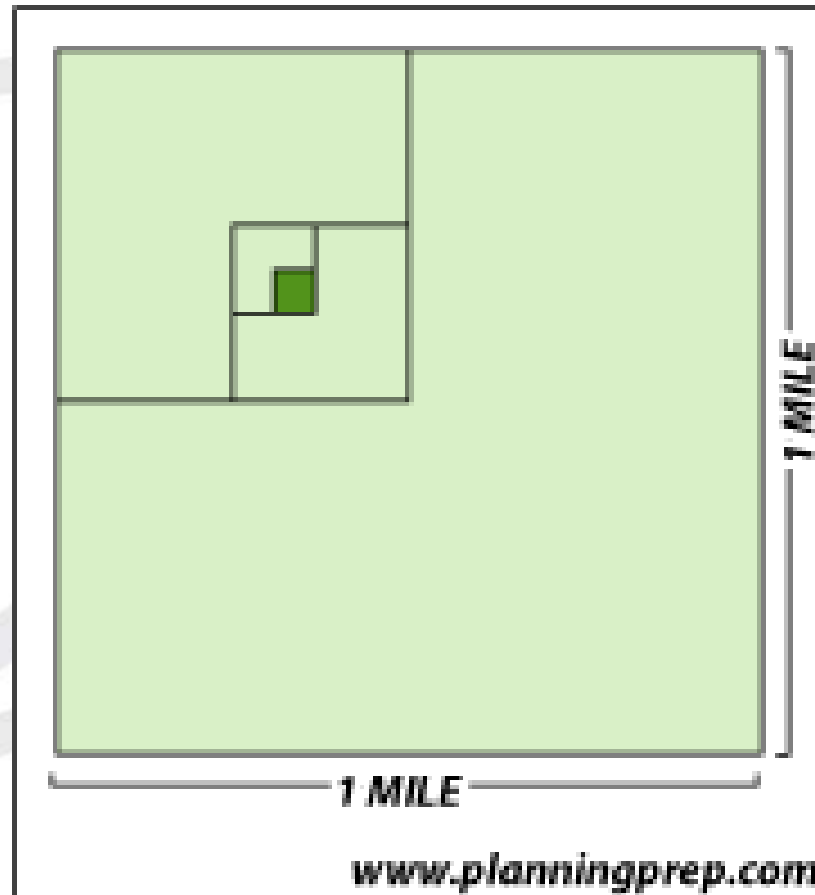
Plan Making

- **The Oregon Model**

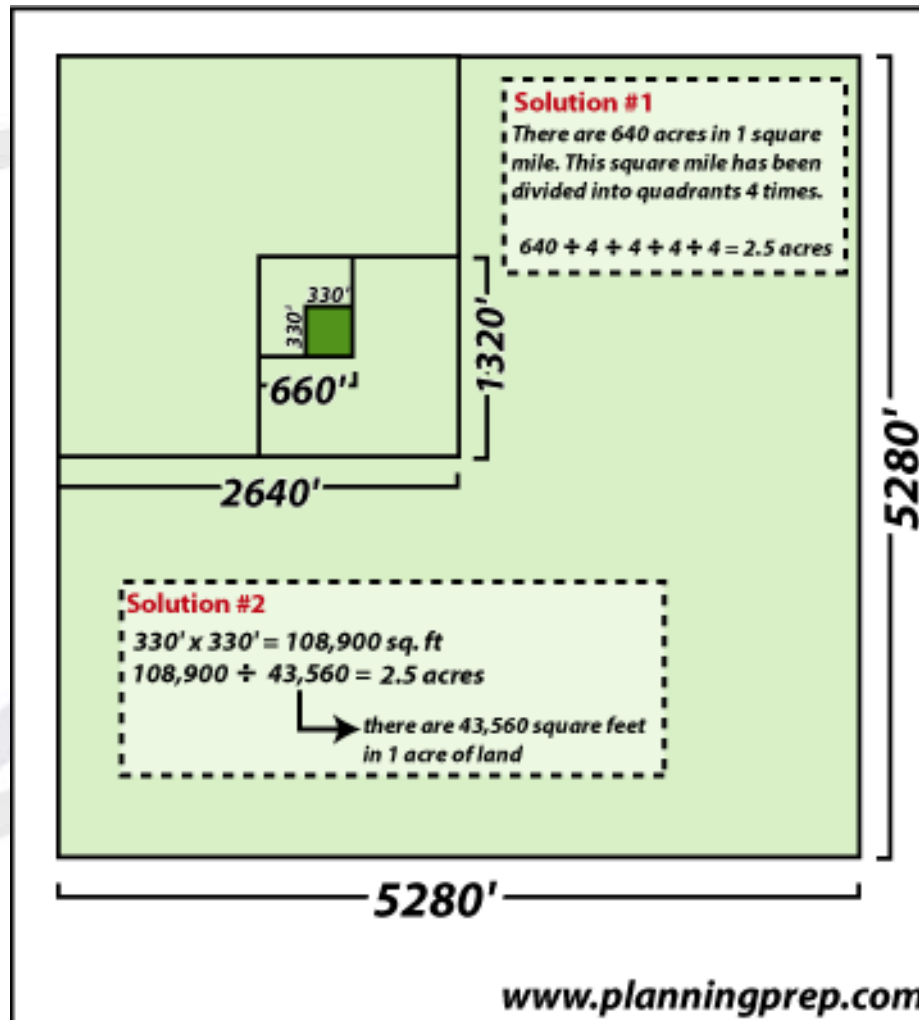
- The Oregon Model is a four-step process driven by four very simple questions.
- Each question establishes the context for one step of the process, guiding a series of specific activities and resulting in a number of discrete outcomes.



Plan Making



Plan Making



Some Info You Should Know

- 5,280 feet in a mile
- 43,560 square feet in an acre
- 640 acres in a square mile
- Average walking speed 3 mph
 - 1 mile – 20 min walk
 - 1/2 mile – 10 min walk
 - 1/4 mile – 5 min walk

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



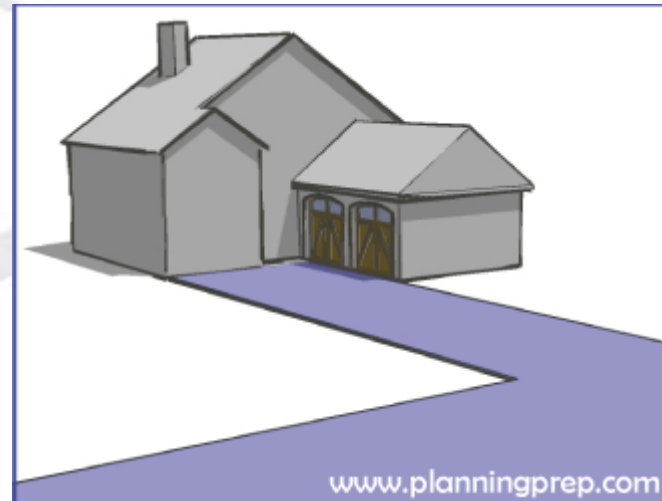
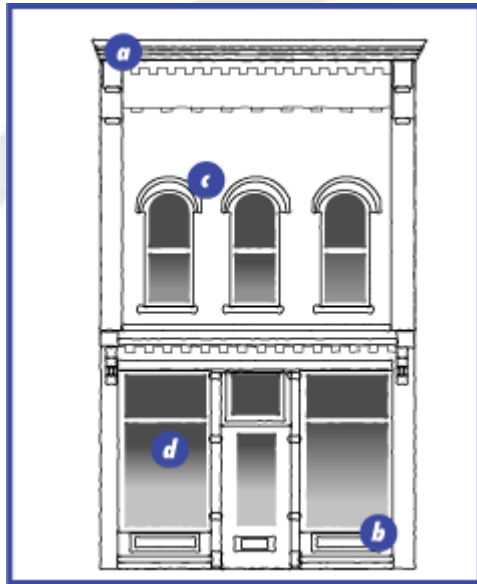
Functional Areas of Practice



