Cracking the AICP

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AICP Exam Workshop Houston
Texas Southern University
June 7, 2014
Session Outline

- AICP background information
- Exam structure overview
- What you need to know
- Test tips
- Sample questions and discussion
Reduced AICP Exam Fee Scholarships

- 3 scholarships offered for May 2014 exam by AICP
- 3 scholarships offered for November 2014 exam by the Texas Chapter
- First time applicant: $135 instead of $495 ($360 savings)
- Previous applicant: $65 instead of $425 ($360 savings)
- To apply, submit letter explaining financial hardship (maximum 2 pages)
- Preference is given to:
  - Members of ethnic or racial minorities
  - Applicants who otherwise will be unlikely to take the exam without reduced fee
  - Applicants whose employer will not subsidize the exam fee
- Deadline: July 2014 (more information forthcoming)
- Submit letter to Texas Chapter PDO, Richard Luedke, AICP via email rluedke@argyletx.com
Upcoming AICP Exam Workshops

- Wednesday, October 15, 2014, from 12:30 p.m. to 6:30 p.m. Frisco, Texas, in conjunction with the Texas Chapter Conference; Instructor: Dr. Jennifer Evans-Cowley

AICP Exam Study Groups

- Study Group list contains name and email address of all Texas Chapter members registered for upcoming AICP Exams
- List will be sorted by geographic area
- Members are encouraged to set up study groups with others in their area to prepare for the exam
- Contact Richard Luedke to receive copy of the list
Chapter President’s Council Study Guide

- Available on CD for $20.00
- To order, send check, payable to Texas Chapter, APA to:

  **Mike McAnelly, FAICP**
  Texas Chapter APA
  9629 Fallbrook Drive
  Dallas, TX 75243
Eligibility

- Final application deadline for the November exam is July 24th!
- Try to meet the “Early Bird” application deadline if you are taking the November exam (June 17, 2014)
- Testing Window is November 3-17, 2014
- APA member
- Professional planning experience (essays, transcript/diploma, and employment verification) – work on getting these together in advance

<table>
<thead>
<tr>
<th>Level of Education*</th>
<th>Total Number of Years of Professional Planning Experience Required</th>
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<tbody>
<tr>
<td>Graduate degree in Planning from a program accredited by the PAB**</td>
<td>2</td>
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<tr>
<td>Bachelor's degree in Planning from a program accredited by the PAB**</td>
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<tr>
<td>Graduate degree in Planning from a program not accredited by the PAB</td>
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<tr>
<td>Any other post-graduate, graduate, or undergraduate degree***</td>
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<tr>
<td>No college degree</td>
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Test Background

- 170 Multiple Choice Questions (20 are “pre-test” and not scored but you do not know which ones these are)
- 4 Hours to Complete (including 30 min. tutorial)
- Score Scale 25 – 75
- Passing is 55
- 72% of Test Takers Pass, on Average
- 48% of UTA graduates passed and 89% of UT Austin graduates passed between 2004 and 2011
- Computer Test in Test Centers
What to Study

• Official sources:
  ▫ AICP ExamPrep 2.0 ($195) (CD version- being phased out)
  ▫ AICP Exam Prep 3.0 ($249) 12 hour streaming videos-released June 10th for 6-month access. $195 for 1st 30 days.
  ▫ Chapter Presidents Council Manual
  ▫ AICP Code of Ethics
  ▫ APA Policy Guides
  ▫ APA lists (awards, “firsts”, etc.)
  ▫ Planning.org
  ▫ Utah APA Free AICP Webinars

• Outside sources:
  ▫ PlanningPrep.com
  ▫ Oyez.org
  ▫ Planetizen.com
  ▫ Law.Cornell.edu
  ▫ Studystack.com (AICP)
  ▫ *Word to the wise: Be cautious when using outside sources*
How to Study

- Try to focus on learning things to be a better planner instead of passing the exam
- Make yourself a study schedule (whatever works best for you)
- Study group
- Binder
- Flashcards
- Books
  - Carol Barrett’s *Everyday Ethics*
  - Green Bible (or the summary)
- 80-100 hours of study time
- Memorization and relationships
- Don’t just study “trivia” – think bigger picture and practice scenario-type questions
- Know your weaknesses
  - Based on your job type, memorization skills, interests
- Understand the interrelatedness of material
  - Linear studying is important to understanding the theme of an era, but you must know how the information is related
Alfred Bettman (1873-1945)

- Cincinnati Plan (1925)
- Argued Village of Euclid v. Ambler Realty (1925)
- “Standard State Zoning Enabling Act” (1924)
- “A Standard City Planning Enabling Act” (1928)
- Drafted a bill passed in Ohio in 1915 enabling the creation of local planning commissions
- First president of the American Society of Planning Officials (ASPO, 1934)
When planning for the size of a new library (square footage) one must keep in mind which of the following?

I) The size of the property owned by the library, or the size of the property they can afford to purchase or lease, and any zoning requirements

II) The projected population of the city at build-out

III) The library's inventory of books, or the desired inventory, this may include computers and meeting rooms

IV) The "design" population which is the population that they would like to serve

A) I, II
B) II, III, and IV
C) III only
D) All of the above
Test Tips

• Get to the testing center early and study in your car so you aren’t rushed
• No amount of studying will help you on every question
• Answer every question as you go and use the “mark” tool
• Don’t spend too long on one complicated question your first run through—choose an answer, mark it, and come back to work through it
• Practice being timed
• Memorize all the court cases and historical figures
• The questions are subjective
• The answer was usually the “lesser” of four evils – or a combination of them
• “Planning in a bubble” and “by the book”
• Study definitions – do not let terms trip you up
• THIS IS A NATIONAL CERTIFICATION
What’s on the exam?

