



# Chicago Metropolitan Agency for Planning

## Agenda Item No. 4.1

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## MEMORANDUM

**To:** CMAP Board and Committees

**From:** CMAP Staff

**Date:** March 5, 2014

**Re:** Local Technical Assistance Program Update

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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, 129 local projects have been initiated. Of these, 61 projects have been completed, 54 are fully underway, and 14 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, in an effort to streamline updates, 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.

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## Projects Currently Underway

Project	CMAP lead	Timeline	Assistance type	Status and notes
Alsip zoning revisions	Jake Seid	Sept. 2013- Apr. 2014	Staff assistance	Met with Steering Committee on February 12 to discuss major recommendations for revising the Ordinance. Steering Committee was very responsive to proposed recommendations. Project team will begin work on annotated Ordinance in March with expected completion of this document and the recommendations memo in April.
Antioch greenway plan (see <a href="#">website</a> )	Jason Navota	Apr. 2012- Mar. 2014	Staff assistance	The final Lifestyle Corridor plan has been reviewed by the Planning and Zoning Board on February 13, and will be reviewed by the Committee of the Whole of the Village Board on March 12, which will prepare the plan for adoption.
<i>Arlington Heights bicycle-pedestrian plan</i>	<i>John O'Neal</i>	<i>Apr. 2014- Jan. 2015</i>	<i>Staff assistance</i>	<i>Newly added to monthly report. Scoping is underway.</i>
Barrington Hills bicycle-pedestrian plan	Jack Pffingston	June 2014- June 2015	Consultant assistance	RFP release expected in early March.
Bensenville comprehensive plan (see <a href="#">website</a> )	Sam Shenbaga	Mar. 2013- June 2014	Staff assistance	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	Berwyn representatives and CMAP staff are reaching out to potential Steering Committee members to request participation, and CMAP staff will begin collecting parking data in early March.
Berwyn zoning revisions (see <a href="#">website</a> )	Kristin Ihnchak	Jan. 2013- June 2014	Staff and consultant assistance	CMAP staff is creating a first draft of the zoning ordinance based on the approved recommendations memo.
Big Rock comprehensive plan (see <a href="#">website</a> )	Trevor Dick	Feb. 2013 - Apr. 2014	Staff assistance	A public open house will be held on March 10 to review the Draft Plan at the Big Rock Fire Department.
Calumet City comprehensive plan	Jack Pffingston	June 2013- May 2014	Consultant assistance	Public workshop to consider Town Center concepts was held February 20; input will be incorporated into draft plan.
Campton Hills zoning and subdivision regulations	Kristin Ihnchak	May 2014- Aug. 2015	Consultant assistance	CMAP staff is reviewing consultant responses to the RFP, and will conduct interviews next month.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Carol Stream comprehensive plan	Nicole Woods	Feb. 2014-April 2015	Staff assistance	In February, CMAP staff toured Carol Stream, presented to the Village Board, and conducted the first Steering Committee meeting. In March, CMAP will start to gather data and information for the existing conditions report as well as present to the Village's Planning Commission.
Chicago Pilsen-Little Village neighborhood plan	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 take place March and April.
<i>Chicago West Pullman neighborhood plan</i>	<i>Bob Dean</i>	<i>May 2014-Aug. 2015</i>	<i>Consultant assistance</i>	<i>Newly added to monthly report. Scoping is underway.</i>
Chicago Heights comprehensive plan (see <a href="#">website</a> )	Kendra Smith	Apr. 2013-June 2014	Staff assistance	Existing conditions report finalized and approved by City staff. CMAP staff working to complete draft recommendations memo. A sub-area community charrette for Chicago Heights' 3 <sup>rd</sup> ward is being planned in conjunction with Cook County and APA-IL to be held April 16.
Chinatown neighborhood plan (see <a href="#">website</a> )	Stephen Ostrander	Apr. 2013-May 2014	Staff assistance	CMAP staff completed the draft recommendations memo and presented it to main community partner, as well as Aldermen Solis and Balcer, Department of Planning and Development (DPD) and CDOT. While awaiting review by these parties, staff began preparations necessary for drafting final plan.
Cicero comprehensive plan	Jonathan Burch	Mar. 2014-Feb. 2015	Consultant assistance	CMAP and Cicero are currently reviewing the four responses to the RFP.
Cook County consolidated plan	Jonathan Burch	Apr. 2013-Nov. 2014	Staff assistance	A final sub-regional meeting was held in Arlington Heights on February 11, with 45 people in attendance. The next step will be a series of small-group discussions along with an evaluation of potential target areas.
<i>Cook County Forest Preserve District trail counts and policy report</i>	<i>Trevor Dick</i>	<i>Apr. 2013-Feb. 2014</i>	<i>Staff assistance</i>	<i>Newly completed. CCFPD staff has approved the report and a final version will be sent to them shortly.</i>
Crete comprehensive plan	Jack Pfingston	May 2014-June 2015	Consultant assistance	RFP and scope currently being drafted with release targeted for March 7.
Crystal Lake transportation plan	Nora Beck	Mar. 2014-Feb. 2015	Staff assistance	CMAP and City staff are scheduling their kick-off meeting in the next few weeks to begin the project and select the Steering Committee.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Des Plaines neighborhood plan (see <a href="#">website</a> )	Berenice Vallecillos	May 2013-May 2014	Consultant assistance	Staff is completing the Implementation Plan and the full plan and will be sending it to CMAP and the Steering Committee for review in early March. A final Steering Committee is scheduled on April 9. Presentation to the City Council for recommended adoption will take place on May 5 or May 9.
Dixmoor planning prioritization report	Jessica Gershman	Jan.-Sept. 2014	Staff assistance	A business community meeting was held on February 5, and stakeholder interviews were held throughout February. These key person interviews as well as potential focus groups will continue into March in order 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 ( <a href="http://www.nedupage.metroquest.com">www.nedupage.metroquest.com</a> ) is live and will be available until March 27; online engagement will take the place of onsite public meetings for this project. To date, there have been 534 visits to the site and 264 responses provided. Staff will begin to outline municipal recommendations based on municipal board input while waiting for community feedback from the MetroQuest site.
<i>DuPage County sustainability plan</i>	<i>Louise Yeung</i>	<i>June 2014-July 2015</i>	<i>Staff assistance</i>	<i>Newly added to monthly report. Staff is developing scope and MOU with partners.</i>
<i>DuPage County unincorporated areas plan (see <a href="#">website</a>)</i>	<i>Jack Pfingston</i>	<i>Oct. 2012-Feb. 2014</i>	<i>Consultant assistance</i>	<i>Newly completed. County Board approved both corridor plans February 11.</i>
<i>Elgin sidewalk gap and transit stop study</i>	<i>Lindsay Bayley</i>	<i>June 2012-Feb. 2014</i>	<i>Grant funds</i>	<i>Newly completed. Draft report was approved by City Council at their February 26 meeting.</i>
Elmwood Park zoning assessment	Kristin Ihnchak	Mar.-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.
Evanston bicycle plan	Jack Pfingston	June 2013-Mar. 2014	Grant funds	Steering Committee met February 5 to consider prioritization of corridors and action strategies.
Franklin Park industrial areas plan (see <a href="#">website</a> )	Nicole Woods	Apr. 2013-Sept. 2014	Staff assistance	The revised existing conditions report was sent to the Steering Committee members in February for the Steering Committee meeting scheduled on March 4. In early March, CMAP and Village staff will work closely together in drafting the recommendations memo, which will outline the goals and strategies of the plan.
Hinsdale parking study (see <a href="#">website</a> )	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.