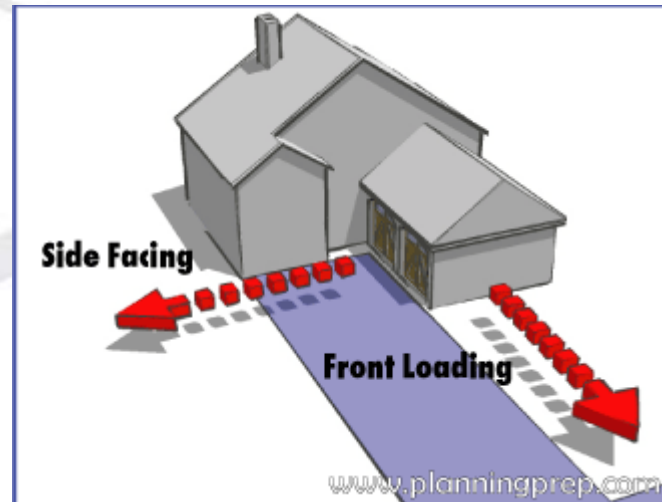
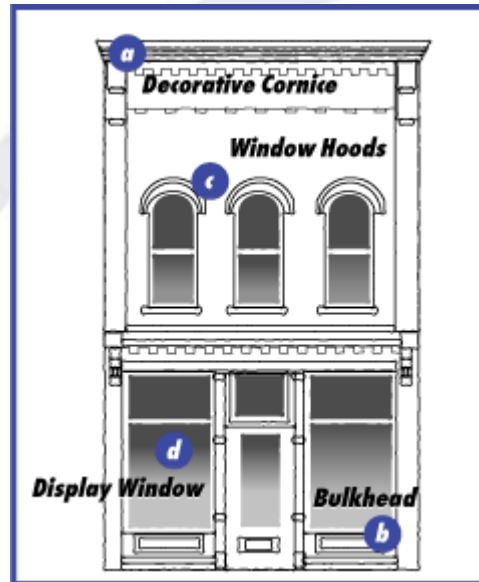
Functional Areas of Practice

- **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



Design Guidelines



- The Oregon Model is framed by these four questions to undertake in the Visioning process, in the following order (*from first to last*):

I. Where Do We Want to Be?

II. Where Are We Going?

III. How Do We Get There?

IV. Where Are We Now?

I. IV, II, III, I

II. I, III, IV, II

III. IV, II, I, III

IV. I, II, III, IV

- A small nonprofit is considering restructuring its organization to enhance internal communications. What type of organizational structure would be most appropriate?
 - a) Hierarchical
 - b) Flat
 - c) Matrix
 - d) Flexible

Source: Question 1 of APA Illustrative Questions

- Johnson County is proposing to develop a major new airport near the Johnsonville city limits. You are in charge of revising the county's comprehensive plan to address airport safety and compatible land uses.
(Continued...)

- The typically incompatible land uses near the end of the airport's new runways would be:

- I. Residential development
- II. Places of worship
- III. Golf courses
- IV. Open, mowed grasslands

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

Source: Question 40 of APA Illustrative Questions

- The Federal Highway Administration's functional classification system for roads and highways include all of the following EXCEPT?
 - a) Interstate
 - b) Arterial
 - c) Collector
 - d) Local

Source: Question 2 of APA Illustrative Questions

- Which of the following best describes Cap parks?
 - a) Parks with specific functional capacity
 - b) Portable parks
 - c) Parks that incorporate solar energy use
 - d) Parks built over segments of expressways

Source: Question 7 of APA Illustrative Questions

- In preparing a physical plan for a site within an urban center, which of the following types of maps would be LEAST useful?
 - a) Topographic map
 - b) Utilities map
 - c) Census map
 - d) Parcel map

Source: Question 11 of APA Illustrative Questions

- The Telecommunications Act of 1996:
 - I. Preempts local regulation of cell tower radio frequency emission effects
 - II. Requires zoning decisions be in writing and supported by substantial evidence
 - III. Preempts the state regulation of cell towers
 - IV. Requires local decisions be based on expert testimony
 - A. I, II
 - B. III, IV
 - C. I, II, IV
 - D. I, II, III, IV

- The rational comprehensive method for decision making requires all of the following except?
 - A. Clarification of values
 - B. Consideration of extensive data
 - C. Anecdotal information
 - D. Consideration of all relevant factors

Source: Question 13 of APA Illustrative Questions

- The Planning Director for Geneva asks you put together a new general plan for the city. Some of the following steps you'd propose to undertake would occur in the following order:
 - I. Preparing plan
 - II. Collecting data and analysis
 - III. Identifying issues and stakeholders
 - IV. Stating Goals, Objectives and Priorities
 - A. II, IV, III, I
 - B. I, II, III, IV
 - C. III, IV, II, I
 - D. III, II, IV, I

Source: Question 22 of APA Illustrative Questions

- The Johnson Air Force base in Levy County is being increasingly impacted by new surrounding development that is quickly conflicting with the military base's primary training mission, and creating potential safety issues. The County, in conjunction with the Air Force Base Commander, decides to immediately begin planning to address base compatibility issues. *(Continued...)*

- They undertake those efforts by utilizing the following tools in the following order (*from first to last*):

- I. AICUZ/JLUS
- II. Amortization
- III. Moratorium
- IV. Military Overlay adoption

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

- Your City's citizens have developed a very strong anti-development sentiment in opposition to much of the Planning Department's proposed comprehensive plan changes that would allow additional development within the community. As the Lead Planner, you have been assigned to develop a strategy for assessing and addressing the concerns of the residents opposing growth. (*Continued...*)

- Nationally, the typical top two reasons Americans oppose development in their communities appear to be:

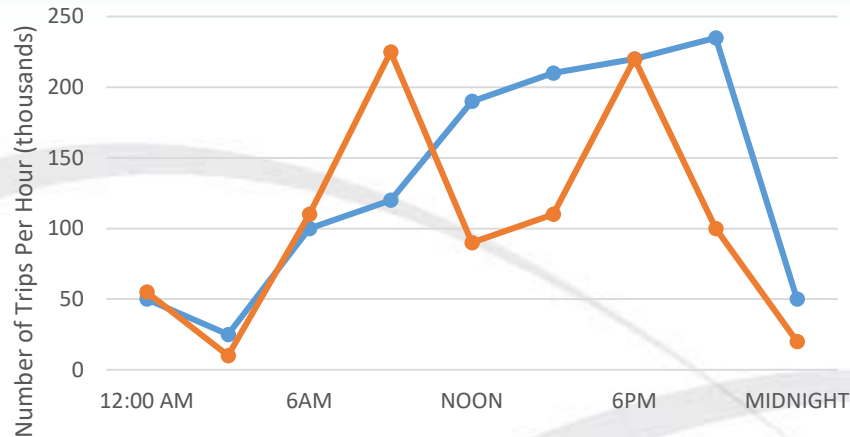
- I. Too Much Traffic
- II. Protecting Home Value
- III. Protecting the Environment
- IV. Protecting Community Character

