



MEMORANDUM

To: CMAP Board and Committees

From: CMAP Staff

Date: February 6, 2013

Re: Local Technical Assistance Program Update

The CMAP Board and committees receive regular updates on the projects being undertaken through the Local Technical Assistance (LTA) program, including those receiving staff assistance and grants. To date, 86 local projects have been initiated. Of these, 23 projects have been completed, 47 are fully underway, and 16 will get actively underway in the near future.

Further detail on LTA project status can be found on the attached project status table.

ACTION REQUESTED: Discussion.

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Projects Currently Underway

Project	CMAP lead	Timeline	Assistance type	Status and notes
Algonquin downtown plan (see project website)	Jack Pfingston	Feb. 2012 - Mar. 2013	Grant funds	Underway. Steering Committee met January 24 and discussed final recommendations. The committee supported the recommendations. The next steps will be a presentation of final recommendations before the Planning & Zoning Commission on February 18, followed by presentation of the final plan (for approval) before the Village Board in early March.
Alsip comprehensive plan (see project website)	Sam Shenbaga	Jan. 2012 - Mar. 2013	Staff assistance	Underway. Plan recommendations presented to Project Steering Committee on December 13. Public Open House scheduled for February 14 at Park District facility. Outreach for Open House completed. CMAP assisted Village in completing and submitting a grant application to the Chicago Community Trust in early January.
Antioch greenway plan (see project website)	Shafaq Choudry	Apr. 2012 - June 2013	Staff assistance	Underway. Route proposal presented to steering committee on January 16. Regional steering committee kick-off is scheduled for February 5. Draft Plan and route recommendations in development stages.
Bensenville comprehensive plan	Sam Shenbaga	Mar. 2013 - Feb. 2014	Staff assistance	Village staff reviewed and approved scope of services. CMAP staff to present scope of services to Village Board Committee on February 19 and Village Board for approval on February 26. Village requested delay in project start date (approximately 1 month) to allow completion of ongoing Airport Compatibility Study.
Berwyn zoning revisions	Kristin Ihnchak	Jan. 2013 - Dec. 2013	Staff and consultant assistance	Underway. Steering committee is being established and a kick-off meeting with Berwyn staff is being scheduled. Team is reviewing existing conditions. Camiros has been selected to assist CMAP staff during the project.
Big Rock comprehensive plan (see project website)	Trevor Dick	Feb. 2013 - Jan. 2014	Staff assistance	Underway. The Village Board approved the MOU at their January 8 Board meeting. CMAP staff is working to create a project website and create flyers for the first public workshop on March 11.
Bronzeville Alliance Retail corridor study, phase 2 (see project website)	Sef Okoth	Phase 2: Nov. 2011 - Mar. 2013	Staff assistance	Underway. Initial internal review of the draft plan was completed and the draft plan revised to incorporate comments from senior planning staff. Meeting held with the 4 th Ward Alderman to discuss the plan recommendations and present him with a memo on the proposed implementations actions. A public meeting is being planned for the first quarter of 2013 to present the draft plan.

