Today’s Schedule

- Who are we? Who are you? Why are we here? Where’s the bathroom?
- THE EXAM: Basics and Beyond
- \textit{BREAK}
- Practice Makes Perfect
- \textit{BREAK}
- How’d you do?
- Tips & Resources
- More Advice
Who Are We?

Allison Crump, AICP

Sarah R. Davis, AICP, LEED Green Associate
Who Are You?

- Name
- Planning Affiliation (Student? Job? World Saver?)
- Specialization/Sector/Interest
Why Are We Here?

- Who is taking the exam in November?
- Who is thinking about May 2017?
Where Is The Bathroom?

**Women’s**

Take a right down the hall and it’s on your left.

**Men’s**

Go to the other side of the elevators, take a right and it’s on your right.
Why AICP?

- Distinction Among Peers and Public
- Enhanced Opportunities
- Higher Salary
- Letters After Your Name
The Exam

- ½-Hour Tutorial
- 3 ½ Hours for 170 Questions
- 20 are “Pre-Test” Questions (Not Counted)
- Unofficial Results IMMEDIATELY
- Official Results 6 – 8 Weeks
Exam Content

- **Plan Making & Implementation**: 30%
- **Functional Areas of Practice**: 25%
- **Spatial Areas of Practice**: 15%
- **History, Theory, and Law**: 15%
- **Public Participation & Social Justice**: 10%
- **AICP Code of Ethics**: 5%
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Plan Making and Implementation

- Covers a broad variety of topics:
  - Visioning and goal setting
  - Quantitative and qualitative research methods
  - Demographics
  - Economics
  - Budgeting and Finance
  - Growth management techniques
Sample Questions for Plan Making

A comprehensive plan can be best described as...

A. A device to provide flexibility within the zoning ordinance
B. A plan that is required for local governments in all states except for Florida
C. A long-range planning policy document providing direction for future decisions on various issues related to community development
D. Something that does not run with the land and does not apply to future landowners
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<table>
<thead>
<tr>
<th>Functional Areas of Practice</th>
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<tbody>
<tr>
<td>▪ Community development</td>
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<tr>
<td>▪ Comprehensive or long-range planning</td>
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<td>▪ Development regulation or administration</td>
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<td>▪ Economic development and revitalization</td>
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<td>▪ Economic analysis and forecasting</td>
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<tr>
<td>▪ Educational, institutional, or military facilities planning</td>
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<td>▪ Energy policy</td>
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<td>▪ Food system planning</td>
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<td>▪ Growth management</td>
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<td>▪ Hazard mitigation and disaster planning</td>
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<td>▪ Historic preservation</td>
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<tr>
<td>▪ Housing</td>
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<tr>
<td>▪ Infrastructure</td>
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<td>▪ Labor force or employment</td>
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<tr>
<td>▪ Land use</td>
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<td>▪ Natural resources and the environment</td>
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<td>▪ Parks, open space and recreation</td>
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<td>▪ Planning law</td>
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<td>▪ Policy planning</td>
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<td>▪ Public services</td>
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<td>▪ Social and health services</td>
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<td>▪ Transportation</td>
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<td>▪ Urban design</td>
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Sample Question for Functional Areas of Practice

Which of the following is the BEST answer for the term RLUIPA?

A. RLUIPA stands for Religious Land Use and Institutionalized Persons Act of 2000
B. Local governments may not impose a land use regulation that imposes a substantial burden on the religion of a person or a religious institution
C. RLUIPA is a protection by the federal government for churches from local zoning
D. All of the above.
Sample Question for Functional Areas of Practice

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Spatial Areas of Practice

- Specific to geographies:
  - Planning at the national level
  - Planning for urban areas
  - Planning for corridors, neighborhoods, water fronts
Sample Question for Spatial Areas of Practice

GIS is an acronym for:

A. Geography Information and Systems
B. Gastro Intestinal System
C. Grand Indoor Stadium
D. Geographic Information Systems
Sample Question for Spatial Areas of Practice

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- Public Participation & Social Justice (15%)
- AICP Code of Ethics (10%)
History, Theory, and Law

- History of Planning
- Planning Law
- Theory of Planning
- Patterns of Human Settlement
The period between 1860 and 1870 in the US saw the beginning of suburbanization, with the creation of small settlements beyond the larger cities. Which of the following cities exemplifies this early American suburbanization?

