



Chicago Metropolitan Agency for Planning

Agenda Item No. 4.1

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MEMORANDUM

To: CMAP Board and Committees

From: CMAP Staff

Date: June 4, 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, 137 local projects have been initiated. Of these, 73 projects have been completed, 53 are fully underway, and 11 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.

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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 first Steering Committee was held on May 28 with 15 members representing both Villages, Kane County, and local businesses. Staff has begun to create the Existing Conditions Report.
Alsip zoning revisions	Jake Seid	Sept. 2013-June 2014	Staff assistance	Project team met with the Steering Committee May 7 to discuss the completed annotated Ordinance and recommendations summary. Project team will receive comments from the Steering Committee in early June, at which point the project will be complete and the implementation phase of the project will begin.
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	Proposals received May 23 and are currently being reviewed and scored.
Bensenville comprehensive plan (see website)	Sam Shenbaga	Mar. 2013-Sept. 2014	Staff assistance	Draft Plan completed and submitted to Village staff for review on June 2. Comments to be received by June 13.
Berwyn capital improvements plan	Bob Dean	Mar.-Oct. 2014	Staff and consultant assistance	Collection of project descriptions is underway and review of potential criteria. The Metropolitan Planning Council (MPC) will assist with collection of best practices in CIP development across the region.
Berwyn parking study (see website)	Lindsay Bayley	Nov. 2013-Sept. 2014	Staff assistance	Key person interviews, turnover survey, and existing conditions report drafting underway. A public survey has been created and sent to City Council members, and will be distributed to the wider community as well.
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.
Calumet City comprehensive plan	Jack Pfingston	June 2013-June 2014	Consultant assistance	Draft plan reviewed and sent to Steering Committee, which met on May 29. Presentation before board expected in late June.
Campton Hills zoning and subdivision regulations	Kristin Ihnchak	May 2014-Aug. 2015	Consultant assistance	The CMAP Board approved the selected contractor at its May meeting. Contract negotiations are underway.
Carol Stream comprehensive plan	Nicole Woods	Feb. 2014-Apr. 2015	Staff assistance	In May, CMAP staff conducted additional key person interviews, gathered and analyzed data and information, and began drafting the existing

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(see website)				conditions report. An initial draft of the report is scheduled to be completed by June.
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 have been conducting stakeholder interviews since March and will continue meeting with community leaders and groups through June. The next set of public meetings are scheduled for July.
Chicago West Pullman neighborhood plan	Evy Zwiebach	July 2014-Aug. 2015	Consultant assistance	An RFP was released in early May, with responses due on June 6.
Chicago Heights comprehensive plan (see website)	Kendra Smith	Apr. 2013-Sept. 2014	Staff assistance	CMAP staff is scheduling meetings with the Steering Committee, planning & zoning commission and city council for early June to review draft plan recommendations. Preparation of draft plan underway based on City administration feedback of draft plan recommendations
Chinatown neighborhood plan (see website)	Stephen Ostrander	Apr. 2013-July 2014	Staff assistance	CMAP completed draft of plan, which is now in internal review at CMAP.
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 conducting topical small group discussions.
Crete comprehensive plan	Jack Pffingston	May 2014-June 2015	Consultant assistance	HLA chosen as project consultant following May 15 interviews; project to get underway in early June.
Crystal Lake transportation plan	Nora Beck	Mar. 2014-Feb. 2015	Staff assistance	Steering Committee kick-off meeting occurred on May 29. CMAP staff reviewing previous planning work, developing outreach strategy, and drafting existing conditions report.
<i>Des Plaines neighborhood plan (see website)</i>	<i>Berenice Vallecillos</i>	<i>May 2013-May 2014</i>	<i>Consultant assistance</i>	<i>Newly completed. The City Council passed the plan by unanimous resolution on May 19, along with authorization for the City to pledge \$100,000 in matching funds through the DNR OSLAD program. On May 20, the Park District approved authorization to apply for OSLAD as well as approximately \$100,000 in matching funds. An open house will be held in late June to display the final plan and share information about the OSLAD application.</i>

