

AICP Exam Prep

Spring 2012

Exam Overview & Spatial Areas of Practice

FYI...

Technical Help: Use the question box on your Gotowebinar menu or **call 1-800-263-6317**

Content Question: Use the question box on your Gotowebinar menu

The session will begin at 9:00 AM

AICP Exam Prep

Spring 2012

Exam Overview & Spatial Areas of Practice



American Planning Association
Pennsylvania Chapter

Making Great Communities Happen

Professional
Development
Committee

Exam Prep Chapters:

Illinois

Maryland

North Carolina

Pennsylvania



Today's Agenda

- ❖ What & Why of AICP
- ❖ Exam Overview - Test Background & Tips
 - Spatial Areas of Practice
 - History, Theory & Law
 - Functional Areas of Practice
 - Plan Making & Implementation
 - Public Participation & Social Justice
 - AICP Code of Ethics & Professional Conduct
- ❖ Spatial Areas of Practice

**Where are you
in the process?**

AICP – American Institute of Certified Planners

- ❖ APA's professional institute
- ❖ To be AICP, a planner must:
 - meet requirements for education and experience,
 - pass the AICP exam,
 - pledge to uphold ethical standards (AICP Code of Ethics), and
 - engage in ongoing professional development (Certification Maintenance)

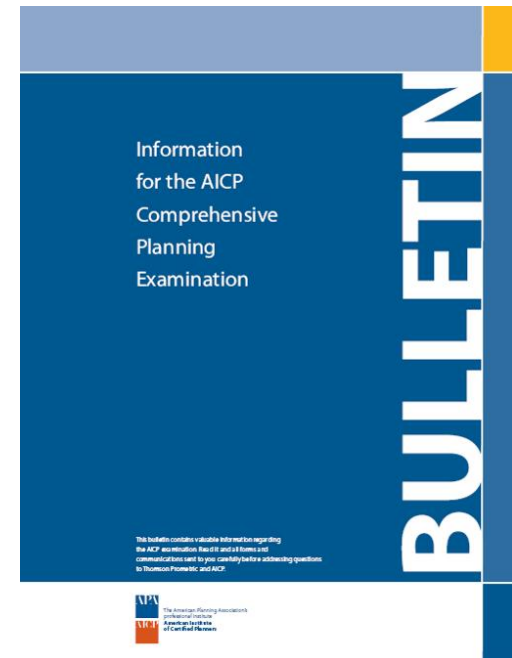
Why AICP?

- ❖ Demonstration to elected officials, community leaders, and employers of a commitment to excellence
- ❖ Potential employment
- ❖ Salary survey

Eligibility

- ❖ Current APA member
- ❖ Submit online application meeting education and experience criteria
- ❖ Fee of \$495
- ❖ Pass exam

*APA website –
www.planning.org and the
Exam Candidate Bulletin for
all the details*



Education and Experience Criteria

❖ Education

- Graduate planning degree (PAB): 2 years
- Bachelors planning degree (PAB): 3 years
- Graduate planning degree (non-PAB): 3 years
- Other degree: 4 years
- No college degree: 8 years

❖ Experience – *Professional Planning as defined by AICP*

- Apply a planning process appropriate to the situation
- Employ an appropriately comprehensive point of view
- Involve a professional level of responsibility and resourcefulness
- Influence public decision making in the public interest

Education and Experience

❖ Verifications!!!

- For degrees and all employment you are claiming as professional planning experience
- Check dates carefully

Test Windows – 2 weeks

- ❖ May: Application due in January after being open for approximately 5 weeks; response in March
- ❖ November: Application due in July after being open for approximately 5 weeks; response in September
- ❖ Early bird: earlier deadline, earlier notification
- ❖ Approvals (ATT) and incompletes notified by email
- ❖ Denials issued by letter

Need to know...

- ❖ Schedule on your own with Prometric
- ❖ Approvals are good for 4 exam cycles, but need to inform APA if not taking the exam in the next window
- ❖ Test centers
 - Arrive 30 minutes early for paperwork
 - Take required IDs – make sure name and spelling is matching
 - Calculator/paper/pencil provided
- ❖ APA Exam Bulletin and APA staff for any questions – don't wait until it's too late

Test Background

- ❖ 170 multiple choice questions, including 20 sample questions
- ❖ Scoring on a scale, questions are weighted
- ❖ Pass rate is approximately 65%
- ❖ Must answer approximately 110 – 115 of the 150 “real” questions correct in order to pass
- ❖ 55 is typically the passing score (range is 25 to 75)
- ❖ 3 ½ hours to complete (brief tutorial before exam)
- ❖ Test questions last updated in 2008...so no 2010 Census data yet...updates possible in 2013

How Should You Prepare?

