



Chicago Metropolitan Agency for Planning

Agenda Item No. 4.1

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MEMORANDUM

To: CMAP Board and Committees

From: CMAP Staff

Date: February 5, 2014

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, 126 local projects have been initiated. Of these, 54 projects have been completed, 58 are fully underway, and 14 will get actively underway in the near future. Projects that appear in this document for the first time are noted and highlighted in italics.

Further detail on LTA project status can be found on the attached project status table. Please note that in an effort to streamline updates and reduce paper, starting in 2014 the LTA Program Updates will only include updates to the “Completed Projects with Active Implementation” on a quarterly basis. The January 2014 Program Update had the latest updates on the status of these projects, and the next scheduled update will be in April.

ACTION REQUESTED: Discussion

Projects Currently Underway

Project	CMAP lead	Timeline	Assistance type	Status and notes
Alsip zoning revisions	Jake Seid	Sept. 2013- Apr. 2014	Staff assistance	Review and analysis of existing ordinance will take place from January through February. Steering Committee meeting scheduled for February 12 to discuss drafting direction for recommendations memorandum.
Antioch greenway plan (see website)	Jason Navota	Apr. 2012- Feb. 2014	Staff assistance	Final plan is in the hands of the Village. Board review and approval process is expected in February.
<i>Barrington Hills bicycle-pedestrian plan</i>	<i>Jack Pfingston</i>	<i>June 2014- June 2015</i>	<i>Consultant assistance</i>	<i>Newly added to monthly report. RFP release expected in early March.</i>
Bensenville comprehensive plan (see website)	Sam Shenbaga	Mar. 2013- June 2014	Staff assistance	Recommendations memo approved by Steering Committee. Future land use map drafted and sent to Village staff for review. Meeting with Village departments to discuss map scheduled for early February. Draft plan underway.
Berwyn capital improvements plan	Bob Dean	Feb.-Aug. 2014	Staff and consultant assistance	Draft scope sent to City for review.
Berwyn parking study	Lindsay Bayley	Nov. 2013- Sept. 2014	Staff assistance	Kick-off meeting on February 11 to review project scope, data collection methodology, and timeline.
Berwyn zoning revisions (see website)	Kristin Ihnchak	Jan. 2013- June 2014	Staff and consultant assistance	Berwyn staff has approved the recommendations memo, which included a summary of the consensus reached on key zoning issues. CMAP staff is moving forward with drafting the zoning ordinance.
Big Rock comprehensive plan (see website)	Trevor Dick	Feb. 2013 - Apr. 2014	Staff assistance	Kane County and CMAP staff are currently working on a draft plan. A public open house to review the draft plan is being scheduled for March 10 at the Big Rock Fire Department.
Calumet City comprehensive plan	Jack Pfingston	June 2013- May 2014	Consultant assistance	Steering Committee met January 27 to consider land use and transportation recommendations and to review economic development strategy for the draft plan. The 'halfway' meeting between Teska and CMAP management was held January 30. A public open house to consider a downtown concept will be held February 20.
Campton Hills zoning and subdivision regulations	Kristin Ihnchak	May 2014- Aug. 2015	Consultant assistance	RFP re-released on January 16 for consultant assistance.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Carol Stream comprehensive plan	Nicole Woods	Feb. 2014-April 2015	Staff assistance	The Village Board passed a resolution referencing the project scope in January. A CMAP and Village staff meeting, a tour of the community, and a presentation to the Village's Board are scheduled for February. The Steering Committee kick-off meeting is currently planned for late February or early March.
Chicago "Green Healthy Neighborhoods" in Pilsen and Little Village (see website)	Evy Zwiebach	Dec. 2013-Mar. 2015	Staff assistance	CMAP staff is currently working with DPD on existing conditions analysis and data collection. Stakeholder interviews will begin in March 2014.
Chicago Heights comprehensive plan (see website)	Kendra Smith	Apr. 2013-June 2014	Staff assistance	Staff is currently finalizing existing conditions report. Draft recommendations memo will be submitted to City staff for review mid-February for comment. A sub-area community charrette for Chicago Heights' 3 rd ward is being planned in conjunction with Cook County and APA-IL; date TBD.
Chinatown neighborhood plan (see website)	Stephen Ostrander	Apr. 2013-May 2014	Staff assistance	Work this month focused on assessing all community input, information, and data gathered thus far and beginning to draft the recommendations memo for the project. CMAP Staff presented the project to CMAP's Land Use Committee, receiving extensive feedback from committee members.
Cicero comprehensive plan	Jonathan Burch	Mar. 2014-Feb. 2015	Consultant assistance	The RFP was released on January 23, with responses due on February 13.
Cook County consolidated plan (see website)	Jonathan Burch	Apr. 2013-Nov. 2014	Staff assistance	Sub-regional meetings have occurred this month on January 15 (Blue Island) and 29 (Berwyn). Staff is preparing the existing conditions memo for southern suburban Cook County guided by public feedback from both the MetroQuest site and the Blue Island meeting. Staff is also preparing an outreach strategy for phase 3 of this project.
Cook County Forest Preserve District trail counts and policy report	Trevor Dick	Apr. 2013-Feb. 2014	Staff assistance	Staff has recently provided CCFPD staff with a draft plan for their review.
<i>Crete comprehensive plan</i>	<i>Jack Pfingston</i>	<i>May 2014-June 2015</i>	<i>Consultant assistance</i>	<i>Newly added to monthly report. RFP release targeted for late February.</i>

