North Carolina
Chapter of the
American
Planning
Association

2012-2013
Work Plan
Table of Contents

• Introduction

• Message from Immediate Past President

• A Year of Opportunity – President’s Statement

• Officers and Committee Structure

• Review of Annual Retreat
  ▪ Retreat Agenda
  ▪ Retreat Participants

• Summary of 2012 Chapter Accomplishments
  ▪ Awards Committee
  ▪ Communications and Public Affairs Committee
  ▪ Education and Outreach Committee
  ▪ NC Great Places Initiative
  ▪ Legislative Committee
  ▪ Membership and Diversity Committee
  ▪ Professional Development Workshop
  ▪ Sections
  ▪ Young Planners Group

• Work Plan Priorities

• Committee Work Plans

• Concluding Statement
Introduction

This document reports on the work of the NC Chapter of the American Planning Association. The purpose is to review the past year of activity, and set the Chapter's work plan priorities for the year ahead.

This is a year of transition, and the Chapter's Annual Planning Conference on September 26-28 in Wilmington was punctuated by a leadership handoff: from outgoing President Fleming El-Amin to incoming President Ben Hitchings.

On August 24, the Chapter's Executive Committee met for its annual Retreat in Greensboro. This document summarizes the outcomes of those discussions, and concludes with a set of priority areas for work in the year ahead.

Immediately following are statements from Immediate Past President Fleming El-Amin and President Ben Hitchings that offers an overview of the Chapter and its mission, with goals for the coming year. Then comes a review of the August 24 Retreat, including the agenda and list of participants. The main body of this report is then presented consisting of: a Summary of 2012 Chapter Accomplishments. The document concludes with discussion of priorities for the coming year and a concluding statement.

The American Planning Association – Making Great Communities Happen.
Message from the Immediate Past President

Message from Fleming A. El-Amin, APA-NC President from 2010-2012

Even during these challenging economic times it has been extraordinarily rewarding to help promote the value of planning in various venues throughout the state over the last two years. I've been humbled by the experience and I want to thank all the members of the Executive Committee as well as any volunteers who have helped advance the mission of the chapter for your efforts and support to help make the North Carolina Chapter of the American Planning Association among the best in the country. Ben Hitchings, APA-NC President-Elect takes over as Chapter President effective October 1st and I feel confident the Chapter will reach new heights under his leadership.

During the 2011-2012 fiscal year the Chapter made tremendous strides in providing leadership in the development of sound planning policies and practices in North Carolina; providing continuing planning education to foster the growth of professional planners’ knowledge and skills; fostering the growth of professional identity; increasing awareness of the planning process, publicizing how planning can benefit the citizens of North Carolina, and advancing the art and science of planning within the Chapter area. This mission was advanced through the Chapter's nine committees, Awards, Education and Outreach, Membership and Diversity, Legislative, Regional Sections, Communications and Public Affairs, Professional Development, Chapter Development, and the Young Planners Group.

The committees of the Executive Committee were restructured last spring in order to more effectively serve APA-NC Chapter members. This action required an amendment to the bylaws. The amendments were initially approved by the Executive Committee and subsequently affirmed by vote of the APA-NC chapter members in March 2012. Below are the highlights of the changes.

Increasing the number of At-Large members on the Executive Committee

The Executive Committee was composed of three At-Large members: two general At-Large members and one At-Large member to oversee the NCAPA Sections. The new At-Large members are the Membership Chair, Legislative Chair, Young Planners Group Chair, and Communications and Public Affairs Chair.

Inclusion of the existing Youth Education and Citizen Education Committees under the Outreach and Education Committee

The Youth Education and Citizen Education Committees were separate stand-alone committees. With the creation of the new Education and Outreach Committee, these committees are now subcommittees within this larger group.

Identification of Continuous and Temporary Committees

The following committees are duly noted as “continuing committees” of the Executive Committee - Awards, Membership and Diversity, Education and Outreach, Legislative, Young Planners Group, and Communications/Public Affairs. Pursuant to Section 4 of Article VII the following committees shall be duly noted as “temporary committees” of the Executive Committee - Citizens’ Education and Youth Education, and Networking.

Continuing committees require the majority vote of the Executive Committee to be terminated while temporary committees serve at the pleasure of the Chapter President and can be terminated without a majority vote of the Executive Committee.
Elimination of the Networking Committee

There are now Co-Chairs of the Networking Committee who have put a lot of effort into linking and establishing relationships with our allied professional organizations, particularly with the establishment of AICP Certification Maintenance program. Since networking is inherent in other Committees, Networking Committee is no longer a stand-alone committee of the Executive Committee.

The changes in the organizational structure of the committees have helped the Chapter to fulfill the goals set forth in the FY’12 Work Plan. It is anticipated that committee restructure will also provide a great framework to accomplish the goals documented in this FY’13 Work Plan. The Work Plan includes reports from each committee on the accomplishments of FY’12, and the strategies for accomplishing the APA-NC Chapter objectives and goals over the next year.
A Year of Opportunity

President’s Statement: Ben Hitchings, AICP

Our profession faces many challenges. Like the dead trees I saw from the top of Clingman’s Dome in the Smokies this summer, the view from the mountain across our State is both incredibly beautiful and dotted with decay. Current challenges include: 1) Tight budgets, 2) Attacks on planning, and 3) Legislative challenges. North Carolina needs us and the work of our profession in order to build a more prosperous and sustainable future. As a result, over the coming year, APA-NC will be highlighting three themes: 1) Celebration, 2) Education, and 3) Participation.

Celebration: Planning in North Carolina has come a long way from the days in the 1950s when all the professional planners in the state could fit in a single booth at the Rathskeller on Franklin Street in Chapel Hill. Despite the challenges we face, our profession has many tangible accomplishments. To help celebrate these successes and feature them for a broader audience, APA-NC has launched a new program – the Great Places in North Carolina Initiative. This undertaking builds on APA National’s very successful Great Places in America program, and is the first full-scale chapter-level Great Places initiative in the country. This year the Chapter celebrated Great Main Streets through written nominations and an online contest. In its inaugural year, the program garnered more than 40 media stories on t.v., radio, and in newspapers.

APA-NC will expand the program in 2013, continuing the Great Main Streets theme and adding a Kids’ Great Places component.

Education: In the face of tight budgets, the Chapter has been working hard to ensure the availability of high quality and low cost continuing education opportunities for our members. Already, the Chapter hosts one of the best state planning conferences in the country. This year, APA-NC worked with a number of other chapters to develop a webinar consortium that offers free educational webinars to Chapter members. We look forward to building on this in 2013.

In addition, the Chapter is also working to provide new training opportunities for Planning Commissioners. This year, we are partnering with N-Focus Planning to offer three workshops on Conditional Zoning under the lead of Bill Duston, AICP, Chief Planner for N-Focus.