Review the APA outline of material

Allocate study time according to the APA outline

AND

your own background

- Study early and often
- Identify weak areas
 - Study groups
 - Practice exams

Test Content

- ❖ Spatial Areas of Practice – 15%
- ❖ History, Theory & Law – 15%
- ❖ Functional Areas of Practice – 25%
- ❖ Plan Making & Implementation – 30%
- ❖ Public Participation & Social Justice – 10%
- ❖ AICP Code of Ethics & Professional Conduct – 5%

**These 3 areas make up
70% of the exam –
expect lots of
approach & process
questions**

So How Many Questions?

Plan Making: 45

Functional: 38

History, Law, & Theory: 23

Spatial: 22

Public Participation & Social Justice: 15

Ethics: 7

Sample Question

An urban municipality has received grant funding to restore riparian buffers in order to improve the untreated water quality of the municipality's public water, which is drawn partially from surface waters. Which of the following steps is not necessary to get the project underway?

- A. Research existing databases for information on water quality within the source waters' watershed.
- B. Determine ownership of parcels along all surface waters within the municipality.
- C. Review aerial photography to assess conditions adjacent to waterways within the source waters' watershed.
- D. Research the most effective riparian buffer restoration methods for water quality improvement (such as differing buffer widths and vegetation type).
- E. Contact adjacent municipalities that contain any of the source waters' watershed.

Answer: B. This exact step is not needed. Determining ownership for certain parcels in the source watershed will likely be needed later in the process.

Sample Question

Advocacy planning is associated closely with Paul Davidoff and Saul Alinsky. Which of the following was the significant effect of the advocacy movement?

- A. Assisted single women with children find employment.
- B. Caused social planning to move from back room negotiations into the public forum.
- C. Reduced the need for more environmental documentation.
- D. Created economic stability.

Answer: B. Questions related to people will not necessarily ask what they wrote or what year it was – they can ask how those people impacted planning.

Sample Question

Which of the following court case(s) is/are concerned with takings:

- I. Renton v. Playtime Theatres Inc.
 - II. Pennsylvania Coal Co. v. Mahon
 - III. Metromedia, Inc. v. City of San Diego
 - IV. Agins v. City of Tiburon
-
- A. I only
 - B. II only
 - C. I and III
 - D. II and IV

Answer: D. Three points here – one, question format. Two, court case questions can be important to mark, or make notes from, since they can overlap somewhat (see next slide/question). Three – this is a simple case law question. See the next slide for a more difficult case law question.

Sample Question

The landmark case *Agins v. City of Tiburon* (1980) established a test: a regulation is a taking if it can be shown that it:

- I. Prompts a property owner to file a lawsuit.
- II. Deprives property of all economically viable use.
- III. Creates a nuisance on the affected property.
- IV. Fails to advance a legitimate governmental interest.

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

Answer: B. Similar points as the prior slide. One – question format. Two – marking (or notes) can help you answer questions due to potential overlap of questions. Three – this is an example of a more difficult case law question, focused on the details of the ruling.

Sample Question

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

- A. Village of Euclid v. Ambler Realty Co. (1926)
- B. Agins v. City of Tiburon (1980)
- C. Lucas v. South Carolina Coastal Council (1992)
- D. Lingle v. Chevron USA (2005)

Answer: D. Agins v Tiburon had created the "substantially advances" test, but Lingle v Chevron removed it.

Sample Question

Which of the following pieces of federal legislation focused on slum clearance?

- A. 1906 Antiquities Act
- B. 1934 Federal Housing Act
- C. 1949 Housing Act
- D. 1968 New Communities Act

Answer: C. Know this level of detail on key federal legislation.

How Should You Prepare?