Project	CMAP lead	Timeline	Assistance type	Status and notes
Crystal Lake transportation plan	Nora Beck	Mar. 2014-Feb. 2015	Staff assistance	CMAP and City staff finalized the project scope; City Council will consider MOU and resolution on February 4.
Des Plaines neighborhood plan (see website)	Berenice Vallecillos	May 2013-Apr. 2014	Consultant assistance	The second public meeting was held on January 15. The draft strategies were presented and received feedback from the community and other units of local government including the Park District. The consultant team met with St. Stephen Church, the major community anchor in the neighborhood, to develop ideas to improve their campus as a part of the neighborhood improvements recommended in the plan. The Implementation Plan will be drafted in January and February as part of the Final Plan document. A Steering Committee will be held to review changes to the Strategies Chapter and review the Implementation Plan.
Dixmoor planning prioritization report	Jessica Gershman	Jan.-Sept. 2014	Staff assistance	Project MOU and resolution approved by Village Board on January 23. As part of the project's community engagement, a business community meeting, stakeholder interviews, and focus group discussions will begin in February to ascertain the community's primary issues and concerns.
DuPage County Homes for a Changing Region project	Kendra Smith	Sept. 2013-Oct. 2014	Staff assistance	MetroQuest website (www.nedupage.metroquest.com) was launched January 27 and will be available until March 27; online engagement will take the place of onsite public meetings for this project. Staff will begin to outline municipal recommendations based on municipal Board and Council input while waiting for community feedback from the MetroQuest site.
DuPage County unincorporated areas plan (see website)	Jack Pffingston	Oct. 2012-Feb. 2014	Consultant assistance	Draft plans presented to DuPage County Development Committee on January 21; County Board approval expected in late February.
Elgin sidewalk gap and transit stop study	Lindsay Bayley	June 2012-Feb. 2014	Grant funds	Draft report to be voted on by City Council at their February 26 meeting.
Elmwood Park zoning assessment	Kristin Ihnchak	Jan.-Nov. 2014	Staff assistance	Scope, MOU, and resolution were approved by Village Board on January 6. Steering Committee is being established, and a kick-off meeting with the Committee is being scheduled for February.
Evanston bicycle plan	Jack Pffingston	June 2013-Mar. 2014	Grant funds	Existing conditions report draft reviewed by CMAP and partners in early January; Steering Committee met January 16 to consider revised report.