Bronzeville national heritage area feasibility study (see project website)	Sef Okoth	July 2012 - June 2013	Staff assistance	Underway. The Project Advisory Committee (PAC) met on January 29 at IIT. The committee discussed and approved the public engagement plan. Staff presented interim report on Bronzeville's history. A technical sub-committee was formed to oversee historical research. Talking points for media inquiries were developed. The committee chair and the project lead partner organization to brief the Mayor's office about the project on February 7. The next PAC meeting is scheduled for February 26 to discuss the NHA Management Plan.
Centers for New Horizons local food survey	Sef Okoth	Nov. 2012 - June 2013	Staff assistance	Underway. MOU signed by both the Centers for New Horizons and Chicago State University's Neighborhood Assistance Center. Meeting held with Chicago State University on January 31 to discuss IRB application. Staff is currently working on IRB application. The Centers for New Horizons is working on conducting a trial-run (pilot) of the survey in Bronzeville.
Chicago "Green and Healthy Neighborhood" plan for Englewood, Woodlawn, and Washington Park (see project website)	Jason Navota	Mar. 2011 - Mar. 2013	Staff assistance	Underway. Final phase, planning and land use policy development is in progress. Zone illustrations are complete, and overall planning area illustrations are underway. CMAP intends to convey draft chapters to City of Chicago Department of Housing and Economic Development in early 2013, draft plan and concept illustrations complete in first quarter of 2013, and a final public open house in late March 2013.
Chicago Housing Authority LeClaire Courts redevelopment	Sef Okoth	Aug. 2012- July 2013	Consultant assistance	Underway. Existing Condition Report (ECR) submitted on January 15, which was reviewed by staff and feedback provided. Project status meeting held on January 11 with CHA and URS. The Outreach Plan was revised to focus on informal project meetings/conversations with key stakeholders and monthly client review meetings. Meetings held with Alderman Zalewski on January 17 and with Alderman Munoz January 28 to discuss the project. A meeting is scheduled with Alderman Burke on February 5 to brief him on the project.
Chinatown neighborhood plan	Stephen Ostrander	Feb. 2013 - Jan. 2014	Staff assistance	Full launch of project awaits approval of project scope by Alderman Solis. In the meantime, discussions with stakeholders in the community continue, the outreach strategy has been drafted, key persons to be interviewed have been identified, and work has begun on preparation of Existing Conditions Report.
Cook County consolidated plan	Jonathan Burch	Apr. 2013 - Mar. 2014	Staff assistance	Project scoping underway. CMAP staff met with County staff in late-November. Anticipated start in April 2013.

Des Plaines neighborhood plan	Berenice Vallecillos	Apr. 2013-Mar. 2014	Consultant assistance	Project scoping underway. RFP will be released in early 2013 for a CPTED-focused neighborhood plan in the Apache Park neighborhood.
Downers Grove bicycle and pedestrian plan	Jack Pfingston	Mar. 2012-Feb. 2013	Grant funds	Underway. Comments from Metra have been received and incorporated where feasible; presentation of Final Infrastructure Report and Final Bicycle and Pedestrian Plan before the Village Board expected in February.
DuPage County unincorporated areas plan	Jack Pfingston	Oct. 2012-Sept. 2013	Consultant assistance	Underway. Data collection nearing completion. There was a technical issue with GIS data that has been resolved; final data sets delivered to consultant in late January. Meetings with affected municipalities completed. Work continues on existing conditions report, which is expected in mid-February.
DuPage Water Commission water conservation project	Lori Heringa	Feb.-Nov. 2013	Staff and consultant assistance	The Metropolitan Planning Council (MPC) has been contracted to assist with this project, which will primarily involve a series of training for the municipal members of the DuPage Water Commission.
Elburn comprehensive plan	Jack Pfingston	Apr. 2012 - Feb. 2013	Grant funds	Underway. Steering Committee met to consider draft plan January 16. Copies sent to Metra and Pace; village accepted comments until February 1 and expects to be presenting final draft to Plan Commission February 5.
Elgin Dundee Avenue corridor study	Samantha Robinson	TBD	Staff assistance and small grant	Project scoping is underway. Due to staff changes at ULI and CMAP, as well as questions about ideal project timing, this project has been pushed back from its expected start in early 2013 to later in the year.
Elgin sidewalk gap and transit stop study	Lindsay Bayley	June 2012-Apr. 2013	Grant funds	Underway. January Steering Committee reviewed material produced to date, including sidewalk, intersections, and bus stop inventories, and conditions assessments. A 5-year capital plan was developed, with yearly implementation action items. Final public meeting planned for March 5.
Elmwood Park comprehensive plan (see project website)	Nicole Woods	June 2011-Apr. 2013	Staff assistance	Underway. Steering committee and Village Trustees provided feedback on plan in January. Plan is undergoing final internal reviews. Public open house and public hearing will be held in early March.
Evanston bicycle plan	Jack Pfingston	May 2013-Feb. 2014	Grant funds	Had follow-up discussions with City regarding timetable for RFP, consultant selection, etc. Conference call to discuss grant value was held January 14. IGA between CMAP and the City is in progress.
Ferson-Otter watershed plan implementation	Nora Beck	Feb.-Dec. 2013	Staff assistance	Underway. Kick-off meeting of steering committee scheduled for February 27.
Fox Lake bicycle plan	Jack Pfingston	July 2012-Mar. 2013	Grant funds	Underway. Steering committee met January 16 to discuss implementation strategies; work continues on draft final plan, which is expected by mid-February. The draft plan will be presented to the Fox Lake Plan