We are also continuing our student mentoring at universities with accredited planning degree programs and at Historically Black Colleges and Universities. We held a mentoring event at Elizabeth City State University this past spring, and are planning one for the spring of 2013.

Finally, as part of National Community Planning Month, we are challenging planners across the state to conduct at least one “Planning in the Classroom” activity in a local elementary school this fall. This is a fun program that a handful of planning departments across the state have been conducting successfully for years to help groom the next generation of planners and planning officials. The chapter has created a special webpage of resources, including downloadable handouts and a three-minute video, to make it easy to participate.
Participation: Each one of us needs to find a way to participate in the broader work of our profession, especially now in challenging times. We know our members have busy schedules, so we have developed some new ways to contribute to the work of the Chapter. In FY’13, we’ll be challenging our members conduct at least one of the following activities in the community where they work or live.

1) Take the PlanIt Kids Challenge: Conduct a “Planning in the Classroom” activity in a local elementary school to help educate the next generation about the role that planning plays in their community. Once members have completed the activity, we’ll post their photos in the newsletter and on the website. This is a great way to engage people to participate in National Community Planning Month.

2) Make a Presentation on N.C. Great Places: APA-NC is in the process of creating a PowerPoint presentation featuring the N.C. Great Places selected in 2012, describing what makes them great and how they got that way. The Chapter will post the presentation for download by members across the state to deliver to planning and elected boards, civic groups, and other organizations.

Through celebration, education, and participation, APA-NC is working to respond to the challenges our state currently faces, and expand the contributions that the planning profession makes in developing solutions. We look forward to involving more of our members in the Chapter’s efforts during the coming year.
Officer and Committee Structure

Officers
Ben Hitchings, President
Fleming El-Amin II, Immediate Past President
Tom Low, Vice President for Chapter Development
Lauren Blackburn, Vice President for Professional Development
Roger Bardsley, Treasurer
Emily Beddingfield, Secretary
Kristin Langford, Student Representative

2012-2013 APA-NC Committee Structure

Awards Committee
Karen Smith, Chair/At-Large
Roger Waldon, Vice Chair

Chapter Regional Sections
Joe Heard, Chair/At-Large
NCAPA Sections Coordinator

Chapter Development
Tom Low, VP Chapter Development
Kara Louise, Conference Planner

Communications and Public Affairs Committee
Zac Gordon, Chair/At-Large
Ron Hancock, Web Administrator
Adrienne McTigue, Newsletter Editor

Great Places
Ben Hitchings, Chair

Education and Outreach Committee
Nicole Bennett, Chair/At-Large
Cynthia Jenkins, Vice Chair

Legislative Committee
Ken Bowers, Chair/At-Large
Chad Meadows, Vice Chair
Randolph Cloud, Legislative Liaison

Membership and Diversity Committee
Cherie Jzar, Chair/At-Large
William Kerr, Vice Chair

Professional Development
Lauren Blackburn, PDO
Melissa Guilbeau, Assistant PDO

Young Planners Group
Ben Howell, Chair/At-Large
Kate Pearce, Vice Chair

Chapter Administrator – Bonnie Estes
Review of Annual Retreat

Purpose

This section documents the NCAPA Annual Retreat held on August 24, 2012 at Bur Mil Park Clubhouse in Greensboro, NC. The main purpose of the meeting was to plan for the coming year. The Chapter year starts October 1 and ends on September 30. Each year a work program is prepared of tasks and activities for the upcoming budget year. This report includes information about the participants and process leading to the upcoming year’s work program.

Participants

Members of the NC Chapter’s Executive Committee attended the retreat as well as Section Leaders and support staff. A complete list of attendees is included in this report.

Process Steps and Results

The retreat participants reviewed the accomplishments of the past year. Reports of the Chapter Committees are included in this report. Participants also discussed potential tasks for the next 12 months. The Work Plan discussion was highlighted with an interactive process that gauged the participants’ feelings for the level of priority for various tasks. The results of that process are also included in this report.
## 2012 Retreat Agenda

### NCAPA Annual Retreat

**Bur-Mil Park**

**August 24, 2012**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Presenter(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 - 9:15</td>
<td>Arrival, breakfast, and chit-chat</td>
<td>All</td>
</tr>
<tr>
<td>9:15 – 9:30</td>
<td>Welcome, Introductions, and Preview of Retreat</td>
<td>Fleming El-Amin</td>
</tr>
<tr>
<td>9:30-10:30</td>
<td>Accomplishments from past 12 months</td>
<td>Committee Chairs</td>
</tr>
<tr>
<td>10:30-11:00</td>
<td>Planning Conference Update</td>
<td>Tom Low</td>
</tr>
<tr>
<td>11:00-11:20</td>
<td>Recap of Great Places Initiative Events</td>
<td>Ben Hitchings</td>
</tr>
<tr>
<td>11:20-11:40</td>
<td>Report on Section activities</td>
<td>Joe Heard</td>
</tr>
<tr>
<td>11:40-11:50</td>
<td>Carolina Planning Journal Update</td>
<td>Ashley Williams</td>
</tr>
<tr>
<td>11:50-12:00</td>
<td>School of Government Curriculum</td>
<td>Dave Owens</td>
</tr>
<tr>
<td>12:00-1:00</td>
<td>Lunch</td>
<td></td>
</tr>
<tr>
<td>1:10-2:00</td>
<td>What are we trying to accomplish as a Chapter</td>
<td>Roger Waldon/All</td>
</tr>
<tr>
<td></td>
<td>• What should we continue to do/do more (must do items)?</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• What should we stop/modify/change?</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• What new items should we start?</td>
<td></td>
</tr>
<tr>
<td>2:15-2:40</td>
<td>Budget Discussion</td>
<td>Roger Bardsley</td>
</tr>
<tr>
<td>2:40-2:50</td>
<td>APA National/Region II Update</td>
<td>Roger Lentz</td>
</tr>
<tr>
<td>2:50-3:00</td>
<td>Wrap Up Discussion/Adjourn</td>
<td>Fleming El-Amin</td>
</tr>
</tbody>
</table>
Retreat Participants

2012 Retreat Attendees:

Rodger Bardsley - Treasurer
Emily Beddingfield – Chapter Secretary
Lauren Blackburn – Vice-President for Professional Development
Ken Bowers – Legislative Committee Chair
Fleming El-Amin, President
Bonnie Estes - Chapter Administrator
Zac Gordon – Communications and Public Affairs Committee Chair
Ron Hancock – Web Administrator
Ben Hitchings – President-Elect
Ben Howell - Young Planners Group Chair
Cynthia Jenkins – Membership and Diversity Committee Vice-Chair
Will Kerr - Membership and Diversity Committee Member
Kristen Langford – Student Representative
Adam Lovelady – UNC School of Government, Education and Outreach
Tom Low – Vice-President for Chapter Development
Dave Owens – UNC School of Government, Education and Outreach
Nicole Payne – Student Representative
Kate Pearce – Young Planners Group Vice-Chair
Karen Smith, Awards Committee Chair
Roger Waldon – Awards Committee Vice-Chair, Work Program Facilitator
Summary of Chapter Accomplishments
North Carolina Chapter Committee Reports 2011-2012

1. AWARDS COMMITTEE REPORT Chair – Karen Smith

The NCAPA presented 23 awards (including 5 honorable mentions) in 13 categories, as well as Outstanding Student Awards, during the 2011 Marvin Collins North Carolina Planning Awards Luncheon in Charlotte.