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

- The Planning Director asks you to devise a plan to increase destination accessibility within the James neighborhood. Your planning effort primarily involves principles of:

- I. Sustainability
 - II. Connectivity
 - III. Complete Streets
 - IV. Comprehensive planning
- A. II, III, IV
 - B. II, III
 - C. I, IV
 - D. I, II, III, IV

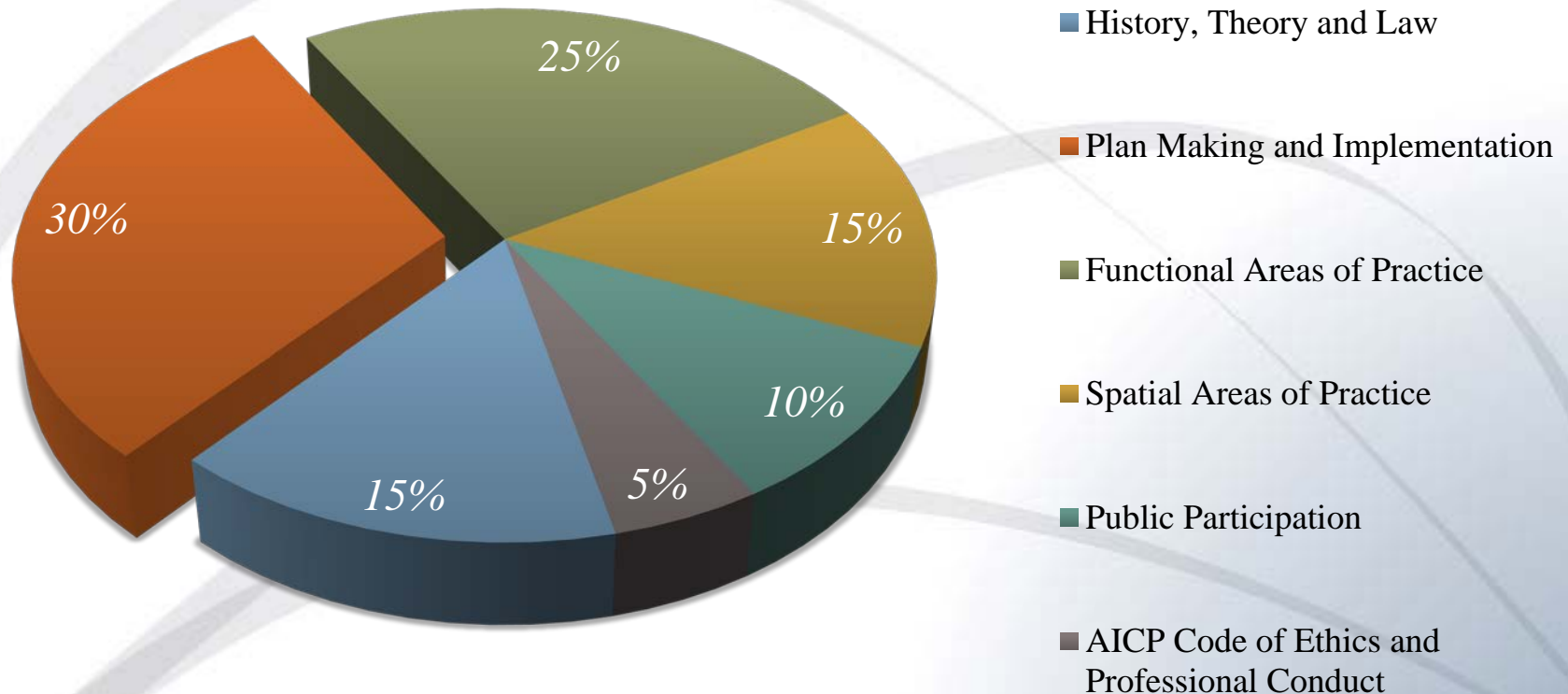
Practice



The two lines on the graph best represent which combinations of travel behavior in a metro area of 2 million?

- A. Transit and private automobile trips
- B. Weekday and weekend trips
- C. Work and non-work trips
- D. Office and Retail Generated Trips

Plan Implementation



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:
 1. An Introduction including a statement of the **Purpose and Need** of the **Proposed Action**.
 2. A description of the **Affected Environment**.
 3. A **Range of Alternatives** to the proposed action. Alternatives are considered the "heart" of the EIS.
 4. 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*)

Budgeting

- **Budgeting**
 - What is a budget?
 - Why is a budget important to planners?
- **Budget Preparation**
 - Revenue
 - Forecasting
 - Sources
 - Estimating Spending Needs

Budgeting

- **Methods of Finance**

- Current Revenue
- Reserve Funds and Bonds
- General Obligation Funds
- Lease Purchase
- Authorities and Special Districts
- Special Assessments
- State and Federal Grants
- TIF

Budgeting Systems

- **Planning, Programming and Budgeting Systems**
- **Management by Objectives**
- **Zero Base Budget**

Finance and Cost Analysis

- **Local Finance**
 - Equity versus efficiency
 - Horizontal versus Vertical Equity
 - Market Value
 - Progressive, proportional and regressive taxation

Finance and Cost Analysis

- **Financial Innovations**
 - Regional Tax Base Sharing
 - TIF
 - Property Tax Abatement
- **Cost Analysis**
 - Goals Achievement Matrix (GAM)
 - Cost Effectiveness Analysis
 - Cost Benefit Analysis
 - Cost Revenue Analysis

