



Chicago Metropolitan Agency for Planning

Agenda Item No. 7.0

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MEMORANDUM

To: CMAP Board and Committees

From: CMAP Staff

Date: May 7, 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, 136 local projects have been initiated. Of these, 68 projects have been completed, 53 are fully underway, and 15 will get actively underway in the near future. Projects that appear in this document for the first time, or that were recently completed, are noted and highlighted in italics.

Further detail on LTA project status can be found on the attached project status table. Please note that to reduce the volume of material sent, the LTA Program Updates will continue updates to the “Completed Projects with Active Implementation” on a quarterly basis. The next implementation report with these updates will be sent in July.

ACTION REQUESTED: Discussion.

Projects Currently Underway

Project	CMAP lead	Timeline	Assistance type	Status and notes
Algonquin-Carpentersville Fox River corridor plan	Brian Daly	May 2014-Aug. 2015	Staff assistance	The scope will come before the Village boards this month. The Villages plan to have the first Steering Committee meeting in late May or early June.
Alsip zoning revisions	Jake Seid	Sept. 2013-May 2014	Staff assistance	Project team completed work on annotated Ordinance and recommendations summary in April. A final meeting with the Steering Committee is scheduled for May 7 to discuss these documents and assist with project implementation.
<i>Antioch greenway plan (see website)</i>	<i>Jason Navota</i>	<i>Apr. 2012-Apr. 2014</i>	<i>Staff assistance</i>	<i>Newly completed. The Antioch Lifestyle Corridor plan was adopted by the Village Board on April 21.</i>
Arlington Heights bicycle-pedestrian plan	John O'Neal	May 2014-Apr. 2015	Staff assistance	Scoping with the community is underway.
Barrington area bikeway feasibility study	Jack Pfingston	June 2014-June 2015	Consultant assistance	RFP released May 2. Project will be multi-jurisdictional, affecting a number of communities in northwest Cook and northeastern Kane Counties.
Bensenville comprehensive plan (see website)	Sam Shenbaga	Mar. 2013-Sept. 2014	Staff assistance	Preparation of the draft plan underway.
Berwyn capital improvements plan	Bob Dean	Mar.-Oct. 2014	Staff and consultant assistance	First steering committee held on April 23. Collection of project descriptions is underway.
Berwyn parking study (see website)	Lindsay Bayley	Nov. 2013-Sept. 2014	Staff assistance	Kick-off Steering Committee meeting held on May 1. Parking occupancy data collection complete. Key person interviews and existing conditions report drafting underway.
Berwyn zoning revisions (see website)	Kristin Ihnchak	Jan. 2013-July 2014	Staff and consultant assistance	CMAP staff is creating a first draft of the zoning ordinance based on the approved recommendations memo.
<i>Big Rock comprehensive plan (see website)</i>	<i>Trevor Dick</i>	<i>Feb. 2013 - Apr. 2014</i>	<i>Staff assistance</i>	<i>Newly completed. The Village Board adopted the plan on April 22.</i>
Calumet City comprehensive plan	Jack Pfingston	June 2013-June 2014	Consultant assistance	Steering Committee met in early April to consider draft plan elements. Complete draft plan is under review.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Campton Hills zoning and subdivision regulations	Kristin Ihnchak	May 2014-Aug. 2015	Consultant assistance	Consultant interviews were held in April. A recommendation for consultant selection will be brought for CMAP Board approval in May.
Carol Stream comprehensive plan (see website)	Nicole Woods	Feb. 2014-Apr. 2015	Staff assistance	CMAP staff held the public kick-off meeting, various focus group meetings, and several key person interviews in April. Staff also gathered and analyzed data and information for the existing conditions report. Tasks for May include conducting additional key person interviews and drafting the report.
Chicago Pilsen-Little Village neighborhood plan (see website)	Evy Zwiebach	Dec. 2013-Mar. 2015	Staff assistance	CMAP staff is working with DPD on existing conditions analysis and data collection. Staff and DPD began conducting stakeholder interviews in March and will continue meeting with community leaders and groups through May. Public workshop tentatively scheduled for July.
Chicago West Pullman neighborhood plan	Liz Panella	July 2014-Aug. 2015	Consultant assistance	Scoping is underway, with RFP release anticipated in May.
Chicago Heights comprehensive plan (see website)	Kendra Smith	Apr. 2013-Sept. 2014	Staff assistance	Draft industrial area sub-area study and plan recommendations memo are currently under internal review. A sub-area community charrette for Chicago Heights' 3 rd ward was held on April 16.
Chinatown neighborhood plan (see website)	Stephen Ostrander	Apr. 2013-July 2014	Staff assistance	During April, CMAP staff focused on drafting plan, conferring as needed with community partners and City departments who will play a key role in implementing the plan's recommendations.
Cicero comprehensive plan	Jonathan Burch	Apr. 2014-June 2015	Consultant assistance	Lakota was chosen as the winning bidder. The PAO has been executed and the firm expects to start the project within the next month. Staff has reached out to Cicero to start creating the project Steering Committee.
Cook County consolidated plan (see website)	Jonathan Burch	Apr. 2013-Nov. 2014	Staff assistance	Staff is preparing the data-oriented front half of the final plan coupled with a working recommendations document for discussion with the County. Concurrently, CMAP and the County are scheduling a series of small-group discussions to discuss potential projects, programs, and target areas in greater depth and refine the recommendations document.
Crete comprehensive plan	Jack Pflingston	May 2014-June 2015	Consultant assistance	Interviews with consultants will take place May 15 with selection of project consultant to follow shortly after.
Crystal Lake transportation plan	Nora Beck	Mar. 2014-Feb. 2015	Staff assistance	CMAP staff reviewing previous planning efforts relating to bike and pedestrian planning efforts. City forming Steering Committee.