Get a Comprehensive Study Source

- ❖ PA Chapter PDC Study Notes
- ❖ PLAN 310 Planetizen AICP Exam Preparation Course (\$129)
- ❖ APA AICP Exam Prep 2.0 (\$195)

These generally review all topics noted in the APA outline of test content

Planetizen and APA both include practice exams

Planetizen is more interactive

Test Tips

Study Materials from PA Chapter

The screenshot shows the website of the American Planning Association - Pennsylvania Chapter. The header includes the APA PA logo and the text "American Planning Association Pennsylvania Chapter Making Great Communities Happen". A navigation bar lists various sections: CONTACT US, ABOUT US, EVENTS & TRAINING, LEGISLATION/LAW, ONLINE SERVICES, CAREER CENTER, EDUCATION, and SECTIONS. The "AICP Exam" section is highlighted, featuring links for "Becoming an AICP", "Taking the AICP Exam", and "Studying for the AICP Exam". Below these links, there are three main sections: "Becoming an AICP", "Taking the AICP Exam", and "Studying for the AICP Exam". Each section provides detailed information about the exam process, including eligibility requirements, application deadlines, and available study materials. The "Studying for the AICP Exam" section mentions that the PA Chapter's Professional Development Committee (PDC) offers several different forms of help, including an annual spring prep session, a fall webcast prep session, free online materials, and study manuals available to borrow or purchase. The "Prep Sessions" section describes an annual spring prep session held in February or March, and a fall prep session held in September. The "Free Online Materials" section states that the PA Chapter and its PDC have developed a set of study notes to help planners who are preparing to take the AICP Exam. These notes are based on several sources and address case law, theory, planning processes, public participation techniques, urban design, housing, budgeting, growth management techniques, zoning, subdivision/land development ordinances, transportation planning, recreation planning, economic development, environmental issues, quantitative analysis techniques, and demographics. The notes are a comprehensive starting point for someone preparing for the AICP Exam and were compiled over several years by Lee Slusser and Dave McFarland, and were last updated in 2007. The "Other Online Study Materials" section lists links for "Practice Q&A", "Jennifer Cowley AICP Exam Review Session (2008)", and "Ethics Scenarios and Discussion". The "APA AICP Exam Study Manual" section states that the APA AICP Exam Study Manual is available to borrow from the PA Chapter of APA. The manual is the 1.0 version however it contains an addendum with the material that was added to the 2.0 version. The manual contains a hard copy text and a CD with questions (note the CD is available with only 1 of the PA Chapter's copies). PA Chapter members \$10.00. Non-members \$20.00. The manual may be borrowed for a three week period. To borrow the manual, complete and return the AICP Exam Study Manual Agreement and Order Form with payment. Questions, contact the Chapter office at info@planningpa.org or 717-671-4510. The "Chapter Presidents Council (CPC) 2009-2010 AICP Study Manual" section states that the 2009-2010 CPC AICP Study Manual is available for purchase from the PA Chapter. The manual is on CD. PA Chapter members \$20.00. Non-members \$30.00. To purchase a copy, complete and return the CPC Study Manual Order Form with payment. Questions, contact the Chapter office at info@planningpa.org or 717-671-4510. Quantities are limited so please order early. The "Study Materials from Other States" section lists links for "Colorado", "Florida", "North Carolina", "Rhode Island", and "Washington".

www.planningpa.org
****AICP Exam under Career Center****

- ❖ PDC Study Notes
- ❖ Prior Prep Session PowerPoints
- ❖ Ethics presentation and scenarios
- ❖ How to obtain the CPC Manual (most chapters have)



Test Tips

Study Materials from Other Chapters



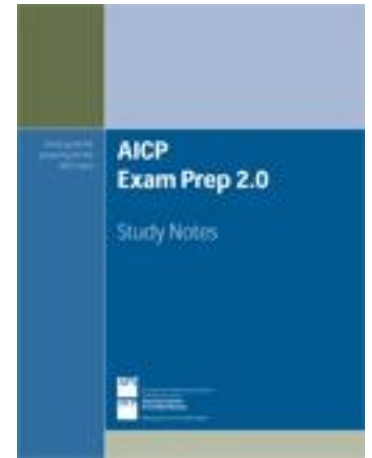
- ❖ North Carolina – law
- ❖ Washington
- ❖ Rhode Island
- ❖ Florida
- ❖ Georgia

