



MEMORANDUM

To: Local Coordinating Committee

From: Bob Dean, Deputy Executive Director for Local Planning

Date: February 1, 2012

Re: Local Technical Assistance Program Update

The CMAP Board and committees will be receiving regular updates on the projects being undertaken through the Local Technical Assistance (LTA) program, including those receiving staff assistance and grants. To date, 47 local projects have been kicked off. Of these, 28 projects are fully underway and one has been completed. Many of the projects that have been kicked off but are not fully underway are grants which are in the administrative stage; others involving staff assistance are being scheduled to get underway in several months, based on staff availability.

The first LTA project to be completed is the *Homes for a Changing Region* project covering four communities in south Cook County. This was a joint project with the Metropolitan Mayors Caucus and Metropolitan Planning Council. Copies of the plan document are available upon request.

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

ACTION REQUESTED: Discussion.

Projects Currently Underway

Project	CMAP lead	Timeline	Assistance type	Status and notes
Addison comprehensive plan (see project website)	Sam Shenbaga	July 2011 - June 2012	Staff assistance	Underway. Existing conditions report and key recommendations memo have been reviewed by Village staff, and edits have been incorporated. These documents will now be submitted to the Plan Commission and Village Board for review, with a presentation to the Plan Commission on February 8. CNT will be providing assistance in assessing Cargo Oriented Development (COD) opportunities in Addison's large industrial area.
Algonquin downtown plan	Hala Ahmed	TBD	Grant funds	Underway. Village Board approved selected consultant (Land Vision). Contract to be signed February 7. Project kick-off meeting scheduled for mid-February.
Alsip comprehensive plan	Sam Shenbaga	Jan. 2012 - Jan. 2013	Staff assistance	Underway. A kickoff meeting was held with the project steering committee in January. A SWOT analysis has been completed and summarized. Stakeholder interviews and public meeting venues are now being coordinated.
Antioch greenway plan	Nora Beck	Apr. 2012- Mar. 2013	Staff assistance	Project is scoped and is on schedule to be initiated in April.
Berwyn comprehensive plan (see project website)	Sam Shenbaga	June 2011 - May 2012	Staff assistance	Underway. Key recommendations memo has been circulated to various City departments for review, with comments received in late January. Future land use map is now being created. Presentation of recommendations memo and future land use map to Steering Committee will occur in late February-early March. CJC is on contract to assist with workforce development strategies.
Blue Island comprehensive plan (see project website)	Sam Shenbaga	Apr. 2011 - Mar. 2012	Staff assistance	Underway. Key recommendations memo and future land use map were presented to Plan Commission and approved on January 11. Plan is focusing on strategic implementation of the recommendations of past plans in the community. Coordination with other technical assistance providers who have previously worked in Blue Island is ongoing. CJC has begun work on workforce development strategies and will submit existing conditions report to CMAP by mid-February. Draft plan to be completed for internal review by February 6 and City staff by mid-February.
Bronzeville Alliance Retail corridor study (see project website)	Sef Okoth	Phase 1: Apr. 2011- Jan. 2012 Phase 2: Nov. 2011 - Dec. 2012	Staff assistance	Underway. Phase 1 of project was led by Metropolitan Planning Council (MPC), with CMAP in supporting role. The draft Strategy Report produced in Phase 1 is undergoing final editing and design, and will be discussed with CMAP's Local Coordinating Committee at their February 8 meeting. Phase 2 led by CMAP is underway. After coordinating with the City, project key partners and other stakeholders, the composition and structure of the Steering Committee was finalized. Plans are underway to convene the first Steering Committee meeting in February.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Campton Hills comprehensive plan (see project website)	Jason Navota	Apr. 2011 - May 2012	Staff assistance	Underway. Existing conditions report, visioning, and three public meetings complete. Policies and strategies were reviewed by Plan Commission and Village Board on January 23 and largely accepted with minor revisions. Review and comment on future land use plan is underway. Drafting of the plan is scheduled for February 2012.
Carpentersville "Old Town" Area Action Plan (see project website)	Trevor Dick	Sept. 2011 - Mar. 2012	Staff assistance	Underway. Concept plans have been prepared. The plans have been reviewed by the Land Use and Development Committee and have been posted on MetroQuest for public review. A public open house is being held on February 7 at Village Hall. At the Planning and Zoning Commission meeting in February input received will be reviewed and ideally a preferred concept will be finalized. Based upon the preferred concept a draft plan will be produced.
Chicago "Green and Healthy Neighborhood" plan for Englewood, Woodlawn, and Washington Park (see project website)	Jason Navota	Mar. 2011 - Sept. 2012	Staff assistance	Underway. First phase (data collection and mapping) complete and summarized in Draft Existing Conditions Summary posted online. Second phase focused on planning and outreach is underway, including group tours of 'catalytic' project areas and corridors. Housing and retail analysis are underway. Separately funded stormwater study for the project area is underway. First of five public meetings held on January 28.
Chicago Housing Authority LeClaire Courts redevelopment	Sef Okoth	TBD	Grant funds and staff assistance	In addition to grant funds, CMAP will be providing staff assistance related to outreach to nearby suburban municipalities and analysis related to LEED-ND certification. The project has slowed down as CHA reviews and recalibrates its redevelopment strategic plan for the 'Chicago Plan for Transformation' under a new CEO. The RFQ is expected to be released at the end of the first quarter of 2012 after which the project will become more active.
Developing Communities Project support for CTA Red Line extension	Kendra Smith	Oct. 2011 - Sept. 2012	Staff assistance	Underway. CMAP is continuing work on a quantitative analysis of the project area. CMAP/CURL/DCP are working to complete the Loyola University IRB process in order to begin scheduling interviews in late winter early spring. Community Education Session planning in conjunction with CTA is currently underway. Project partners will meet mid-February to discuss focus group and interview participants.
Downers Grove bicycle and pedestrian plan	Hala Ahmed	TBD	Grant funds	Staff is reviewing proposals and expects to have recommendation for consultant selection to the Village Council in late February.
Elburn comprehensive plan	Bob Dean	TBD	Grant funds	The RFP was released in January, with responses due February 15. The Village Board is scheduled to approve the consultant selection on March 19.