I. History, Theory and Law [15%]
II. Plan Making and Implementation [30%]
III. Functional Areas of Practice [25%]
IV. Spatial Areas of Practice [15%]
V. Public Participation and Social Justice [10%]
VI. AICP Code of Ethics and Professional Conduct [5%]

*Spend your study time accordingly!*
History, Theory and Law [15%]

• History of planning
• Planning law
• Theory of planning
• Patterns of human settlement
Planning Firsts

- Comprehensive Plan  
  Cincinnati, OH (1925)
- Council of Governments  
  Detroit, MI (1954)
- Downtown Pedestrian Mall  
  Kalamazoo Mall (MI, 1956)
- “Earth Day”  
  April 22, 1970
- Forestry Service Director  
  Gifford Pinchot (1905)
- Planning Commission Employee  
  Harland Bartholomew (1915)
- Garden Suburbs  
  Forest Hills Gardens, NY (1911)
- Historic Preservation  
  New Orleans, LA (1921)
- Land Use Zoning Ordinance  
  Los Angeles, CA (1909)
- Model Tenement  
  1855
- National Conference on Planning  
  Washington D.C. (1909)
- National Park  
  Yellowstone (1872)
- Planning Board  
  Hartford, CT (1907)
- Planning School  
  Harvard (1929)
- Skyscraper  
  Chicago, IL (1885)
- Statewide Zoning  
  Hawaii (1961)
- U.S. Census  
  1790
- Zoning Ordinance  
  New York City, NY (1916)
Planning Fathers

- Regional Planning: Patrick Geddes
- Planning, Sierra Club: John Muir
- Appalachian Trail: Benton MacKay
- Public Power: David Lilienthal
- Tennessee Valley Authority: George Norris, Senator
- Zoning: Edward Bassett
- Modern housing codes: Lawrence Veiller
- American Environmentalism: George Perkins Marsh
- Modern community organizing: Saul Alinsky
- The Neighborhood Unit Concept: Clarence Arthur Perry
- City Planning: Harland Bartholomew
- The Environmental Movement: Ian McHarg
- City Planning: Daniel Burnham
Top 25 People in Planning (Before 1978)

- Hippodamus 5th century B.C.
- Benjamin Banneker 1731-1806
- Pierre L'Enfant 1754-1852
- Baron Haussmann 1809-1891
- Frederick Law Olmsted 1822-1903
- George Pullman 1831-1897
- Camillo Sitte 1843-1903
- Daniel Burnham 1846-1912
- Jacob August Riis 1849-1914
- Ebenezer Howard 1850-1928
- Patrick Geddes 1854-1932
- Frederick Law Olmsted, Jr. 1870-1957
- Clarence Arthur Perry 1872-1944
- Alfred Bettman 1873-1945
- Clarence Stein 1882-1975
- Le Corbusier 1887-1965
- Robert Moses 1888-1981
- Lewis Mumford 1895-1988
- Catherine Bauer 1905-1964
- William Levitt 1907-1994
- Jane Jacobs 1916-2006
- William Whyte 1917-1999
- Kevin Lynch 1918-1984
- Ian McHarg 1920-2001
- Paul Davidoff 1930-1984
Top 25 Law Cases

- Pennsylvania Coal Co. v. Mahon, 260 U.S. 393 (1922)
- Village of Euclid v. Ambler Realty Co., 272 U.S. 365 (1926)
- Calvert Cliffs' Coordinating Committee v. Atomic Energy Commission, 449 F.2d 1109 (D.C. Cir. 1971)
- Sierra Club v. Morton, 405 U.S. 727 (1972)
- Just v. Marinette County, 201 N.W.2d 761 (Wis. 1972)
- Fasano v. Board of County Commissioners of Washington County, 507 P.2d 23 (Or. 1973)
- Penn Central Transportation Co. v. City of New York, 438 U.S. 104 (1978)
- Southern Burlington County NAACP v. Township of Mt. Laurel (II), 456 A.2d 390 (N.J. 1983)
- First English Evangelical Lutheran Church of Glendale v. Los Angeles County, 482 U.S. 304 (1987)
- Dolan v. City of Tigard, 512 U.S. 374 (1994)
Top 25 Laws After 1978

- Urban Parks and Recreation Recovery Act (1978)
- Comprehensive Environmental Response Compensation and Liability Act (1980)
- New Jersey Fair Housing Act (1985)
- Tax Reform Act (1986)
- Community Reinvestment Act (1987)
- Rhode Island Comprehensive Planning and Land Use Regulation Act (1988)
- Americans with Disabilities Act (1990)
- Clean Air Act Amendments (1990)
- Cranston-Gonzalez National Affordable Housing Act (1990)
- Intermodal Surface Transportation Efficiency Act (1991)
- Washington Growth Management Act (1991)
- Omnibus Budget Reconciliation Act (1993)
- California Community Redevelopment Law Reform Act (1993)
- Maryland Smart Growth Act (1997)
- Quality Housing and Work Responsibility Act (1998)
- California Transportation Funding Suballocation / S.B. 45 (1998)
- Georgia Regional Transportation Authority - S.B. 57 (1999)
- Disaster Mitigation Act (2000)
- Small Business Liability Relief and Brownfields Revitalization Act (2001)
Planning Theories and Models

- Theory of Productive Expenditures - Georges Eugene Haussmann
- Concentric Ring Theory (1925) - Ernest Burgess
- Central Place Theory (1933) - Walter Christaller
- Sector Theory, (1939) - Homer Hoyt
- Multiple Nuclei Theory (1945) - Chauncey Harris/Edward Ullman
- Bid Rent Theory (1960) - William Alonso
- Urban Realms Model (1960’s) - James E. Vance Jr.
- Growth Machine Theory (1976) - Harvey Molotch
- Elite members drive development (1987) - John Logan/Harvey Molotch
Theories

- Rational Planning
- Incremental Planning
- Advocacy Planning
- Transactive Planning
- Radical Planning
- Utopianism
- Methodism
Movements