A. Radburn, NJ
B. Riverside, IL
C. Lake Forest, IL
D. Elk Grove, CA
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Public Participation and Social Justice

- Public Involvement
- Public Participation Techniques
- Social Justice Issues
- Methods for Working with Diverse Communities
A Delphi Method can best be described as which of the following?

A. A series of questionnaires sent out, to a pre-selected group of experts
B. Citizens addressing themselves to proposals through workshop formats
C. Citizens vote their approval or disapproval by official ballots
D. An intensive, interactive problem-solving process with meetings convened around a specific plan
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AICP Code of Ethics

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
Sample Question for AICP Code of Ethics

Under the AICP Code of Ethics, all of the following may be considered a potential conflict of interest for a public planner EXCEPT:

A. Stopping or "derailing" public participation in a long-range planning process.
B. Working for a developer who has an action before the City Council.
C. Processing a rezoning application for property that the planner him/herself owns
D. Accepting a new bbq grill on their birthday from a local development firm.
Sample Question for AICP Code of Ethics

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BREAK TIME
Practice, practice, practice.
Practice Test

- Old School – Pen and Paper
- 48 Questions
- Ratio of Questions Similar to Exam
- 1 Hour to Complete
Test + Break = 1 hr 15 min

RETURN @ #:##
Sooooo, how’d you do?
This type of zoning involves superimposing over zoning districts to create additional requirements.

A. PUD
B. TDRs
C. Overlay Zones
D. Performance Zoning
Who promoted a dream city “Radiant City”? 

A. Frank Lloyd Wright 
B. LeCorbusier 
C. Louis Wirth 
D. James Rouse
Which type of roadway can be described as providing direct access to the adjacent land and access to the higher classified roads?

A. Local streets
B. Minor arterials
C. Urban collectors
D. Major arterials
What is the floor area ratio of the building shown below?

A. .25  
B. 1.0  
C. .75  
D. 4.0
Who is considered the "father of zoning?"

A. Edward Bassett
B. Daniel Burnham
C. Ebenezer Howard
D. Frederick Law Olmsted
What can be described as a budget that starts from scratch every year?

A. PPBS
B. Zero Base
C. Operating
D. None of the above
A Strategic Plan involves:

I. Focusing on a limited issue, problem, or project.

II. An open process that is not dictatorial.

III. Identification of S.W.O.T.

IV. Identification of resources that can be used to achieve identified goals.

A. I
B. I and II
C. II, III, and IV
D. All of the Above
A variance can be described as...

A. A form of relief from requirements of an ordinance based upon "unnecessary hardships"
B. An unnecessary hardship on a land owner
C. Something that cannot be granted by a board of adjustment
D. Something that cannot be granted by a board of zoning appeals
Of the following growth management techniques, which would likely be used to reduce development density?

A. Building permit caps
B. Subdivision phasing
C. Large lot zoning
D. Building permit moratorium
This group can be described as a group that is presumed to represent the attitudes and ideas of the local groups?

A. Design-In
B. Task Force
C. Citizen Advisory Committee
D. Neighborhood Planning Council
Estuaries can be described as which of the following?

A. An underground bed or stratum of earth, gravel or porous stone that contains water
B. Areas where the fresh water meets salt water
C. Topographic areas where surface water runoff drains to a specific point on a stream or to a water body
D. None of the above
Berman v. Parker (1954) dealt with which of the following issues?

A. Adult Uses
B. Billboards
C. Easements
D. Condemning property
What year was the first urban growth boundary established in the US?

A. 1958
B. 1959
C. 1990
D. 1991
In drafting a neighborhood plan, what is the most efficient and effective way to ensure that the interests of all groups have been addressed?

