



Chicago Metropolitan Agency for Planning

233 South Wacker Drive
Suite 800
Chicago, Illinois 60606

312 454 0400
www.cmap.illinois.gov

MEMORANDUM

To: CMAP Board and Committees
From: CMAP Staff
Date: August 1, 2012
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, 59 local projects have been initiated. Of these, 39 projects are fully underway and 12 have been completed. Two projects were completed in July; these include the Old Town area plan for Carpentersville and a planning priorities report for Waukegan.

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 project website)	Sam Shenbaga	July 2011 – Nov. 2012	Staff assistance	Underway. Draft plan review completed by Village staff and comments provided to CMAP in late July. Edits to be completed by mid-August and submitted to staff and Plan Commission for review. Plan Commission presentation scheduled for September 12.
Algonquin downtown plan (see project website)	Hala Ahmed	Feb.- Nov. 2012	Grant funds	Underway. The first public meeting was held on July 19 with 70 community members in attendance. Meeting results will be presented to the Steering Committee during their next meeting which will take place late August.
Alsip comprehensive plan (see project website)	Sam Shenbaga	Jan. 2012 - Jan. 2013	Staff assistance	Underway. Existing conditions report completed and submitted to Steering Committee. Steering Committee meeting held on July 24 to present report. Public Visioning Workshop to be held on August 1 at Village Hall.
Antioch greenway plan	Shafaq Choudry	Apr. 2012- Mar. 2013	Staff assistance	Underway. Kickoff meeting with Steering Committee and Village Board scheduled for August 20. Existing Conditions Report and mapping are underway.
Berwyn comprehensive plan (see project website)	Sam Shenbaga	June 2011 – Aug. 2012	Staff assistance	Underway. Revised Plan submitted to BDC and City on July 22. Plan being reviewed by various organizations in Berwyn as well as Pace and Metra. Public hearing to be scheduled for mid-August.
Bronzeville Alliance Retail corridor study, phase 2 (see project website)	Sef Okoth	Phase 2: Nov. 2011 – Dec. 2012	Staff assistance	Underway. The draft report on the existing conditions analysis (ECR) was released to key stakeholders. Feedback was received from the City, Aldermen and the steering committee members. Staff met with the City to discuss the proposed recommendations in the ECR and to strategize on the future project direction. Market analysis was completed and a memo is being prepared on the analysis to be reviewed by a consultant.
Bronzeville national heritage area feasibility study	Sef Okoth	July 2012 - June 2013	Staff assistance	Underway. Kickoff meeting with staff held on July 8. The project scope was approved by key partners. A consensus was reached by all parties on the study area boundaries. The applicant (the heritage area commission) signed the MOU. Feedback on the vision statement and statement of significance were received from project partners. Research on national landmarks in the area is underway.
Campton Hills comprehensive plan (see	Jason Navota	Apr. 2011 – Aug. 2012	Staff assistance	Underway. Final plan approved by Plan Commission June 25. Final plan under review by Village Board, approval anticipated in August. EPA-led

project website)				Building Blocks workshop focusing on land use and water quality completed July 18.
Chicago “Green and Healthy Neighborhood” plan for Englewood, Woodlawn, and Washington Park (see project website)	Jason Navota	Mar. 2011 - Dec. 2012	Staff assistance	Underway. First phase complete and summarized in draft existing conditions summary posted online. Second phase planning and outreach is underway, including group tours 20+ planning “zones”. Housing analysis complete, retail analysis in draft form. Separate analyses of green infrastructure and food systems are underway. Two public meetings complete, two scheduled for September and November. Detailed zone planning and land use policy development are underway.
Chicago Housing Authority LeClaire Courts redevelopment	Sef Okoth	Aug. 2012- July 2013	Consultant and staff assistance	Consultant procurement is underway, with interviews held in late July and early August. Administrative work with CHA is complete. The project is on schedule to start in early August.
Developing Communities Project support for CTA Red Line extension (see project website)	Kendra Smith	Oct. 2011 - Sept. 2012	Staff assistance	Underway. CMAP is continuing work on a quantitative analysis and has completed a draft interim project report for the project area. To date, eight community focus groups have taken place, and three additional are scheduled for completion by mid-August. CURL staff is set to begin individual interviews August 13. CMAP has completed interviewing candidates to fulfill the RFP for filming and editing of the Red Line livability video, to be completed by mid-September. Community Education Session planning in conjunction with CTA is currently underway.
Downers Grove bicycle and pedestrian plan	Hala Ahmed	Mar.-Oct. 2012	Grant funds	Underway. The consultant launched an online survey to gather input through August 3. A draft Existing Conditions report was submitted to the Village and draft recommendations for high crash locations are being drafted.
DuPage County unincorporated areas plan	Bob Dean	Sept. 2012- Aug. 2013	Consultant assistance	The RFP for this project has been released to CMAP’s prequalified firms, with responses due August 22. The project should get underway in September.
Elburn comprehensive plan	Jack Pflingston	Apr. 2012 - Jan. 2013	Grant funds	Underway. Consultant (Images, Inc.) has held several workshops, culminating with a public workshop which took place June 20. Summary reports of each workshop will be included in a community outreach appendix of the Comprehensive Plan. Existing Conditions Report expected in early August.
Elgin sidewalk gap and transit stop study	Lindsay Banks	TBD	Grant funds	Underway. The City Council approved the selection of TransSystems; CMAP processed letter of concurrence. First steering committee meeting