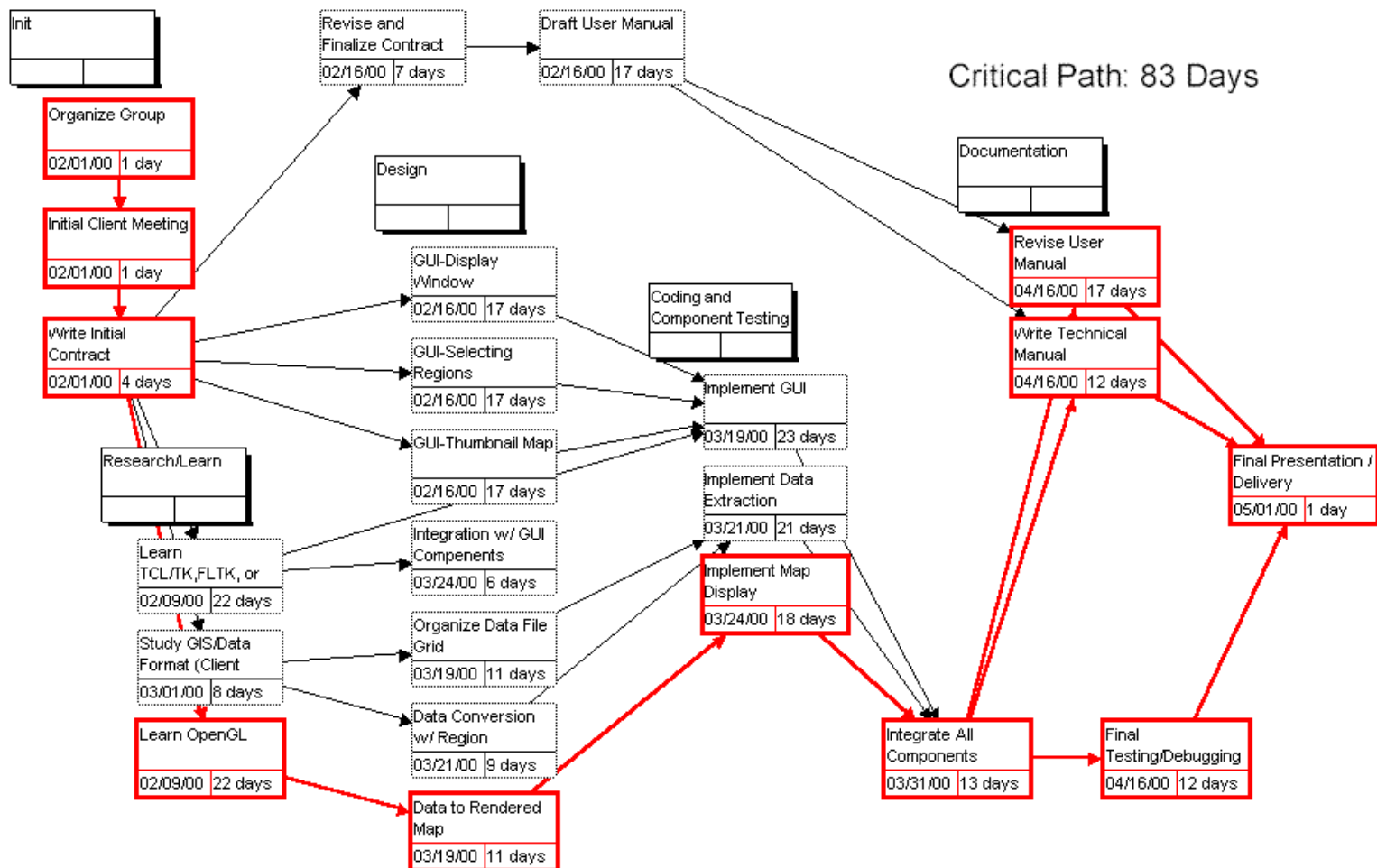
Benefit/Cost Analysis

- Underlying concept is straight forward and rational....
accept a proposal if its benefits exceed its costs
- Balances emotion with realistic and balanced measures
- Can be difficult to measure and implement
- Valuable way of thinking

