



# Chicago Metropolitan Agency for Planning

Agenda Item No. X.X

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## MEMORANDUM

**To:** CMAP Board and Local Coordinating Committee  
**From:** CMAP Staff  
**Date:** June 1, 2011  
**Re:** Local Technical Assistance Program Update

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The Local Coordinating Committee and the Board will be receiving regular updates on the projects being undertaken through the Local Technical Assistance (LTA) program. The Local Coordinating Committee will have the primary responsibility for discussing individual projects and providing the most direct oversight of the LTA program, but Board discussion of larger issues concerning the program will be expected at subsequent Board meetings.

To date, 23 local projects have been kicked off, and of these, 9 projects are fully underway. Among the remainder, most are finalizing scopes of work, Memorandums of Understanding (MOUs), and resolutions; CMAP requires that these documents need to be finalized before staff become extensively involved in the project. For projects which have been kicked off but are not fully underway, staff is working to collect background data, review past community plans, develop outreach strategies, and otherwise prepare for project initiation.

Further detail on LTA project status can be found on the attached project status table. Discussion by the Board or Local Coordinating Committee is requested on any individual projects of interest or on the level of information provided in this table.

ACTION REQUESTED: Discussion.

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**Projects Currently Underway**

Project	CMAP project lead	Expected completion	Status and notes
Addison comprehensive plan	Rosa Ortiz	June 2012	Introductory meeting held May 13. MOU, resolution and scope of work is being finalized and expected in June. Staff is reviewing existing plans and identifying specific outreach strategies for the Village.
Berwyn comprehensive plan	Sam Shenbaga	May 2012	Introductory meeting held April 18. MOU and resolution in process and expected to be approved in June. Staff is reviewing existing plans and identifying specific outreach strategies for the City.
Blue Island comprehensive plan	Sam Shenbaga	March 2012	Underway. The Village Board has adopted the MOU and resolution. A kick-off meeting was held with the Plan Commission (steering committee) on May 11. Staff have begun to work from Village Hall to compile and review documents. First public workshops have been scheduled in two locations on two different days (June 20 and 21). Staff will be compiling an existing conditions report over the next few months.
Bronzeville Alliance retail corridor study	Sef Okoth	December 2011	Underway. Project led by Metropolitan Planning Council (MPC), with CMAP in supporting role. First phase, in 2011, will involve developing strategy for three retail corridors on Bronzeville; second phase in 2012 will lead to specific land use plan. Initial public meeting held May 21.
Campton Hills comprehensive plan	Jason Navota	May 2012	Underway. Introductory meeting held late January (prior work done by current LTA staff). MOU and resolution approved April 21. Initial public meeting was held on May 2 and attracted over 100 residents.
Carpentersville "Old Town" Area Action Plan	Trevor Dick	July 2012	Staff is working with Village to finalize a scope of work. Once determined, the scope along with the MOU and resolution will be delivered to the Village over the next month, with project startup expected in August.
Chicago "Green and Healthy Neighborhood" plan (for Englewood, Woodlawn, and Washington Park)	Jason Navota	June 2012	Underway. Introductory meeting held March 9. MOU and resolution complete; staff now working from city offices. Contract with Local Initiatives Support Corporation (LISC) for community engagement in process.
Developing Communities Project support for CTA Red Line extension	Kendra Smith	September 2012	Introductory meetings with Developing Communities Project and CTA held in April and May. Project will support southern extension of Red Line by demonstrating livability benefits of the extension. Project will be initiated in September.

