



# Chicago Metropolitan Agency for Planning

233 South Wacker Drive  
Suite 800  
Chicago, Illinois 60606  
  
312 454 0400  
[www.cmap.illinois.gov](http://www.cmap.illinois.gov)

## MEMORANDUM

**To:** CMAP Board and Committees

**From:** Bob Dean, Deputy Executive Director for Local Planning

**Date:** May 2, 2012

**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, 54 local projects have been initiated. Of these, 35 projects are fully underway and 5 have been completed.

Three projects were completed in April; these include:

- The Fairmont Neighborhood Plan, adopted by the Will County Board on April 19.
- *Homes for a Changing Region* in west Cook County, prepared in collaboration with MPC and MMC for the West Cook County Housing Collaborative, a group of five municipalities in that area.
- The Lake Zurich comprehensive water resources project, prepared with MPC and CNT.

Further detail on LTA project status can be found on the attached project status table.

ACTION REQUESTED: Discussion.



## Projects Currently Underway

Project	CMAP lead	Timeline	Assistance type	Status and notes
Addison comprehensive plan (see <a href="#">project website</a> )	Sam Shenbaga	July 2011-July 2012	Staff assistance	Underway. Revised future land use map and land use definitions created and submitted to Village staff. Valerie Kretchmer Associates economic findings submitted to CMAP and recommendations incorporated into future land use map. Plan outline currently being created.
Algonquin downtown plan (see <a href="#">project website</a> )	Hala Ahmed	Feb.- Nov. 2012	Grant funds	Underway. Consultant (LandVision) is analyzing the existing downtown conditions and held more than a dozen interviews with downtown residents, property owners, and businesses to gain additional feedback and perspectives. Community feedback is also solicited through tools in the project website and rotating iPad kiosks placed at various downtown business locations. Consultant findings and comments received will be shared with the Steering Committee at the next meeting scheduled for May.
Alsip comprehensive plan	Sam Shenbaga	Jan. 2012-Jan. 2013	Staff assistance	Underway. Public meeting conducted on April 12 and attended by close to 30 people. Stakeholder meetings conducted and additional interviews are being scheduled. Workshop with Industrial business owners to be conducted on May 3. CMAP and CNT to jointly conduct H+T exercise with Steering Committee on May 3. Existing conditions mapping underway.
Antioch greenway plan	Shafaq Choudry	Apr. 2012-Mar. 2013	Staff assistance	Underway. Kickoff meeting with staff held in late April.
Berwyn comprehensive plan (see <a href="#">project website</a> )	Sam Shenbaga	June 2011-June 2012	Staff assistance	Underway. Recommendations being currently drafted. Meeting conducted with BDC staff to go over recommendations format and one of the topic areas covered in the Plan. BDC approved of the format. Recommendations to be completed in early May for internal review.
Blue Island comprehensive plan (see <a href="#">project website</a> )	Sam Shenbaga	Apr. 2011-June 2012	Staff assistance	Underway. Meeting conducted with Mayor on April 17 to go over Plan recommendations. Public Open House conducted on April 17 and well attended by over 50 people including Aldermen, Plan Commissioners, Mayor, and business owners. Posters displaying plan recommendations displayed at Public Library and Recreation Center for 2 weeks for public comments. Final Plan document completed and public hearing scheduled for May 24.