Key Terms

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

PERT Chart



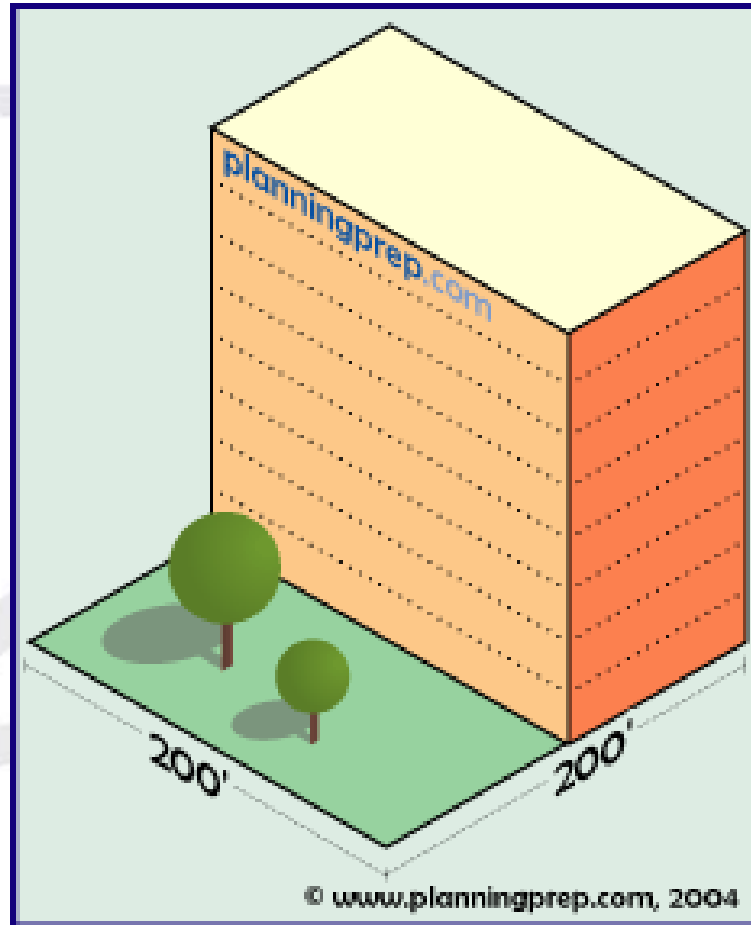
Plan Implementation

- 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

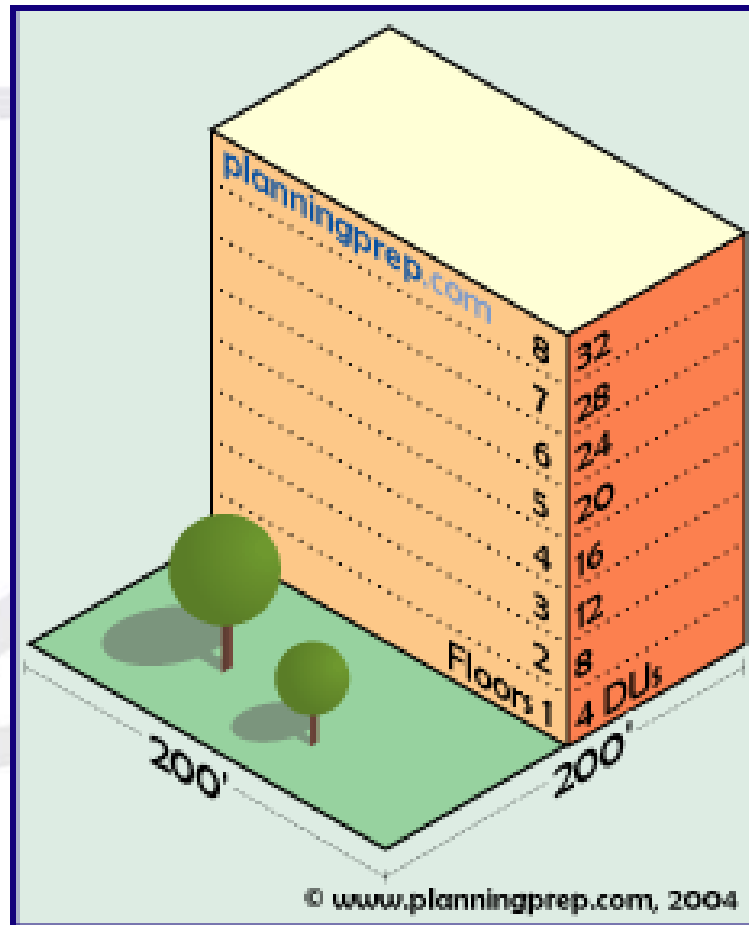
Plan Implementation

- 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

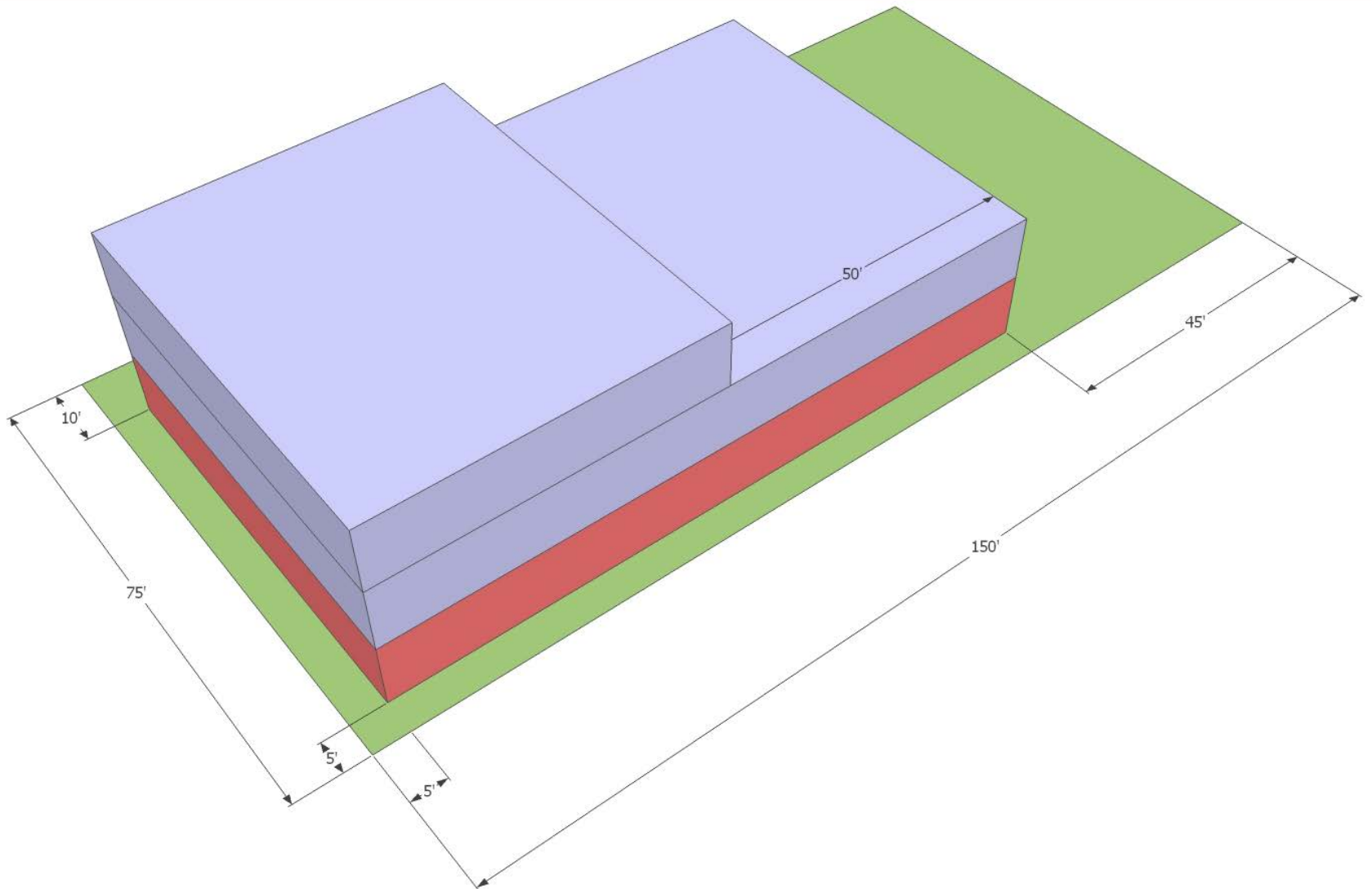
How to Calculate FAR



How to Calculate FAR



How to Calculate FAR



- The planning director of a small city wants to get as much public input as possible on a city-wide study. Which of the following would be the LEAST effective method of stimulating citizen participation?
 - a) Contacting neighborhood leaders, advising them of the study, and asking them to report neighborhood reaction.
 - b) Completing a draft of the study, printing the draft report, and asking for citizen comments on it.
 - c) Preparing a press release that gives the general scope and asking for comments
 - d) Offering to address interested neighborhood or civic groups on the subject of the study.

- The most appropriate method to eliminate an existing adult use is:
 - a) A taking
 - b) A moratorium
 - c) An amortization
 - d) A non-conforming use

Source: Question 27 of APA Illustrative Questions

- The Planning Director of your large, metropolitan city desires to establish regulations to address the burgeoning public street markets and vendors that are increasingly appearing on vacant spaces. The Director wants to ensure that the new regulations improve community image, protect restaurants, avoid sidewalk congestion, and reduce the liability of adjacent businesses.

(Continued...)

- Among the many relevant issues the senior planner in charge of drafting the regulations may decide to address is/are:

- I. Restrictions on vending and market locations
- II. Capping the total city number of allowed vendors
- III. Restrictions/prohibitions on certain foods for sale
- IV. Fees and Taxes

- I. I
- II. I, IV
- III. I, II, IV
- IV. I, II, III, IV

- A 2.5 acre downtown site is approved with a FAR of 6. How many stories could be built on an acre of the site, if 60% of the site will be required for onsite stormwater treatment, parking, sidewalks and landscaping?
 - a) 6 stories
 - b) 10 stories
 - c) 15 stories
 - d) 22 stories

Source: Question 32 of APA Illustrative Questions

- You are a planner responsible for converting the city's current zoning code into a form-based code. Components of the code you are developing contain standards addressing:

- I. Building configuration

- II. Building type

- III. Public spaces

- IV. Land use

- A. I

- B. II

- C. I, II

- D. I, II, III, IV

- Which has the largest FAR?
 - A. A 20-story building on a 4-acre lot
 - B. A 4-story building on a $\frac{1}{4}$ acre lot
 - C. A 12-story building on a 3 acre lot
 - D. A 2-story building on a $\frac{1}{2}$ acre lot

Source: Question 44 of APA Illustrative Questions

- You are responsible for converting the city's current zoning code into a form-based code. Components of the code should address:

- I. Building configuration and features
- II. Building type and frontage
- III. Public spaces
- IV. Land use
 - A. I
 - B. II
 - C. I, II
 - D. I, II, III, IV

- Your fast growing county has just completed a major revision to your general plan, including a new CIP. The new CIP would likely address:

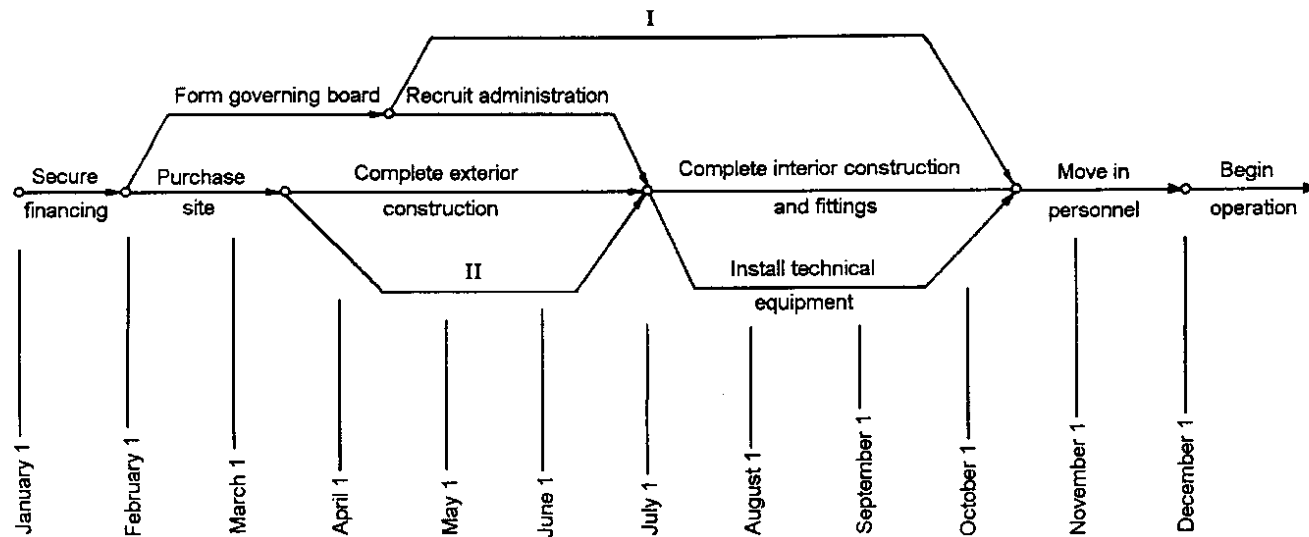
- I. Land purchases, jails, tennis courts
- II. Same timeframes as the budget
- III. Pothole repairs, library books, fire hoses
- IV. Concurrency
 - I. II, III
 - II. I, II, III
 - III. I, IV
 - IV. I, II, III, IV