- Conservation Movement
- City Beautiful Movement
- City Efficient Movement
- City Humane Movement
- City Functional Movement
- Council of Government Movement
- Advocacy Planning Movement
- Settlement House Movement
- Agrarian Movement
- Laissez-Faire Movement
- Public Health Movement
- Garden City Movement
- Healthy Cities Movement
- Broadacre City Movement
- Social Justice Movement
- Parks Movement
- Progressive Movement
Plan Making and Implementation [30%]

- Visioning and goal setting
- Quantitative and qualitative research methods
- Collecting, organizing, analyzing, and reporting data and information
- Demographics and economics
- Natural and built environment
- Land use and development regulations
- Application of legal principles
- Environmental analysis
- Growth management techniques
- Budgets and financing options
- GIS/spatial analysis and information systems
- Policy analysis and decision making
- Development plan and project review
- Program evaluation
- Communications techniques
- Intergovernmental relationships
- Stakeholder relationships
- Project and program management
Visioning Process

1. Getting started
2. First community workshop
3. Establishing taskforces
4. Second community workshop
5. Keeping on track
6. Third community workshop
7. Drafting the visioning statement
8. Fourth community workshop/celebration
9. Marketing and making the vision a reality
10. Action plan
11. Annual progress report
12. Vision adoption
Quantitative and Qualitative Research Methods

- **GENERAL**
  - [http://www.planningpa.org/quantitative.pdf](http://www.planningpa.org/quantitative.pdf)
  - [http://www.planningpa.org/career_aicp_pdc_study.pdf](http://www.planningpa.org/career_aicp_pdc_study.pdf) (pp. 45-49)
  - [http://www.orau.gov/cdcynergy/demo/Content/phase05/phase05_step03_deeper_qualitative_and_quantitative.htm](http://www.orau.gov/cdcynergy/demo/Content/phase05/phase05_step03_deeper_qualitative_and_quantitative.htm)

- **PLANNING COURSE** [Multiple AICP Topics Covered]
  - [http://www-personal.umich.edu/~sdcamp/up504/](http://www-personal.umich.edu/~sdcamp/up504/)

- **WHEN QUALITATIVE TRUMPS QUANTITATIVE RESEARCH**
Collecting, Organizing, Analyzing and Reporting Data and Information

- **LOGIC OF INQUIRY**: [http://krypton.mnsu.edu/~tony/courses/609/Logic/Logic1.html](http://krypton.mnsu.edu/~tony/courses/609/Logic/Logic1.html)
- **DESIGN OF EXPERIMENTS**: [http://krypton.mnsu.edu/~tony/courses/609/609Design.html](http://krypton.mnsu.edu/~tony/courses/609/609Design.html)
- **STATISTICS**:  
  - [http://krypton.mnsu.edu/~tony/courses/609/609StatsI.html](http://krypton.mnsu.edu/~tony/courses/609/609StatsI.html)  
  - [http://krypton.mnsu.edu/~tony/courses/609/609StatsII.html](http://krypton.mnsu.edu/~tony/courses/609/609StatsII.html)  
  - [http://www.planningpa.org/career_aicp_pdc_study.pdf](http://www.planningpa.org/career_aicp_pdc_study.pdf) (pp. 50-52)  
  - [http://www.georgiaplanning.org/powerpoints/AICP_exam_reviews/2008_planning_methods_blitz.ppt](http://www.georgiaplanning.org/powerpoints/AICP_exam_reviews/2008_planning_methods_blitz.ppt)  
Collecting, Organizing, Analyzing and Reporting Data and Information

- **GINI COEFFICIENT**

- **SPATIAL ANALYSIS**
  - [http://krypton.mnsu.edu/~tony/courses/609/609Gravity.html](http://krypton.mnsu.edu/~tony/courses/609/609Gravity.html)

- **PRESENTING DATA**

- **PHOTOGRAPHY – RESEARCH TOOL**
  - [http://www.planning.org/planning/2008/mar/pixtrix.htm](http://www.planning.org/planning/2008/mar/pixtrix.htm)
Demographics and Economics

- DEMOGRAPHIC TRENDS
- POPULATION FORECASTING
- LOCATION QUOTIENT (LQ = local share / national share)
- SHIFT-SHARE ANALYSIS
- INPUT-OUTPUT ECONOMIC ANALYSES
- CENSUS – GENERAL
- CENSUS - AMERICAN COMMUNITY SURVEY
- CENSUS – TRENDS
- U.S. POPULATION GROWTH IMPLICATIONS
Natural and Built Environment

- GLOBAL WARMING
- CONTROLLING GREENHOUSE GASES
- CLIMATE CHANGE
- SOCIETAL CHANGES
- WATER CHANGES
- CHINA’S CHALLENGE
- PLANNER’S ROLE
- ANTICIPATING CLIMATE CHANGE:
- CLIMATE ACTION PLANS
- SEA-LEVEL RISE
- FARMLAND PROTECTION
- GREEN-BUILDING
- GREEN DEVELOPMENT
- GREEN ROOFS
- GREEN JOBS
- GREEN COMMUNITY RESOURCES
- GREEN COMMUNITY ARTICLES
- LIGHT POLLUTION REGULATION SUSTAINABLE DEVELOPMENT
- WETLAND BANKING
- SUITABILITY ANALYSIS & CARRYING CAPACITY
- URBAN FORESTRY
Land Use and Development Regulations

- LOCAL LAND USE DEVELOPMENT REGULATIONS
- SPECIAL & ENVIRONMENTAL LAND USE DEVELOPMENT REGULATIONS
- ADMINISTRATIVE & JUDICIAL REVIEW OF LAND USE DECISIONS
- ENFORCEMENT OF LAND DEVELOPMENT REGULATIONS
- ZONING
  - Conditional Uses
  - Incentive Zoning
  - Performance Zoning
  - Sustainable Zoning
  - Floating Zones
  - Spot Zoning
  - Watersheds
  - Site Plan Basics
  - TND Regulations
  - LDR Code Writing:
    - Home Occupation Zoning
    - Landscape Ordinances
    - Land Supply Monitoring
    - Zoning Code Evaluations
  - Hybrid Code
  - Unified Development Codes (Zoning & Subdivision)
Land Use and Development Regulations (continued)