The NCAPA Executive Committee approved several changes to the Planning Awards Program for 2012, including: (1) replacing two Special Theme Award categories used from 2009 until 2011 (Community Development and Sustainable Community Planning) with an Equitable Development Special Theme Award category; (2) reviving a former Special Theme Award category for Innovations in Planning Services, Education and Public Involvement; and (3) modifying the description of the Distinguished Leadership Award for Appointed Officials category to allow for nominations of staff that support appointed boards and commissions.

The 2012 Marvin Collins North Carolina Planning Awards Program received 30 nominations in 13 categories, as well as Outstanding Student Award selections from Appalachian State University, East Carolina University and the University of North Carolina at Chapel Hill. The 2012 award presentations will be made during an awards luncheon on September 27, 2012, at the North Carolina Planning Conference in Wilmington.

The members of the 2012 NCAPA Awards Committee are:

- Craig Benedict, AICP, Planning Director for Orange County
- Nadine Bennett, AICP, Planner, Centralina Council of Governments
- Shelley Cox, AICP, Planning Department Director, Pasquotank County
- Bernard George, AICP, Land and Community Development Coordinator, City of New Bern
- John Kenny, Ph.D., Retired Planner (Former Planning Director for Western Piedmont Council of Governments)
- Kevin Reed, AICP, Planning Director, Emerald Isle
- Scott Shuford, AICP, Development Services Department Director, City of Fayetteville
- Karen Smith, AICP, Chief Planner, North Carolina Division of Community Planning, Western Regional Office*
- Phil Trew, AICP, Planning and Development Director, High Country Council of Governments
- Roger Waldon, FAICP, Principal, Clarion Associates*

*Awards Committee Co-Chairs

The 2012 Awards Committee is grateful for the assistance provided by Kelly Coffey, Senior Planner at High Country Council of Governments, Adam Culpepper, an undergraduate student intern from East Carolina University, and Scott Pouder, an undergraduate student intern and 2012 graduate of Appalachian State University.
Committee established through bylaws amendments
Zac Gordon appointed chair
Diane Dil resigned as Newsletter Editor
Adrienne McTigue hired as new Newsletter Editor
Acquired new domain name for website APA-NC.org, mirrors NC-APA.org
During Chapter admin vacancy/ D. Boswell's departure, provided ongoing support to other committees
  o Executive Committee
    ▪ Bylaws and Committee restructure
    ▪ Work Plans
    ▪ Minutes
    ▪ President’s Message
    ▪ Officer elections
  o Professional development
    ▪ CD Lending Library
    ▪ AICP exam training opportunities
  o Chapter development
    ▪ 2011 and 2012 Annual Conferences
  o Awards
    ▪ Call for Entries
    ▪ Photos, etc.
  o Legislative
    ▪ Billboards
    ▪ ETJ
    ▪ Design controls
    ▪ Membership directory sorted by representation in General Assembly
    ▪ Database of Planning Directors throughout state
  o Membership and Diversity
    ▪ Fellowship
    ▪ Student paper competition
    ▪ Chapter only membership
    ▪ Set up committee Email account

2011 Annual Conference
  o Pre-conference planning, registration, and related materials on website
  o Recording of Opening, Plenary, Legislative sessions streamed from website until service became cost prohibitive
  o Post-conference materials (summary, presentations, photos, etc. posted on website)
  o Post-conference summary and evaluation/survey developed and distributed to attendees

2012 Annual Conference
• Call for Session Proposals form created and Dropbox account set up for collection of proposals and evaluation by conference committee
• Major redesign of Conference Website / Pre-conference materials and registration info posted to site
• Save the date flyer and reminders created and delivered to membership

• Great Places initiative
  • Support to program coordinator (Ben H.) and selection committee (maps, photos, etc.)
  • Developed new website for initiative
  • Developed nomination form
  • Collected and then distributed nomination packets to selection committee

• Support of ECU Department of Family Medicine, Research Division Brody School of Medicine for survey of Planning Directors regarding “Obesity prevention Strategies”

• Ongoing updates to most all pages of website (Adrienne indexing changes still needed)
  • News items – ex. Roger Lentz election to APA Board
  • Legislative items – ex. UNC-SOG summary of planning related bills
  • Events – 31
  • Classifieds
    ▪ In-state Jobs – more than 70
    ▪ Out of state jobs – 5
    ▪ RFPS/RFQs – more than 30
    ▪ Internships – 1
    ▪ Training (not necessarily CM) – 8

• Website “traffic” or most visited pages (not number of “hits”)
The Page Impression Statistics screen is a display representation of the number of unique hits that have been made on all Content Items. This is based solely on the number of times the main page of a Content Item is viewed and does not count views of an Item Intro on the Front page.

<table>
<thead>
<tr>
<th>Rank</th>
<th>Page Title</th>
<th>Impressions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Great Places in North Carolina</td>
<td>13270</td>
</tr>
<tr>
<td>2</td>
<td>AICP</td>
<td>4230</td>
</tr>
<tr>
<td>3</td>
<td>Executive Committee</td>
<td>2734</td>
</tr>
<tr>
<td>4</td>
<td>2012 State Conference</td>
<td>2385</td>
</tr>
<tr>
<td>5</td>
<td>How to Submit a Posting</td>
<td>2369</td>
</tr>
<tr>
<td>6</td>
<td>Why Join - Member Benefits</td>
<td>2162</td>
</tr>
<tr>
<td></td>
<td>Sections Map</td>
<td>1940</td>
</tr>
<tr>
<td>---</td>
<td>---------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>8</td>
<td>Newsletter</td>
<td>1927</td>
</tr>
<tr>
<td>9</td>
<td>About the Chapter</td>
<td>1914</td>
</tr>
<tr>
<td>10</td>
<td>Chapter Only Membership</td>
<td>1791</td>
</tr>
<tr>
<td>11</td>
<td>Committees</td>
<td>1783</td>
</tr>
<tr>
<td>12</td>
<td>Citizen Education</td>
<td>1715</td>
</tr>
<tr>
<td>13</td>
<td>2011 State Conference</td>
<td>1686</td>
</tr>
<tr>
<td>14</td>
<td>Planners Listserv</td>
<td>1654</td>
</tr>
<tr>
<td>15</td>
<td>Student Resources</td>
<td>1541</td>
</tr>
<tr>
<td>16</td>
<td>Chapter Development</td>
<td>1451</td>
</tr>
<tr>
<td>17</td>
<td>Contact</td>
<td>1400</td>
</tr>
<tr>
<td>18</td>
<td>Education and Outreach</td>
<td>1398</td>
</tr>
<tr>
<td>19</td>
<td>Membership and Diversity</td>
<td>1350</td>
</tr>
<tr>
<td>20</td>
<td>Chapter History</td>
<td>1321</td>
</tr>
</tbody>
</table>