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Franklin Park industrial areas plan (see website)	Nicole Woods	Apr. 2013-Sept. 2014	Staff assistance	In January, CMAP received Village staff feedback on the existing conditions report and incorporated these comments. CMAP staff also talked with additional businesses and developers regarding the strengths and weaknesses of the industrial corridor. In February, the revised existing conditions report be sent to the Steering Committee members and a Steering Committee meeting will be scheduled for late winter.
Hinsdale parking study (see website)	Lindsay Bayley	Nov. 2012-Mar. 2014	Staff assistance	Village president and trustees are reviewing the final plan. Open house and business owner survey to follow their review.
IDNR, Office of Water Resources, permittee water loss evaluation project	Tim Loftus	Feb. 2013-Feb. 2014	Staff assistance	A draft final report is undergoing internal review and final edits. The report is expected to be finalized and printed in February.
Kane County local food project	Jessica Gershman	Nov. 2012-Apr. 2014	Staff assistance	Final project deliverables being prepared and reviewed include a process report outlining the evaluation tool to identify public lands suitable for conversion to food production, as well as a summary handout for broader distribution. Products will be used by the county in relation to their new local food production program called Growing for Kane.
Kane County transit plan implementation (see website)	Trevor Dick	July 2012-Mar. 2014	Staff assistance	Staff is currently working on the draft plan. The draft plan is expected to be provided to County staff in February for their review.
Kane County / Carpentersville Homes for a Changing Region project (see website)	Jonathan Burch	Feb. 2013-Feb. 2014	Staff assistance	Final sub-regional discussion with elected officials took place on January 22. Municipalities are providing comments on the current draft municipal sections. For those communities whose drafts are completed, design of the final document is underway.
Kane County / Geneva Homes for a Changing Region project (see website)	Drew Williams-Clark	July 2013-Apr. 2014	Staff assistance	In January, municipal staff members suggested revisions and Kane County revised key recommendations memos. In February, CMAP, MPC, and MMC will work with Kane County staff to present those memos to municipal housing or plan commissions before drafting plans.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Kedzie Avenue (Garfield Park) corridor plan (see website)	Samantha Robinson	July 2013- June 2014	Consultant assistance	Consultant is making edits to the existing conditions report based on feedback received from the Steering Committee. Key stakeholder interviews are being conducted.
Lake County Homes for a Changing Region project	Stephen Ostrander	Mar.-Dec. 2014	Staff assistance	Scoping of project with participating communities is underway.
Lake County Route 53/120 land use plan (see website)	Jason Navota	Nov. 2013- Dec. 2015	Staff and consultant assistance	The CMAP Board approved consultant selection in January, and contract negotiations are underway. Work is anticipated to begin in early February. Municipalities within the IL53/120 corridor have been contacted and invited into the planning process as members of the Land Use Committee and the Finance Committee. First BRAC meeting was held on September 17; Finance Committees were held October 21, December 3, and the next is February 13. First Land Use Committee meeting is anticipated for March 18.
Lake County sustainability plan (see website)	Kristin Ihnchak	Mar. 2012 – Mar. 2014	Staff assistance	The project team held two meetings in January with the Regional Planning Commission, who formally recommended moving forward with public review and approval of the document. After County staff approves minor edits per the RPC's comments, CMAP staff will conduct a public open house.
Lan-Oak Park District master plan (see website)	Trevor Dick	Oct. 2013- June 2014	Staff assistance	Staff is currently working on the existing conditions report. The next Steering Committee meeting to review the report is being scheduled for the end of February.
Lansing comprehensive plan (see website)	Sam Shenbaga	Oct. 2012- Apr. 2014	Consultant assistance	Comments on draft plan submitted by Village and CMAP to consultant in early January. Consultant revising document accordingly. Revised draft to be resubmitted to CMAP in February and forwarded to Steering Committee in late February/early March.
Lincolnwood Devon Avenue corridor study	Liz Panella	June-Feb. 2014	Staff assistance and small contract	This project involved a Technical Assistance Panel (TAP) convened by ULI on September 10-11. The final report is being prepared by ULI.
Lynwood comprehensive plan (see website)	Samantha Robinson	Oct. 2012- Feb. 2014	Consultant assistance	Consultant is drafting the comprehensive plan.