- ZONING BOARD OF APPEAL (ZBA) or (BZA)
- ZONING LAND USE CODING
- STANDARD CITY PLANNING & STATE ZONING ENABLING ACTS
- FORM-BASED ZONING
- SITE PLAN APPROVALS
- DEVELOPMENT REVIEWS
- SPECIAL PERMITS, & VARIANCES
- SUBDIVISION REGULATIONS
- SUBDIVISION REQUIREMENTS
- COMMUNITY GUIDE TO PLANNING
- BILLBOARDS
Application of Legal Principles

- TAKINGS
- FAIRNESS
- AESTHETICS
- TELECOMMUNICATIONS ACT OF 1996
- SIGN REGULATION
- ELECTRONIC MESSAGING BOARDS
- McMANSIONS
- VARIANCES & HARDSHIP
- 1ST AMENDMENT - ADULT ENTERTAINMENT CENTERS
Environmental Analysis

- NEPA
- COUNCIL ON ENVIRONMENTAL QUALITY (CEQ)
- CLEAN AIR ACT
- CLEAN WATER ACT
- Section 404
- COASTAL ZONE MANAGEMENT ACT
- ENDANGERED SPECIES ACT
- CERCLA (Superfund)
- RCRA
- SARA – “RIGHT TO KNOW” ACT
- HISTORIC PRESERVATION
- NPDES
- POLLUTION PREVENTION ACT
- TOXIC SUBSTANCES CONTROL ACT
- BROWNFIELDS
- SAFE DRINKING WATER ACT
- WATER RIGHTS
- WATER SUPPLY & INFRASTRUCTURE
Growth Management Techniques

- APA PROPERTY TOPICS
- ADEQUATE PUBLIC FACILITY ORDINANCE
- ANNEXATIONS
- CLUSTER ZONING
- FLOATING ZONE
- INCENTIVE ZONING
- MORATORIUM
- OVERLAY ZONING
- PERFORMANCE ZONING
- PLANNED UNIT DEVELOPMENT (PUD)
- PURCHASE OF DEVELOPMENT RIGHTS (PDRs)
- CONSERVATION EASEMENTS
- QUOTA SYSTEMS (Rate of Growth Ordinances)
- TRANSFER OF DEVELOPMENT RIGHTS (TDRs)
- UNIFIED DEVELOPMENT ORDINANCE
- URBAN GROWTH BOUNDARY
Budgets and Financing Options

- FINANCING PLANNING
- CAPITAL IMPROVEMENTS PLANNING:
- BENEFIT/COST:
- FISCAL IMPACT ANALYSIS:
- REAL ESTATE PRO FORMA:
- TAX INCREMENT FINANCING (TIF):
- TIF, TAX ABATEMENT & TAX EQUITY
- IMPACT FEES
- STRUCTURE OF AGENCIES & BUDGETING
GIS/Spatial Analysis and Information Systems

- BEYOND GIS: GEODESIGN
- COMPUTER TERMS
- DIGITAL PLANNING TOOLS
- GIS HALL OF FAME
- GIS OVERVIEW
- HISTORY OF GIS
- MAP BASICS
- MAP PROJECTIONS
- MAP SCALES, TYPES & SURVEY
- FEMA FLOOD MAPPING
- FEMA FLOOD ZONE DESIGNATIONS
- FEMA GIS BASICS TUTORIAL
- TOWNSHIP, SECTION, RANGE
- CALCULATING SLOPE
- LAND USE COLOR CODING
- LAND USE CLASSIFICATION
Policy Analysis and Decision Making

- **TOOLS**
  - [http://www.sustainable.org/Placemaking_v1_pt4.pdf](http://www.sustainable.org/Placemaking_v1_pt4.pdf)
  -
- **GENERAL**
Development Plan and Project Review

- DEVELOPMENT IMPACT ANALYSES (*Wisconsin site*)
- INTRODUCTION
- FISCAL
  - http://www.lic.wisc.edu/shapingdane/facilitation/all_resources/impacts/analysis_fiscal.htm
- COMMUNITY SERVICES COSTS
- TRAFFIC
  - http://www.lic.wisc.edu/shapingdane/facilitation/all_resources/impacts/analysis_traffic.htm
- SOCIO-ECONOMIC
- ENVIRONMENTAL
Development Plan and Project Review

- DEVELOPMENT PROJECT REVIEW
- DESIGN REVIEW
- e-PERMITTING
Program Evaluation

- **GENERAL**
  - [http://www.managementhelp.org/evaluatn/fnl_eval.htm](http://www.managementhelp.org/evaluatn/fnl_eval.htm)

- **COMMUNITY-BASED ORGANIZATIONS**

- **PROGRAM EVALUATION AT ITS BEST - GROWTH MANAGEMENT**
  - [http://www.planning.org/planning/2006/nov/research.htm](http://www.planning.org/planning/2006/nov/research.htm)

- **COMMUNITY SUSTAINABILITY INDICATORS**
Communications Techniques

- **APA PLANNER’S COMMUNICATION GUIDE**
  - [http://www.planning.org/communicationsguide/](http://www.planning.org/communicationsguide/)

- **GENERAL**

- **BEYOND PLAIN ENGLISH**

- **APA ARTICLES**
Intergovernmental Relationships

- **APA DIVISION’S PRESENTATIONS**
  - [http://intergovernmental.homestead.com/presentations.html](http://intergovernmental.homestead.com/presentations.html)

- **GENERAL**
Stakeholder Relationships

- **HOMEBUYERS**
- [http://www.planning.org/planning/2006/oct/innercircleside.htm](http://www.planning.org/planning/2006/oct/innercircleside.htm)
Project and Program Management

