



## SUGGESTED READINGS VAZO CERTIFICATION EXAMINATIONS

It is highly recommended that participants read, study, tab, and bring all of the below references to the exam. The exam is open book/open notes. No loose papers permitted, everything must be in a binder or book.

### TECHNICAL RESOURCES

- **Technical Training Materials** (Only available to participants of training session)
- **Virginia Erosion and Sediment Control Handbook**  
**Chapter 2 and Erosion and Sediment Control Laws and Regulations ONLY**  
Department of Environmental Quality  
Office of Training Services  
629 Ease Main Street  
P.O. Box 1105  
Richmond, VA 23218  
<https://www.deq.virginia.gov/water/stormwater/esc-handbook>
- **The Latest Illustrated Book of Development Definitions 3rd Edition (2004)**  
Harvey Moskowitz and Carol Lindbloom  
Publisher: Center for Urban Policy Research  
Rutgers University, 2004  
<http://www.amazon.com/Latest-Illustrated-Book-Development-Definitions/dp/0882851772>
- **International Zoning Code 2003 or later**  
International Code Council  
<http://www.iccsafe.org/Pages/default.aspx>

### LEGAL RESOURCES:

- **Legal Training Materials** (Only available to participants of training session)
- **Code of Virginia, Title 15.2, Volume 3A Counties, Cities and Towns**  
**Chapter 22, Planning, Subdivision of Land and Zoning 15.2 2200-2327**  
<https://law.lis.virginia.gov/vacode/title15.2/chapter22/>
- **Legal Aspects of Code Administration, 2002 Edition or later**  
International Code Council Product # 1007S01  
<http://www.iccsafe.org/Pages/default.aspx>

## **LEGAL RESOURCES Continued:**

- **Local Government Official's Guide to the Virginia Freedom of Information Act**  
By: Roger C. Wiley  
Weldon Cooper Center for Public Service  
P.O. Box 400206  
Charlottesville, VA 22904-4206  
Phone: (434) 982-5704  
View/print a copy online <http://foiacouncil.dls.virginia.gov/2013Law.pdf>  
Purchase latest edition: <https://vig.coopercenter.org/publication/foia2018>

## **MANAGEMENT RESOURCES**

- **Management Training Materials** (Only available to participants of training session)
- **Building A Winning Culture In Government: A Blueprint for Delivering Success in the Public Sector** (Dysfunctional Team, Local Government, Culture Change, Workplace Culture, Organization Development)  
ISBN: 1633537641  
By: Patrick R. Leddin
- **Leadership in Planning: How to Communicate Ideas and Effect Positive Change**  
ISBN: 9780367233228  
By: Jeff Levine
- **\*\*The ABZ's of Planning Management – (Red Cover – 2nd Edition)**  
By: Paul Zucker, 2007  
<https://www.amazon.com/ABZs-Planning-Management-Paul-Zucker/dp/0979034604>  
\*\*Handout provided as substitute for this book

## **TRANSPORTATION RESOURCES**

- **Transportation Training Materials** (Only available to participants of training session)
- **VDOT Appendix B(1) of the Road Design Manual, Subdivision Street Design Guide:**  
<http://www.virginiadot.org/business/resources/LocDes/RDM/AppendB1.pdf>
- **VDOT Appendix B(2), Multimodal Design Standards for Mixed-Use Urban Centers:**  
<https://www.virginiadot.org/business/resources/LocDes/RDM/AppendB2.pdf>
- **Albemarle County Land Use Law Handbook** Chapter 24- Roads and Chapter 25- Road Improvements in Conjunction with Land Development  
<https://www.albemarle.org/government/county-attorney/resources/land-use-law-handbook>