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Dixmoor planning prioritization report	Jessica Gershman	Jan.-Sept. 2014	Staff assistance	Staff presented a project update at the Village's second Business Breakfast on May 12. Project website was created, and data collection and mapping activities are underway.
DuPage County / Addison Homes for a Changing Region project	Kendra Smith	Sept. 2013-Oct. 2014	Staff assistance	Draft municipal recommendations are completed and under internal review. Project partners and municipalities will review early to mid-June. Subregional recommendations will follow tentatively in July.
<i>DuPage County / Hanover Park Homes for a Changing Region project</i>	<i>Drew Williams-Clark</i>	<i>Sept. 2014-Aug. 2015</i>	<i>Consultant assistance</i>	<i>Newly added to monthly report. Project scoping has been initiated.</i>
DuPage County sustainability plan	Louise Yeung	June 2014-July 2015	Staff assistance	Staff is finalizing scope and deliverables with County staff.
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 Pffingston	June 2013-July 2014	Grant funds	Public meeting took place May 3; plan expected to go before Council in July.
Franklin Park industrial areas plan (see website)	Nicole Woods	Apr. 2013-Sept. 2014	Staff assistance	In May, CMAP staff worked closely with Village staff in refining the major concepts that will be included in the industrial corridor plan. The plan is well underway and an initial draft is scheduled to be completed in June.
Harvard comprehensive plan	Liz Panella	May 2014-July 2015	Staff assistance	Kick off meeting with Harvard staff took place May 23. Outreach activities will begin in June.
Hinsdale parking study (see website)	Lindsay Bayley	Nov. 2012-July 2014	Staff assistance	No update.
Kane County health impact assessment	Stephen Ostrander	July 2014-Mar. 2015	Staff assistance	Project scoping underway.
<i>Kane County local food project</i>	<i>Jessica Gershman</i>	<i>Nov. 2012-May 2014</i>	<i>Staff assistance</i>	<i>Newly completed. Final report and summary handout have received internal approval and were presented as information to the Kane County Agriculture Committee in May.</i>
Kane County transit plan implementation (see website)	Trevor Dick	July 2012-Sept. 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.

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Kane County / Carpentersville Homes for a Changing Region project (see website)	Jonathan Burch	Feb. 2013- May 2014	Staff assistance	Newly completed. All final meetings held. To be printed this month.
Kane County / Geneva Homes for a Changing Region project (see website)	Drew Williams-Clark	July 2013- June 2014	Staff assistance	CMAP and Kane County drafted the full plan, which is under review by the participating communities. The final layout and design process has begun.
Kedzie Avenue (Garfield Park) corridor plan (see website)	Samantha Robinson	July 2013- Aug. 2014	Consultant assistance	A public meeting took place on May 8. At this meeting, some residents shared their concerns about the planning process. An expanded Steering Committee is being formed and will meet in June. The final draft plan is expected to be completed in August.
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, meeting with corridor municipalities and other stakeholders, to inform the Existing Conditions Assessment. The IL Route 53/120 Corridor Plan Land Use Committee met on March 18 and May 8. Next meeting is anticipated for late July.
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.
Lake County / Round Lake Homes for a Changing Region project	Stephen Ostrander	July 2014- June 2015	Staff assistance	Project scoping with sponsors and partners is currently underway.
Lan-Oak Park District master plan (see website)	Trevor Dick	Oct. 2013- Aug. 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	Open House and public hearing held on May 28. Plan adoption scheduled for late June.
Lyons comprehensive plan (see website)	Sef Okoth	July 2013- Sept. 2014	Staff assistance	The Village and CMAP staff met with the Forest Preserves of Cook County on May 12 to discuss recommendation directions for open space and the natural environment. Drafting of the plan is underway.

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Morton Grove industrial areas plan (see website)	Nicole Woods	Feb. 2012- July 2014	Staff assistance	The draft plan was sent and presented to the Steering Committee in May. CMAP staff has incorporated their comments and is now working with Village staff on scheduling a public workshop to present the plan to the public in early July.
North Aurora comprehensive plan	Jack Pfingston	Jan.-Dec. 2014	Consultant assistance	First public workshop held May 21.
North Chicago comprehensive plan	Jake Seid	May 2014- Sept. 2015	Staff assistance	Kick-off meeting with the Steering Committee and representatives from MMC and MPC is scheduled for June 11. Kick-off meeting with City Council and Plan Commission is scheduled for June 19.
Northwest Municipal Conference Des Plaines River trail access plan (see website)	Lindsay Bayley	May 2013- July 2014	Consultant assistance	Draft plan sent to Steering Committee, meeting on May 28 to review the plan with the consultants and give feedback.
Olympia Fields subarea plan (see website)	Drew Williams-Clark	Apr. 2013- June 2014	Consultant assistance	The Village will complete review of the draft plan in early June.
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- June 2014	Staff assistance	The report is planned to be discussed and approved at the June Village Board meeting.
Oswego-Montgomery-Yorkville shared services study	Louise Yeung	May 2014- Mar. 2015	Staff assistance	Project scoping has been completed and communities have adopted resolutions to launch the project. Staff is planning the first kick-off Advisory Committee meeting and conducting research, data collection, mapping, and review of existing services.
Park Forest active transportation plan	Lindsay Bayley	Mar. 2014- Nov. 2014	Staff assistance	The first Steering Committee meeting was held on May 15 to review the scope of work and outreach efforts. A bicycle focus group meeting was held with the "Folks on Spokes" bike club on May 22. Data collection, mapping, and review of current conditions are ongoing.
Park Forest zoning revisions (see website)	Kristin Ihnchak	June 2013- Sept. 2014	Staff and consultant assistance	CMAP staff is revising the recommendations memo based on Steering Committee comments. After the memo is finalized, the team will move forward with drafting the zoning and subdivision ordinances.
Pingree Grove comprehensive plan	Trevor Dick	July 2014- Aug. 2015	Consultant Assistance	Staff completed scope and RFP materials. RFP release scheduled for early June.