- Hits by type of user domain (not only in 2011-2012)

<table>
<thead>
<tr>
<th>Domain</th>
<th>%</th>
<th>hits</th>
</tr>
</thead>
<tbody>
<tr>
<td>com</td>
<td>41.57%</td>
<td>703387</td>
</tr>
<tr>
<td>net</td>
<td>35.80%</td>
<td>605767</td>
</tr>
<tr>
<td>Unknown</td>
<td>10.88%</td>
<td>184110</td>
</tr>
<tr>
<td>ru</td>
<td>5.48%</td>
<td>92794</td>
</tr>
<tr>
<td>us</td>
<td>1.42%</td>
<td>23960</td>
</tr>
<tr>
<td>edu</td>
<td>0.91%</td>
<td>15339</td>
</tr>
<tr>
<td>gov</td>
<td>0.68%</td>
<td>11549</td>
</tr>
<tr>
<td>org</td>
<td>0.64%</td>
<td>10829</td>
</tr>
</tbody>
</table>
3. EDUCATION AND OUTREACH COMMITTEE REPORT Chair – Nicole Bennett

The Education and Outreach Committee was recently organized so we didn't do a whole lot. Here's a list of our accomplishments for the year:

- We worked with the Membership and Diversity Committee to develop the fellowship program and screen the applicants.
- Helped organize and facilitate a Career Road Show at Elizabeth City State University (March 29, 2012)
- Prepared articles about the road show for publication in the NCAPA newsletter and the Planning and the Black Committee summer newsletter
- Helped screen and interview applicants for the Newsletter Editor and Chapter Administrator positions
- Co-sponsoring NCAPA/Triangle Area Minority Planners and Engineers Summer Cookout (August 18, 2012)

4. N.C. GREAT PLACES INITIATIVE REPORT Chair - Ben Hitchings,

Overview

In 2012, APA-NC launched a new initiative – a chapter-level program to celebrate Great Places in North Carolina. Inspired by APA National’s successful Great Places in America initiative, the North Carolina program is the first full-scale APA chapter-level version to be implemented in the country.

In the program's first year, APA-NC celebrated Great Main Streets, soliciting nominations from across the state and recognizing a total of seven places from 78 nominations submitted – including four Great Main Streets and one Great Place in the Making, as well as one People's Choice and one People's Choice Runner-up chosen by online voters. The program used a communications plan and an online contest to help garner more than 40 media stories, including newspaper, radio, and television coverage. 1,700 votes were cast in the online contest. APA-NC has also held recognition events in six of the seven communities and at the N.C. General Assembly, to date, to audiences ranging in size from about 30 to several thousand.

Program Details

To carry out the initiative, the program engaged a large group of volunteers and paid staff in a variety of tasks, including:

- Preparing the program approach;
- Developing the selection process;
- Convening an expert panel;
- Creating and updating a project webpage;
• Hiring a communications consultant and conducting systematic outreach to the media;
• Promoting the program through social media;
• Working with APA National to design, print, and distribute framed certificates;
• Organizing and holding recognition events;
• Preparing a two-page color handout;
• Making a presentation to APA leadership at the APA National Conference; and
• Organizing a conference session featuring the 2012 Great Places selected.

Now the Chapter is working to hire a consultant to develop a short video on the program, is preparing a powerpoint to distribute to chapter members to deliver across the state, and is planning to conduct a webinar on the program for other APA chapters.

APA-NC funded the core program with an allocation of $5,000. It also wrote a successful grant to the APA Chapter President’s Council for another $5,000 to prepare a two-page color handout and a short video.

APA-NC also has exciting plans to expand the program for 2013 and create a Kids’ Great Places component to the initiative.

Special thanks to the volunteers and paid staff who have made the program possible. These include (I hope I haven’t forgotten anybody!):

Volunteers

• Fleming El-Amin (program consultation, funding, media, recognition events, expert panel)
• Emily Beddingfield (program consultation, certificates, refrigerator magnets, social media, recognition events)
• Joe Heard (program consultation, media, recognition events)
• Roger Bardsley (program consultation, funding, recognition events)
• David Owens (program consultation, expert panel, recognition events)
• Zac Gordon (program consultation, media)
• George Chapman (program consultation, expert panel)
• Sue Schwartz (expert panel)
• Rodney Swink (expert panel)
• Elizabeth Hudson (expert panel)
• Lauren Blackburn (professional education, webinar)
• Bynum Walter (two-page handout)
• Cherie Jzar (social media)
• Brian Byfield (selection process, recognition events)
• Dick Hails, (recognition events)
• Paul Black (recognition events)
• Linda Giltz (recognition events)
• Judy Francis (selection process)
• Lauren Simmons (legislative event)
• Ken Bowers (legislative event)
• Tom Low (conference session)
• Nicole Bennett (ideas for 2013)
• Carol Rhea (program consultation)
• Mitch Silver (program consultation)
• Rodger Lentz (program consultation)

Paid Staff

• Ron Hancock (website, nomination forms, nominations)
• Michele Lynn (media consultation, press releases, website)
• Bonnie Estes (recognition events, program logistics)
• Adrienne McTigue (recognition events, banner, poster)
• Randolph Cloud (media, legislative event)
• Paul Farmer (program consultation)
• Denny Johnson (program consultation)
• Susan Deegan (logo design, certificate design)
• SHS Design (layout of two-page handout)

Organizational Partners

• Elizabeth Hudson, Our State magazine (expert panel)
• Kelli Kukura, N.C. League of Municipalities (media, recognition events)
• Najuma Thorpe, N.C. League of Municipalities (media, recognition events)
• Matt Lail, N.C. League of Municipalities (media, recognition events)
• Paul Meyer, N.C. League of Municipalities (media, recognition events)
• John Morck, N.C. Division of Community Planning (nominations, recognition events)
• Liz Parham, N.C. Main Street Program (nominations, recognition events)
• Jason Epley, N.C. Downtown Development Association (nominations)
• Amy Bason, N.C. Association of County Commissioners (nominations)
• Kevin Leonard, N.C. Association of County Commissioners (nominations)
• Ellen Bradley, UNC School of Government (media)
• Gini Hamilton, UNC School of Government (media)
Legislative Accomplishments

The 2012 Short Session was mercifully short. While several bills at odds with good planning were introduced, none of them were passed. We should expect to see at least some of these bills come back in the 2013 Long Session, along with other new bills yet to be seen. Regulatory reform and ETJ are known issues that the General Assembly is likely to take up next year.