<b>Project</b>	<b>CMAP lead</b>	<b>Timeline</b>	<b>Assistance type</b>	<b>Status and notes</b>
Bronzeville Alliance Retail corridor study, phase 2 (see <a href="#">project website</a> )	Sef Okoth	Phase 2: Nov. 2011-Dec. 2012	Staff assistance	Underway. Drafting of the Existing Conditions Report is underway. Preparation is ongoing for the May 12 public meeting, with the agenda and presentation materials approved by the project partners. Both Aldermen (3 <sup>rd</sup> & 4 <sup>th</sup> ward) will attend the community visioning workshop. A meeting is scheduled on May 10 to brief the Alderman about the plans for upcoming community meeting. Retail market analysis and corridor mapping are underway.
Campton Hills comprehensive plan (see <a href="#">project website</a> )	Jason Navota	Apr. 2011-May 2012	Staff assistance	Underway. Draft plan is complete and will be discussed at joint Plan Commission / Village Board meeting on May 1. Public Open House scheduled for May 21. Public hearing and approval are anticipated for June and July 2012.
Carpentersville "Old Town" Area Action Plan (see <a href="#">project website</a> )	Trevor Dick	Sept. 2011-June 2012	Staff assistance	Underway. A Draft Plan is currently being reviewed by Village staff. The plan is expected to be presented to the Planning and Zoning Commission at their May 17 meeting. Following that meeting a public hearing will be held and finally adoption at a Village Board meeting in June or July.
Chicago "Green and Healthy Neighborhood" plan for Englewood, Woodlawn, and Washington Park (see <a href="#">project website</a> )	Jason Navota	Mar. 2011-Sept. 2012	Staff assistance	Underway. First phase (data collection and mapping) complete and summarized in Draft Existing Conditions Summary posted online. Second phase focused on planning and outreach is underway, including group tours of 'catalytic' project areas and corridors. Housing and retail analyses are underway. Separately funded stormwater study for the project area is underway. First of five public meetings held on January 28, and second held on March 31 in collaboration with the Woodlawn Summit.
Chicago Housing Authority LeClaire Courts redevelopment	Sef Okoth	July 2012-June 2013	Consultant and staff assistance	CMAP is leading the consultant procurement for this project. An RFP has been released and responses are due on May 14. Project initiation is expected in July.
Developing Communities Project support for CTA Red Line extension (see <a href="#">project website</a> )	Kendra Smith	Oct. 2011-Sept. 2012	Staff assistance	Underway. CMAP is continuing work on a quantitative analysis and an interim project report for the project area. The first community focus group took place on April 25. 14 additional focus groups and 20 individual interviews are scheduled between May and August. Community Education Session planning in conjunction with CTA is currently underway.

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Downers Grove bicycle and pedestrian plan	Hala Ahmed	Mar.-Oct. 2012	Grant funds	Underway. The consultant selection process has been completed, with the Village Board approving the selection of Sam Schwartz Engineering. Project kickoff completed in March.
Elburn comprehensive plan	Jack Pfingston	Apr. 2012-Jan. 2013	Grant funds	Underway. Steering Committee assembled and first meeting will be May 22.
Elgin sidewalk gap and transit stop study	Lindsay Banks	TBD	Grant funds	The Committee of the Whole memo regarding consultant selection went to City Council on April 25. Final approval of consultant selection expected at May 9 City Council meeting.
Elmwood Park comprehensive plan (see <a href="#">project website</a> )	Nicole Woods	June 2011-Aug. 2012	Staff assistance	Underway. The Existing Conditions Report and the results from the Visioning Workshop were presented the Steering Committee in April. Staff is scheduled to present the Plan's recommendations memo in May and is currently developing the outline for the Comprehensive Plan.
Evanston water efficiency program	Amy Talbot	Dec. 2011-June 2012	Staff assistance	Underway. Hosted two public meetings, one for business and one for residents. Plan writing continues. Meet with Evanston staff to rank recommendations and develop implementation schedule.
Fox Lake bicycle plan	Pete Saunders	TBD	Grant funds	Village released RFP on April 13 with responses due May 14. Consultant selection expected in late May or early June.
Glen Ellyn downtown streetscape and parking study	Lindsay Banks	TBD	Grant funds	Glen Ellyn has selected 3 consultants to interview, and will be holding interviews on May 2. Village Board meeting May 14 tentatively scheduled to approve selection.
Hanover Park corridor study	Stephen Ostrander	Feb. 2012-Sept. 2012	Staff assistance and small grant	Underway. Staff is currently working with the Village and ULI Chicago to outline outreach strategy (to be led by CMAP) and other CMAP assistance in support of the ULI Technical Assistance Panel (TAP), to be held on August 14 and 15.
Hillside comprehensive plan	Hala Ahmed	TBD	Grant funds	On April 4, the Village released an RFP for consultant procurement. Five firms responded to the RFP. Staff is reviewing proposals and consultant selection is anticipated in May.
Joliet "Old Prison" redevelopment (see <a href="#">project website</a> )	Pete Saunders	July 2011-May 2012	Staff assistance and small grant	Underway. Final report is being prepared by ULI with graphics, illustration and design assistance provided by CMAP. Completion is expected in early May. Project will be presented to Local Coordinating Committee on May 9.