- **TERRY CLARK ARTICLE**

- **GENERAL**

- **GANTT, PERT & CPM**
  - [http://studentweb.tulane.edu/~mtruill/dev-pert.html](http://studentweb.tulane.edu/~mtruill/dev-pert.html)
  - [http://krypton.mnsu.edu/~tony/courses/609/609PERT.html](http://krypton.mnsu.edu/~tony/courses/609/609PERT.html)

- **GANTT CHART**
  - [http://whatis.techtarget.com/definition/o.,sid9_gci331397,00.html](http://whatis.techtarget.com/definition/o.,sid9_gci331397,00.html)

- **PERT CHART**
  - [http://searchsmallbizit.techtarget.com/sDefinition/o.,sid44_gci331391,00.html](http://searchsmallbizit.techtarget.com/sDefinition/o.,sid44_gci331391,00.html)

- **CRITICAL PATH METHOD**
  - [http://www.netmba.com/operations/project/cpm/](http://www.netmba.com/operations/project/cpm/)
Functional Areas of Practice [25%]

a. Community development
b. Comprehensive or long range planning
c. Development regulation or administration
d. Economic development and revitalization
e. Economic analysis and forecasting
f. Educational, institutional, or military facilities planning
g. Energy policy
h. Food system planning
i. Growth management
j. Hazard mitigation and disaster planning
k. Historic preservation
l. Housing
m. Infrastructure
n. Labor force or employment
o. Land use
p. Natural resources and the environment
q. Parks, open space and recreation
r. Planning law
s. Policy planning
t. Public services

u. Social and health services
v. Transportation
w. Urban design
Comprehensive Planning Process

1. Identify issues
2. State goals
3. Collect data
4. Prepare the plan
5. Create implementation plans
6. Evaluate alternatives
7. Adopt a plan
8. Implement and monitor the plan
Military Planning

- AICUZ: Air Installation Compatible Use Zone
- JLUS: Joint Land Use Study
- BRAC: Base Re-Alignment and Closure
- Clear Zone (CZ), APZ I & II
Food System Planning

7 general policies:

1. Support comprehensive food planning process at the community and regional levels;

2. Support strengthening the local and regional economy by promoting local and regional food systems;

3. Support food systems that improve the health of the region's residents;

4. Support food systems that are ecologically sustainable;

5. Support food systems that are equitable and just;

6. Support food systems that preserve and sustain diverse traditional food cultures of Native American and other ethnic minority communities;

7. Support the development of state and federal legislation to facilitate community and regional food planning discussed in general policies #1 through #6
Hazard Mitigation

• Major acts
  ▫ National Earthquake Hazards Reduction Act (1977)
  ▫ Coastal Zone Management Act (1972)
  ▫ National Flood Insurance Act (1968)
  ▫ Coastal Barrier Resources Act (1982)
  ▫ Disaster Mitigation Act (2000)

• Hazard Identification and Risk Assessment
• Know the impacts of Hurricane Katrina
• HUD and FEMA
Transportation

- Parking ratios for common uses and calculations
- Level of service (LOS A-F)
- Functional classification system
- Four-step approach to forecasting travel demand
  - Trip generation
  - Trip distribution
  - Modal split
  - Route assignment
- Acts (SAFETY-LU, etc.)
- Peak times and volumes
Functional Areas

- Focus on your weaknesses
  - Study groups

- Resources:
  - Summary study sheets
  - PAS reports
  - Policy guides
  - Check recent hot topics (as of one year ago)
Spatial Areas of Practice [15%]

a. Planning at national level
b. Planning for multi-state or bi-state regions
c. Planning for state
d. Planning for sub-state region
e. Planning at county level
f. Planning for urban areas
g. Planning for suburban areas
h. Planning for small town
i. Corridors
j. Neighborhoods
k. Waterfronts
l. Historic districts or areas
m. Downtowns
Neighborhoods Example Question

- According to the APA, in the Great Neighborhood program, most of the neighborhoods recognized include at least one ________________.

  A) Bus Shelter  
  B) Mix of Housing  
  C) Public Space  
  D) Gateway Sign

- The correct answer is C (Public Space).

Most of the neighborhoods recognized in the APA Program include at least one public space where people spend time. According to the American Planning Association, in 2007 it announced its Great Places in America Program. In its first year it recognized 10 great neighborhoods, and 10 great streets out of 100 nominations forwarded by planners and others.


- Question courtesy of www.planningprep.com
Public Participation & Social Justice [10%]

a. Public involvement planning
b. Public participation techniques
c. Identifying, engaging, and serving underserved groups
d. Social justice issues, literature, and practice
e. Working with diverse communities
f. Coalition building
Public Involvement Planning

- Identify the “players” in the process...who should be involved
- Identify the decision maker
- Identify the decision
- How are you arrive at your decision...what steps need to be taken
- What is your schedule
Public Participation Techniques

- Public Hearing
- Small Group (focus group, Delphi, Charette, stakeholder)
- Interviews
- Educational (information display, presentation, fact sheets)
- Participatory Land Use Mapping
- Open House
- Town Hall Meeting
- Tours
- Visual Preference Survey
- Web-based (online discussion forum, blogs, survey, websites, social networking)
- Workshops
- Youth Outreach
# Ladder of Public Participation

<table>
<thead>
<tr>
<th>Degrees of Citizen Power</th>
<th>Degrees of Tokenism</th>
<th>Non-participation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Citizen Control</td>
<td>Placation</td>
<td>Therapy</td>
</tr>
<tr>
<td>Delegated Power</td>
<td>Consultation</td>
<td>Manipulation</td>
</tr>
<tr>
<td>Partnership</td>
<td>Informing</td>
<td></td>
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</tbody>
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**Who:** Sherry Arnstein  
**When:** 1969
AICP Code of Ethics and Professional Conduct [5%]