Test Tips

Study Materials from APA

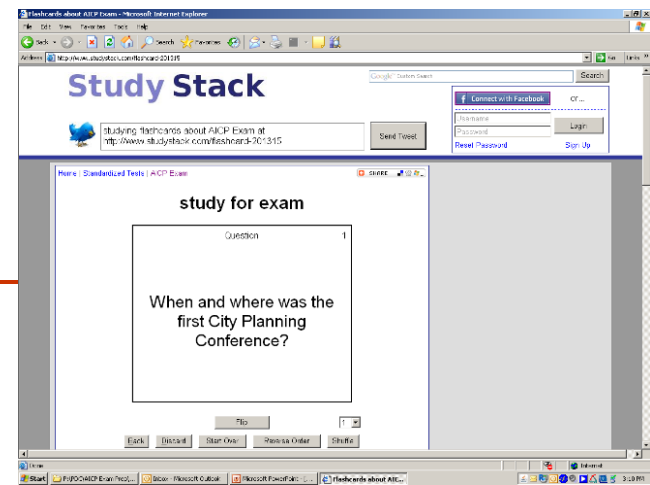
www.planning.org and www.planning.org/certification/examprep

- ❖ AICP Exam Prep 2.0
- ❖ Ethics Code and Information/PowerPoints
- ❖ Policy Guides (www.planning.org/policy/guides/index.htm)
- ❖ Legislative Information
- ❖ Top 25s - 25th Anniversary (<http://myapa.planning.org/25anniversary> or Google)
 - Planning Stories,
 - Cases in Planning and Environmental Law,
 - APA Award Winners,
 - Most Significant Planning Laws (1978 – 2003),
 - Individuals Who Influenced Planning Before 1978
- ❖ Timeline (or Pathways) of American Planning History – APA website or Google to find this listing from 1785 to 2000



Test Tips

Other Sources



- ❖ www.planetizen.com
- ❖ www.planningprep.com (free now, perhaps dated?)
- ❖ Electronical flashcards: www.studystack.com (search AICP) and gFlash app for mobile devices
- ❖ www.oyez.org (legal)
- ❖ Colorado Chapter link: <http://plannersreference.com/aicp/> ...this seems to be gone
- ❖ Cyburbia: <http://www.cyburbia.org/forums/>
- ❖ Chapter Presidents Council manual

Test Tips

Comprehensive Study Sources

- ❖ PA Chapter PDC Study Notes
- ❖ PLAN 310 Planetizen AICP Exam Preparation Course (\$129)
- ❖ APA AICP Exam Prep 2.0 (\$195)

Practice exams are critical, but don't memorize the specific questions – use them to understand your grasp of the topic.

Real questions are likely to require a mix of professional judgment and technical knowledge.

Test Tips

Reading Materials

AICP Certification Exam Selected Readings - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites

Address http://www.planning.org/certification/examprep/selectedreading.htm Go Links

AICP

- Certification
 - November 2010 Exam
 - May 2011 Exam
 - Post-Exam Information
 - Exam Candidate Bulletin
- Exam Preparation**
 - Exam FAQ
 - Eligibility Requirements
- Certification Maintenance
 - Advanced Specialty Certification
 - From the Commission
 - Ethics
 - Symposiums
 - Fellows of AICP
 - AICP Products
 - Reinstatement Policy

AICP Certification Exam Selected Readings

The following list may help planners who are preparing to take the AICP examination. Please note that the readings are presented with two cautions:

- No reading list can span the entire range of material in the AICP exam. As a result, the list is not a substitute for professional planning experience and education. It is not expected that exam takers will have read all the resources cited.
- The readings are intended as guidelines only. The AICP exam questions are not drawn from these readings directly, but are developed from materials of similar content.

General Reference

Books

Dalton, Linda, Charles Hoch, and Frank So (eds.). 2000. *The Practice of Local Government Planning*. Washington, D.C.: ICMA.

American Planning Association (ed.). 2006. *Planning and Urban Design Standards*. Hoboken, N.J.: John Wiley & Sons.

APA General References

Planning magazine

Journal of the American Planning Association

PAS reports

Planning & Environmental Law

Policy Guides

I. History, Theory and Law

Brooks, Michael. 2002. *Planning Theory for Practitioners*. Chicago: American Planning Association: (2002).

Campbell, Scott (ed). 2003. *Readings in Planning Theory*. Malden, Mass.: Wiley-Blackwell.

Eisner, Simon, Arthur Gallion, and Stanley Eisner. 1993. *The Urban Pattern* (6th ed). New York: John Wiley & Sons.

