



American Planning Association  
Ohio Chapter  
Cleveland Section

# 2017 Planning & Zoning Workshop

October 27, 2017

Hilton Garden Inn/700 Beta Banquet & Conference Center  
Mayfield Village, OH

## Call for Sessions

Submit session proposals at [www.ohioplanning.org/CLE](http://www.ohioplanning.org/CLE) by June 1

APA Cleveland invites you to submit a session proposal for the 29th annual Planning & Zoning Workshop. Conference attendees include a broad audience of citizen and professional planners, community officials, zoning administrators, attorneys and others with an interest in planning and zoning-related topics. Session proposals are encouraged to cover a variety of planning topics and to appeal to attendees across the diverse spectrum of planning expertise.

### Session Guidelines:

- Formats other than traditional presentations are highly encouraged, including panel discussions, attendee participation, moderated debate, hands-on workshops, roundtables, and short and sweet presentations. Mobile workshop proposals will also be accepted.
- Proposals will be accepted for the following session lengths:
  - short and sweet talks (7 minutes);
  - single topics (20 minutes);
  - full sessions (90 minutes); and
  - mobile workshops (specify the full time required, including transportation via walking and/or chartered bus; target length is 2.5-3 hours).
- The Committee will group approved short and sweet talks and single topics on similar themes into full sessions. The number of presenters for full sessions is limited to three. At least one speaker per session must be an APA or APA Ohio member.

**Submit Your Topics!** APA Cleveland is always looking for speakers on rural and small town topics. Sessions about planning and zoning hot topics are also encouraged. Additional session ideas include:

**Law and Ethics:** medical marijuana | legislative updates | environmental law (all should satisfy AICP CM requirements)

**Housing and economic development:** vacancy toolkit | development incentives | planning for aging populations | local projects

**Board basics and zoning tools:** site plan review | design guidelines | overlay districts | regulating signs | parking

**Environment and development:** landscape design | storm water management | parks and connectivity | public art

**Professional development:** presenting like a pro | effective communications | grant writing



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- Sessions shall be educational in nature and shall not be a promotion of any product, service or organization.
- All sessions and presentations should emphasize useful takeaways for participants. Sessions should focus on issues and programs that have reached some level of maturation, so that the lessons to be learned will have valuable application for attendees. Sessions should offer multiple points of view so that participants will be able to critically consider the topic and reach their own conclusions.
- The Section intends to offer AICP CM credits for all sessions, so organizers are required to structure their sessions to be consistent with CM eligibility requirements.
- In order to provide the most value for workshop attendees, a PowerPoint presentation and a full or summary handout is required for each session unless an alternate session format is approved. Handouts shall be provided by the presenter based upon anticipated session attendance.

**Submit the online proposal form by June 1, 2017**, with the following required information:

- Session name (brief, catchy, and descriptive);
- Paragraph describing the topic with sufficient detail in the description so that the committee can make the best possible selection (175-word maximum);
- Description of up to three learning objectives that attendees will be able to achieve by the conclusion of the session;
- Content level (basics, intermediate, advanced);
- Organizer's name, email and telephone number;
- Proposed speaker(s), speaker emails and speaker bios (150-word maximum each); and
- Audio-visual request form for each session to assist with space planning and budgeting. Organizers are responsible for coordinating the audio-visual and room set up needs for their sessions. The facility will provide the following A/V equipment: laptops, projectors, screens, podiums and microphones. Special requests will be considered but not guaranteed.

**Speaker Expectations:**

- Speakers are offered free registration. All speakers **MUST** register for the workshop. This applies whether you will attend only your session or the full conference.
- Speakers are responsible for their own hotel accommodations and travel, if any.

Organizers of sessions will be notified whether their proposal has been accepted by the Workshop Committee by **June 30, 2017**.

**Questions?** Please contact James Aspery with questions regarding your proposal, topic ideas, or speaker recommendations at [asperyj@north-olmsted.com](mailto:asperyj@north-olmsted.com) or (440) 716-4135.