- Digital signs have become all the rage in your municipality. Your revised existing sign ordinance should to address:

- I. Message control
- II. Amortization
- III. Illumination
- IV. No net increase policies

- I. I, II
- II. III, IV
- III. II, III, IV
- IV. I, II, III, IV

- The next two questions refer to the implementation schedule illustrated in the following chart. *(Continued...)*



- Line II on the chart indicates the best time to?
 - A. Order equipment
 - B. Calculate annual operating costs
 - C. Hire operational staff
 - D. Publicize the project to generate public use

Source: Question 14 of APA Illustrative Questions

- Which of the following types of buildings does the implementation schedule above most probably imply?
 - A. A municipal police station
 - B. A community-based health clinic
 - C. A waste-disposal facility
 - D. A shopping center

Source: Question 15 of APA Illustrative Questions

- Detailed information about a community's debt would be vital for carrying out which of the following tasks?
 - A. Establishing assessed values for property in the coming year.
 - B. Applying to HUD for Section 8 funds.
 - C. Presenting a venture-capital fund to area financial institutions.
 - D. Requesting a change in bond rating.

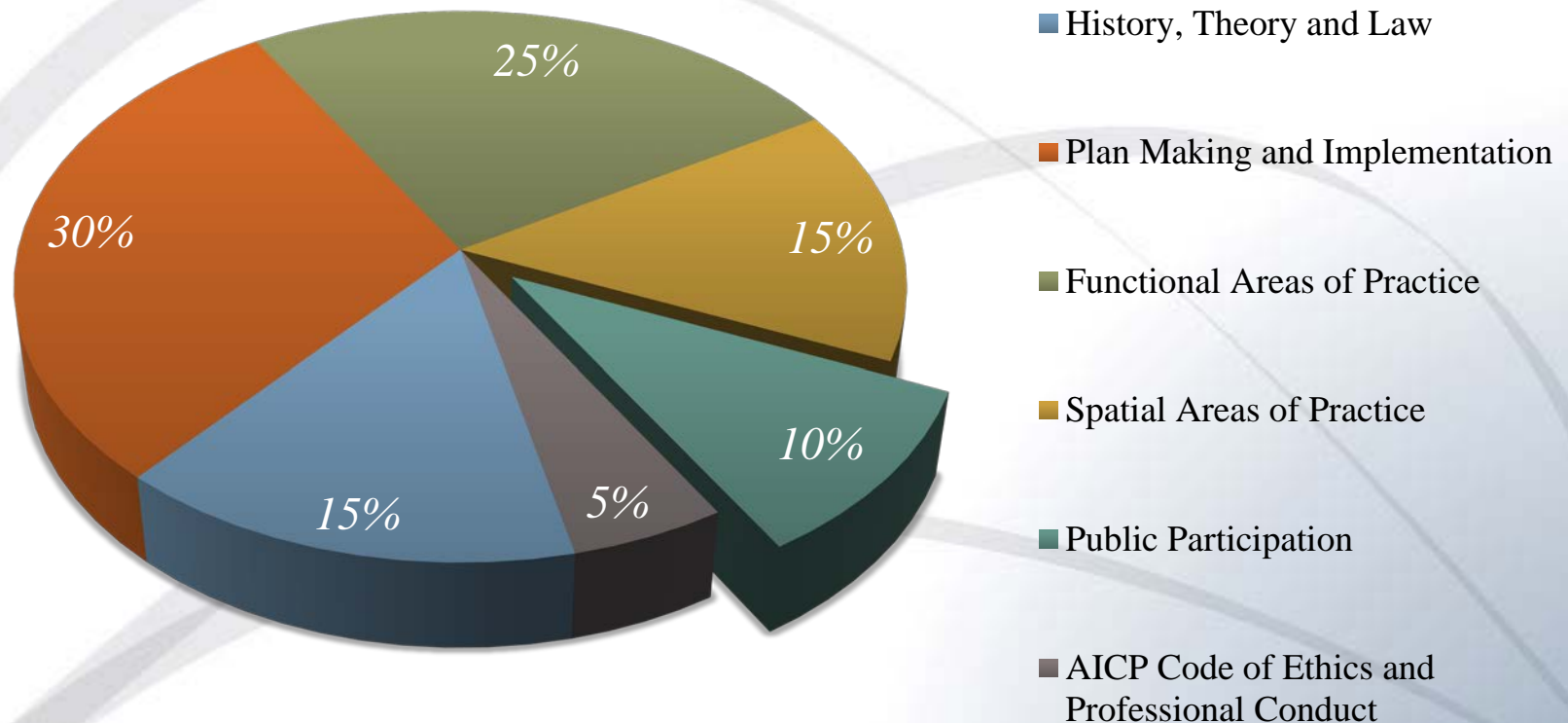
- The Disaster Mitigation Act of 2000 required local governments to address potential hazards in a Hazard Mitigation Plan. Your coastal community has adopted such a plan and it addresses:
 - I. Natural hazards
 - II. Man-made hazards
 - III. Fiscal responsibility for disasters
 - IV. No new development in low-lying environmental sensitive coastal areas
- A. II, III
- B. I, II, IV
- C. I, IV
- D. All of the above

- The three C's of a good staff report are:

- A. Consistency, Compatibility, Comprehensive
- B. Compliance, Consistency, Compatibility
- C. Compliance, Consistency, Comprehensive
- D. Comprehensive, Consistency, Compatibility