Project	CMAP lead	Timeline	Assistance type	Status and notes
IDNR, Office of Water Resources, permittee water loss evaluation project	Tim Loftus	Feb. 2013- Feb. 2014	Staff assistance	Newly completed. The final report is being prepared for printing.
Kane County local food project	Jessica Gershman	Nov. 2012- Apr. 2014	Staff assistance	Final project deliverables being edited 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 presented to the Kane County Agriculture Committee for information.
Kane County transit plan implementation	Trevor Dick	July 2012- Apr. 2014	Staff assistance	County staff will be meeting with CMAP staff on March 2 to review the draft document. After that review, the report will be sent out to the Steering Committee for review and comment.
Kane County / Carpentersville Homes for a Changing Region project (see <a href="#">website</a> )	Jonathan Burch	Feb. 2013- Mar. 2014	Staff assistance	Final document design is underway.
Kane County / Geneva Homes for a Changing Region project (see <a href="#">website</a> )	Drew Williams-Clark	July 2013- May 2014	Staff assistance	Kane County staff presented key recommendations memos to housing or plan commissions with support from project team members. Revised recommendations memos will be presented to Village Boards and City Councils in March. Subregional recommendations will be presented to the project Steering Committee in March as well.
Kedzie Avenue (Garfield Park) corridor plan	Samantha Robinson	July 2013- June 2014	Consultant assistance	Consultant presented Strategies Chapter to Steering Committee on February on February 7. A community survey is available and has been extended through March 21. A public meeting will take place on March 21 in conjunction with activities hosted by the Garfield Park Community Council.
Lake County Homes for a Changing Region project	Stephen Ostrander	Mar.-Dec. 2014	Staff assistance	Scoping of project with participating communities is underway, with introductory meetings with participating communities scheduled for March.
Lake County Route 53/120 land use plan	Jason Navota	Nov. 2013- Dec. 2015	Staff and consultant assistance	Consultant is under contract; internal team kickoff meetings are underway; preparations for the first IL Route 53/120 Corridor Land Use Committee meeting on March 18 at University Center of Lake County are underway. First BRAC meeting was held on September 17; Finance Committees were held October 21, December 3, and February 13.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Lake County sustainability plan (see <a href="#">website</a> )	Kristin Ihnchak	Mar. 2012 – Mar. 2014	Staff assistance	County staff is in the process of approving minor edits to the draft plan per the Regional Planning Commission’s comments, after which CMAP staff will conduct a public open house.
Lan-Oak Park District master plan	Trevor Dick	Oct. 2013- June 2014	Staff assistance	Staff is currently finalizing the Existing Conditions Report. A meeting will be held with the Steering Committee on March 12 to review the document.
Lansing comprehensive plan (see <a href="#">website</a> )	Sam Shenbaga	Oct. 2012- Apr. 2014	Consultant assistance	Revised draft submitted to CMAP and Village on February 19, CMAP completed review and provided feedback. Village to provide comments end of month or early March. Steering Committee tentatively scheduled for late March. CMAP shared draft plan with Pace and Pace feedback has been forwarded to consultant.
<i>Lincolnwood Devon Avenue corridor study</i>	<i>Liz Panella</i>	<i>June 2013- Feb. 2014</i>	<i>Staff assistance and small contract</i>	<i>Newly completed. The final report was released by the Urban Land Institute in February 2014.</i>
Lynwood comprehensive plan (see <a href="#">website</a> )	Samantha Robinson	Oct. 2012- Apr. 2014	Consultant assistance	CMAP is reviewing revised draft comprehensive plan, along with the Action Matrix. Consultant will schedule a follow-up meeting with the Steering Committee for March.
Lyons comprehensive plan (see <a href="#">website</a> )	Sef Okoth	July 2013- June 2014	Staff assistance	The Existing Conditions Report was finalized. Staff drafted the initial recommendation memo, which is undergoing internal review. The Steering Committee will meet at the end of March to discuss the ECR and the recommendation directions.
Markham comprehensive plan	Erin Aleman	July 2013- June 2014	Consultant assistance	The draft plan was presented to the Steering Committee on February 25. CMAP reviewed the draft and provided feedback. A public open house was held on February 27. CMAP will continue to provide support to the City as needed.
Morton Grove industrial areas plan (see <a href="#">website</a> )	Nicole Woods	Feb. 2012- Feb. 2014	Staff assistance	In February, CMAP staff incorporated the feedback on the draft plan from Village Staff and Pace. In early March the plan will undergo final internal review and be delivered for final Village Staff review. The next Steering Committee Meeting is planned for early spring.
Niles multimodal transportation plan	Jack Pfingston	Mar. 2013- Mar. 2014	Consultant assistance	Steering Committee met February 27 to consider public review of draft plan; draft will be presented before Village Board in March.

