



# Chicago Metropolitan Agency for Planning

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## MEMORANDUM

**To:** CMAP Board and Committees  
**From:** CMAP Staff  
**Date:** January 7, 2015  
**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, 153 local projects have been initiated. Of these, 94 projects have been completed, 48 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. This month's report also includes implementation progress on selected completed projects.

**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	Staff has completed the draft Existing Conditions Report. The Steering Committee will hold a meeting January 7 to discuss the ECR. A public workshop will take place in Carpentersville on January 21.
Arlington Heights bicycle-pedestrian plan	John O'Neal	May 2014-Apr. 2015	Staff assistance	Draft Existing Conditions Report and internal staff review completed. Internal review comments are being incorporated for Steering Committee review and meeting in January or early February.
Barrington area bikeway feasibility study	Jack Pfingston	June 2014-June 2015	Consultant assistance	Data collection and stakeholder interviews continue; IDOT reviewing five routes that came out of November 24 steering committee meeting. The Steering Committee will meet again on January 29 to further reduce the number of routes under consideration.
Bensenville comprehensive plan (see <a href="#">website</a> )	Sam Shenbaga	Mar. 2013-Jan. 2015	Staff assistance	Public hearing held on December 15. Plan recommended for adoption to Village Board. Plan adoption meeting scheduled for January 20.
Berwyn parking study (see <a href="#">website</a> )	Lindsay Bayley	Nov. 2013-June 2015	Staff assistance	Project is currently on hold.
Berwyn zoning revisions (see <a href="#">website</a> )	Kristin Ihnchak	Jan. 2013-May 2015	Staff and consultant assistance	CMAP staff have completed a draft of the Zoning Code, which is now in the process of internal review.
Calumet Park planning priorities report	Sam Shenbaga	TBD	Staff assistance	Scoping is underway.
Campton Hills zoning and subdivision regulations	Kristin Ihnchak	Jul. 2014-Oct. 2015	Consultant assistance	Camiros has completed a technical review memo in mid-December, which outlines initial recommendations for revisions to the zoning and subdivision ordinances. The memo will be reviewed by staff prior to being presented to the Steering Committee.
Chicago Metro Metals Consortium	Martin Menninger	Nov. 2014-Apr. 2015	Staff assistance	Proposed selection criteria were reviewed at the December 8 infrastructure subcommittee. Based on feedback, screening criteria are being applied to narrow the project list for the January 26 subcommittee.
Carol Stream comprehensive plan (see <a href="#">website</a> )	Trevor Dick	Feb. 2014-June 2015	Staff assistance	Village staff has reviewed the Existing Conditions Report and a copy has been shared with the steering committee. The steering committee will meet on January 12 to review the Existing Conditions Report.
Chicago Pilsen-Little Village neighborhood plan (see <a href="#">website</a> )	Evy Zwiebach	Dec. 2013-Sept. 2015	Staff assistance	The project team is preparing for a focus group meeting on the industrial areas in Pilsen and Little Village, which will take place in late January. The team is also preparing for a historical resources focus group, which will take place in early March.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Chicago West Pullman neighborhood plan	Evy Zwiebach	Oct. 2014-Sept. 2015	Consultant assistance	The consultant submitted the draft Existing Conditions Report, which CMAP staff, as well as DPD and local partner, are reviewing. The first public meeting will take place in mid-January.
Chicago Heights comprehensive plan (see <a href="#">website</a> )	Kendra Smith	Apr. 2013-Mar. 2015	Staff assistance	City staff has reviewed draft and provided comments. CMAP staff will meet with steering committee on January 8 for comments. Draft will be sent to external partners for review following steering committee meeting.
Chinatown neighborhood plan (see <a href="#">website</a> )	Stephen Ostrander	Apr. 2013-Jan. 2015	Staff assistance	CMAP staff, community partners, and Alderman Solis presented the draft plan to the community at a town hall meeting at Pui Tak Center on December 8. The event was attended by approximately 200 community members, who were given executive summary booklets (in English and Chinese) and encouraged to review the entire plan online and invited to provide feedback by January 8. Several hundred copies of the plan summary booklet in Chinese were distributed throughout Chinatown by community service organizations following the event.
Cicero comprehensive plan	Jonathan Burch	Apr. 2014-June 2015	Consultant assistance	CMAP has received and reviewed the draft existing conditions report.
Cook County consolidated plan (see <a href="#">website</a> )	Jonathan Burch	Apr. 2013-Jan. 2015	Staff assistance	Public comments received on the draft have been reviewed and incorporated. CMAP staff has completed document design and the design draft is undergoing final county review. January adoption is anticipated.
Crete comprehensive plan	Jack Pflingston	May 2014-Aug. 2015	Consultant assistance	Data collection underway; first meeting of the steering committee will take place in mid-January.
Crystal Lake transportation plan	Nora Beck	Mar. 2014-Apr. 2015	Staff assistance	Staff are drafting the existing conditions report for the City's review in January.
Dixmoor planning prioritization report	Jessica Gershman	Jan. 2014-Feb. 2015	Staff assistance	Internal review of draft report is occurring, with community review in January.
DuPage County / Addison Homes for a Changing Region project	Kendra Smith	Sept. 2013-Feb. 2015	Staff assistance	Draft plan sent to municipalities for review.
DuPage County / Hanover Park Homes for a Changing Region project	Drew Williams-Clark	Nov. 2014-Oct. 2015	Consultant assistance	A project kick-off meeting was held with consultants and municipal staff contacts in December. Initial discussions with municipalities will take place in January.
DuPage County Elgin-O'Hare bicycle and pedestrian planning	John O'Neal	Mar. 2015-Sept. 2016	Consultant assistance	Scoping underway, with RFP release expected in January.