- Only seven questions out of the 150 questions that count
- Dates
  - Adopted March 19, 2005
  - Effective June 1, 2005
  - Revised October 3, 2009
- A: Principles to Which We Aspire
- B: Our Rules of Conduct
- C: Our Code Procedures
- D: Planners Convicted of Serious Crimes — Automatic Suspension of Certification
APA’s Ethical Principles in Planning & AICP Code of Ethics

- Both available on APA website
  - [http://www.planning.org/ethics/ethicalprinciples.htm](http://www.planning.org/ethics/ethicalprinciples.htm)
  - [http://www.planning.org/ethics/ethicscode.htm](http://www.planning.org/ethics/ethicscode.htm)
- Questions will place you in a scenario/predicament where you need to make a choice
- Answer is sometimes the “most correct” one
APA’s Ethical Principles in Planning

• The planning process exists to serve the ___public___ interest.
• Citizen participation and availability of information
• Interrelatedness of decisions and the long range consequences of present actions
• Integrity, disclosure and conflict of interest

• For example, the question will start with a planning director for a city being placed in a situation where he/she has a decision to make (ex. go out to lunch, take a gift, report hearing something, etc.)—err on the side of caution! If you can’t justify your actions on the nightly news with a reporter interviewing you, it’s best not to do those things.
APA’s Ethical Principles in Planning

• APA members who are practicing planners continuously pursue improvement in their planning competence as well as in the development of peers and aspiring planners.
• They recognize that enhancement of planning as a profession leads to greater public respect for the planning process and thus serves the public interest.
• Again...integrity, integrity, integrity!
AICP Code of Ethics

• Four Sections:
  1. Principles to which we aspire
  2. Rules of conduct to which we are held accountable
  3. Procedural provisions of the Code
     ▫ Formal/informal advisory ruling
     ▫ How a charge of misconduct can be filed
  4. Procedural provisions that govern situations in which a planner is convicted of a serious crime
AICP Code of Ethics
Section A - Principles to Which We Aspire

- Our Overall Responsibility to the Public
- Our Responsibility to Our Clients and Employers
- Our Responsibility to Our Profession and Colleagues
AICP Code of Ethics
Section B-Our Rules of Conduct

• Disclosure
• Integrity
• Conflict of Interest
• Common Sense
AICP Code of Ethics
Section C - Our Code Procedures

1. Introduction
2. Informal Advice
3. Formal Advice
4. Published Formal Advisory Rulings
5. Filing a Charge of Misconduct
6. Receipt of Charge by Ethics Officer
7. Right of Counsel
8. Preliminary Responses to a Charge of Misconduct
9. Conducting an Investigation
10. Dismissal of Charge or Issuance of Complaint
11. Appeal of Dismissal of Charge
12. Answering a Complaint
13. Conducting a Hearing
14. Deciding the Case
15. Settlement of Charges
16. Resignations and Lapses of Membership
17. Annual Report of Ethics Officer
Ethics Quiz

1. A planner’s primary obligation is:
   a. To be conscious of the rights of others.
   b. To serve the public interest.
   c. To protect the environment.

Answer: b
Ethics Quiz

2. Which of the following is NOT a characteristic of a profession?
   a. Responsibility to the public.
   b. Self-regulation.
   c. High salary.

Answer: c
3. A developer contacts you with an opportunity to use your expertise as a paid consultant in a matter not pertaining to your employer’s jurisdiction. You would work only on weekends. You should:
   a. Before accepting the job, notify your supervisor and personnel department.
   b. Accept the job.
   c. Decline the position

Answer: a
Ethics Quiz

4. Since budgets are overrunning, you have been directed by your supervisor to charge your time to a different project. What do you do?

a. Do as directed by your supervisor.
b. Explain to your supervisor that is unethical and may be fraudulent.
c. Refuse and report the issue.

Answer: c
5. You have one final project to do to complete your master’s degree at a local university. You are assigned an advisor for this project who happens to have been a consultant whose work has been reviewed by your employer in the past. There is a potential that this advisor may again be active on development projects under your employer’s jurisdiction in the future. What do you do?

a. Keep the advisor.
b. Get another advisor.
c. Get another advisor, but ask the first advisor if he/she would be available for technical advice/guidance if necessary.

Answer: b
6. You discover an AICP planner who was recently hired in a position for which you, yourself, applied, claimed on his employment application that he/she had work experience in a particular planning area, but did not. What do you do?

a. Discuss the matter with your supervisor.
b. Do nothing.
c. Discuss the matter with the AICP Ethics Officer.

Answer: c
Ethics Quiz

7. A group of county planners participated in a charity golf tournament. Besides the prizes for lowest score, closest to the hole, etc., a sponsor supplied a large Waterford crystal vase, a set of golf clubs, and a weekend getaway package for a drawing. The sponsor is a developer who has active projects that your department is reviewing. The drawing is done behind closed doors. Much to your surprise, two prizes go to county planners. What should you do?

a. Thank the sponsor, but request a public redrawing.
b. Do nothing.
c. After the tournament, request your lucky teammates to donate the gifts to charity.

Answer: a
8. Which of the following is an actual conflict of interest?
   a. Voting in a public election on an environmental issue that directly affects your consulting business.
   b. Making staff recommendations to the Development Review Committee on a site plan that you developed when you were previously employed in the private sector.
   c. Accepting a coffee mug with a planning consultant’s business logo at the vendor’s area of a conference.

   Answer: b
Ethics Quiz

9. You are presenting the preliminary work of a planning study at the Texas APA conference. One of your colleagues has just completed analysis of the collected data two days prior to the presentation and has agreed to let you use the results. You add a slide to your PowerPoint presentation using this data. Your colleague’s name is not on the paper because the abstract was prepared three months prior to the conference. What is the most appropriate way to recognize the contribution?

a. Mention in your talk that the analysis was performed by your colleague.

b. There is no need to recognize your colleague’s contribution because she/he agreed to let you use the results.

c. Add a statement on the PowerPoint slide that names your colleague as the source of the data.