Project	CMAP lead	Timeline	Assistance type	Status and notes
North Aurora comprehensive plan	Jack Pffingston	Jan.-Dec. 2014	Consultant assistance	Kickoff meeting held February 19; data collection underway.
Northwest Municipal Conference Des Plaines River trail access plan (see <a href="#">website</a> )	Lindsay Bayley	May 2013-Apr. 2014	Consultant assistance	Preliminary recommendations developed and reviewed with Steering Committee. A working session with NWMC staff, Active Trans, and CMAP will refine the recommendations, with a formal package for Steering Committee in March.
<i>Northwest Water Planning Alliance drought preparedness / strategic planning</i>	<i>Tim Loftus</i>	<i>Feb. 2013-Feb. 2014</i>	<i>Staff assistance</i>	<i>Newly completed. The final report is being prepared for printing.</i>
Oak Lawn 95 <sup>th</sup> Street corridor study	Jake Seid	Jan. 2013-Mar. 2014	Consultant assistance	Final Steering Committee meeting held on January 30 to review draft plan and receive comments. Consultant coordinated conference call with IDOT (February 4); prepared for Village Board/Arch Review Board/Plan Commission Workshop (February 11); prepared for Public Meeting (planned February 27). Village Board meeting scheduled for March 11 to adopt plan.
Olympia Fields zoning ordinance update	Drew Williams-Clark	Apr. 2013-Mar. 2014	Consultant assistance	Consultants presented a revised draft plan map with a phased implementation approach to residents at a public open house in February. Work has begun to draft the plan narrative.
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-Mar. 2014	Staff assistance	The report was presented to the Village Board on February 4, and again at their Committee-of-the-whole meeting on February 18. Staff is currently finalizing some recommended changes before final Board 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 on Board agenda for first week in March.
Park Forest zoning revisions	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. CMAP is meeting with key Village staff on March 18 to discuss the recommendations.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Prospect Heights comprehensive plan	Jack Pffingston	Aug. 2013- July 2014	Consultant assistance	Steering Committee met February 6 to review vision and goals summary. Preliminary recommendations memo expected March 28.
Regional immigrant integration toolkit	Ricardo Lopez	Jan. 2013- Feb. 2014	Staff assistance	Steering Committee meeting held on February 25 to review draft Toolkit and receive comments. The toolkit is undergoing internal review and final edits. The toolkit is expected to be finalized and printed in April.
Richton Park comprehensive plan (see <a href="#">website</a> )	Kendra Smith	Aug. 2012- Apr. 2014	Consultant assistance	Draft plan is underway with a completed draft expected early to mid-March.
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	Nov. 2013- June 2014	Consultant assistance	The consultant is continuing to develop the draft comprehensive plan. Another Steering Committee meeting is scheduled for mid-March.
Rosemont comprehensive plan	Sam Shenbaga	June 2013- May 2014	Staff assistance	Existing conditions report drafted and being reviewed internally. Report to be submitted to Village in mid-March. Community outreach results shared with RTA. CMAP to be Steering Committee member in Blue Line station study being undertaken by RTA. First meeting scheduled for March 17.
South Elgin bicycle and pedestrian plan (see <a href="#">Facebook page</a> )	John O'Neal	July 2013- June 2014	Consultant assistance	The Existing Conditions Report (ECR) has been posted on project webpage; preliminary recommendations memorandum was drafted and reviewed. The 'mid project' meeting took place on February 26. Next Steering Committee meeting scheduled for March 27.
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 under review by SSMMA; CMAP is reviewing previous plans.
SSMMA interchange land use planning (see <a href="#">website</a> )	Jessica Gershman	July 2012- Feb. 2014	Consultant and staff assistance	<i>Newly completed. Final edits were made and the final plan distributed to the project Steering Committee. A potential early implementation action will be to present this project at the CSEDC's quarterly meeting in April in order to share plan recommendations with the development and real estate community.</i>