Project	CMAP lead	Timeline	Assistance type	Status and notes
DuPage County sustainability guide	Louise Yeung	June 2014- July 2015	Staff assistance	No update this month.
Elmwood Park zoning assessment	Kristin Ihnchak	Nov. 2014- Aug. 2015	Staff assistance	No update this month.
<i>Endeleo Institute planning priorities report</i>	<i>Kendra Smith</i>	<i>Jan.-Oct. 2015</i>	<i>Staff assistance</i>	<i>Newly added to monthly report. Scoping underway.</i>
Fox Lake planning priorities report	Jack Pfingston	Dec. 2014- June 2015	Staff assistance	Stakeholder engagement proposal to be completed in mid-January and review of planning documents to begin in late January.
<i>Franklin Park comprehensive plan</i>	<i>Nicole Woods</i>	<i>Jan. 2015- May 2016</i>	<i>Staff assistance</i>	<i>Newly added to monthly report. Scoping underway.</i>
Governor's State University green infrastructure plan	Holly Hudson	TBD	Consultant assistance	Scoping underway.
Harvard comprehensive plan	Nora Beck	May 2014- Nov. 2015	Staff assistance	Project is currently on hold.
Kane County health impact assessment (see <a href="#">website</a> )	Stephen Ostrander	July 2014- Mar. 2015	Staff assistance	CMAP staff worked with partners from Kane County and the Village of Carpentersville to research potential health impacts of implementing a roundabout vs. traditional improvements for Carpentersville's problematic intersection at Washington/Main and anticipated application for CMAQ funding.
Kane County transit plan implementation (see <a href="#">website</a> )	Trevor Dick	July 2012- Feb. 2015	Staff assistance	County staff is reviewing the updated Draft Report. The report is expected to be sent to the Oversight Committee in early January 2015.
Lake County Route 53/120 land use plan (see <a href="#">website</a> )	Jason Navota	Nov. 2013- Dec. 2015	Staff and consultant assistance	The land use planning effort is underway. Draft Existing Conditions Assessment has been distributed to project partners for review. Corridor land use scenarios are in development. Public open houses were held November 12 (175 attendees) and 19 (125 attendees). The IL Route 53/120 Corridor Plan Land Use Committee met for the fourth time on October 23, and the next LUC meeting is anticipated for late January.
Lake County / Round Lake Homes for a Changing Region project (see <a href="#">website</a> )	Stephen Ostrander	July 2014- Oct. 2015	Staff assistance	On December 3, project team held a stakeholder workshop involving all 5 municipalities and area organizations and key stakeholders. Attended by over 50 stakeholders, the workshop helped identify priorities for the Round Lake cluster Homes project. CMAP staff began consolidating all community input from the workshop and previous events, in preparation for drafting recommendations next in early 2015.