Answer: c
10. Planners are encouraged to seek informal ethics advice from the Ethics Officer. Who is the Ethics Officer referred to in the AICP Code of Ethics?

a. Executive Director of the Texas Chapter of the American Planning Association.

b. Professional Development Officer of the Texas Chapter of the American Planning Association.

c. Executive Director of the American Planning Association.

Answer: c
Other Stuff You Need to Know

- Goals and Objectives
- SWOT Analysis
- Information Systems
- **APA** Code of Ethics
- Survey Methods
- Community Participation
- Delphi Method
- Research Methods
- Population Projections, Estimates, and Forecasts
- Demographics
- Zoning

- Subdivision
- GIS
- Takings
- Location Quotient
- Dates
- Budgeting and Finance
- Federal Programs
- EVERYTHING
Acronyms

- ADA - Americans with Disabilities Act
- APFO - Adequate Public Facilities Ordinance
- AMI - Area Median Income
- BANANA - Build Absolutely Nothing Anywhere Near Anything
- CDBG - Community Development Block Grants
- CERCLA - Comprehensive Environmental Response Compensation and Liability Act
- CIP - Capital Improvement Program/Plan
- EIS - Environmental Impact Statement
- ETJ - Extraterritorial Jurisdiction
- FAR - Floor Area Ratio
- GDP - Gross Domestic Product
- GIS - Geographical Information Systems
- GNP - Gross National Product
- HAP - Housing Assistance Plans
- ITE - Institute of Transportation Engineers
- LULU - Locally Undesirable Land Uses
- LUST - Leaking Underground Storage Tank
- NAAQS - National Ambient Air Quality Standards
- NIMBY - Not in My Back Yard
- PDR - Purchase of Development Rights
- PERT - Program Evaluation Review Technique
- PPBS - Planning Programming Budgetary System
- PUD - Planned Unit Development
- RCRA - Resource Conservation and Recovery Act
- RFRA - Religious Freedom Restoration Act
- RLUIPA - Religious Land Use and Institutionalized Persons Act
- SARA - Superfund Amendments and Reauthorization Act
- SLAPP - Strategic Lawsuit Against Public Participation
- SOB - Sexually Oriented Businesses
- SWOT - Strengths, Weaknesses, Opportunity, Threats Analysis
- TDR - Transfer of Development Rights
- TIF - Tax Increment Financing
- TIGER - Topological Integrated Geographic Encoding and Referencing
- TOADS - Temporarily Obsolete Abandoned Derelict Sites
- TOD - Transit-Oriented Development
- UGB - Urban Growth Boundary
Census

• 2010 Census National Population: 308,745,538
• Know the changes from 2000 to 2010 Census
  ▫ 2000 Census Population - 281,421,906
  ▫ Fastest/slowest growing cities and overall trends
• Census Geographies
  ▫ Census Tracts
  ▫ Census Block
  ▫ Census Block Group
  ▫ Census Designated Place
  ▫ Urbanized Area
  ▫ Metropolitan Statistical Area (MSA)
  ▫ Primary Metropolitan Statistical Area (PMSA)
  ▫ Consolidated Metropolitan Statistical Area (CMSA)
Measurements

- 5,280 linear feet = 1 mile
- 43,560 square feet = 1 acre
- 640 acres = 1 square mile
- 2.47 acres = 1 hectare
Top Planning Books

- Town Planning in Practice (Sir) Richard Unwin 1909
- An Introduction to City Planning Benjamin Marsh 1909
- Carrying Out the City Plan Flavel Shurtleff, Frederick L. Olmsted 1914
- Cities in Evolution Patrick Geddes 1915
- Neighborhood Unit Clarence Perry 1929
- The Disappearing City Frank Lloyd Wright 1932
- Modern Housing Catherine Bauer 1934
- Urban Land Use Planning F. Stuart Chapin 1957
- The Image of the City Kevin Lynch 1960
- The Death and Life of Great American Cities Jane Jacobs 1961
- Silent Spring Rachel Carson 1962
- The Federal Bulldozer Martin Anderson 1964
- The Urban General Plan T.J. Kent, Jr. 1964
- Design of Cities Edmund Bacon 1967
- Design with Nature Ian McHarg 1969
- Site Planning Kevin Lynch, Gary Hack 1971
- The Practice of Local Government Planning Frank So, et al. 1979
- A Theory of Good City Form Kevin Lynch 1981
- Making Equity Planning Work Norman Krumholz, John Forester 1990
- Rural By Design Randall Arendt 1994
- The Geography of Nowhere James Howard Kunstler 1994
- Bowling Alone Robert Putnam 2000
Sample Questions

When/where was the first national conference on planning?

Answer:  Washington, DC / 1909

When/where was the first comprehensive plan?

Answer:  Cincinnati, OH / 1925
Sample Questions

Who said, “Make no little plans. They have no magic to stir men’s blood and probably themselves will not be realized...”?

**Answer:** Daniel Burnham

What was the publication written in 1912 to teach children about Daniel Burnham’s 1909 Plan of Chicago?

**Answer:** Wacker’s Manual of the Plan of Chicago by Walter D. Moody
Sample Questions

Who developed the concept of the Neighborhood Unit?

Answer: Clarence Perry (1929)
Sample Questions

What functional area of practice is Catherine Bauer associated with?

Answer: Housing *(Modern Housing, 1934)*
Sample Questions

What are sunk costs?

Answer: Retrospective (past) costs that have already been incurred and cannot be recovered.

What does an LQ of 0.8 mean?

Answer: Imports > exports. LQ compares regional share of a particular industry to the national share.
Sample Questions

Where/when was the first historic preservation commission?

Answer: Vieux Carre, New Orleans, 1921

Where/when was the first historic preservation ordinance?

Answer: Charleston, SC, 1931
Sample Questions

Name the author and topic of the 1962 book *Silent Spring*.

**Answer:** Rachel Carson / Environmental concerns related to the use of pesticides.
Sample Questions

What are SAFETEA-LU and TEA-21?