Project	CMAP lead	Timeline	Assistance type	Status and notes
Summit comprehensive plan	Nora Beck	Dec. 2013- Nov. 2014	Staff assistance	Existing conditions analysis and community outreach steps underway; Staff met with the Steering Committee on February 3 and are conducting stakeholder interviews.
UIC multimodal transportation plan (see <a href="#">website</a> )	Lindsay Bayley	June 2013- Sept. 2014	Staff assistance	The Metroquest survey had 1,494 visits; a similar survey was developed that was compatible with text reading software was developed and had 589 visits. Two workshops were held on February 12 with approximately 60 total attendees. An additional workshop was held with the Chicago Lighthouse and the Disability Resource Center on February 26. Steering Committee meeting on March 3 to refine key challenges and talk about engagement results.
Waukegan subarea plan (see <a href="#">website</a> )	Stephen Ostrander	Oct. 2012- Mar. 2014	Staff assistance	CMAP staff continued drafting of the commercial corridor plan. Staff consulted with SCB, which will now be completing two renderings depicting physical recommendations proposed for a key segment of the corridor. Also discussed key recommendations with potential community partners who may be able to help with implementation.
Westchester comprehensive plan (see <a href="#">website</a> )	Samantha Robinson	Nov. 2011- Apr. 2014	Staff assistance	The Village Board reviewed the plan in January. Staff is revising plan based on Village staff feedback. The plan is expected to be adopted in April.
<i>West Suburban Chamber of Commerce and Industry cargo-oriented development plan</i>	<i>Evy Zwiebach</i>	<i>Apr. 2014- June 2015</i>	<i>Staff assistance and small contract</i>	<i>Newly added to monthly report. Scoping is underway.</i>
Wicker Park-Bucktown parking study (see <a href="#">website</a> )	Lindsay Bayley	Jan. 2013- Mar. 2014	Staff assistance	Internal review of draft plan is underway.
Will County brownfield prioritization	Jake Seid	June 2013- Mar. 2014	Staff assistance	Project team met and completed prioritization of brownfield sites on January 31 winnowing list of more than 1,500 potential sites to a list of 25 priority sites. Initial draft of marketing document has been completed with final draft to be completed in March with input from Will County staff.
Winthrop Harbor comprehensive plan	Sam Shenbaga	March 2014- July 2015	Staff assistance	Project start date anticipated in late March-April as per community request.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Worth planning prioritization report	Stephen Ostrander	Oct. 2013-May 2014	Staff assistance	CMAP staff determined draft recommendations for planning priorities report as well as the structure of the report. Internal review and drafting of report are both scheduled for March.
Zion comprehensive plan	Nora Beck	Feb. 2014-Jan. 2015	Consultant assistance	Short-listed consulting firms will be interviewed during the second week of March, with selection of consultant expected by March 14.