A. Send a copy of the plan to all ethnic, religious, and social organizations in the neighborhood and request written comments.

B. Conduct focus group meetings in the neighborhood to discuss plan concepts and issues prior to drafting the plan.

C. Conduct statistically valid public opinion polls of residents to determine their issues and desires.

D. Hold a public hearing on the draft plan at a regularly scheduled Planning Commission meeting.
A planner’s primary obligation is:

A. To be conscious of others.
B. To protect the environment.
C. To serve the public interest.
D. To further economic development.
What is ETJ?

A. Uses not permitted by right
B. Hardship associated with a parcel not allowing for development of that parcel under the zoning regulations
C. Decreasing the intensity of development
D. Authority granted by some states to municipalities to impose zoning and subdivision regulations beyond their jurisdiction
Which of the following best describe the composition of the block highlighted below?

A. 50% Multi-Family Residential, 25% Park, 25% Retail
B. 74.32% Residential, 9.76% Park, 15.87% Office
C. 50% Residential, 30% Park, 20% Retail
D. 65% Multi-Family Residential, 15% Park, 20% Retail
Which of the following are included in subdivision regulations?

i. land recordation
ii. dedication requirements
iii. impact fees
iv. growth management controls

A. iii Only
B. iv Only
C. i & ii
D. All of the above
A stratified sampling is when you:

A. Subdivide the population into at least two different subgroups that share the same characteristics, then draw a sample from each subgroup.

B. Divide the population into sections or clusters then randomly select some of those closes and choose all members from selected clusters.

C. Choose the first 10 participants.

D. Choose every 7th person of a group.
According to Transportation Planners, the main purposes for streets and roads could be to...

i. Provide mobility
ii. Provide construction projects for job creation
iii. Provide land access
iv. Provide boundaries for parcels

A. i & ii
B. i & iii
C. i, ii, & iii
D. All of the above
An "accessory dwelling" can be described as which of the following?

A. When a homeowner converts a portion of their existing structure into a garage
B. When a homeowner adds a screened in porch to their homes
C. When a homeowner converts a portion of their existing structure into a second dwelling unit
D. None of the above
Clarence Perry's "Neighborhood Unit" was...

i. A self-contained residential area
ii. Bounded by major streets
iii. Shops at the intersections
iv. A school in the middle

A. i, ii & iv
B. i, ii & iii
C. i & ii
D. All of the Above
What 1987 case decided that even a temporary taking requires compensation?

A. Brown v. Board of Education
B. Golden v. Planning Board of Ramapo
C. Village of Euclid v. Ambler Realty
D. First English Evangelical Lutheran Church v. County of Los Angeles
The three levels of the Ladder of Participation are:

i. Citizen Power
ii. Tokenism
iii. Non-participation
iv. Community Involvement

A. ii & iii
B. i, ii & iv
C. iii & iv
D. i, ii & iii
As the newly appointed planning director in the small town of Sugar Grove. Your wife is also the new owner of a gardening store that is applying for the construction of a large greenhouse to be built adjacent to the store. This will need to be reviewed by the planning commission for approval. In this example, you should do which of the following:
A. You should craft an extensive staff report about the benefits of the greenhouse for the community. Referencing the potential classes that could be taught there.

B. Invite the planning commission to try and grow flowers and plants outdoors in the winter months.

C. Ask your wife to offer complimentary "flowers for a year" to all Planning Commissioners.

D. Inform the Commission about your connection to the case and remove yourself from the review process.
Who was the father of advocacy planning?

A. Burgess
B. Hoyt
C. Davidoff
D. Christaller
What Housing Act focused on slum prevention and urban renewal?

A. Housing Act of 1949
B. Housing Act of 1964
C. Housing Act of 1954
D. Housing Act of 1970
An Environmental Impact Statement can be defined as which of the following?