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Elgin sidewalk gap and transit stop study	Lindsay Banks	TBD	Grant funds	Elgin's City Council approved the IGA at their December meeting, and RFP has been released. Responses were due on January 11 and a consultant selection decision is expected in February.
Elmwood Park comprehensive plan (see project website)	Nicole Woods	June 2011 - May 2012	Staff assistance	Underway. This month staff is presenting the report to Village staff and holding the visioning workshop. The Existing Conditions Report will be formally presented to the Steering Committee in early March.
Evanston water efficiency program	Amy Talbot	Dec. 2011 - June 2012	Staff assistance	Underway. Completed residential survey, to be released in February. Confirmed public meeting dates. Completed outline and assigned tasks. Preparation of draft plan to begin in February.
Glen Ellyn downtown streetscape and parking study	Lindsay Banks	TBD	Grant funds	The resolution and IGA are complete, and the community is developing the RFP to select a consultant.
Hanover Park corridor study	Stephen Ostrander	Dec. 2011 - Apr. 2012	Staff assistance and small grant	Underway. Staff is currently working with the Village and ULI to complete necessary contract agreements and funding for ULI Technical Assistance Panel (TAP) program to be held in April. In February and March, CMAP staff will be assisting ULI Chicago with the collection of information and data on existing conditions in the corridor, Village, and sub-region, in support of the development of the "briefing book" provided to TAP participants.
Hillside comprehensive plan	Hala Ahmed	TBD	Grant funds	The resolution and IGA are complete, and the community is developing the RFP to select a consultant. RFP will be released in January/February 2012.
Joliet "Old Prison" redevelopment (see project website)	Pete Saunders	July 2011 - Mar. 2012	Staff assistance and small grant	Underway. ULI Technical Assistance Panel (TAP) conducted tour of prison on January 17, and conducted its two-day panel on January 24-25. A draft report from ULI is expected in early March, which will be presented to the City of Joliet and CMAP.
Kane County local food project	Amy Talbot	TBD	Staff assistance	Resolution and MOU approved by Board in January. Finalization of scope now underway.
Lake County sustainability plan	Kristin Ihnchak	Mar. 2012 - Feb. 2013	Staff assistance	Scope of work is being developed through discussions with the County. Introductory presentations to the Planning, Building, & Zoning Committee and Regional Planning Commission have taken place; project initiation is expected in March. The Delta Institute and Openlands are both on contract to assist with some plan elements.
Lake Zurich comprehensive water resources project	Amy Talbot	Feb 2011.- Feb. 2012	Staff assistance	Underway. Final report currently being prepared. Expected completion is in early 2012.

