



**Application form:  
Community Planning Program and  
Local Technical Assistance Program**

**DEADLINE: Noon on Thursday, June 26, 2014**

This application form is online at [www.rtachicago.com/applications](http://www.rtachicago.com/applications). You may submit the form by email to [applications@rtachicago.com](mailto:applications@rtachicago.com). Upon receipt of application, you will receive an e-mail verifying that your application has been received.

**1. Name of Applicant: Village of Huntley**

**2. Main Contact for Application (please include name, phone number and email):**

**Charles Nordman, Director of Development Services  
Phone: (847) 515-5258  
Email: cnordman@huntley.il.us**

**3. Type of Applicant (please check any that apply):**

Local government

Multijurisdictional group\*  $\longrightarrow$  Please list the members of the group (including government and nongovernmental organizations):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Nongovernmental organization\*  $\longrightarrow$  Name of local government partner(s):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*Applications submitted by multijurisdictional groups and nongovernmental organizations must include a letter indicating support from each relevant local government. See the FAQs for more information. Nongovernmental applicants are strongly encouraged to contact CMAP or the RTA prior to submitting their application to discuss their project and the demonstration of local support.

#### 4. Project Type (please check any that apply):

Please check all statements below that describe characteristics of your project. (This will help us determine whether your project is best handled by CMAP or RTA.)

- My project involves preparation of a plan.
- My project helps to implement a past plan.
- My project links land use, transportation, and housing.
- My project has direct relevance to public transit and supports the use of the existing transit system.
- My project is not directly related to transportation or land use, but implements GO TO 2040 in other ways.

#### 5. Project Location:

Please provide a brief description of the location of your project. You may include a map if that helps to describe location, but this is not required. If your project helps to implement a past plan, please include a link to that plan.

The area of emphasis will be the Village's Downtown and surrounding area, which is defined by the Downtown TIF District:

[http://www.huntleyfirst.com/uploads/tif\\_map\\_downtown\\_final\\_1\\_2013.pdf](http://www.huntleyfirst.com/uploads/tif_map_downtown_final_1_2013.pdf).

This area includes the Village's historic downtown and a portion of the IL Route 47 corridor. It is expected that a Form-Based Code would also include area along the IL Route 47 corridor that is outside the TIF District.

#### 6. Project Description:

Please tell us what you would like to do in your community, and what assistance is needed. If you have more than one idea, please submit a separate application for each project. Please be specific, but also brief (less than two pages per project idea)—we simply want to have a basic understanding of what you want to do. CMAP and RTA staff will follow-up with you if we need any additional information to fully understand your proposed project.

(Please include any additional information that is relevant, preferably by providing links to online documents.)

Please see attached letter.



# VILLAGE OF HUNTLEY

VILLAGE PRESIDENT  
*Charles H. Sass*

BOARD OF TRUSTEES  
Ronda Goldman  
Nick Hanson  
Niko Kanakaris  
Harry Leopold  
John Piwko  
JR Westberg

VILLAGE MANAGER  
David J. Johnson

June 25, 2014

Mr. Dan Olson, Senior Planner  
Local Technical Assistance Program  
CMAP  
233 S. Wacker Drive, Suite 800  
Chicago, IL 60606

**Re: Request for Technical Assistance – Form-Based Code**

Dear Mr. Olson:

On behalf of the Village of Huntley, I am pleased to present this request for technical assistance for the preparation of a Form-Based Code for the Village's Downtown and surrounding area. Reinvigorating the Village's Downtown and adjacent IL Route 47 corridor has been a focus for the Village Board since the adoption of the [Downtown Revitalization Plan](#) in 2010.

The [Downtown Revitalization Plan](#) is intended to reinvent and reestablish the Downtown as a dynamic place and link to the Village's historic past. **A recommendation for implementing the Downtown Plan is to "explore opportunities to implement Form-Based Codes and Overlay Districts for the Downtown".** Since adoption of the Plan in 2010, the Village has worked extensively to put the pieces in place for re-establishing Downtown as the heart of Huntley. This has included the adoption of a [TIF District](#), approval of a [Streetscape Plan](#), and most recently, the creation of a [Façade Improvement Assistance Program](#). The Village has also purchased several key parcels throughout the Downtown for landscape improvements, expanded parking, and redevelopment. These efforts have already resulted in a proposal for the redevelopment of an underutilized site with a new multi-tenant retail building. The Village was also recently informed by Governor Quinn that Huntley will be a stop for the Amtrak service between Chicago and Rockford that is set to begin in late 2015. The Village Board and staff are working quickly to develop plans to locate the station in the Downtown and we anticipate this will generate even greater interest in redevelopment activity in the area.

At present, the Downtown is primarily zoned "B-2" Highway Service which has bulk regulations and use restrictions that prohibit a pedestrian friendly environment and mixed-use development that is consistent with the character of a Downtown that was established in 1851. The creation of a Form-Based Code is needed to promote a mix of land uses, density, and built form that preserves the historic character and creates a more livable Downtown for area residents. The creation of a Form-Based Code will not only further the implementation of the Village's Downtown Revitalization Plan, but will also follow the recommendations of GO TO 2040. Specifically, a Form-Based Code will help to reinvent and



## VILLAGE OF HUNTLEY

reestablish a “sense of place” by implementing regulations to create a physical form that encourages walkability, increased opportunities of housing options, and promotes design, aesthetics, and local historic character.

Thank you for this opportunity and please do not hesitate to contact me at 847-515-5258 should you have any questions or require additional information about the project.

Sincerely,

Charles Nordman, AICP  
Director of Development Services

Downtown Revitalization Plan:

<http://www.huntley.il.us/documents/DowntownRevitalizationPlan-Adopted.pdf>

Downtown TIF Plan:

[http://www.huntley.il.us/documents/DowntownTIFPlan9412\\_000.pdf](http://www.huntley.il.us/documents/DowntownTIFPlan9412_000.pdf)

Downtown TIF Map:

[http://www.huntleyfirst.com/uploads/tif\\_map\\_downtown\\_final\\_1\\_2013.pdf](http://www.huntleyfirst.com/uploads/tif_map_downtown_final_1_2013.pdf)

Downtown Streetscape Plan:

<http://www.huntley.il.us/gov/documents/Huntley-StreetscapePlan-web.pdf>

Façade Improvement Assistance Program:

[http://www.huntley.il.us/depts/development\\_services/planning/documents/FacadeImprovementAssistanceProgramGuide.pdf](http://www.huntley.il.us/depts/development_services/planning/documents/FacadeImprovementAssistanceProgramGuide.pdf)