SB382—751 South-Durham/Urban Growth Area Bill

**Summary:** This bill was originally just intended to extend the implementation deadline of the new Jordan Lake Watershed rules for stormwater for 2 years. In a conference committee, days before session ended, House and Senate leaders (not from Durham) added an amendment that would force a city to extend water and sewer service to a designated urban growth area, i.e. the 751 South development in Durham. NCAPA’s concern about the bill was not only that ‘urban growth area’ was not defined by state law, but the precedence of the state legislature interfering with local land use decisions that was being set for the future.

**Last Action:** The Senate tried twice and finally adopted a Committee Substitute for a Conference Report that had been agreed upon by Senate and House conferees. What this means is the Senate did not approve the conference report but instead sent a new report to the House. Rep. Tim Moore, one of the House conferees and the main proponent for the language in the original conference report, had it sent to the Rules Committee, a committee he chairs, where it died.

**Status:** This piece of legislation generated lots of press, most of which was negative. It remains to be seen whether similar legislation will be reintroduced in 2013.

SB428—Billboard Bill

**Summary:** Intended to some of the damage done by SB183, which expanded the cut zone for selective vegetation clearing around Billboards in NCDOT ROW and overrode local authority. The bill would have strengthened and increased local authority regarding replanting requirements.

**Last Action:** A Committee Substitute was introduced on 6/28 and it narrowly passed the Environment Committee. It was placed on the House Calendar that date but was withdrawn and sent to the Rules Committee. No action was ever taken on the bill in the Rules Committee. It died there.

**Status:** Legislators representing several municipalities have indicated they intend to pursue this legislation in the 2013 Session.

SB731—Design Controls

**Summary:** Bill would restrict putting design or aesthetic standards as zoning conditions on residential developments that is less than 5du/acre. NCAPA has been working intensively on this bill as it will eliminate zoning conditions retroactively and does not protect zoning overlay districts or neighborhood conservation districts.

**Last Action:** Several house committee meetings were held in 2012, but this bill never made it to the House Floor. The Home Builders Association has listed this bill as one of their top priorities.
Status: Since the bill has already passed the Senate in 2011, it could come back quickly in the next legislative session. It is highly likely that this bill will reintroduced in the 2013 Session.

SB851—Boards & Commissions Efficiency Act
Summary: The stated goal of this piece legislation is to “...eliminate certain boards and commissions or diminish their membership in order to eliminate financial waste and provide more efficient and effective services to the citizens of North Carolina...” NCAPA opposes two parts of this legislation as it is our stated goal to advocate for the development of sound planning policies and practices in North Carolina: the elimination of the Community Development Council and the reduction of the GIS Coordination Committee.

Last Action: Last heard in the Senate Finance Committee with favorable recommendations.

Status: This bill may come back next session as a budgetary item.

HB925—Annexation Bill
Summary: Modifies involuntary annexation procedures and requires approval by referendum in the affected area. Adds a 36 month waiting period from the date of the referendum for municipal annexation procedures.

Last Action: Approved by the House and Senate this past session, not signed or vetoed by the governor.

Status: State Law

HB983—House Joint Resolution 983 Anti-Agenda 21 Bill
Summary: This resolution authorizes the General Assembly to consider a bill opposing implementation of “Agenda 21” principles.

Last Action: Referred to the House Rules Committee where it died.

Status: Opens the door or is a placeholder for a more in depth bill regarding Agenda 21 implementation by local government.

HB1043—ETJ Bill
Summary: This bill would prohibit extension of municipal ETJ into areas subject to county zoning. NCAPA opposes a blanket state-mandated treatment of ETJ as some counties and municipalities have agreements that are working. Earlier versions and related bills have proposed the complete elimination of ETJs, or providing Counties with the power to unilaterally rescind ETJs at any time.

Last Action: Referred to the Committee on Government with a serial referral to the Finance Committee. The bill was not acted upon this Session.

Status: Even though this bill did not pass in the Short Session there is considerable interest on this issue and the bill is likely to be reintroduced again in 2013. NCAPA has been working with the League of Municipalities to develop a pro-active reform proposal for ETJ in attempt to change the debate and head off a blanket repeal of freeze of ETJ’s statewide.
Organizational Accomplishments
The Committee was pleased to add Lauren Simmons as the new Secretary for the Committee. Lauren prepared the bill summary above. Lauren has also accomplished the goal of cleaning up and moving the mailing list into the cloud for ease of use and maintenance.

Goals for 2012
This past long session may be an opening salvo in what could prove a long-lasting and sustained attack on planning and local land use regulation. The Committee recognizes the need to strengthen its capabilities in order to continue to be effective. The following seven-point plan is proposed for the remainder of this year and into 2012 in order to gear up for the short session.

1. **Fill in the missing officer positions.** Recruit people to fill in the vacant Vice-Chair position. Identify liaisons for every NCAPA Section.

2. **Continue to recruit proven leaders in NCAPA as members.** These include past Presidents, existing and past Planning Directors, and others.

3. **Continue to recruit subject matter experts on issues likely to see legislation.** These include topics such as ETJ; coastal management; economic development; etc. These same people can serve as project managers for bills within their scope of expertise.

4. **Create an NC guidebook for legislative action.** Many people want to get involved in the legislative process, either through the Committee or as individuals, but are not sure where to start. The guidebook will provide a comprehensive overview of how to impact legislation, from the most effective way of contacting your representative; to coordinating legislative contacts; to how to effectively speak at a committee hearing.

5. **Be more proactive.** Our role in the 2011/12 session was mostly reactive, mainly due to the sheer volume of bad bills coming out of the General Assembly. Now that major items have been checked off the new majority’s list (annexation, eminent domain, etc.), we should look for opportunities to inject beneficial reforms into discussions around remaining issues, such as ETJ.

6. **MEMBERSHIP AND DIVERSITY REPORT**
   Chair – Cherie Jzar
   - Hosted Diversity Networking Event and Fellowship fundraiser during the 2011 Fall Conference and raised $1300.
   - We've continued to market the Chapter-Only Membership Program and to date there are 24 chapter only members.
   - Successfully revamped the Chapter's Diversity Scholarship by developing the Summer Fellowship. The committee received and scored fellowship applications and awarded the Summer Fellowship to Nicole Payne an East Carolina University student. The fellow has worked during the summer to develop the 2012 membership Survey.
- Hosted a successful session during the 2011 Fall Conference session—“Professional Insights on Planning”. This was the committee’s 4th year of hosting a conference session which is specifically crated for young professionals and new planners.

- Developed a Resume Clinic session for the 2012 Fall Conference. During the session, conference attendees will have the chance to receive individual advice on resumes. Private- and public-sector hiring managers have volunteered time to spend 15 minutes with individuals seeking to review resumes and offer customized advice.

- Developed HBCU Outreach Campaign

7. PROFESSIONAL DEVELOPMENT - Lauren Blackburn

Note: I could not have done much of this without the support of Melissa Gillbeau. She has served as the assistant Professional Development Officer this past year, and is a huge asset.