				held on June 28.
Elmwood Park comprehensive plan (see project website)	Nicole Woods	June 2011 – Dec. 2012	Staff assistance	Underway. Staff is currently drafting the Comprehensive Plan.
Evanston water efficiency program (see project website)	Amy Talbot	Dec. 2011 – Aug. 2012	Staff assistance	Underway. Draft finalized. Staff will present to Council for approval in August.
Fox Lake bicycle plan	Jack Pfingston	TBD	Grant funds	Underway. The Steering Committee kick-off meeting was held on July 25, during which the project scope of work and timeline were discussed. The next Steering Committee meeting is scheduled for late August-early September. A draft existing conditions report is expected in late September, and the first of two anticipated public workshops will be held in early-to-mid October.
Glen Ellyn downtown streetscape and parking study	Lindsay Banks	TBD	Grant funds	Underway. Glen Ellyn has selected the group of Houseal Lavigne, Walker Parking, Gary Weber and Engineering Resource Associates. Steering Committee formation under discussion.
Hanover Park corridor study (see project website)	Stephen Ostrander	Feb. 2012 – Sept. 2012	Staff assistance and small grant	Underway. To gather input for the ULI Chicago Technical Assistance Panel studying the Irving Park Road corridor, CMAP (in partnership with Hanover Park C.O.N.E.C.T. and the Chamber of Commerce & Industry) held a focus group on July 10 tailored to the concerns of the local business community. The ULI TAP itself was held on August 1 and 2; the panel will present its initial recommendations to the Village and the general public at an event to be scheduled in late August or early September.
Hillside comprehensive plan	Hala Ahmed	TBD	Grant funds	Staff interviewed three of the firms that submitted proposals in response to the RFP. Board approval for selected consultant is expected in August.
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	July 2012- June 2013	Staff assistance	Underway. The County has adopted the MOU and Scope of Work. CMAP staff met County representatives to kick-off the project and have been in discussions with Pace representatives to review their previous studies that could assist the creation of this plan. CMAP staff is currently working with the County staff to determine the make-up of the steering committee and a date for the kick-off meeting.
Lake County	Kristin	Mar. 2012 -	Staff	Underway. Thematic goals have been established and public kick-off

sustainability plan (see project website)	Ihnchak	Feb. 2013	assistance	meetings were held on June 13. An initial draft of the existing conditions analysis has been drafted and is being reviewed. Delta Institute and Openlands are both on contract to assist with some plan elements.
Lakemoor comprehensive plan (see project website)	Nora Beck	Nov. 2011 - Oct. 2012	Staff assistance	Underway. EPA Buildings Blocks Workshop, on linking land use and water quality, was well attended. Draft plan and future land use map are under development.
Lansing comprehensive plan	Nora Beck	TBD	Consultant assistance	Resolution has been delivered to the Village for approval at an upcoming board meeting. The project is targeted for kickoff in early fall.
Liberty Prairie Conservancy local food system plan (see project website)	Jessica Simoncelli	Aug. 2011 – Sept. 2012	Staff assistance	Underway. The needs assessment report is being drafted, which identifies regulatory and policy gaps in developing a sustainable food system in Lake County. Additionally, staff is drafting recommendations for the Liberty Prairie Reserve master plan update. Presentations to Lake County Board and Forest Preserve District committees are being scheduled for late August.
Lynwood comprehensive plan	Pete Saunders	TBD	Consultant assistance	Developing a project scope for community review and approval prior to RFP issuance. Pursuing resolution and MOU passage by Village in August. RFP expected to be released in late August, with project start in September.
Maywood economic development strategy	Drew Williams-Clark	Sept. 2012- Aug. 2013	Staff assistance	Resolution passed in Village Board of Trustees in July approving scope and MOU. Project is expected to kick off in September.
McHenry County subarea plan	Jack Pflingston	Dec. 2011- Sept. 2012	Grant funds	Underway. The project consultant, Camiros, completed a draft of the Initial Findings report and will present it to the Planning and Development Committee on August 2.
Morton Grove industrial areas plan (see project website)	Nicole Woods	Feb. 2012 - Feb. 2013	Staff assistance	Underway. Data research for the existing conditions report is underway.
New Lenox corridor plan	Jack Pflingston	TBD	Grant funds	Underway. The steering committee is being assembled and is expected to meet for the first time during the week of August 13.
Niles environmental action plan (see project website)	Kristin Ihnchak	May 2012- Dec. 2012	Staff assistance	Underway. EPA Building Blocks workshop was held May 17-18, two steering committee meetings have been held, and a public kick-off meeting took place on July 25. The team has begun its review of existing conditions.
Norridge comprehensive plan (see project website)	Trevor Dick	May 2011 – Sept. 2012	Staff assistance	Underway. Due to plan commission scheduling, the public hearing will be held September 20 and the Village Board is expected to adopt the plan later that month.
Northlake	Trevor	Mar.-Nov.	Staff	Underway. An existing conditions report has been delivered to the Steering