				Commission on February 19. The steering committee will meet again on February 27, followed immediately by a public workshop at the Village library.
Glen Ellyn downtown streetscape and parking study (see project website)	Lindsay Bayley	July 2012- June 2013	Grant funds	Underway. Steering Committee split in two to focus on the two topics of the project: one for Streetscapes and one for Parking Analysis. Draft Streetscape Plan has been developed.
Hinsdale parking study	Lindsay Bayley	Nov. 2012- June 2013	Staff assistance	Underway. First Steering Committee meeting held in January. Data collection continuing; key person interviews underway. Drafting existing conditions report initiated.
Hoffman Estates workforce development project	Annie Byrne	Feb.-Dec. 2013	Staff assistance	Scoping of the project is complete, with full startup expected in February.
IDNR water loss evaluation project	Tim Loftus	Feb.-Dec. 2013	Staff assistance	The MOU and project scope has been finalized and delivered to IDNR for signature. The project will proceed in partnership with the Center for Neighborhood Technology.
Kane County local food project	Jessica Simoncelli	Nov. 2012- May 2013	Staff assistance	Underway. Kickoff meetings in late 2012, and currently research into and discussion of site selection criteria is occurring. Next meeting with project partners to review criteria will be held in February.
Kane County transit plan implementation	Trevor Dick	July 2012- June 2013	Staff assistance	Underway. CMAP staff is currently compiling an analysis report that will be brought back to the Oversight Steering Committee (OSC) in February for review and discussion.
Kane County / Carpentersville <i>Homes for a Changing Region</i> project	Jonathan Burch	Feb.-Dec. 2013	Staff assistance	All municipal resolutions will be adopted by the end of February. A project kickoff meeting is anticipated for the end of February. Municipal tours are being scheduled for the end of March.
Lake County sustainability plan (see project website)	Kristin Ihnchak	Mar. 2012 - May 2013	Staff assistance	Underway. The draft plan is being presented to staff on February 4. Delta Institute and Openlands are both on contract to assist with some plan elements.
Lakemoor comprehensive plan (see project website)	Nora Beck	Nov. 2011 – Feb. 2013	Staff assistance	Underway. Lakemoor Planning Commission recommended adoption of the plan. Village Board to consider adoption on February 28.
Lansing comprehensive plan	Sam Shenbaga	Oct. 2012- Sept. 2013	Consultant assistance	Underway. Houseal Lavigne Associates selected as project consultant. Kick-off public meeting conducted on January 30 at Lansing Public Library.

				Attended by close to 100 people. Consultant has begun evaluation of existing conditions and mapping. Project webpage is available for public input and linked via Village website.
Liberty Prairie Conservancy local food system plan (see project website)	Jessica Simoncelli	Aug. 2011 – Feb. 2013	Staff assistance	Underway. Final internal edits and layout of Lake County Food Policy Report are occurring in February. The steering committee for the Liberty Prairie Reserve Master Plan will meet for final review on February 6, after which the plan will undergo final edits and layout before being presented to the Lake County Forest Preserve District later in February.
Lynwood comprehensive plan	Samantha Robinson	Oct. 2012 – Sept. 2013	Consultant assistance	Underway. Houseal Lavigne Associates selected as project consultant. Consultant presented scope of work to the Steering Committee on January 16. Village is compiling a list of key stakeholders to be interviewed as part of the comprehensive planning process. Village is also gathering copies of most current comprehensive plan and zoning ordinance for consultant. Consultant has coordinated with SSMMA to acquire GIS data to begin the existing conditions report. Consultant is determining dates for future community workshop.
Maywood economic development strategy	Nicole Woods	Dec. 2012- Aug. 2013	Staff assistance	Underway. Project was refined in late 2012, to focus specifically on retail and multi-family markets. Staff is currently collecting retail market data within the submarket boundaries to assess the submarket's demand, supply and retail gap.
Metropolitan Mayors Caucus immigrant integration toolkit	Ricardo Lopez	Jan. 2013 – May 2013	Staff assistance	Underway. Staff has agreed to a scope and timeline with MMC and work is ongoing.
Morton Grove industrial areas plan (see project website)	Nicole Woods	Feb. 2012 - July 2013	Staff assistance	Underway. Village Staff reviewed and provided feedback on Existing Conditions Report in January. Report will be presented to Steering Committee in February and Recommendations Memo will be drafted in March.
New Lenox corridor plan	Jack Pfingston	Aug. 2012- June 2013	Grant funds	Underway. Steering Committee met January 11 to discuss Draft Existing Conditions Synthesis Report. Copies of the report were sent to Metra and Pace. Next step will be development of 4 core framework plans (land use, urban design, multi-modal and implementation) with associated recommendations. Initial core reports expected in late February or early March.
Niles environmental	Kristin	May 2012-	Staff	Underway. Staff department head meetings took place in January. A public