- AICP Exam Review Course
NCAPA led an effort to provide AICP exam preparation for planners nationwide, coordinating with professional development officers NJ-APA, MD-APA, PA-APA, and IL-APA. The series of eight exam preparation sessions were held in February and March 2012 and hosted via the internet as live webinars as 1.5 hour sessions. Expert instructors from each of the chapters provided exam information. North Carolina instructors led the Public Participation and Social Justice (Glenn Harbek), Planning Law (Rich Ducker) and Planning History and Theory (Garry Cooper) sessions. An estimated 400 planners from across the country participated in the sessions each week. To participate in the consortium annually costs $150. Roger Bardsley has already renewed our membership for 2013.

- In November 2011, the NC pass rate was very low (45%), but in May 2012, the pass rate returned to its highest rate in over 3 years (62.5%). I hope and expect that the online review course helped planners better prepare for the exam.

National Pass Rates

<table>
<thead>
<tr>
<th>AICP Exam</th>
<th>Passed</th>
<th>Fail</th>
<th>Total</th>
<th>Pass Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010NOV</td>
<td>322</td>
<td>188</td>
<td>510</td>
<td>63.1%</td>
</tr>
<tr>
<td>2011MAY</td>
<td>382</td>
<td>180</td>
<td>562</td>
<td>68.0%</td>
</tr>
<tr>
<td>2011NOV</td>
<td>331</td>
<td>181</td>
<td>512</td>
<td>64.6%</td>
</tr>
<tr>
<td>2012MAY</td>
<td>327</td>
<td>181</td>
<td>508</td>
<td>64.4%</td>
</tr>
<tr>
<td>Total</td>
<td>1362</td>
<td>730</td>
<td>2092</td>
<td>65.1%</td>
</tr>
</tbody>
</table>

NCAPA Pass Rates

<table>
<thead>
<tr>
<th>AICP Exam</th>
<th>Passed</th>
<th>Fail</th>
<th>Total</th>
<th>Pass Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010NOV</td>
<td>10</td>
<td>10</td>
<td>20</td>
<td>50.00%</td>
</tr>
<tr>
<td>2011MAY</td>
<td>12</td>
<td>10</td>
<td>22</td>
<td>54.55%</td>
</tr>
<tr>
<td>2011NOV</td>
<td>9</td>
<td>11</td>
<td>20</td>
<td>45.00%</td>
</tr>
<tr>
<td>2012MAY</td>
<td>15</td>
<td>9</td>
<td>24</td>
<td>62.50%</td>
</tr>
<tr>
<td>Total</td>
<td>46</td>
<td>40</td>
<td>86</td>
<td>53.49%</td>
</tr>
</tbody>
</table>
NCAPA Sponsored AICP CM (Certification Maintenance) Credit Opportunities
NCAPA worked with several of its section leaders, state agencies, and allied professional organizations to provide 173 certification maintenance credits during the past 12 months. Topics discussed at these sessions included tree preservation, urban design, transportation, public health and many other topics.
CMs Provided by the Chapter between September 2011 and October 1 2012 include:

- 81.5 CM 2011 NCAPA Conference
- 11.5 CM Section Events
- 11 CM Raleigh Urban Design Center Luncheons
- 28 CM by affiliate organizations or division of NCAPA
- 41 CM for NCAMPO

As NCAPA joined many other states to provide free online, distance-learning CM-eligible events to planners. The consortium provided over 100 free CM-eligible events on a weekly basis through the UT-APA chapter website. This service may be a good replacement for the NCAPA CD-ROM library which is increasingly out-of-date.

Professional Development Opportunities with Affiliated Organizations
Several affiliated professional organizations, such as the North Carolina Urban Forest Council and the North Carolina Association of Metropolitan Planning Organizations approached NCAPA this year to help them provide CM credits for conference and workshop attendees. We stand as a ready partner when organizations can incorporate input from the NCAPA Executive Committee early into their conference planning activities.

FAICP Nomination
NCAPA was successful in having our 2012 nominee for FAICP, Emil Malizia, inducted as a fellow at the 2012 national conference in Los Angeles. A subcommittee of the executive board selected Dr. Malizia as our nominee in 2011-12. I recommend that NCAPA commit to identifying and nominating new nominees every two years.

8. SECTIONS REPORT Chair - Joe Heard

NCAPA Sections have conducted the following activities over the past year:

Section 1:
- March 2012 – Public Lecture, Sustainable Urbanism, 1.0 AICP CM credits, in partnership with the Western N.C. Green Building Council
- June 2012 – Workshop, Demographics & Data, 2.0 AICP CM credits
- Also held two lunch gatherings for social networking.
- Assisted in publicizing several other planning-related events in Western North Carolina.
- Assisted with publicizing monthly social gatherings for the Young Planners Group.
Section 2:

No activities in FY 2011-12.

Section 3:

No activities in FY 2011-12.

Section 4:

- August 2012 – Workshop, Planning Law & Ethics, 4.0 AICP CM Credits (including 1.5 law and 1.5 ethics credits)

Section 5:

- February 2012 – Workshop, Demographic Trends & Downtown/Community Revitalization, 3.5 AICP CM credits
- May 2012 – Workshop, Flood Hazard Planning & Hurricane Preparedness/Recovery, 4.0 AICP Credits
- Assisted with publicizing several flood management workshops and board training opportunities in Northeastern North Carolina.

Section 6:

- November 2011 – Workshop, Green Growth/Green Community Planning, 3.5 AICP CM Credits

Section 7:

No activities in FY 2011-12.

9. YOUNG PLANNERS GROUP (YPG) COMMITTEE Chair – Ben Howell

- State-level Activities
  - Transition in Leadership – new Vice-Chair (to be confirmed by Exec. Comm. at Retreat)
  - Updated and increased use of the YPG Facebook Page (events, images, recruitment)
  - Working on connecting with other national YPG groups
  - Working with APA National on upcoming YPG webinars
  - Assisted Charlotte Area YPG with planning Annual Conference Networking Social after Opening Reception
    - Working with Adrienne McTigue on planning 2012 Annual Conference Social (to be held after Opening Reception in downtown Wilmington)
  - Local Activities
- Raleigh Area
• Happy hour in February at Tyler’s Taproom in Raleigh – well attended
• Workshop at North Hills in Raleigh – 2 CM credits awarded – 20 Attendees

• Charlotte Area
  • Planned Annual Conference Networking Social – 80-100+ Attendees
  • Three Networking Socials held in December (2011), February and August (2012)
  • Volunteer Greenway Beautification event in April
  • Charlotte Knights Baseball Uptown Flashmob Event in May –

• Charlotte BCycle Bike Share Launch in August

• Challenges

  • Keeping local enthusiasm up and keeping leaders in place – in particular given the current economy, and the transient nature of Young Planners
  • Communicating in a consistent and impactful way with local YPG groups – sharing ideas, guiding, etc.
  • Clearly defining the role of state YPG leaders – to simply communicate state-wide YPG issues/concerns/ideas to Executive Committee?
  • To liaise with Membership Committee and student planners?
  • To liaise with other YPGs nationally? To oversee, encourage, and document local YPG activity? All of these? None of these?
  • Creating and sustaining linkages with non YPG NCAPA – Section leaders, etc.
  • Executing annual work plan (at the local level) – challenges with sustaining momentum
Work Plan Priorities

Roger Waldon of Clarion Associates acted as facilitator for the 2012 Work Plan discussion. He explained the process that the group would go through to develop the coming year's Work Plan. The process involved an interactive voting system that projected participants' responses to questions on a screen. **Ratings of 1 (high importance) to 5 (low importance)** were given. The initial step involved a review of the Chapter mission statement with votes taken on the priority of each of the 4 components of the mission statement. This was followed by a review of individual committees and program areas.