comprehensive plan (see project website)	Dick	2012	assistance	Committee and a meeting will be held on August 9 to review the document. Following the meeting the Draft Plan will be produced.
Northwest Suburban Housing Collaborative “Homes for a Changing Region” project (see project website)	Drew Williams-Clark	Feb.-Nov. 2012	Staff assistance	Underway. Staff delivered a draft subregional report with recommendations to the Collaborative steering committee in July. Municipal recommendations are being drafted for feedback from village officials in September.
Oak Park water conservation program (see project website)	Amy Talbot	Aug. 2011 – Sept. 2012	Staff assistance	Underway. Incorporating internal and Oak Park staff comments. Draft will be released to public in August. Board will review Plan in September.
Plainfield downtown transportation plan	Pete Saunders	TBD	Grant funds	Underway. Village selected team of Baxter & Woodman/Teska for the project. Contract has been signed by consultant and concurred by CMAP. Kickoff meetings, composition of steering committee and data gathering now taking place.
Regional arts and culture toolkit	Stephen Ostrander	Apr. 2012- Jan. 2013	Staff assistance	Underway. Project is aimed at producing a guidebook to help local governments incorporate arts and culture into their communities. Staff met with the consultant team from Camiros hired to assist with the project. Camiros is taking the lead on researching relevant best practices, while CMAP staff is proceeding with interviews of key stakeholders to complement the knowledge, feedback, and guidance provided by members of the project’s expert advisory group.
Regional climate change adaptation toolkit	Jesse Elam	July 2012- Apr. 2013	Staff assistance	Underway. This toolkit aims to help municipalities understand and adapt to the impacts of climate change in the Chicago region, with a focus on public infrastructure and land. An advisory committee municipal leaders working on climate change is scheduled to meet on August 8 to review the structure and content of the toolkit.
Richton Park comprehensive plan	TBD	Aug. 2012- July 2013	Consultant assistance	Consultant assistance with this project is expected. It is on target for startup in August.
Riverside downtown area plan (see project website)	Nora Beck	Feb. 2012- Feb. 2013	Staff assistance	Underway. MetroQuest kiosk at Riverside Public Library until August 1. Second public meeting focused on visioning scheduled for September 5. Steering committee to review draft recommendations memo soon after.
Round Lake Heights comprehensive plan (see project website)	Jonathan Burch	May 2012- Apr. 2013	Staff assistance	Underway. Three public outreach events took place within the last month (stakeholder meetings, EPA Building Blocks technical assistance, Round Lake Heights Village Festival). A public meeting is scheduled for August 7.

				A draft of the existing conditions report is almost complete.
SSMMA interchange land use planning	Jessica Simoncelli	July 2012- June 2013	Consultant and staff assistance	Underway. CMAP and SSMMA selected Land Vision as the lead contractor for the project, with TranSystems, Baxter & Woodman, and Business Districts Inc. as subcontractors. The project's consultant team has been selected, under the leadership of Land Vision. The steering committee is being assembled, with a committee kickoff meeting being scheduled for August.
Westchester comprehensive plan (see project website)	Samantha Robinson	Nov. 2011 - Dec. 2012	Staff assistance	Underway. Reviewing input from visioning workshop to draft plan recommendations. Scheduled to present plan concepts to Human and Community Development Committee on August 13. Village staff and Steering Committee expected to review draft plan recommendations and provide feedback by late August/early September. Second version of MetroQuest site is still available to gather community input for plan.
West Cook Housing Collaborative, phase 2: Challenge Grant support	Drew Williams-Clark	Mar.-Aug. 2012	Staff assistance	Underway. An existing conditions report was provided to the working committee in July. A recommendations memo will be delivered in late summer.
Wheeling active transportation plan	Lindsay Banks	Jan-Oct. 2012	Grant funds	Underway. Existing Conditions report and Community Engagement Summary produced in early July, next steering committee meeting scheduled for August 7.