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Des Plaines neighborhood plan (see website)	Berenice Vallecillos	May 2013-May 2014	Consultant assistance	The Steering Committee unanimously voted to recommend the plan to the City Council for adoption on April 9. A revised copy of the final plan was submitted to CMAP for final review. City of Des Plaines and Des Plaines Park District staff has been working closely to apply to IDNR for an Open Space Land and Acquisition and Development (OSLAD) grant as a first step toward implementation. The plan will be presented to the City Council in May for adoption.
Dixmoor planning prioritization report	Jessica Gershman	Jan.-Sept. 2014	Staff assistance	Map creation and a report outline for the project is underway, and outreach to the Latino community is wrapping up. Staff to attend the Village's second Business Breakfast with a project update on May 12.
DuPage County Homes for a Changing Region project	Kendra Smith	Sept. 2013-Oct. 2014	Staff assistance	The MetroQuest outreach site received 1,293 visits and 735 surveys were completed. Municipal outreach memos detailing survey responses were sent to municipal staff on May 1. CMAP staff is currently working on municipal recommendations.
DuPage County sustainability plan	Louise Yeung	June 2014-July 2015	Staff assistance	Staff is developing scope and MOU with partners.
Elmwood Park zoning assessment	Kristin Ihnchak	Mar. 2014-Apr. 2015	Staff assistance	A Steering Committee is being established, and a kick-off meeting with the Committee is being scheduled.
Evanston bicycle plan	Jack Pfingston	June 2013-May 2014	Grant funds	Steering Committee met April 24 to consider recommendations. Public meeting will take place May 3.
Franklin Park industrial areas plan (see website)	Nicole Woods	Apr. 2013-Sept. 2014	Staff assistance	The recommendations memo, which outlines the goals and strategies of the plan, was approved by staff and the Steering Committee in April. In May, CMAP staff will work closely with Village staff in drafting the industrial areas plan. The initial draft is scheduled to be completed in June.
Harvard comprehensive plan	Liz Panella	May 2014-July 2015	Staff assistance	Project scoping underway.
Hinsdale parking study (see website)	Lindsay Bayley	Nov. 2012-May 2014	Staff assistance	No update. Village trustees are reviewing the final plan.
Kane County health impact assessment	Stephen Ostrander	July 2014-Mar. 2015	Staff assistance	Project scoping underway.
Kane County local food project	Jessica Gershman	Nov. 2012-May 2014	Staff assistance	Deliverables undergoing final internal approval for project completion.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Kane County transit plan implementation (see website)	Trevor Dick	July 2012- June 2014	Staff assistance	CMAP staff is updating the draft report based upon County staff review. The next step is to distribute the report to the Steering Committee for review and comment.
Kane County / Carpentersville Homes for a Changing Region project (see website)	Jonathan Burch	Feb. 2013- May 2014	Staff assistance	Final design is complete. Final presentations for all four communities have been scheduled for May and early June. The document will be printed after the final presentations are complete.
Kane County / Geneva Homes for a Changing Region project (see website)	Drew Williams-Clark	July 2013- June 2014	Staff assistance	Revised subregional recommendations were presented at a meeting of all four mayors. CMAP and Kane County staff are drafting the full plan.
Kedzie Avenue (Garfield Park) corridor plan (see website)	Samantha Robinson	July 2013- June 2014	Consultant assistance	A public meeting took place on April 22. The next public meeting will be held on May 8. Meeting attendees will provide input to the plan and implementation strategies. The final draft plan is expected to be completed in June.
Lake County Route 53/120 land use plan (see website)	Jason Navota	Nov. 2013- Dec. 2015	Staff and consultant assistance	The land use planning effort is underway and project team is gathering data and information, and meeting with corridor municipalities and other stakeholders, to inform the Existing Conditions Assessment. The first IL Route 53/120 Corridor Plan Land Use Committee met on March 18, and the next Land Use Committee meeting is scheduled for May 8 at the Lake County Permit Facility.
Lake County sustainability plan (see website)	Kristin Ihnchak	Mar. 2012- July 2014	Staff assistance	A public open house and meeting with municipal leaders to share the draft plan have both been scheduled for June 12.
<i>Lake County / Round Lake Homes for a Changing Region project</i>	<i>Stephen Ostrander</i>	<i>July 2014- June 2015</i>	<i>Staff assistance</i>	<i>Newly added to monthly report. Project scoping with sponsors and partners is currently underway.</i>
Lan-Oak Park District master plan (see website)	Trevor Dick	Oct. 2013- June 2014	Staff assistance	Staff is currently working on the draft Master Plan.
Lansing comprehensive plan (see website)	Sam Shenbaga	Oct. 2012- June 2014	Consultant assistance	Edits to draft plan completed. Open House and public hearing to be held on May 28 at Village Hall.