A. Written to satisfy requirements of NEPA when a major action will have a significant impact on the environment
B. A less extensive environmental review used by various agencies to determine whether or not an EIS will be required
C. Written to satisfy requirements of NEPA when a governmental action is expected to have no impact on the environment
D. None of the above
According to the ITE's "Parking Generation", based on the ranges of generation factors, medical centers have a peak space factor of.....

A. 0.05 - 1.0 spaces per employee
B. 1.0 - 2.0 spaces per employee
C. 0.75 - 1.0 spaces per employee
D. 0.10 - 0.75 spaces per employee
Who is involved with an organizational approach that has invitations sent out by the neighborhood or organization and a paid organizer is then sent to the neighborhood?

A.  Paul Davidoff  
B.  Saul Alinsky  
C.  Sherry Arnstein  
D.  TJ Kent
What does ZIP Code stand for?

A. Zone Improvement Plan Code
B. Zoning Improvement Plan Code
C. Zone Improvement Planning Code
D. Zoning Improvement Planning Code
You are a Village Planner scheduled to attend a Plan Commission meeting to provide a staff recommendation on a PC Case #04-032. Prior to the meeting you receive a phone call from a friend and colleague who is a planner in a nearby community. She tells you that she has some "dirt" on the petitioner schedule to present PC Case #04-032. She says that you "won't believe your ears" and that although this information is confidential "you have to hear it!" You are afraid that this could impact your staff recommendation. What should you do?
A. Listen to what she has to say. You are a planner responsible for the public's interest.

B. Tell her to come in to your office so you can hear it face to face.

C. Provide time for her to present this information to your Plan Commission during its executive session.

D. Tell her that if she has anything to say that it should be done during public comment during the Plan Commission meeting this evening.
What month has the American Planning Association designated as “National Community Planning Month?”

A. January
B. April
C. July
D. October
Which of the following are key points for Planned Unit Developments (PUDS)?

i. A mixture of uses
ii. Creativity in design
iii. Flexibility in density
iv. Strict adherence to dimensional requirements as required in the underlying zoning.

A. i only
B. iv only
C. i, ii & iii
D. All of the above
The polycentric concept can be described as which of the following?

A. A single metropolitan region
B. Metropolitan regions developed into a series of centers
C. A central core with service moving "out" to the other regions
D. None of the Above
Transportation Demand Management (TDM) involves...

i. Building HOV lanes
ii. Ride sharing
iii. Encouraging home office
iv. Using transit

A. i, ii & iv
B. i & ii
C. ii, iii & iv
D. All of the above
This is a strip of mostly level land bordering a stream or river subject to flooding.

A. Floodplain
B. Lagoon
C. Marsh
D. Peninsula
The Policy Delphi method can be defined as:

A. Successive rounds of argument and counter argument that work towards a consensus.
B. An intensive, interactive problem solving process.
C. A group that is presumed to represent the attitudes and ideas of the smaller, local groups.
D. A collection of citizens who participate in workshops to process various land use related proposals.
How many basic conflict points are there at a modern roundabout?

A. None
B. 4
C. 8
D. 16
These are deep lakes that have a low supply of nutrients and thus contain little organic matter.

A. Oligotrophic
B. Monomictic
C. Metalimnion
D. Filamentous
What is the range of the following data set:

1 1 1 4 4 6 6 7 8 9

A. 1
B. 8
C. 4.7
D. 47
This can be described as uses and structures that existed prior to the zoning ordinance and are not in conformity with its provisions.

A. Special Use Permit  
B. Nonconforming Uses  
C. Variance  
D. Subdivision Regulation
Which are the key points to writing a WBS?

i. Keep the deliverable in mind
ii. Use a simple numbering system
iii. Its size and complexity is determined by the project
iv. Start general and work to more specific

A. i & iii
B. ii only
C. i & iv
D. All of the Above
What type of regulations preserve land records by platting and mapping?

A. Development
B. Zoning
C. Subdivision
D. Land Use
Which of the following could describe the term “Earned Value”?

A. The budgeted cost of work scheduled
B. The profit made on the project
C. What the project should be bid at
D. A method for measuring the progress of a project against the plan
Exactions can be defined as....