Lucero, Lora (ed.). 2005. *Four Supreme Court Land-Use Decisions of 2005*. Planning Advisory Service Report No. 535. Chicago: American Planning Association.

Hall, Peter. 1988. *Cities of Tomorrow: An Intellectual History of Urban Planning and Design in the Twentieth Century*. Oxford: Basil Blackwell.

Irons, Peter H. 1996. *May It Please the Court*. New York: New Press.

Krueckeberg, Donald (ed.). 1983. *Introduction to Planning History in the United States*. New Brunswick, N.J.: Rutgers University Center for Urban Policy.

Peterson, Jon. 2003. *The Birth of City Planning in the United States: 1840-1917*. Baltimore: Johns Hopkins University Press.

OPTIONS

New ways for planning officials to partner with APA.


My APA
ID or E-mail

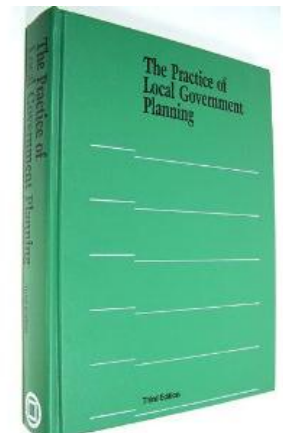
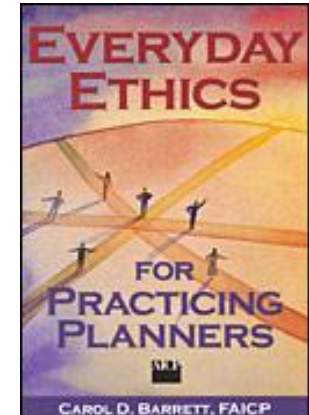
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☐ Remember My ID

☒ Login Help
☒ Create a Login ID
☒ Customer service

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Test Tips

- ❖ Get plenty of rest for the exam
- ❖ Dress in layers
- ❖ Eat before the exam
- ❖ Arrive early
- ❖ Answer every question
- ❖ **Use the “marking” option**
- ❖ Think of answer before reviewing choices
- ❖ Skim answers before reading long questions
- ❖ Do math twice
- ❖ **Think national**
- ❖ **Think APA**

Questions on the Exam Overview?

Spatial Areas of Practice – 15%

- ❖ Planning at national level
- ❖ Planning for multi-state or bi-state regions
- ❖ Planning for state
- ❖ Planning for sub-state region
- ❖ Planning at county level
- ❖ Planning for urban areas
- ❖ Planning for suburban areas
- ❖ Planning for small town
- ❖ Corridors
- ❖ Neighborhoods
- ❖ Waterfronts
- ❖ Historic districts or areas
- ❖ Downtowns

*Why plan at all
of these
different
levels?*

*Because the
resource
demands it.*

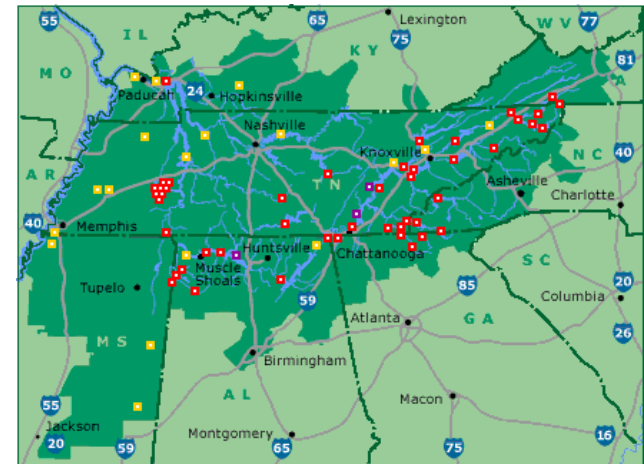
Spatial Areas of Practice

❖ PLANNING AT NATIONAL LEVEL

- Federal housing, transportation and environmental programs
 - Clean Air Act (1970)
 - Clean Water Act (1972)
 - SAFETEA-LU (Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users)

❖ PLANNING FOR MULTI-STATE OR BI-STATE REGIONS

- Environmental and transportation
- *Tennessee Valley Authority*
 - *Established in 1933 to convert 2 WW1 munitions factories and 1 Hydro electric plant into a regional power authority and a factory producing fertilizer. First example of multi-state planning for power and flood control*