Source: Question 53 of APA Illustrative Questions

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

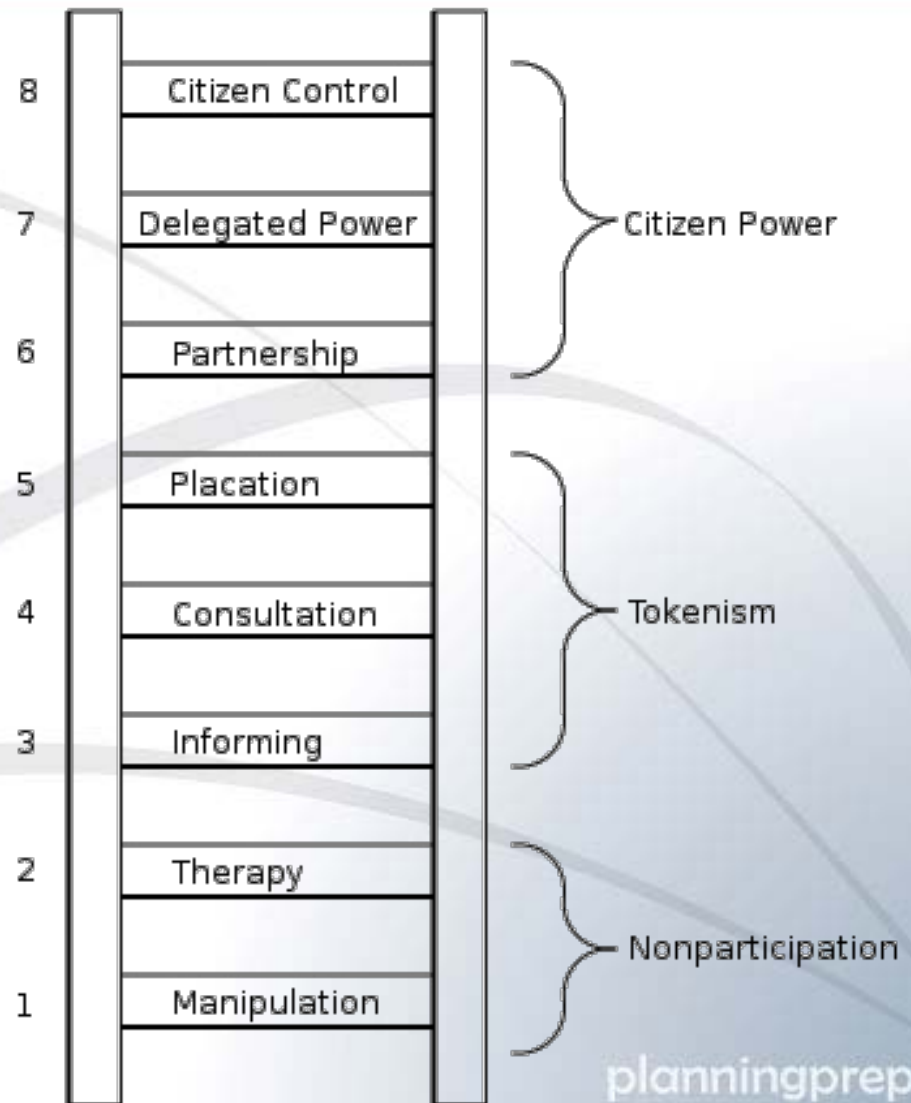


Citizen Participation

- 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,



Practice

The planning director of a small city wants to get as much public input as possible on a city-wide study. Which of the following would be the LEAST effective method of stimulating citizen participation?

- A. Contacting neighborhood leaders, advising them of the study, and asking them to report neighborhood reaction.
- B. Completing a draft of the study, printing the draft report, and asking for citizen comments on it.
- C. Preparing a press release that gives the general scope and asking for comments
- D. Offering to address interested neighborhood or civic groups on the subject of the study.

Source: Question 19 of APA Illustrative Questions

Practice

- As APA Chapter President, you decide to survey your state's APA planners on the top ten policies that are being used to address climate change adaptation. The public participation technique you'd likely use would be:
 - A. Delphi technique
 - B. Fishbowl planning
 - C. Consensus Blogging
 - D. Crowdsourcing

Practice

- Your small town needs to undertake an extensive citizen involvement process to help develop a vision for the community and lacks the needed in-house expertise to know how to effectively accomplish this.

(Continued...)

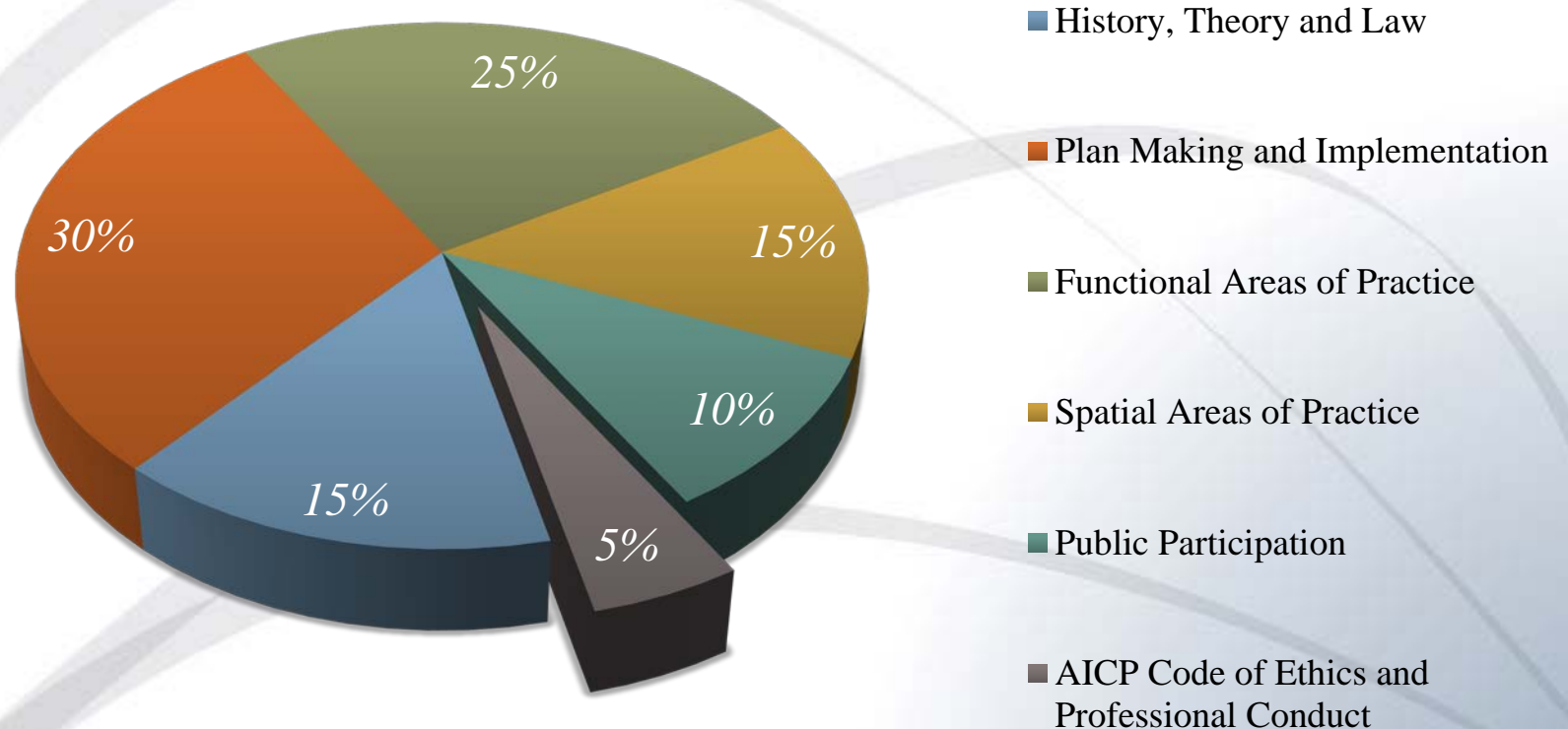
Practice

In your role as the Planning Director, you determine that the best option available is:

- A. Define required services and carry out a two-step RFQ-RFP process
- B. Seek advice from the regional planning council
- C. Assign your best senior planner to educate himself in citizen involvement techniques
- D. Ask your local citizen groups for advise

Source: Question 52 of APA Illustrative Questions

Ethics



Ethics

- Ethics Issues
 - AICP Code of Ethics (June 1, 2005)
 - 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 four sections that make up the Code of Ethics

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.