<b>Project</b>	<b>CMAP lead</b>	<b>Timeline</b>	<b>Assistance type</b>	<b>Status and notes</b>
<i>Lan-Oak Park District master plan (see <a href="#">website</a>)</i>	<i>Trevor Dick</i>	<i>Oct. 2013- Dec. 2014</i>	<i>Staff assistance</i>	<i>Newly completed. The Master Plan was adopted by Park Board of Commissioners on December 15.</i>
Lemont development review process analysis	Jake Seid	Jan.-May 2015	Consultant assistance	CMAP received five responses to RFP and two firms were selected for interviews on January 6. Consultant selection and project kick-off will occur in January.
Lyons comprehensive plan (see <a href="#">website</a> )	Jason Navota	July 2013- Feb. 2015	Staff assistance	Draft plan has been reviewed by the Village and Steering Committee, revisions are underway, and the public open house and public hearing are anticipated for early 2015.
McHenry County Comprehensive Economic Development Strategy	Jonathan Burch	Jan.-Sept. 2015	Staff and consultant assistance	Scoping underway, with kickoff expected in January.
North Aurora comprehensive plan	Jack Pflingston	Jan. 2014- Apr. 2015	Consultant assistance	Draft plan elements expected in mid-January for review.
North Chicago comprehensive plan	Jake Seid	May 2014- Sept. 2015	Staff assistance	Existing conditions report was completed by project team in December. City staff will review the ECR prior to review by the Steering Committee. The ECR will be presented at a Steering Committee meeting on January 28.
Oswego-Montgomery-Yorkville shared services study	Louise Yeung	May 2014- July 2015	Staff assistance	Held second municipal staff workshops to share further research on prioritized services and selected one service per working group to pursue; currently supporting staff in developing and executing sharing agreements.
<i>Park Forest active transportation plan</i>	<i>Lindsay Bayley</i>	<i>Mar. 2014- Dec. 2014</i>	<i>Staff assistance</i>	<i>Newly completed. The plan was adopted by the Village Board at their December 8 meeting.</i>
Park Forest zoning revisions (see <a href="#">website</a> )	Kristin Ihnchak	June 2013- June 2015	Staff and consultant assistance	The project team is drafting the Unified Development Ordinance.
Pingree Grove comprehensive plan	Jack Pflingston	Aug. 2014- Aug. 2015	Consultant Assistance	Public workshop held December 11. Key stakeholder interviews and focus group discussions completed by mid-January. Market analysis will be completed in late January.
Regional truck permitting project	Jessica Gershman	Jan. 2015- June 2016	Consultant assistance	A project scope has been drafted, which will be reviewed and discussed at the next Steering Committee meeting on January 13 at CMAP's office.
Richton Park zoning revisions	Jake Seid	Nov. 2014- June 2015	Consultant assistance	Stakeholder meetings regarding zoning issues will begin in January.
Roselle comprehensive plan	Dan Olson	Jan.-Dec. 2015	Consultant assistance	RFP responses were received on December 19 from 5 consulting firms. Proposal scoring is underway, and interviews will occur in mid-January, with consultant selection expected in February.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Rosemont comprehensive plan (see <a href="#">website</a> )	Sam Shenbaga	Oct. 2013-Mar. 2015	Staff assistance	Plan recommendations being drafted.
South Elgin zoning update	Jake Seid	Oct. 2014-May 2016	Staff assistance	Project kick off meeting with staff took place on December 12. Kick off meeting with Steering Committee will take place on January 21.
SSMMA Calumet Green Manufacturing Partnership	Brian Daly	May 2014-Mar. 2015	Staff and consultant assistance	No update for this month.
SSMMA Complete Streets plan	Lindsay Bayley	July 2014-Aug. 2015	Staff assistance	Data collection and mapping of existing and planned bikeway plans and plan elements from various jurisdictions within South Council of Mayors begun. Meeting with Active Transportation Alliance/CCDPH and SSMMA staff to discuss collaboration and formation of advisory group scheduled for January.
Steger planning priorities report	Jonathan Burch	TBD	Staff assistance	Scoping underway.
Summit comprehensive plan (see <a href="#">website</a> )	Nora Beck	Dec. 2013-Mar. 2015	Staff assistance	Draft Comprehensive Plan was reviewed by the Village Steering Committee on December 16. Staff are planning for the Public Open House, tentatively scheduled for early February.
UIC multimodal transportation plan (see <a href="#">website</a> )	Lindsay Bayley	June 2013-Mar. 2015	Staff assistance	No update for this month.
Waukegan subarea plan (see <a href="#">website</a> )	Stephen Ostrander	Oct. 2012-Feb. 2015	Staff assistance	While the City led review and discussions of the plan with area aldermen, chambers of commerce, etc., CMAP staff shared the plan with all members of the project's steering committee, encouraging their final feedback by January 5.
West Suburban Chamber of Commerce and Industry cargo-oriented development plan	Evy Zwiebach	June 2014-June 2015	Staff assistance and small contract	Phase 2 of the project, the ULI TAP, is underway. ULI selected a site in Willow Springs, and is currently working on setting a TAP date, and finalizing the TAP discussion questions.
Westchester zoning ordinance	Kristin Ihnchak	Nov. 2014-Oct. 2015	Consultant assistance	The selected consultant team, Duncan Associates and CodaMetrics, met with CMAP and Village staff on December 18 to kick off the zoning ordinance update.