action plan (see project website)	Ihnchak	Feb. 2013	assistance	hearing with the Village Board to present the draft is scheduled for February 12.
Niles multimodal transportation plan	Jack Pflingston	Mar. 2013- Feb. 2014	Grant funds	RFP was released January 4, with a January 25 proposal submission deadline. Selection is now underway.
Norridge zoning revisions	Jake Seid	Feb.-May 2013	Staff assistance	Underway. A kick-off meeting with the Zoning Board will be held on February 4 to refine the project deliverables and discuss issues and opportunities.
Northlake comprehensive plan (see project website)	Trevor Dick	Mar. 2012- Mar. 2013	Staff assistance	Underway. CMAP staff presented the draft Comprehensive Plan to the Steering Committee on January 30. The next step is a public open house that will be scheduled in nearly March prior to going to the Plan Commission for a public hearing in March.
Northwest Municipal Conference trail access plan	Jack Pflingston	Apr. 2013- Mar. 2014	Consultant assistance	Currently working on scoping and RFP development.
Northwest Water Planning Alliance drought preparedness/strategic planning	Tim Loftus	Feb.-Dec. 2013	Staff assistance	An MOU and project scope has been sent to the Executive Committee for approval. A subcommittee of Technical Advisory Committee members has been formed to assist with project guidance.
Oak Lawn 95 th Street corridor study	Jake Seid	Jan. 2013 – Jan. 2014	Consultant assistance	Underway. Teska Associates was selected as the consultant for this project. Teska is currently working with the Village to create a project Steering Committee. Public outreach will begin in February.
Oak Park water conservation program (see project website)	Nora Beck	Aug. 2011 – Feb. 2013	Staff assistance	Underway. Draft released to public in August. Final draft to be presented to Board for approval on March 4.
Olympia Fields zoning ordinance update	Drew Williams-Clark	Apr. 2013- Mar. 2014	Consultant assistance	A new RFP has been approved by the Village. Release is expected in February.
Openlands local food policy	Jason Navota	TBD	Staff assistance	Scope of Work has been drafted and reviewed. Second steering committee meeting scheduled for early February 2013.
Oswego economic development plan	Trevor Dick	Mar. 2013 – Jan. 2014	Staff assistance	This project is currently being scoped and is expected to begin in early 2013.
Plainfield downtown transportation plan	Jack Pflingston	Aug. 2012 – June 2013	Grant funds	Underway. Presented draft list of prioritized bike & pedestrian projects to the Village Board January 28. Next step will be to prepare a draft plan