NCAPA Mission Statement and Program Review

The Mission Statement of the North Carolina Chapter contains the following points:

- Provide leadership in the development of sound planning policies and practices
- Provide continuing planning education to foster the growth of professional planners' knowledge and skill
- Foster the growth of professional identity
- Increase awareness of the planning process, the planning profession, and the benefits that both can bring to the citizens of North Carolina

The participants were asked to assess the importance of each of these points of the mission statement. Participants were then asked to assess the value of the work of the Committees and programs. The results showing the participants' assessment of level of importance for each component of the Chapter's mission are shown in the following charts.
Attention then turned to areas of Chapter work over the last year. The areas were broken out by the Chapter's eight standing committees, and a ninth category to assess the importance of focusing attention on Sections. The full list of nine categories to consider:

1. Professional Development
2. Chapter Development
3. Legislative Advocacy
4. Communications and Public Affairs
5. Education and Outreach
6. Membership and Diversity
7. Young Planners Group
8. Awards Program
9. Section Activities

Following are participants' opinions about how important the Chapter's work in each of these categories is to the Chapter's mission in North Carolina.
A discussion of future actions followed and participants indicated that they desired the Chapter to be involved in the following activities:

- Expand pool of members actively involved
- Use polls more frequently
- Do annual meeting well, now time to expand expertise into more areas with fresh interests
- Reach out to planner outside metro areas
- Provide more opportunities to gather around the state
- Increase interest in certification because certified planners are more active; increase value of AICP; use AICP as filter in hiring
- Maintain and expand links with universities
- Chairs of NCAPA committees should expand membership because committee membership leads to increased knowledge and interest in other NCAPA activities
- Offer to be a resource to provide technical assistance to Legislature and State Agencies
- APA (National) now provides assistance to communities in the state. Assistance can be provided by the NCAPA or in partnership with APA. Planning consultants provide “pro bono” assistance to some communities
- Best practices can be put on website or shared with agencies
- Take lessons from national on what can be done locally
- Use district map shown on Great Places brochure as district divisions
- Consider consultant firm advertising on web and in newsletter
- Engage planning officials participation in the chapter and advocate for planning. Invite them to become committee members and eventually larger roles
- Consider a Planning Official Development Officer position
- Systematically track and recognize volunteers
- Track accomplishment and what we will do (benchmarking)
## COMMITTEE WORK PLANS FOR FY 2013

<table>
<thead>
<tr>
<th>Tasks</th>
<th>Task Details</th>
<th>Status</th>
<th>Schedule (Oct 2012-Sep 2013)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>1Q</td>
</tr>
<tr>
<td><strong>AWARDS COMMITTEE – Chair Karen Smith</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transition Plan</td>
<td>Develop and begin to implement a transition plan for Awards Committee leadership and membership</td>
<td>Dec- Completed</td>
<td>✓</td>
</tr>
<tr>
<td>Large/Small Designation</td>
<td>Consider changing the population size thresholds for defining “large” and “small” communities for North Carolina Marvin Collins Awards in the comprehensive planning and implementation award categories</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Digital Submittals</td>
<td>Reconsider the requirement that plans and projects nominated for North Carolina Marvin Collins Planning Awards be submitted in digital form only</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Award Presentation</td>
<td>Revamp the North Carolina Marvin Collins Planning Awards portion of the Awards Luncheon presentation to better manage time, maintain audience interest</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td><strong>CHAPTER DEVELOPMENT COMMITTEE – Chair Tom Low</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conference Coordination</td>
<td>Assist with coordination of the annual conference in Winston-Salem.</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Conference Sessions</td>
<td>Continue to expand the Lightning Round concept</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Alliances</td>
<td>Continue to build stronger alliances with other professional organizations including the Congress for New Urbanism as well as Civic by Design for CM credits</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Conference Locations</td>
<td>Research conference venue options</td>
<td></td>
<td>✓</td>
</tr>
</tbody>
</table>
### COMMUNICATIONS AND PUBLIC AFFAIRS COMMITTEE – Chair Zac Gordon

| **Newsletter** | Publish seven newsletters during the Fiscal Year. New initiative: each newsletter will have a particular focus (e.g. Conference) and spotlight a “Great Place and perhaps an Executive Committee member, in addition to an interesting fact or question about planning in NC | ✓ | ✓ | ✓ | ✓ |

| **Website** | Website will be revamped and revised. Website format and functionality will be assessed. Proposed changes (beyond non-substantive editorial changes) to be reviewed with President and Executive Committee as necessary. Website to be maintained with information that is updated on a regular basis. Staff: Adrienne Cox, Ron Hancock, Zac Gordon | ✓ |

| **Media/Public Relations** | New initiative: Generate planning related story (ies) suitable for statewide distribution on a quarterly basis. Stories will focus on planning projects and/or planning professionals and citizen planners, which demonstrate the value and impact of planning in NC | ✓ | ✓ | ✓ | ✓ |

| **Planning Events Calendar** | New initiative: In coordination with the appropriate committees, prepare a calendar of Planning Events for the upcoming year | ✓ | ✓ | ✓ | ✓ |

| **Social Media** | Work with Education and Outreach Committee to promote the use of social media (Facebook, Twitter, and others) to inform and engage members of the public, planning community and allied professions | ✓ | ✓ | ✓ | ✓ |

### EDUCATION AND OUTREACH COMMITTEE – (Nominated Chair Cynthia Jenkins)

| **Publicity** | Create news articles related to roadshow events |  |

| **Partnerships** | Partner with other committees on mentoring and social events. | ✓ | ✓ | ✓ |
### GREAT PLACES in NC INITIATIVE – Chair Emily Beddingfield

| Great Places in NC | Solicit nominations for initiative |  
| Decide places to receive recognition | ✓ ✓ ✓ ✓ |

| Kids Great Places | Initiate recognition program for kid-friendly places | Nov- Planners in the Classroom | ✓ ✓ |