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Kane County local food project	Amy Talbot	Sept. 2012-Mar. 2013	Staff assistance	Rescheduled to fall 2012 due to staff availability.
Kane County transit plan implementation	Trevor Dick	June 2012-June 2013	Staff assistance	In the process of adopting the MOU and Scope of Work with County staff.
Lake County sustainability plan	Kristin Ihnchak	Mar. 2012-Feb. 2013	Staff assistance	Underway. County Board approved the scope, MOU, and resolution on March 13 and two steering committee meetings have been held. Existing conditions analysis is underway. The Delta Institute and Openlands are both on contract to assist with some plan elements.
Lakemoor comprehensive plan (see <a href="#">project website</a> )	Nora Beck	Nov. 2011-Oct. 2012	Staff assistance	Underway. At second public workshop, focused on visioning the future of Lakemoor, attendees reviewed a draft set of principles and policies for the plan. Draft recommendations are underway.
Liberty Prairie Conservancy local food system plan (see <a href="#">project website</a> )	Jessica Simoncelli	Aug. 2011-Sept. 2012	Staff assistance	Underway. Drafting a needs assessment that identifies policy and market gaps in developing a sustainable food system in Lake County. Completing draft of existing conditions report for the Liberty Prairie Reserve master plan update. Outreach to local officials is occurring through the spring and summer, including participation in the College of Lake County's "County Green" conference on May 17.
McHenry County subarea plan	Jack Pfingston	Dec. 2011-Sept. 2012	Grant funds	Underway. Camiros and County staff reviewing results from meetings with municipal officials and affected Home Owners Associations conducted on March 29; expect to produce draft findings in early June.
Morton Grove industrial areas plan	Nicole Woods	Feb. 2012-Feb. 2013	Staff assistance	Underway. Staff met with the Village Board, Village staff, and steering committee in April to present planning process and obtain their input for the existing conditions report. Staff will begin research for the existing conditions report in May.
New Lenox corridor plan	Pete Saunders	TBD	Grant funds	Village will interview RFP finalists on May 2. Village expects to make a consultant selection in late May or early June.
Niles sustainability plan	Kristin Ihnchak	May 2012-Dec. 2012	Staff assistance	Scope of work is being developed with Village staff. EPA Building Blocks workshop and project initiation are scheduled for mid-May.
Norridge comprehensive plan (see <a href="#">project website</a> )	Trevor Dick	May 2011-June 2012	Staff assistance	Underway. Plan has been presented to the Plan Commission at their April 24th meeting. A public open house will be held on May 10th, followed by

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				a Public Hearing at the end of May/beginning of June, and Board adoption likely in June.
Northlake comprehensive plan	Trevor Dick	Mar.-Nov. 2012	Staff assistance	Underway. An existing conditions report is being worked on by staff. The first steering committee meeting will be held on May 2.
Northwest Suburban Housing Collaborative "Homes for a Changing Region" project (see <a href="#">project website</a> )	Drew Williams-Clark	Feb.-Nov. 2012	Staff assistance	Underway. Staff will present draft future housing demand projections at May board meetings. Staff have also completed analysis of existing comprehensive plans for each of the municipalities.
Oak Park water conservation program (see <a href="#">project website</a> )	Amy Talbot	Aug. 2011-June 2012	Staff assistance	Underway. Full draft plan complete and under review by Village staff. Water reduction targets confirmed. Scheduled for release to Board in May.
Orland Park water conservation ordinance (see <a href="#">project website</a> )	Hala Ahmed	Nov. 2011-July 2012	Staff assistance	Underway. Internal and Steering Committee review of the draft report complete. Draft report will be presented to the Plan Commission on May 8.
Park Forest sustainability plan (see <a href="#">project website</a> )	Kristin Ihnchak	June 2011-May 2012	Staff assistance	Underway. Public open house to present the plan took place on March 20 and a public hearing with the Plan Commission occurred on April 17. A second public hearing with the Village Board is scheduled for May 7, with Board adoption expected in mid-May. CNT is on contract to assist with Energy, Greenhouse Gases, and Water Plan elements.
Plainfield downtown transportation plan	Pete Saunders	TBD	Grant funds	Village has drafted RFP that it expects to release in early May. Consultant selection is anticipated in late June.
Regional arts and culture toolkit	Stephen Ostrander	Apr. 2012-Jan. 2013	Staff assistance	Underway. The idea for this project came from an LTA application, but it is regional in nature and will result in the preparation of a guidebook for local governments to use in integrating arts and culture into their planning work. Staff completed initial design of development process and workplan, and began formation of advisory group of experts to help guide project.
Regional climate change adaptation toolkit	Jesse Elam	July 2012-Apr. 2013	Staff assistance	The idea for this project came from an LTA application, but it is regional in nature and will result in the preparation of a guidebook for local governments to use in addressing climate change adaptation. The project is expected to start in July.