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<i>Lynwood comprehensive plan (see website)</i>	<i>Samantha Robinson</i>	<i>Oct. 2012-Apr. 2014</i>	<i>Consultant assistance</i>	<i>Newly completed. The Village Board adopted the plan on April 15.</i>
Lyons comprehensive plan (see website)	Sef Okoth	July 2013-Sept. 2014	Staff assistance	The Existing Conditions Report and the key recommendation memo were discussed and approved by the Steering Committee and the Village staff. Comments from the transit agencies (Pace, Metra, and RTA) and the Forest Preserves of Cook County were incorporated in the ECR. Staff is working to facilitate a meeting between the Forest Preserves of Cook County and the Village, to be held on May 12, to discuss some of the plan recommendation directions. Drafting of the plan is underway.
<i>Markham comprehensive plan</i>	<i>Erin Aleman</i>	<i>July 2013-Apr. 2014</i>	<i>Consultant assistance</i>	<i>Newly completed. The Markham City Council approved the comprehensive plan on April 2.</i>
Morton Grove industrial areas plan (see website)	Nicole Woods	Feb. 2012-July 2014	Staff assistance	The revised plan was delivered for final Village Staff review in late March and continues to be under review. Once staff review is completed, the plan will be sent to the Steering Committee for their comments in late spring.
North Aurora comprehensive plan	Jack Pfingston	Jan.-Dec. 2014	Consultant assistance	Data collection and key stakeholder interviews continue; first public workshop will be held May 21.
North Chicago comprehensive plan	Jake Seid	May 2014-Sept. 2015	Staff assistance	Project scoping has been completed and MOU has been signed. Project team is planning a kick-off meeting with the Steering Committee and representatives from MMC and MPC in June.
Northwest Municipal Conference Des Plaines River trail access plan (see website)	Lindsay Bayley	May 2013-June 2014	Consultant assistance	Draft plan underway, should be reviewed by Steering Committee in late May. Meetings held with Forest Preserves of Cook County, IDOT, and CCDTH to keep them informed of progress to date.
Olympia Fields subarea plan (see website)	Drew Williams-Clark	Apr. 2013-May 2014	Consultant assistance	CMAP has reviewed a revised draft plan, which will be shared with the Village in May.
Openlands local food policy	Jason Navota	Feb. 2013-Sept. 2014	Staff assistance	Scope of work for a Regional Food System Study is being revised and project team is preparing to approach potential funders for the study.
Oswego market analysis (see website)	Trevor Dick	Mar. 2013-May 2014	Staff assistance	The report is planned to be discussed and approved at the May Village Board meeting.