### LEGISLATIVE COMMITTEE – Chair Ken Bowers

| Committee membership | Fill in the missing officer positions | ✓ |

| Recruitment | Continue to recruit proven leaders in NCAPAs as members. Continue to recruit subject matter experts on issues likely to see legislation | ✓ ✓ ✓ ✓ ✓ |

| Guidebook | Create an NC guidebook for legislative action | ✓ |

| Process | Be more proactive | ✓ ✓ ✓ ✓ |

### MEMBERSHIP AND DIVERSITY COMMITTEE – Chair Cherie Jzar

**Goal: Increase outreach efforts specifically targeting the following groups**

| Outreach to Planning Directors and Officials | Research which Planning Directors/Planning Officials in the State are not NCAPAs members and encourage them to join the Chapter. Prepare a contact list of North Carolina Planning Directors and planning officials. The contact list will be published to the Chapter’s website | ✓ ✓ ✓ ✓ ✓ |

| Outreach to Students, Women, Planners of Color | Continue the traveling road show to HBCUs. The goal is to host two events one in spring and fall. | ✓ ✓ |

| Summer Fellowship | Contact HBCU planning related program to market the Summer Fellowship Program. The correspondence will also include an open invitation for NCAPAs to host a presentation for students on the planning field | ✓ ✓ ✓ ✓ ✓ |

| Newsletter article | Create an article to publish in the Chapter’s newsletter to highlight women (chapter members of course) in the planning field and how they’re making a difference in their communities | ✓ |
| Outreach to New Professionals | Prepare contact list and provide outreach to planning consultants and affiliate organization professionals; one idea includes taking a traveling road show to planning-related organizations events and/or conferences. Develop outreach letter to planning members of the American Council of Engineering Companies. | √ | √ | √ | √ |
| Planning Related Professionals | Continue to promote the fellowship and coordinate all related activities | √ | √ | √ | √ |

**PROFESSIONAL DEVELOPMENT COMMITTEE – Chair Lauren Blackburn**

| Technical advisors | A new initiative to ask experienced NC AICP NC planners with many years of experience in comprehensive planning to offer training and assistance in comprehensive planning to rural and small communities. | √ | √ | √ | √ |
| AICP Exam | Organize and host AICP exam review webinar series | √ |
| Planners Advisory Service (PAS) | Call for planners to participate in NCAPAS PAS | √ |
| Organize and announce PAS | √ |
| Evaluate PAS | √ | √ | √ | √ |
| CM Applications | Submit affiliate group conference CM applications | √ |
| Submit NCAPA fall conference CM applications | √ |

**SECTIONS – Chair Joe Heard**

| Recruitment | Recruit Section Leaders for each Section in the State | Nov -Completed |
| Events | Hold events during the year within each section | √ | √ | √ | √ |
### YOUNG PLANNERS GROUP – Chair Ben Howell

**Goal: Engage the Next Generation of Planners**

<table>
<thead>
<tr>
<th>Task</th>
<th>Details</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Mentoring</strong></td>
<td>Partner with Education and Outreach Committee to plan and hold at least 1 mentoring event each semester at a Planning school (ASU, ECU, UNC, UNC-Charlotte)</td>
<td><img src="https://i.imgur.com/12345.png" alt="✓" /> <img src="https://i.imgur.com/67890.png" alt="✓" /> <img src="https://i.imgur.com/12345.png" alt="✓" /> <img src="https://i.imgur.com/67890.png" alt="✓" /></td>
</tr>
<tr>
<td><strong>Planning in the Classroom</strong></td>
<td>Market the Planning in the Classroom concept to YPG groups across the state</td>
<td><img src="https://i.imgur.com/12345.png" alt="✓" /> <img src="https://https://i.imgur.com/67890.png" alt="✓" /> <img src="https://i.imgur.com/12345.png" alt="✓" /> <img src="https://i.imgur.com/67890.png" alt="✓" /></td>
</tr>
<tr>
<td><strong>Conference Social</strong></td>
<td>Plan the YPG-sponsored Conference Social at the 2013 Planning Conference</td>
<td><img src="https://i.imgur.com/12345.png" alt="✓" /> <img src="https://https://i.imgur.com/67890.png" alt="✓" /></td>
</tr>
<tr>
<td><strong>Social events</strong></td>
<td>Work with Charlotte-area and Triangle-area YPG groups to plan and hold at least 1 event or social each quarter</td>
<td>Nov – event held <img src="https://i.imgur.com/12345.png" alt="✓" /> <img src="https://https://i.imgur.com/67890.png" alt="✓" /> <img src="https://i.imgur.com/12345.png" alt="✓" /> <img src="https://i.imgur.com/67890.png" alt="✓" /></td>
</tr>
<tr>
<td><strong>Recruitment</strong></td>
<td>Recruit YPG leaders in at least 1 other area of the state to plan at least 2 events over the next year</td>
<td><img src="https://i.imgur.com/12345.png" alt="✓" /> <img src="https://https://i.imgur.com/67890.png" alt="✓" /> <img src="https://i.imgur.com/12345.png" alt="✓" /> <img src="https://i.imgur.com/67890.png" alt="✓" /></td>
</tr>
<tr>
<td><strong>APA</strong></td>
<td>Continue working on coordinating with other YPGs and APA National</td>
<td><img src="https://i.imgur.com/12345.png" alt="✓" /> <img src="https://https://i.imgur.com/67890.png" alt="✓" /> <img src="https://i.imgur.com/12345.png" alt="✓" /> <img src="https://i.imgur.com/67890.png" alt="✓" /></td>
</tr>
</tbody>
</table>

#### MISCELLANEOUS

<table>
<thead>
<tr>
<th>Task</th>
<th>Details</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Explore designation of a Planning Official Development Officer (PODO) to help connect members of Planning Boards, Boards of Adjustment, and other planning-related appointed boards with the work of the Chapter</td>
<td><img src="https://i.imgur.com/12345.png" alt="✓" /> <img src="https://https://i.imgur.com/67890.png" alt="✓" /></td>
<td></td>
</tr>
<tr>
<td>Scope out establishment of special networking forum for county planners</td>
<td><img src="https://i.imgur.com/12345.png" alt="✓" /> <img src="https://https://i.imgur.com/67890.png" alt="✓" /></td>
<td></td>
</tr>
<tr>
<td>Scope out preparation of recommended university research agenda</td>
<td><img src="https://i.imgur.com/12345.png" alt="✓" /> <img src="https://https://i.imgur.com/67890.png" alt="✓" /></td>
<td></td>
</tr>
</tbody>
</table>

#### Concluding Statement

2012 was a productive and successful year for the NC Chapter of the American Planning Association. Work for the upcoming year should continue to be organized according to the present revised committee structure. A key project area for the Chapter in 2013 will be continuation of work on the Great Places initiative. A focus on professional development work and continuing efforts at public education about the importance of planning activities will continue to be high priorities for the Chapter in the year ahead along with ensuring appropriate planning policy at the state level.