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Lakemoor comprehensive plan (see project website)	Nora Beck	Nov. 2011 - Oct. 2012	Staff assistance	Underway. Data collection and mapping underway. First Public Meeting on January 19 drew 30 people; discussed strengths and challenges in the village. Existing Conditions Report is approaching draft stage; to be presented to village board in February/March.
Liberty Prairie Conservancy local food system plan (see project website)	Jessica Simoncelli	Aug. 2011 - June 2012	Staff assistance	Underway. Received nearly 50 online and interview responses to a survey identifying barriers to sustainable farming in Lake County. Concurrent research on policies that affect food systems is being conducted in partnership with Openlands, with a briefing paper on relevant policies in development. Maps of existing conditions in the Liberty Prairie Reserve are completed. Outreach to local officials is occurring through the spring, including participation in a College of Lake County symposium in May.
McHenry County subarea plan	Jack Pfingston	Dec. 2011- Sept. 2012	Grant funds	Underway. The consultant (Camiros) provided a project timeline and schedule to CMAP in January. Camiros will deliver an existing conditions analysis and inventory of identified sub-areas the week of January 30. Meetings will be held in February to address community issues and needs and will involve municipalities adjacent to identified sub-areas.
Morton Grove industrial areas plan	Trevor Dick	Feb.-Nov. 2012	Staff assistance	A scope of work has been sent to Village staff and the intent is to have the scope adopted at the Village Board meeting in February.
New Lenox corridor plan	Pete Saunders	TBD	Grant funds	RFP release is expected in early February. Village expects to make a consultant selection by March.
Niles sustainability plan	Kristin Ihnchak	Mar. 2012- Feb. 2013	Staff assistance	Scope of work is being developed with Village staff. Project initiation expected in March.
Norridge comprehensive plan (see project website)	Trevor Dick	May 2011 - Apr. 2012	Staff assistance	Underway. Preliminary recommendations and a draft land use plan were presented to the Planning Commission (steering committee) at their January meeting. The plan is expected to include a major component on “aging in place” to address the community’s large senior population. Currently working on draft plan to be presented at the Planning Commission’s March 12 meeting. Following that an open house will be held for public input in late March.
Northlake comprehensive plan	Trevor Dick	Mar.-Nov. 2012	Staff assistance	A Scope of Work and MOU will be presented at the City Council meeting on February 13. Following approval, the project team will begin to create the Existing Conditions Report.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Northwest Suburban Housing Collaborative “Homes for a Changing Region” project in northwest Cook	Drew Williams-Clark	Feb.-Sept. 2012	Staff assistance	The NSHC steering committee voted to approve a memorandum of agreement and scope of work. CMAP work will begin in earnest in February.
Oak Park water conservation program	Amy Talbot	Aug. 2011 - Mar. 2012	Staff assistance	Underway. Public meeting was held in January. Draft plan is in progress.
Orland Park water conservation ordinance (see project website)	Hala Ahmed	Nov. 2011 - Mar. 2012	Staff assistance	Underway. Staff presented existing conditions, draft goals, and preliminary recommendations to the Steering Committee and received comments. Water use data analysis is ongoing. Public meeting to present project and existing conditions is scheduled for February 22 in the Orland Park Public Library.
Park Forest sustainability plan (see project website)	Kristin Ihnchak	June 2011 - Apr. 2012	Staff assistance	Underway. Plan is being developed, with a first draft expected in February. Public open house to present the plan is scheduled for mid-March. MetroQuest has been used to gather input on potential plan strategies. CNT is on contract to assist with Energy and Water Plan elements.
Plainfield downtown transportation plan	Pete Saunders	TBD	Grant funds	Village elected to complete comprehensive plan (approved by Village Board in January) prior to focusing on transportation plan. Village is now drafting RFP and expects to make a consultant selection in March.