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Oswego-Montgomery-Yorkville shared services study	Louise Yeung	May 2014-Mar. 2015	Staff assistance	Staff is developing scope and MOU with partners.
Park Forest active transportation plan	Lindsay Bayley	Mar. 2014-Nov. 2014	Staff assistance	The MOU was adopted by the Village Board in March; the mayor has created a Bicycle and Pedestrian Advisory Committee that will serve as the primary representatives of the Steering Committee. First Steering Committee meeting planned for May 15.
Park Forest zoning revisions (see website)	Kristin Ihnchak	June 2013-Sept. 2014	Staff and consultant assistance	A Steering Committee meeting took place on April 14 to discuss the recommendations memo. CMAP staff is awaiting a compiled set of Steering Committee comments on the memo prior to moving forward with drafting the zoning and subdivision ordinances.
Pingree Grove comprehensive plan	Trevor Dick	July 2014-Aug. 2015	Consultant Assistance	Staff is developing scope and RFP materials. RFP release expected in late May or early June.
Prospect Heights comprehensive plan	Jack Pfingston	Aug. 2013-July 2014	Consultant assistance	Preliminary recommendations reviewed by Steering Committee April 21; midpoint meeting with CMAP will take place May 8.
Regional immigrant integration toolkit	Ricardo Lopez	Jan. 2013-June 2014	Staff assistance	Final draft plan currently under review by communication staff. Final plan scheduled to release at a round table event on June 5 at CMAP. An invitation went out to local leaders and staff is now working with MMC to confirm participation.
Richton Park comprehensive plan (see website)	Kendra Smith	Aug. 2012-June 2014	Consultant assistance	Draft plan currently under internal review.
Richton Park zoning revisions	TBD	July 2014-Feb. 2015	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	Nov. 2013-June 2014	Consultant assistance	The Riverdale project was put on hold during the month of April. The consultant received a grant extension from DCEO until June 30. It is anticipated that the final plan will be presented to the Village Board for adoption in June.
Rosemont comprehensive plan (see website)	Sam Shenbaga	Oct. 2013-Sept. 2014	Staff assistance	Existing conditions report reviewed by Steering Committee, RTA, Pace, Metra, MWRD, and Active Transportation Alliance. Steering Committee visioning workshop scheduled for May 21.

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South Elgin bicycle and pedestrian plan (see Facebook page)	John O'Neal	July 2013- June 2014	Consultant assistance	Draft plan and draft accessibility report have been completed and will be discussed with Steering Committee at May 8 meeting. Key recommendations were presented to Village Planning and Zoning Commission.
SSMMA Calumet Green Manufacturing Partnership	Brian Daly	May 2014- Nov. 2014	Staff and consultant assistance	Project scoping is complete. In April, the CMAP Board approved a contract with the Chicago Jobs Council (CJC) to assist with this project. In May, CJC will begin work on Phase 1: Research and Best Practices.
SSMMA Complete Streets plan	Lindsay Bayley	July 2014- Aug. 2015	Staff assistance	No update. SSMMA has reviewed the project scope and CMAP staff has made suggested revisions.
Summit comprehensive plan (see website)	Nora Beck	Dec. 2013- Nov. 2014	Staff assistance	Staff met with Summit's Senior Luncheon at the Till Community Center on April 16. Draft Existing conditions report under internal review, to be presented to Village and Steering Committee on May 15. Public workshop tentatively scheduled for end of May/early June.
UIC multimodal transportation plan (see website)	Lindsay Bayley	June 2013- Sept. 2014	Staff assistance	Recommendations memo drafting underway, Steering Committee should receive memo for review in late May.
Waukegan subarea plan (see website)	Stephen Ostrander	Oct. 2012- June 2014	Staff assistance	CMAP staff completed draft plan and began internal review process.
Westchester comprehensive plan (see website)	Samantha Robinson	Nov. 2011- May 2014	Staff assistance	The plan has been finalized and is expected to be adopted by the Village Board on May 27.
West Suburban Chamber of Commerce and Industry cargo-oriented development plan	Evy Zwiebach	May 2014- June 2015	Staff assistance and small contract	Scoping continues, and outreach to member communities is in progress.
Wicker Park-Bucktown parking study (see website)	Lindsay Bayley	Jan. 2013- May 2014	Staff assistance	Final comments received on draft plan, minor edits and revisions underway. WPB Board to vote on plan at their next Board meeting on May 21.
Will County brownfield prioritization	Jake Seid	June 2013- May 2014	Staff assistance	The marketing document has been reviewed by staff from Will County and ComEd. We are awaiting a signed letter of support from the County in the coming weeks in order to complete this project.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Winthrop Harbor comprehensive plan	Sam Shenbaga	Apr. 2014- July 2015	Staff assistance	Project started in late April as per community request.
Worth planning prioritization report	Stephen Ostrander	Oct. 2013- June 2014	Staff assistance	CMAP staff presented draft recommendations to CMAP Land Use Committee for feedback. Staff completed first draft of recommendations report, and is currently preparing it for internal review.
Zion comprehensive plan	Nora Beck	Feb. 2014- Jan. 2015	Consultant assistance	Contract finalized. Consultant scheduling staff kick-off meeting.

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