Elmwood Park comprehensive plan	Rosa Ortiz	May 2012	Introductory meeting held April 25. MOU and resolution in process and expected on June 6. Staff is reviewing existing plans and identifying specific outreach strategies for the Village.
Evanston Water Conservation Program	Amy Talbot	TBD	Introductory meeting completed in May. In process of developing scope and timeline. MOU and resolution are being reviewed by the city, expected to be presented in June/July.
Hanover Park workforce development planning	Dan Ungerleider	TBD	Project details will depend on inclusion of relevant activities in budgets of partner organizations. LTA staff in discussions with Village staff regarding scope and timeline.
Joliet "Old Prison" redevelopment	Pete Saunders	January 2012	MOU and resolution are being reviewed by City. LTA staff will make presentation to City Land Use Committee in mid-June, City Council in late June. Scope of work will include the adjacent U.S. Steel site (currently vacant).
Lake Zurich Comprehensive Water Resources Project	Tim Loftus	November 2011	Underway. The first meeting of Task Force occurred on May 16; data analysis is underway. The next meeting is scheduled for June 8 with Task Force and local experts in Lake Zurich.
Liberty Prairie Conservancy local food system plan	Jessica Simoncelli	TBD	Introductory meeting held May 9. Development of scope, schedule, and phasing is ongoing.
Metropolitan Mayors Caucus "Homes for a Changing Region" project in south Cook	Drew Williams-Clark	December 2011	Underway. Project led by Metropolitan Mayors Caucus (MMC) and Metropolitan Planning Council (MPC), with CMAP in supporting role. Long-range housing projections have been completed for South Suburban municipalities.
Norridge comprehensive plan	Trevor Dick	March 2012	Underway. The Village Board passed the MOU and resolution. Staff have conducted a bus tour of the community with the Mayor and key staff. Also, a presentation was given to the Board on May 25 to "kick-off" the project. The first public meeting is scheduled for June 15. Staff will be working on an existing conditions report over the next few months.
Oak Park Water Conservation Program	Amy Talbot	March 2012	Introductory meeting completed in May. In process of developing scope and timeline.
Orland Park water conservation ordinance	Hala Ahmed	March 2012	Introductory meeting held May 25. MOU and resolution in process and expected July 5. Scope of work and timeline are currently being refined by CMAP and Village staff. Background information is being compiled and will be reviewed in June. Project will be formally initiated in October due to staff

			availability.
Park Forest sustainability plan	Kristin Ihnchak	March 2012	Introductory meeting held April 12. Development of overall template for sustainability plan has been completed. MOU, resolution, and scope have been reviewed by the Village staff and approval is expected on June 20. Presentations to the Rules Committee and Plan Commission are scheduled for the first two weeks in June.
South Suburban Mayors and Managers Association (SSMMA) housing investment prioritization	Nicole Woods	April 2012	Continual coordination with SSMMA underway on this and other future projects. Initial work will include developing method to prioritize housing investment opportunities (such as NSP) across jurisdictions within a COG. MOU and resolution for this project in process and expected in June; research on best practices in other regions is already underway.
Waukegan comprehensive / strategic plan	Dan Ungerleider	September 2012	LTA staff currently in discussions with City staff to develop priorities for project, and then detailed scope and timeline. MOU and resolution drafts expected to be delivered to City in June. Project is expected to be initiated in October.
West Cook Housing Collaborative "Homes for a Changing Region" project in west Cook	Drew Williams-Clark	February 2012	Underway. MOU was approved in May. Initial analysis is completed. Meetings have been scheduled to present the initial analysis to all five communities. Presentations have already taken place in Oak Park and Bellwood.
Will County subarea plan for Fairmont	Trevor Dick	December 2011	Underway. The MOU and resolution have been passed by the County. A presentation was given to the Will County Land Use and Development Committee on May 10. The first steering committee meeting was held on the afternoon of May 19, and the first public workshop was held the evening of May 19. Staff are now working to create an existing conditions report to present to the Steering Committee in July.

## Other Projects

For most other projects on the "higher priority" project list, scoping is underway and will continue through the remainder of 2011. Approximately three projects per month are expected to be initiated each month through the fall. In addition, several projects have been identified as good fits for upcoming grant sources, and will be encouraged to submit applications to these sources and assisted in this process if appropriate.

Two projects have been removed from the higher priority project list since its initial review in March. The Village of Woodridge withdrew its request for a transit study; the Village decided to deemphasize the project as a priority activity for this year. Also, after further scoping of projects submitted by the Village of Palos Park, it was determined that these projects were not a good fit for CMAP's technical assistance program, and they were removed.