Spatial Areas of Practice

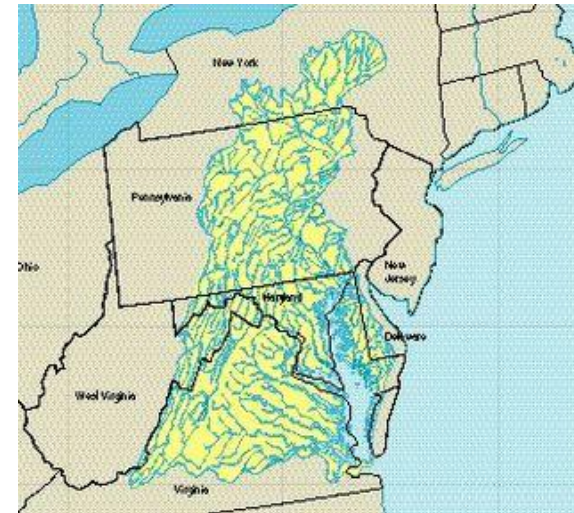
Multi- or Bi-State Planning, cont.

❖ Chesapeake Bay Watershed *TMDL*

- Subject of a recent Executive Order and a famous Lawsuit between Sierra Club and EPA (ongoing – filed in MD)

❖ Port Authority of NY & NJ

- Created 1921, run most regional transportation infrastructure (bridges, tunnels, airports, seaports) within NY-NJ Port District along Hudson and East Rivers
- In charge World Trade Center plaza rebuilding – lack of staff & multitude of approving agencies is holding up plans



❖ Hoover Dam, a.k.a. Boulder Dam

- On border of Nevada and Arizona, completed in 1936
- Apportioned the waters of the Colorado River between AZ, CA, CO, NV, NM, UT, and WY.
- Environmental impacts were - and are – significant.



Spatial Areas of Practice

❖ PLANNING FOR STATE

- Floodplain, environmental, Dillon's Rule or Home Rule (39 states use Dillon's Rule in whole or in part)
 - Dillon's Rule narrowly defines the power of local governments, from a judge from Iowa who made a ruling in 1868. The first part of Dillon's Rule states that local governments have only three types of powers:
 - those granted in express words,
 - those necessarily or fairly implied in or incident to the powers expressly granted, and
 - those essential to the declared objects and purposes of the corporation, not simply convenient, but indispensable.
 - The second part of Dillon's Rule states that if there is any reasonable doubt whether a power has been conferred on a local government, then the power has **NOT** been conferred.
- Hawaii, Maryland, Florida and Tennessee – states who have passed statewide Planning and/or Smart Growth laws.

Spatial Areas of Practice

❖ PLANNING FOR SUB-STATE REGION

- Parks, environmental, transportation
- Outer Banks
- Olmstead Parkway in Louisville KY
- Metropolitan Planning Organizations (MPOs) dealing largely with transportation; also RPOs

❖ PLANNING AT COUNTY LEVEL

- Hazard mitigation plans, growth management
- *Do Not Think State Specific!!*



Spatial Areas of Practice

❖ PLANNING FOR URBAN AREAS

- Infill, redevelopment, traffic management, urban heat islands, food access

❖ PLANNING FOR SUBURBAN AREAS (OLD AND NEW)

- Sprawl, connectivity, infrastructure, aging-in-place

❖ PLANNING FOR SMALL TOWN

- Access to infrastructure and social services, town character, economic opportunity

Spatial Areas of Practice

❖ NEIGHBORHOODS

- Neighborhood unit concept – Clarence Perry
- Defined by history, geography, culture...
- Access to services, walkability , or visitability
- Know about 1996 Symposium on Neighborhood Collaborative Planning (from the [APA Policy Guides](#))

❖ DOWNTOWNS

- Business improvement district (BID/TIF)
- Traffic circulation
- Mixed use – Density Issues
- Wayfinding signage
- Greening the urban area
- Events / Tourism
- AgriTourism