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Lyons comprehensive plan (see website)	Sef Okoth	July 2013-June 2014	Staff assistance	Staff completed key-person interviews, summarized the public visioning workshop, and launched an online survey. Existing conditions report being finalized to be shared with the Steering Committee in mid-February. Staff to begin drafting the project's recommendations memo in February.
Markham comprehensive plan	Erin Aleman	July 2013-June 2014	Consultant assistance	The existing conditions were presented to the Markham Steering Committee in early December. It is anticipated that the draft plan will be presented to the Steering Committee in February. CMAP will continue provide support to the City as needed.
Morton Grove industrial areas plan (see website)	Nicole Woods	Feb. 2012-Apr. 2014	Staff assistance	CMAP received feedback on the draft plan from Morton Grove staff in mid-January. CMAP staff is currently incorporating comments into the plan and expect the plan to undergo final staff review in February. A meeting with the Steering Committee is tentatively scheduled for March.
Niles multimodal transportation plan (see website)	Jack Pfingston	Mar. 2013-Mar. 2014	Consultant assistance	Revised draft plan put on Village website in January; public "pop-up" meetings held January 20 through January 23. Steering Committee will meet in late February to consider public review of draft plan.
North Aurora comprehensive plan	Jack Pfingston	Jan.-Dec. 2014	Consultant assistance	HLA selected as project consultant; project underway with kickoff meeting expected in early February.
Northwest Municipal Conference Des Plaines River trail access plan (see website)	Lindsay Bayley	May 2013-Apr. 2014	Consultant assistance	Held Steering Committee meeting on January 23 to review the key issues and direction of recommendations. Project team continues to develop those recommendations. Revised existing conditions report to be presented at the February Steering Committee meeting.
Northwest Water Planning Alliance drought preparedness / strategic planning	Tim Loftus	Feb. 2013-Feb. 2014	Staff assistance	The final report is undergoing internal review and final edits. The report is expected to be finalized and printed in February.
Oak Lawn 95 th Street corridor study (see website)	Jake Seid	Jan. 2013-Mar. 2014	Consultant assistance	Consultant made revisions to draft final report based on Steering Committee input, including CMAP; led Steering Committee meeting to review implementation matrix (January 30). Project is set for completion with a workshop for trustees and commissioners (February 11), a public workshop (February 27) and adoption by the Village Board (March 11).

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Olympia Fields zoning ordinance update	Drew Williams-Clark	Apr. 2013-Mar. 2014	Consultant assistance	Consultants revised a draft plan map per comments from the Village, CMAP, and Metra. They also presented the draft to the project Steering Committee in January. Consultants are now working to make final revisions to the draft for a public open house in February.
Openlands local food policy	Jason Navota	Feb. 2013-May 2014	Staff assistance	Discussion draft of a scope of work for the Regional Food System Study is complete and being used as framework for discussing project with funders, academics/researchers, and local “industry representatives” working in the food system space.
Oswego market analysis	Trevor Dick	Mar 2013-Feb. 2014	Staff assistance	The report will be presented to the Village Board on February 4 for discussion and approval.
Park Forest active transportation plan	Lindsay Bayley	Mar. 2014-Nov. 2014	Staff assistance	Scope has been reviewed by project partners. Resolution to commence work to be added to Board agenda in February. Kick-off meeting scheduled for mid-February.
Park Forest zoning revisions (see website)	Kristin Ihnchak	June 2013-Sept. 2014	Staff and consultant assistance	The project team completed a recommendations memo that outlines major suggested changes to Park Forest’s Zoning and Subdivision Ordinances. The memo is being reviewed internally prior to being sent to Park Forest staff and the Steering Committee for review.
Prospect Heights comprehensive plan	Jack Pflingston	Aug. 2013-July 2014	Consultant assistance	Existing conditions report revised and SCB is working on initial recommendations memo.
Regional immigrant integration toolkit	Ricardo Lopez	Jan. 2013-Feb. 2014	Staff assistance	Internal review of draft toolkit underway. Complete draft toolkit will go to Steering Committee for review and comment at February 11 meeting.
Richton Park comprehensive plan (see website)	Kendra Smith	Aug. 2012-Apr. 2014	Consultant assistance	Draft plan is underway with a completed draft expected mid to late February.
Richton Park zoning revisions	TBD	Apr.-Dec. 2014	Consultant assistance	Following the completion of the comprehensive plan, the consulting firm will update Richton Park’s zoning ordinance to be consistent with the newly adopted plan.
Riverdale comprehensive plan	Erin Aleman	Oct. 2013-June 2014	Consultant assistance	The community-wide kickoff event was held January 9 and was well attended. The consultant held a series of key stakeholder interviews. The second Steering Committee meeting was held on January 30. At this meeting the Steering Committee was presented with an initial draft of the comprehensive plan for feedback.