Code of Ethics

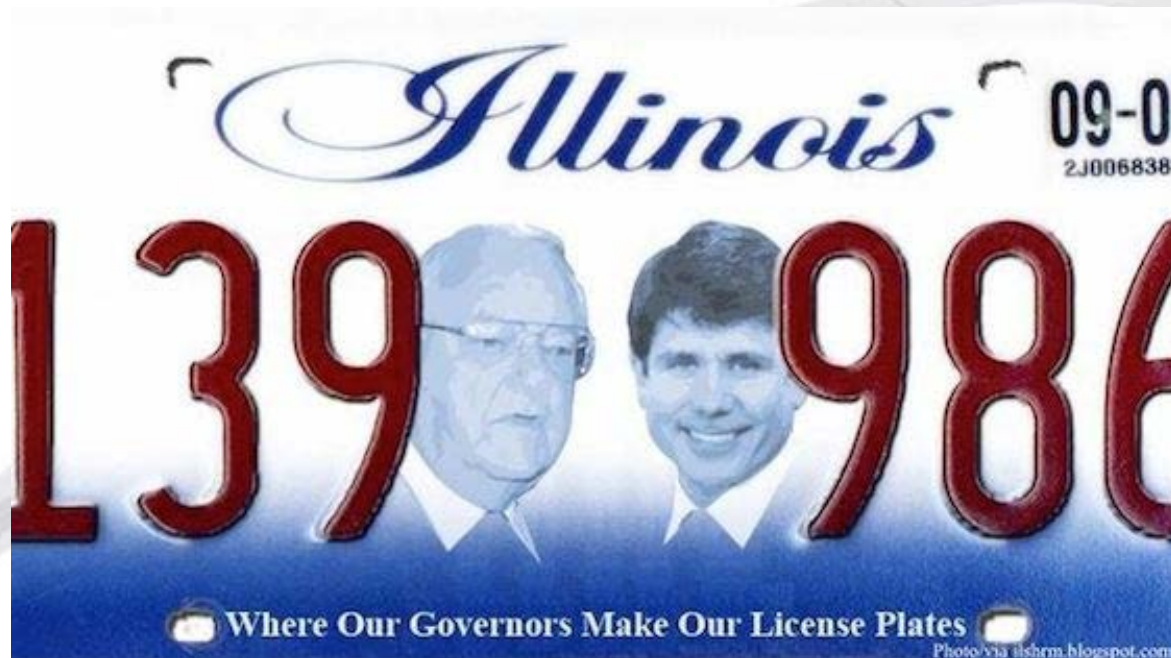
- **Section B** contains rules of conduct to which we are held accountable. If we violate any of these rules, we can be the object of a charge of misconduct and shall have the responsibility of responding to and cooperating with the investigation and enforcement procedures. If we are found to be blameworthy 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.

Code of Ethics

- **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.

Code of Ethics

- **Section D Planners Convicted of Serious Crimes — Automatic Suspension of Certification**
 - contains the procedural provisions of the Code if we really mess up...



Code of Ethics

- **Resources**

- Code of Ethics on APA website
 - <http://www.planning.org/ethics/ethicscode.htm>
- Everyday Ethics for Practicing Planners
 - By Carol Barrett, FAICP
- Other APA Ethics Resources – www.planning.org/ethics
 - Case of the Year
 - Ethics Toolkits
 - Study guides from Chapters

Practice

- Mark was asked by the local Chamber of Commerce to present his views on economic development versus environmental protection, a topic of great debate in the community. As planning director, Mark has developed a reputation of being an environmentalist, often at odds with the Chamber. Moreover, Mark's job is in serious danger as the planning board lost three of Mark's strongest supporters in yesterday's election, a week after he agreed to speak before the Chamber. Before the election, Mark had intended to focus on environmental protection from a naturalist's viewpoint. Now, with his job in jeopardy, Mark has decided to shift his focus to the economic benefits of environmental protection. (*Continued...*)

Practice

- Which of the following best characterizes his decision?
 - A. It violates an aspirational principle of the AICP Code of Ethics
 - B. It is in violation of the Rules of Conduct of the AICP Code of Ethics
 - C. It is not in violation of the AICP Code of Ethics
 - D. Both A. and B.

Source: Question 56 of APA Illustrative Questions

Practice

- Where would you file a charge of misconduct against an AICP member?
 - A. The local chapter of the American Planning Association
 - B. The Ethics Officer designated by the AICP Commission
 - C. The President of the American Planning Association
 - D. The President of the American Institute of Certified Planners

Source: Question 57 of APA Illustrative Questions

Practice

- As the senior planner in the town's planning department, James argued successfully against any further nonresidential development within the town's recharge areas to its public wellfields. Five years later, as a consultant, James is aggressively pursuing a rezoning of 1,000 acres of land within the town's public water supply recharge areas. *(Continued...)*

Practice

- Which of the following choices apply?
 - A. Definitely violates the AICP Code of Ethics and Professional Conduct
 - B. Possibly violates the AICP Code of Ethics and Professional Conduct
 - C. Does not violate the AICP Code of Ethics and Professional Conduct
 - D. Insufficient information to respond

Source: Question 58 of APA Illustrative Questions

Practice

- The city's planning director resigned his position to pursue a career with a small consulting firm. Fed up with one of the planning board's members, a recalcitrant obstructionist, he ran against her in the next public election for the planning board. He beat her decisively. *(Continued...)*

Practice

- Which of the following choices apply?
 - A. Definitely violates the AICP Code of Ethics and Professional Conduct
 - B. Possibly violates the AICP Code of Ethics and Professional Conduct
 - C. Does not violate the AICP Code of Ethics and Professional Conduct
 - D. Insufficient information to respond

Source: Question 59 of APA Illustrative Questions

Practice

- The Rules of Conduct of the AICP Code include the following:

- I. We shall not, as public officials or employees, accept from anyone other than our public employer any compensation, commission, rebate, or other advantage that may be perceived as related to our public office or employment.
 - II. We shall not seek employment for which we are not competent to perform, including elective public office.
 - III. We shall deal fairly with all participants in the planning process. Those of us who are public officials or employees shall also deal evenhandedly with all planning process participants.
 - IV. We shall not file a frivolous charge of ethical misconduct against another planner.
- A. I, III
 - B. I, IV
 - C. I, III, IV
 - D. I, II, III, IV

Overview of Planningprep

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Question of The Week

CRA is the better known acronym for which of the following:

- ☐ A) Central Reserve of America
- ☐ B) Community Reinvestment Act
- ☐ C) Community of Real Estate Association
- ☐ D) Center for Reinvestment Activity

Submit

Clear

Important Dates

Early Bird Application Deadline: June 18, 2013

Final Application Deadline: July 30, 2013

Early Bird Notification Deadline: August 6, 2013

Final Notification Deadline: October 8, 2013

Testing window: November 4-18, 2013

Features

- ▶ **1668 practice questions**, taken by random, by category (i.e. history, theory and law), or searchable by keyword. Questions

Conclusion

- Thank-you for attending today's seminar!
- And please complete the Course Evaluation and return it to us.

Good luck on the exam!!!

Good Luck on the Exam!



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