(see project website)				document for release before the public meeting scheduled for March 20.
Regional arts and culture toolkit	Stephen Ostrander	Apr. 2012-Mar. 2013	Staff assistance	Underway. Staff and consultant team continue to develop content for the toolkit, with completion expected in early February, to be followed by advisory group review, with publication aimed for March.
Regional climate change adaptation toolkit	Jesse Elam	July 2012-May 2013	Staff assistance	Underway. This toolkit aims to help municipalities understand and adapt to the impacts of climate change in the Chicago region, with a focus on public infrastructure and land. An advisory committee meeting has been rescheduled pending contract execution with the University of Illinois.
Richton Park comprehensive plan	Kendra Smith	Aug. 2012-July 2013	Consultant assistance	Underway. Houseal Lavigne Associates is currently gathering data for the project. The kickoff public meeting was held Thursday, January 31.
Riverside downtown area plan (see project website)	Nora Beck	Feb. 2012-May 2013	Staff assistance	Underway. Staff are developing draft plan, sending to steering committee for review in February.
Round Lake Heights comprehensive plan (see project website)	Jonathan Burch	May 2012-May 2013	Staff assistance	Underway. Recommendations memo submitted to the Village this past month with a Board meeting to discuss the memo scheduled for February 5.
Seven Generations Ahead sustainability data	Drew Williams-Clark	Nov. 2012-Mar. 2013	Staff assistance	Underway. Staff have delivered preliminary data to SGA. Draft data will be delivered in February for SGA review. Documentation will be delivered in March.
Silver Creek watershed plan implementation	Nora Beck	Feb-Dec. 2013	Staff assistance	Underway. Kick-off meeting of steering committee scheduled for February 27.
SSMMA interchange land use planning	Jessica Simoncelli	July 2012-Sept. 2013	Consultant and staff assistance	Underway. Project delayed due to change in consulting leadership, but a new consultant team led by Teska has been selected and the project will start up again with stakeholder interviews in February.
Waukegan subarea plan (see project website)	Stephen Ostrander	Sept. 2012-Aug. 2013	Staff assistance	Underway. On January 22, staff held a focus group with business and property owners from the Washington Street corridor study area. On January 22 and 24, staff held focus groups with members of the community (living or working within a quarter mile of the corridor). Staff also began comprehensive survey of every parcel along corridor, using CMAP's Full Circle geospatial data system. Staff also continued preparation of existing conditions report.
Westchester comprehensive plan (see project website)	Samantha Robinson	Nov. 2011 – Apr. 2013	Staff assistance	Underway. Working on draft comprehensive plan. Village staff expected to review draft plan in February.

Wicker Park-Bucktown parking study	Lindsay Bayley	Jan.-Sept. 2013	Staff assistance	Underway. Data collection underway for first sub-section of the study area.
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Completed Projects

Project	CMAP lead	Completion date	Assistance type	Implementation status
Addison comprehensive plan (see project website)	Sam Shenbaga	Jan. 2013	Staff assistance	Underway. Plan unanimously adopted by Village Board on January 7. Village received a grant in the form of technical assistance to create a Homes for Changing Region study, to begin in summer of 2013.
Berwyn comprehensive plan (see project website)	Sam Shenbaga	Oct. 2012	Staff assistance	Plan adopted unanimously by City Council on October 23. Project completed. Year-long zoning ordinance revision project initiated.
Blue Island comprehensive plan (see project website)	Sam Shenbaga	June 2012	Staff assistance	Meeting conducted with Planning Director and other staff members. CMAP staff worked with City staff to submit a grant application to the Chicago Community Trust in early January. CMAP staff has scheduled a conference call between City and IDOT to discuss Western Avenue two-way conversion in February 11.
Bronzeville Alliance retail corridor study, phase 1 (see project website)	Sef Okoth	Feb. 2012	Staff assistance	Two ongoing activities are helping to implement the project. The second phase focusing on land use change is underway and is described above. Also, the Chicago Community Trust provided a grant to the Renaissance Collaborative (TRC) to directly implement the recommendations of this project. The Alliance submitted an application this month to the Chicago Community Trust for the second round of funding to expand their implementation activities.
Campton Hills comprehensive plan (see project website)	Jason Navota	Aug. 2012	Staff assistance	Final plan approved by Village Board on August 21. Next steps in implementation are being discussed.
Carpentersville "Old Town" Area Action Plan (see project website)	Trevor Dick	July 2012	Staff assistance	The Village Board unanimously adopted the Plan at their July 10 meeting. Next steps in implementation are being discussed.
Developing Communities Project support for CTA Red	Kendra Smith	Nov. 2012	Staff assistance	The Red Line Livability Project community brochure, technical report, webpage and video have been completed and are available at www.cmap.illinois.gov/red-line . DCP, CMAP and CTA will utilize