Regional arts and culture toolkit	Stephen Ostrander	Apr. 2012- Jan. 2013	Staff assistance	The idea for this project came from an LTA application, but it is regional in nature and will result in the preparation of a guidebook for local governments to use in integrating arts and culture into their planning work. The project is expected to start in April.
Riverside downtown area plan	Trevor Dick	Jan.-Oct. 2012	Staff assistance	The Project Team met with key Village Staff in January to finalize the scope of work and to initiate the project. The MOU and Scope of work will be presented to the Village Board at its February 6 meeting for adoption. Following adoption the project team will begin to create the Existing Conditions Report.
South Suburban Mayors and Managers Association (SSMMA) housing investment prioritization (see project website)	Nicole Woods	June 2011 - Apr. 2012	Staff assistance	Underway. Tool refining is underway. CMAP is planning on meeting with the Project Technical Committee to finalize project in February and prepare for presentation of the refined tool to the Project Advisory Committee in March.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Waukegan planning prioritization report	Stephen Ostrander	Nov. 2011 - Feb. 2012	Staff assistance	Underway. Staff finished remaining stakeholder interviews. Began final assessment of Waukegan's planning priorities (identified through stakeholder interviews and study of past plans and studies, data, etc.), determining which would be the best fit for future LTA project. Began writing planning priorities report. Report is expected to be completed in first half of February, with presentation to the Waukegan City Council toward end of month.
Westchester comprehensive plan (see project website)	Samantha Robinson	Nov. 2011 - Oct. 2012	Staff assistance	Underway. Staff conducted reconnaissance on January 9. A meeting with Westchester's senior population will be held on February 1. The first (general) public meeting is scheduled for February 2
West Cook Housing Collaborative, phase 1: "Homes for a Changing Region" project in west Cook (see project website)	Drew Williams-Clark	May 2011 - Feb. 2012	Staff assistance	Underway. Sub-regional and municipal plans have been drafted and will be revised in February pending feedback from municipal staff and officials. Final drafts will be presented to municipalities in March.
West Cook Housing Collaborative, phase 2: Challenge Grant support	Drew Williams-Clark	Feb.-Aug. 2012	Staff assistance	The collaborative has received a HUD Community Challenge grant for creation of a land bank and supporting planning work. CMAP will participate in the planning activities. Work expected to begin in February.
Wheeling active transportation plan	Lindsay Banks	Jan-Oct. 2012	Grant funds	Underway. Active Transportation Alliance is on contract to conduct the project. Developing the Steering Committee is the next task and work is expected to begin in early 2012.
Will County subarea plan for Fairmont (see project website)	Trevor Dick	May 2011 - Jan. 2012	Staff assistance	Underway. The Steering Committee unanimously approved the draft plan and a public open house was held on January 30 to receive public input. The plan's primary focus is attracting reinvestment to the community. The draft plan will be presented to the County's Land Use Committee on February 14. Following this presentation the project team will work with County staff through the adoption process.

Completed Projects

Project	CMAP lead	Completion date	Assistance type	Implementation status
<i>Homes for a Changing Region</i> project in south Cook (see project website)	Drew Williams-Clark	Dec. 2011	Staff assistance	The project was conducted in partnership with MMC and MPC. Each of the four communities covered by the project has follow-up LTA projects. One, the Park Forest sustainability plan, is currently underway; the others include future projects in Hazel Crest, Lansing, and Olympia Fields.

Other Projects

For the other projects on the “higher priority” project list, scoping is underway. During 2012, new projects will be initiated as existing projects are completed or as additional resources become available.

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