Spatial Areas of Practice

❖ Corridors

- Transportation
- Greenway



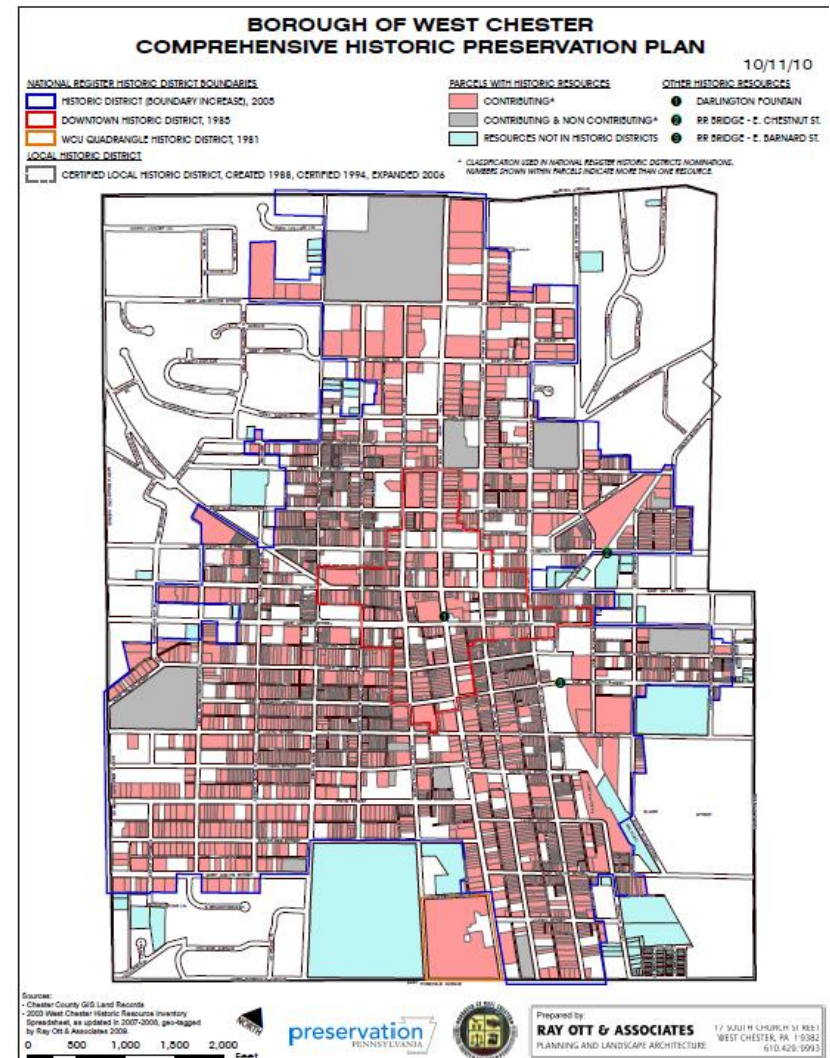
❖ Waterfronts

- Environmental, hazard mitigation, accessibility and economic opportunity

Spatial Areas of Practice

❖ Historic districts or areas

- National Register districts, landmarks, etc.
- HARB
- Local designations



Spatial Areas of Practice – Sample Question

Traditional small towns feature each of the following characteristics EXCEPT:

- A. Incremental growth outward from a core
- B. Low to very low density of development
- C. Open space around the edges
- D. Streets scaled for routine daily use rather than rush hour demand

Answer: B.

Spatial Areas of Practice – Sample Question

Neighborhood, rather than regional, planning may be more likely to address:

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

Answer: C.

Spatial Areas of Practice – Sample Question

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

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

Answer: B.

Spatial Areas of Practice – Sample Question

Which of the following is not true about a Metropolitan Planning Organization (MPO)?

- A. They are federally mandated for urbanized areas with a population over 250,000.
- B. They channel federal funds for transportation projects.
- C. They maintain a long-range transportation plan for a region.
- D. Their decision-making committees can be comprised of a mix of local, state, and federal representatives.

Answer: A. UZA population requirement is 50,000.

Spatial Areas of Practice

- ❖ Categories are not exclusive
- ❖ Complexity of planning process generally grows as the planning area grows
- ❖ Study within other topic areas, particularly functional



American Planning Association
Pennsylvania Chapter

Making Great Communities Happen

Questions?

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Next Week: Functional Topics

Registration: PA Chapter - www.planningpa.org/events

Archived Presentations: Utah Chapter - <http://www.utah-apa.org/webcast-archive>

Exam Prep Chapters:

Illinois

Maryland

North Carolina

Pennsylvania