Completed Projects

Project	CMAP lead	Completion date	Assistance type	Implementation status
Blue Island comprehensive plan (see project website)	Sam Shenbaga	June 2012	Staff assistance	Plan was adopted by the City Council on June 26. Chicago Jobs Council assisted with workforce development strategies and SCB created renderings to illustrate the 2-way Western Avenue conversion concept.
Bronzeville Alliance retail corridor study, phase 1 (see project website)	Sef Okoth	Feb. 2012	Staff assistance	Two ongoing activities are helping to implement the recommendations of the study. A second phase of the project, focusing on land use change, is underway and is described above. Also, the Chicago Community Trust's recent grant to the Renaissance Collaborative, announced in May, directly implements the recommendations of this project.
Carpentersville "Old Town" Area Action Plan	Trevor Dick	July 2012	Staff assistance	The Village Board unanimously adopted the Plan at their July 10 meeting.

(see project website)				
Fairmont Neighborhood Plan (see project website)	Trevor Dick	Apr. 2012	Staff assistance	The County and CMAP are preparing a quarterly update on the implementation of the plan's recommendations, which will identify activities for CMAP, the County, and other groups. Openlands has expressed interest in assisting with plan implementation and CMAP is working to identify a role with them.
<i>Homes for a Changing Region</i> in south Cook (see project website)	Drew Williams-Clark	Dec. 2011	Staff assistance	Each of the four communities covered by the project has follow-up LTA projects. One, the Park Forest sustainability plan, was adopted in May. Lansing, Olympia Fields, and Park Forest received additional technical assistance under the EPA "Building Blocks for Sustainable Communities" program in May. Future LTA projects in Hazel Crest, Lansing, and Olympia Fields are now being scoped.
<i>Homes for a Changing Region</i> in west Cook (see project website)	Drew Williams-Clark	Apr. 2012	Staff assistance	Phase 2 of this project, which involves supporting a Community Challenge grant in the same communities, is underway.
Joliet "Old Prison" redevelopment (see project website)	Pete Saunders	May 2012	Staff assistance and small grant	Final report completed by ULI with graphics, illustration and design assistance provided by CMAP. Final report released publically July 9. Project was presented Joliet City Council in March, and to CMAP Local Coordinating Committee on May 9.
Lake Zurich comprehensive water resources project	Amy Talbot	Apr. 2012	Staff assistance	Lake Zurich has submitted an application for further LTA assistance to implement the recommendations of this project. This will be reviewed in the coming months.
Orland Park water conservation ordinance (see project website)	Hala Ahmed	June 2012	Staff assistance	Draft report was presented to the Plan Commission and Development Services Committee. Comments were incorporated and a final draft was presented to the Board of Trustees on June 4. CMAP is working with Village Staff to begin regionalizing the initiative to communities of the Oak Lawn Water Supply system.
Park Forest sustainability plan (see project website)	Kristin Ihnchak	May 2012	Staff assistance	Plan was unanimously adopted by the Village Board on May 14. The Chicago Community Trust's grant to Park Forest directly implements the recommendations of this project. Also, Park Forest submitted a new LTA application for zoning updates to help implement the recommendations of the sustainability plan.
SSMMA housing investment prioritization	Nicole Woods	June 2012	Staff assistance	Tool was approved by the Collaborative and SSMMA in May. Currently, the Collaborative is working with the Southland communities to create a

(see project website)				housing project inventory and analyzing how the tool can be part of the Southland Loan Fund underwriting criteria process. Additionally, the Collaborative is presently using the tool to help a community prioritize the best neighborhood to focus their housing rehab efforts.
Waukegan planning prioritization report	Stephen Ostrander	July 2012	Staff assistance	CMAP staff presented the recommendations of the planning prioritization report to the Waukegan City Council Meeting of the Whole on July 30. Following questions and discussion, Mayor Sabonjian and assembled aldermen indicated their support for the report's primary recommendation, to have CMAP assist the City with local planning for a key commercial corridor on Washington St. (between the Waukegan River ravine and Lewis Ave), and asked CMAP staff to prepare the next phase's Memorandum of Understanding and associated Scope of Work for their approval on August 20.

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.