Sample Questions

Who was the book *The Power Broker* about? Who wrote *The Death and Life of Great American Cities*? What is the link between the two?

**Answer:** Robert Moses / Jane Jacobs

Moses: Massive infrastructure projects
Jacobs: Critic of urban renewal; supported mixed use and public involvement

Jacobs derailed Moses's plans to run two highways through lower Manhattan (one in what would become trendy SoHo). But, Moses's tarnished reputation has been undergoing rehabilitation recently as cities realize the value of reliable infrastructure.
Sample Questions

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Sample Questions

Why were snail darter fish important in 1973?

**Answer:** Caused delay of the Tellico Dam construction on the Little Tennessee River in 1973. The snail darters were discovered in the Little Tennessee River during research related to a lawsuit involving the National Environmental Policy Act (NEPA). The lawsuit stated that the Tellico Reservoir, to be created by Tellico Dam, would alter the habitat of the river to the point of extirpating the snail darter. The NEPA lawsuits slowed the construction of the Tellico Dam but did not stop it.
Concentric Zone
Burgess, 1925

Central Place Theory
Christaller, 1933

Name That Growth Theory!
Sector Model
Hoyt, 1939

Multi-Nuclei Zone Theory
Harris & Ullman, 1945
<table>
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<tr>
<th>Theory</th>
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<th>Year</th>
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<td></td>
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Sample Questions

Frederick Law Olmstead

Frederick Law Olmstead, Jr.

First President of AIP

Central Park, NY

Riverside, IL

National Park Service Organic Act

Biltmore Estate, Asheville, NC

Member of McMillan Commission

Emerald Necklace, Boston, MA
Sample Questions

Who wrote *The Back of Yards* and *Rules for Radicals*?

**Answer:** Saul Alinsky, community organizer
Sample Questions

What is this and who created it?

Answer: Ladder of citizen involvement, by Sherry Arnstein (1969)
Sample Questions

An ordinance was passed that zoned a large property into multiple districts, restricting the type of development that could occur. This 1926 ruling stated that zoning is a valid exercise of police power. **Name That Case!**

Answer: Village of Euclid v. Ambler Realty
Sample Questions

An ordinance was passed that zoned a large property into multiple districts, restricting the type of development that could occur. This 1926 ruling stated that zoning is a valid exercise of police power.

Answer: Village of Euclid v. Ambler Realty
Sample Questions

Which of the following cases are related to growth management?

I. Golden v. Ramapo  
II. Construction Industry of Sonoma Co. v. Petaluma  
III. Kelo v. New London  
IV. Home Builders v. Livermore

a) I only  
b) II and IV  
c) I, II, and IV  
d) I, II, III, and IV

Answer: c)
Sample Questions

A beachfront homeowner sought conditional approval for a permit to rebuild a larger home that could potentially block the ocean view. The regional commission required the owner to dedicate an easement to allow public access to the beach. U.S. Supreme Court determined there must be an essential nexus between a legitimate state interest and the permit condition.

Answer: Nollan v. California Coastal (1987)
Sample Questions

A hardware store owner applied for a permit to expand her store and pave the parking lot. The city’s planning commission granted conditional approval, if she would dedicate land and develop a pathway for public access along the nearby creek. This ruling required an essential nexus AND that the degree of exactions required by the condition is roughly proportional to the impact being caused.

Answer: Dolan v. Tigard (1994)
Sample Questions

What are the two constitutional amendments related to takings?

Answer: 5th – Right to own/hold private property
14th – Due process (are the rules being followed?)
Sample Questions

This 1954 case was related to slum clearance for “local blight” in Washington, DC. U.S. Supreme Court ruled that private property can be taken with just compensation, and aesthetics can be included in public well-being.

Answer: Berman v. Parker
Sample Questions

Regional, rather than neighborhood, level planning may be appropriate to each of the following planning issues EXCEPT:

a. Wetland and floodplain protection
b. Airport accessibility
c. Facade design standards
d. Availability of grocery stores
Sample Questions

Hurricane protection planning generally occurs at which level:

a. National level
b. Corridor level
c. Neighborhood level
d. Downtown level
Sample Questions

Between July 2005 and July 2006, the population of which state grew by almost 580,000, more than any other state?

a. Texas
b. Nevada
c. Arizona
d. California
Sample Questions

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

a. National
b. Multi-State
c. County
d. Urban
Sample Questions

Food planning may involve any of the following EXCEPT:

a. Making recommendations about commercial districts for grocery stores and restaurants
b. Developing strategies to protect farm and ranch land from development
c. Evaluating the supply of Mexican, Chinese, and other specialty restaurants in an area
d. Suggesting policies to encourage community gardening
Sample Questions

Which of the following are principles of environmental justice?

I. Environmental justice opposes exploitation of lands, people, and cultures.
II. Environmental justice calls for informed consent.
III. Environmental justice recognizes the special legal relationship of Native Peoples to the U.S. government through treaties and agreements.
IV. Environmental justice requires a public hearing prior to making final decisions.

a. I and II
b. II and III
c. I, II, and III
d. I, II, III, and IV
Sample Questions

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

a. Evacuation planning  
b. Downtown planning  
c. Small town planning  
d. Waterfront planning
Sample Questions

Planners pay special attention to the interrelatedness of decisions. This is an example of:

a. Our overall responsibility to the public as indicated by the AICP Code of Ethics and Professional Conduct
b. Obstacles to good planning practice
c. A rule of conduct in the AICP Code of Ethics and Professional Conduct
d. A planning vision statement
Sample Questions

This Supreme Court decision removed the "substantially advances" test for takings cases:

a. Village of Euclid v. Ambler Realty Co. (1926)
c. Lucas v. South Carolina Coastal Council (1992)
d. Lingle v. Chevron USA (2005)
Sample Questions

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

b. Lingle v. Chevron USA
c. City of Rancho Palos Verdes v. Abrams
d. San Remo Hotel, L.P v. City and County of San Francisco
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