Line extension (see project website)				materials during future Community Education and Visioning sessions as well as in interaction with elected officials.
Evanston water efficiency program (see project website)	Amy Talbot	Aug. 2012	Staff assistance	Plan accepted by Council in August. Implementation actions started by City and Utility.
Fairmont Neighborhood Plan (see project website)	Trevor Dick	Apr. 2012	Staff assistance	County staff has submitted a grant to the Chicago Community Trust to conduct an analysis on whether a CDC is feasible in Fairmont.
Hanover Park corridor study (see project website)	Stephen Ostrander	Dec. 2012	Staff assistance and small grant	The report for the ULI Chicago Technical Assistance Panel (studying the Irving Park Road corridor) was released in early December.
<i>Homes for a Changing Region</i> in northwest Cook (see project website)	Jonathan Burch	Jan. 2013	Staff assistance	Municipal staffs are currently reviewing the final document for line edits. Final reports will be printed in February. Final presentations for municipalities are scheduled for February and March.
<i>Homes for a Changing Region</i> in south Cook (see project website)	Drew Williams-Clark	Dec. 2011	Staff assistance	Three of the four communities covered by the project have follow-up LTA projects. One, the Park Forest sustainability plan, was adopted in May, with a follow-up zoning project beginning in the spring. A comprehensive plan in Lansing is now underway, and a subarea plan in Olympia Fields is being scoped.
<i>Homes for a Changing Region</i> in west Cook (see project website)	Drew Williams-Clark	Apr. 2012	Staff assistance	Phase 2 of this project, which involves supporting a Community Challenge grant to the West Cook County Housing Collaborative in the same communities, was completed in December.
Joliet “Old Prison” redevelopment (see project website)	Pete Saunders	May 2012	Staff assistance and small grant	CMAP is assisting the City of Joliet and Will County Forest Preserve District in developing an Open Space Task Force agreement between City, Openlands, Joliet Park District and Will County Forest Preserve District to work jointly on future recreational use of site.
Lake Zurich comprehensive water resources project	Amy Talbot	Apr. 2012	Staff assistance	Lake Zurich has submitted an application for further LTA assistance to implement the recommendations of this project. This project will be led by MPC, with CMAP in a supporting role.
McHenry County subarea plan	Jack Pflingston	Nov. 2012	Grant funds	The final plan was adopted by the McHenry County Board at their meeting on November 20.
Norridge comprehensive	Trevor	Oct. 2012	Staff	The Board voted unanimously to adopt the plan on October 24. CMAP

plan (see project website)	Dick		assistance	staff has begun to work on reviewing the Village's current zoning ordinance.
Orland Park water conservation ordinance (see project website)	Hala Ahmed	June 2012	Staff assistance	Orland Park is aiming for adoption in January or February.
Park Forest sustainability plan (see project website)	Kristin Ihnchak	May 2012	Staff assistance	Plan was unanimously adopted by the Village Board on May 14. The Chicago Community Trust's grant to Park Forest directly implements the recommendations of this project. Also, a new LTA project involving zoning updates will be initiated in spring 2013.
SSMMA housing investment prioritization (see project website)	Nicole Woods	June 2012	Staff assistance	Tool was approved by the Collaborative and SSMMA in May, 2012. The Collaborative has utilized the tool to assess projects in the various Southland communities, including CDBG communities. Currently, the Collaborative is communicating the results from the tool's assessments to inform communities of the strengths and weaknesses of their projects. The Collaborative is also currently considering refining the tool to tailor it to specific funding sources.
Waukegan planning prioritization report	Stephen Ostrander	July 2012	Staff assistance	CMAP staff presented the recommendations of the planning prioritization report to the Waukegan City Council Meeting of the Whole on July 30. Follow-up subarea plan is underway.
West Cook Housing Collaborative, phase 2: Challenge Grant support	Drew Williams-Clark	Dec. 2012	Staff assistance	The project has been completed and materials have been transmitted to the West Cook Housing Collaborative for the use of the participating communities.
Wheeling active transportation plan	Lindsay Bayley	Jan. 2013	Grant funds	The Village Board voted unanimously to approve the Active Transportation plan on January 7.