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Richton Park comprehensive plan	TBD	July 2012-June 2013	Consultant assistance	Consultant assistance with this project is expected. It is on target for startup in July.
Riverside downtown area plan (see <a href="#">project website</a> )	Nora Beck	Feb. 2012-Feb. 2013	Staff assistance	Underway. The first public meeting on April 11 brought out 60 people to talk about the issues and opportunities. The existing conditions analysis is underway.
Round Lake Heights comprehensive plan	Jonathan Burch	May 2012-Apr. 2013	Staff assistance	Project scoping is complete. The project will kickoff at a joint meeting of the Plan Commission and the Village Board on May 15.
SSMMA housing investment prioritization (see <a href="#">project website</a> )	Nicole Woods	June 2011-June 2012	Staff assistance	Underway. The Project Advisory Committee and the Housing Collaborative approved the final draft of the Housing Investment Tool in April. The tool is currently being prepared for adoption in June.
SSMMA interchange land use planning	Jessica Simoncelli	July 2012-June 2013	Consultant and staff assistance	This project will involve planning for land use and economic development for five communities near the new I-294 / I-57 interchange (Dixmoor, Harvey, Markham, Midlothian, and Posen). Project scoping is ongoing and kickoff is expected in May; consultant involvement is expected to begin in July.
Waukegan planning prioritization report	Stephen Ostrander	Nov. 2011-May 2012	Staff assistance	Underway. Completed draft of final LTA priorities report, to be presented to Waukegan Mayor, City Council, and City staff for approval of recommendations (regarding next phase of LTA assistance) in May.
Westchester comprehensive plan (see <a href="#">project website</a> )	Samantha Robinson	Nov. 2011-Oct. 2012	Staff assistance	Underway. On April 12, met with Westchester Middle School students to introduce MetroQuest tool and gather their input about comprehensive plan. Existing conditions report has been sent to Village staff for review. On May 10th, Steering Committee will review existing conditions report, and CNT will present Housing + Transportation performance data. Visioning charette with public will take place on May 30th.
West Cook Housing Collaborative, phase 2: Challenge Grant support	Drew Williams-Clark	Mar.-Aug. 2012	Staff assistance	Underway. A scope of work has been drafted and staff anticipate approval of an MOU on May 3. Staff have completed an initial analysis of vacant and underdeveloped land that is potentially available for acquisition using HUD funds awarded under the community challenge planning grant program.
Wheeling active transportation plan	Lindsay Banks	Jan-Oct. 2012	Grant funds	Underway. The first Steering Committee meeting took place on March 20, and timeline, goals, and outreach strategy have been outlined. Second

Project	CMAP lead	Timeline	Assistance type	Status and notes
				Steering Committee meeting will be on April 27; Community Open House at Indian Trails Public Library on May 22. Currently developing the Public Engagement Plan; meeting to review on May 2.

## Completed Projects

Project	CMAP Lead	Completion Date	Assistance type	Implementation Status
<i>Homes for a Changing Region</i> in south Cook (see <a href="#">project website</a> )	Drew Williams-Clark	Dec. 2011	Staff assistance	The project was conducted in partnership with MMC and MPC. Each of the four communities covered by the project has follow-up LTA projects. One, the Park Forest sustainability plan, is anticipated to be adopted in May, while the other three communities will receive additional technical assistance under the EPA "Building Blocks for Sustainable Communities" program.
Bronzeville Alliance retail corridor study, phase 1 (see <a href="#">project website</a> )	Sef Okoth	Feb. 2012	Staff assistance	Phase 1 of the project was led by MPC, with CMAP in supporting role. The project was discussed with CMAP's Local Coordinating Committee at their February 2012 meeting. The report is undergoing final design and printing. Phase 2, led by CMAP, is now underway.
Fairmont Neighborhood Plan (see <a href="#">project website</a> )	Trevor Dick	Apr. 2012	Staff assistance	The Fairmont Neighborhood Plan was adopted unanimously by the Will County Board on April 19. County staff will present on the project at the Local Coordinating Committee on May 9.
<i>Homes for a Changing Region</i> in west Cook (see <a href="#">project website</a> )	Drew Williams-Clark	Apr. 2012	Staff assistance	The project was conducted in partnership with MMC and MPC. The report is printed and available online, and final presentations to boards will conclude on May 8. Phase 2, which involves supporting a Community Challenge grant in the same communities, is underway.
Lake Zurich comprehensive water resources project	Amy Talbot	Apr. 2012	Staff assistance	The project was conducted in partnership with CNT and MPC. The project report was presented to the Village Board on April 2 and approved. Final design of the report is underway.

## **Other Projects**

For the other projects on the “higher priority” project list, scoping is underway. During 2012, new projects will be initiated as existing projects are completed or as additional resources become available.

###