A. The city's financial responsibilities for private improvements associated with the development
B. The removal of a rezoning request from the rezoning process
C. The subdivider's financial responsibilities for public improvements associated with the development
D. The cancellation of a governmentally funded project
What is a disadvantage to Shift-Share analysis?

A. It does not discount the effect of abnormal events
B. Evaluates the strengths and weaknesses of a region's industries
C. Shows how well the region's current mix of industries is performing
D. Shows how well the individual industries are doing
Transfer of Development Rights (TDRs) do which of the following?

A. They create a market where people can sell their development rights to someone wishing to develop in a receiving area
B. A way to help stop sprawl
C. An economic incentive for preserving undeveloped land
D. All of the above
Tips and Resources You Can’t Refuse
The Last Stretch

- You Know Your Style
- Expose Yourself to Practice Questions
- Make Your Own Flashcards
- Find a Study Group!
Focus Your Energy & Effort

- Know What You Know, and What You Don’t!
- Biggest BANG for Your Buck
- Flashcards: When are There Too Many?
- Sadly, There Is No Magic Bullet
More Study Tips

- Tutorial and Practice Tests
- Don’t Memorize Questions
- Read!
- Don’t Personalize Information
Study Resources

APA Website
www.planning.org/certification/examprep/

- Exam Prep 3.0 – Online
- National Prep Session PDF- sample Q’s
- Selected Reading List
- Computer-based exam tutorial
- APA Policy Guides www.planning.org/policy/guides
- PAS reports
Study Resources

Selected Non-APA Sites & Resources

- **www.planningprep.com**
  - 7 sample exams of 150 Qs
  - FREE!

- **www.planetizen.com**
  - Online sample exams & reading guide
  - Claims 90% pass rate in 2013
  - Not even close to Free ($199)
Online AICP Exam Prep PPT Presentations

- For overview of all subject sections
  - Oregon Chapter 2012 prep session
  - National on the AICP exam prep page (in “Notes” format)
- For deeper delves in specific areas
  - PA: Spatial Areas of Practice
  - NJ: Functional Areas of Practice, housing & community development
  - National: Plan-making & Implementation

- Google: “AICP [subject area name]”
Have You Been on the Tube?

AICP Exam Review Series Plan Making and Implementation
by PlanningWebcast • 8 months ago • 443 views
2012-03-02.

Ethics for Planners
by PlanningWebcast • 1 year ago • 65 views
2011-08-19 Presenter: Graham Billingsley THIS WEBCAST AVAILABLE VIEWING ONLY, NOT APPLICABLE FOR AICP CM ...

AICP Exam Review Series AICP Code of Ethics
by PlanningWebcast • 10 months ago • 188 views
THIS WEBCAST IS AVAILABLE FOR VIEWING ONLY. NOT APPLICABLE CM CREDITS. 2012-03-23.

AICP Exam Review
by PlanningWebcast • 1 year ago • 648 views
03-22-2013 Topic: Planning Law Presenter: Gary Taylor, J.D., AICP Professor & Extension Specialist Community ...
And We Can’t Forget…

APA Colorado Website

- [www.apacolorado.org](http://www.apacolorado.org)

- Find Study Groups!

- Exam Prep Materials Posted
Test Taking Tips

- Know What You’re Getting Into
- Mom’s Always Right
- Know the Answer. Read the Answer. Pick the Answer.
  - Exception: Skim the answers before reading long questions to help you pick out the relevant details.
- Use the MARK

**DON’T PANIC!**
Find a Study Buddy! It motivated me and helped me ID what sections and topics I needed to study more (and what I could study less).
Studying for and passing the AICP exam was not only a major professional milestone, but also a great reason to reexamine many of the theories and foundations of planning underlying and supporting my daily planning practice.
Memorization sucks, and unfortunately that's a lot of what this exam requires. Find association games that will stick in your brain.
GOOD LUCK!

Sarah R. Davis,  AICP, LEED Green Associate

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