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Rosemont comprehensive plan (see website)	Sam Shenbaga	June 2013-May 2014	Staff assistance	Existing conditions report drafted and being reviewed internally. Report to be submitted to Village in late February. Community outreach results being summarized and to be shared with RTA to assist with Rosemont Blue Line Station study.
South Elgin bicycle and pedestrian plan (see Facebook page)	John O'Neal	July 2013-June 2014	Consultant assistance	The draft existing conditions report has been finalized, based on Steering Committee feedback (meeting held January 9). Preliminary recommendations memo is currently being developed.
SSMMA Calumet Green Manufacturing Partnership	Erin Aleman	TBD	Staff and consultant assistance	Project scoping is underway.
SSMMA Complete Streets plan	Lindsay Bayley	July 2014-Aug. 2015	Staff assistance	Project scope being finalized. Review of previous plans underway.
SSMMA interchange land use planning (see website)	Jessica Gershman	July 2012-Feb. 2014	Consultant and staff assistance	Steering Committee meeting was held December 12 to review final draft plan. Consultants are making final edits and will bring the plan back to local representatives for final approval early this month.
Summit comprehensive plan (see website)	Nora Beck	Dec. 2013-Nov. 2014	Staff assistance	Existing conditions analysis and community outreach steps underway; Staff met with Village Board on January 21. First Village Steering Committee meeting scheduled February 3.
UIC multimodal transportation plan (see website)	Lindsay Bayley	June 2013-Sept. 2014	Staff assistance	MetroQuest survey complete; data analysis underway. Class workshop on February 6, two public workshops on February 12. Developing key recommendations.
Waukegan subarea plan (see website)	Stephen Ostrander	Oct. 2012-Mar. 2014	Staff assistance	CMAP staff continued drafting of the commercial corridor plan. Staff discussed key recommendations with potential community partners who may be able to help with implementation.
Westchester comprehensive plan (see website)	Samantha Robinson	Nov. 2011-Feb. 2014	Staff assistance	The Plan Commission recommended approval of the comprehensive plan on October 29. The Village Board reviewed the plan in January and will consider adoption in February.
Wicker Park-Bucktown parking study (see website)	Lindsay Bayley	Jan. 2013-Apr. 2014	Staff assistance	Steering Committee met to review recommendations on January 30. Suggested changes are being processed and draft plan writing is underway.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Will County brownfield prioritization	Jake Seid	June 2013-Feb. 2014	Staff assistance	Prioritization of brownfield sites substantially completed using revised site criteria and analysis with Will County staff. Project is expected to be completed in February with creation of site marketing document for potential solar development firms.
Winthrop Harbor comprehensive plan	Sam Shenbaga	Mar. 2014-July 2015	Staff assistance	MOU and resolution approved by Village Board. Project Steering Committee to be formulated and project to begin in March, as per community's request.
Worth planning prioritization report	Stephen Ostrander	Oct. 2013-May 2014	Staff assistance	CMAP staff conducted research to obtain additional data and information needed to complement extensive community input obtained through the recently-concluded key stakeholder interview process. Staff began discussing potential report recommendations with partners who may be able to help with future planning work in the Village.
Zion comprehensive plan	Nora Beck	Feb. 2014-Jan. 2015	Consultant assistance	Proposals received from 5 pre-qualified firms (Camiros, Houseal Lavigne Associates, Sam Schwartz Engineering, Solomon Cordwell Buenz, and Teska) and are currently being reviewed and scored. Interviews expected to take place in mid-February.

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