Winthrop Harbor comprehensive plan	Sam Shenbaga	Sept. 2014-Sept. 2015	Staff assistance	Existing conditions analysis underway. Stakeholder interviews completed. Public workshop held on December 11 with 50+ attendees.
Zion comprehensive plan	Nora Beck	Feb. 2014-Mar. 2015	Consultant assistance	Consultant has drafted sub-area plans for three important areas for the comprehensive plan.

### Selected Projects with Active Implementation\*

\* This list only includes projects with significant implementation actions in the past quarter. A full list of completed projects is available at [www.cmap.illinois.gov/lta](http://www.cmap.illinois.gov/lta).

Project	CMAP lead	Completion date	Assistance type	Recent implementation progress (updated quarterly)
Elmwood Park comprehensive plan (see <a href="#">website</a> )	Nicole Woods	Apr. 2013	Staff assistance	Elmwood Park continues to implement recommendations from the comprehensive plan. The Drop-Off Center, which is a new public development near the train station, is 95% completed. The center supports the plan's recommendation for pedestrian, bicycle, and train station enhancements. The Village also continues to make progress redeveloping the commercial nodes at Harlem and North Avenues and Grand and Harlem Avenues. In addition, the Village is developing a shared parking facility for Restaurant Row and completing the major infrastructure improvements as part of Phase I of the Flood Mitigation Project. Finally, the Village is preparing for a zoning review led by CMAP staff.
Franklin Park industrial areas plan	Nicole Woods	Nov. 2014	Staff assistance	An implementation kick-off meeting will take place in January.
Hanover Park corridor study (see <a href="#">website</a> )	Stephen Ostrander	Dec. 2012	Staff assistance and small grant	This project is completing its two-year implementation checkpoint. A final implementation letter, summarizing implementation progress over the two years, is being prepared.

Kane County Homes for a Changing Region (Carpentersville Homes)	Jonathan Burch	June 2014	Staff assistance	East Dundee continues to seek approval for a façade improvement program and is trying to identify an appropriate program design and funding source. Carpentersville adopted a new resident welcome packet and continues to work with West Dundee and the owners of Spring Hill Mall regarding its future. West Dundee is developing a new downtown plan and Village will be asking CMAP to review this document.
Kane County / Geneva Homes for a Changing Region project (see <a href="#">website</a> )	Drew Williams-Clark	Dec. 2014	Staff assistance	An implementation kick-off conference call took place in December. The group agreed to prioritize Employer-Assisted Housing and exploration of a Community Land Trust as year-one activities.
Morton Grove industrial areas plan	Nicole Woods	Nov. 2014	Staff Assistance	An implementation kick-off conference call took place on December 16. A second call is scheduled for the end of January/early February to help prioritize plan recommendations and outline action steps.
Niles environmental action plan (see <a href="#">website</a> )	Kristin Ihnchak	Feb. 2013	Staff assistance	Niles, in conjunction with Camiros, has created a draft zoning ordinance; CMAP staff reviewed the draft in December and provided feedback on ways to incorporate specific EAP recommendations. Niles also adopted an anti-idling policy, which serves to implement another EAP recommendation. CMAP staff provided complete streets policy examples to the Village to assist in the creation of a Niles-specific policy and will continue to forward relevant grant opportunities.
Openlands local food policy	Jason Navota	Sept. 2014	Staff assistance	Openlands recently applied for and received funding for the first phase of a research project to examine the regional food system over the next several years. CMAP will remain involved in guiding the project.
Red Line livability project (see <a href="#">website</a> )	Kendra Smith	Nov. 2012	Staff assistance	DCP has established 6 community working groups (PODS) of residents and stakeholders at key Roseland intersections/neighborhood priority areas (including intersections of proposed Red Line stations) to interact with RTA and City of Chicago and advocate for community inclusion and education surrounding transportation and policy issues related to the proposed extension.



Regional arts and culture toolkit (see <a href="#">website</a> )	Stephen Ostrander	June 2013	Staff assistance	The City of Aurora’s LTA application for the development of a Downtown Master Plan focused on walkability was selected as a new LTA project. The City also applied for a separate project to develop a Downtown Art District, following the steps and approaches detailed in the Toolkit; instead, arts is expected to be incorporated as a central component of the Downtown Master Plan.
Round Lake Heights comprehensive plan (see <a href="#">website</a> )	Jonathan Burch	Oct. 2013	Staff assistance	The Village continues to participate in the ongoing Homes study. The Village designated a board member who will meet with an official from the Solid Waste Agency of Lake County to discuss how recycling programing can be put to use in Round Lake Heights.