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Prospect Heights comprehensive plan	Jack Pffingston	Aug. 2013- July 2014	Consultant assistance	Midpoint meeting with CMAP took place May 8; draft plan currently under review by CMAP.
<i>Regional immigrant integration toolkit</i>	<i>Ricardo Lopez</i>	<i>Jan. 2013- May 2014</i>	<i>Staff assistance</i>	<i>Newly completed. Final toolkit to be release at the next MMC's Diversity Issues Task Force meeting on June 5.</i>
Richton Park comprehensive plan (see website)	Kendra Smith	Aug. 2012- July 2014	Consultant assistance	Internal draft plan comments have been submitted to the project consultant. Village staff and project partners are currently reviewing the draft.
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	Steering Committee meeting and workshop held on May 21 to review existing conditions report and brainstorm on solutions. RTA included in project's Steering Committee to coordinate Blue Line Station Area study. Recommendations memo to be drafted and submitted to staff in June.
South Elgin bicycle and pedestrian plan (see Facebook page)	John O'Neal	July 2013- June 2014	Consultant assistance	Final Steering Committee at committee meeting held May 8. Final plan document presented at Open House / Planning and Zoning Commission meeting May 21.
SSMMA Calumet Green Manufacturing Partnership	Brian Daly	May 2014- Nov. 2014	Staff and consultant assistance	Project began in May. The Chicago Jobs Council (CJC) has begun work on Phase 1: Research and Best Practices.
SSMMA Complete Streets plan	Lindsay Bayley	July 2014- Aug. 2015	Staff assistance	No update. Project expected to begin in July.
Summit comprehensive plan (see website)	Nora Beck	Dec. 2013- Nov. 2014	Staff assistance	Staff met with Steering Committee on May 15 to receive feedback on draft existing conditions report. Public workshop scheduled for June 17.
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 early June.
Waukegan subarea plan (see website)	Stephen Ostrander	Oct. 2012- Aug. 2014	Staff assistance	During May, draft plan underwent internal review and revision at CMAP.

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Westchester comprehensive plan (see website)	Samantha Robinson	Nov. 2011- June 2014	Staff assistance	Village staff has requested minor revisions to the plan. The plan is expected to be adopted on June 24.
West Suburban Chamber of Commerce and Industry cargo-oriented development plan	Evy Zwiebach	May 2014- June 2015	Staff assistance and small contract	Scoping continues. Adoption of MOU and resolution expected on June 19.
<i>Wicker Park-Bucktown parking study (see website)</i>	<i>Lindsay Bayley</i>	<i>Jan. 2013- May 2014</i>	<i>Staff assistance</i>	<i>Newly completed. WPB Board unanimously approved the plan on May 21.</i>
<i>Will County brownfield prioritization</i>	<i>Jake Seid</i>	<i>June 2013- May 2014</i>	<i>Staff assistance</i>	<i>Newly completed. The project received a letter of support from the Will County Executive and the Will County Land Use Department, and was completed May 14.</i>
Winthrop Harbor comprehensive plan	Sam Shenbaga	June 2014- Aug. 2015	Staff assistance	Project to be initiated in June as per Village request.
Worth planning prioritization report	Stephen Ostrander	Oct. 2013- June 2014	Staff assistance	Draft report underwent internal review and was forwarded to Village. CMAP staff presented draft recommendations to Village Economic Development Committee and scheduled presentation to Board on June 3. CMAP staff also helped with initial preparation for Village application to RTA Community Planning program (expected to be submitted in June).
Zion comprehensive plan	Nora Beck	Feb. 2014- Jan. 2015	Consultant assistance	Consultant and staff kick-off meeting and introductory Steering Committee meeting held on May 20. Consultant is collecting data, conducting stakeholder interviews, distributing surveys, and releasing project website.