



Chicago Metropolitan Agency for Planning

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MEMORANDUM

To: CMAP Board and Committees
From: CMAP Staff
Date: September 1, 2011
Re: Local Technical Assistance Program Update

The CMAP Board and committees will be receiving regular updates on the projects being undertaken through the Local Technical Assistance (LTA) program. Beginning this month, this update also includes information on the projects funded through Community Planning Program grants. A new column has been added to the attached project status table to indicate whether projects are being pursued through staff assistance or through grants. To date, 37 local projects have been kicked off, and of these, 17 projects are fully underway. Many of the projects that have been kicked off but are not fully underway are grants which are in the administrative stage; others involving staff assistance are being scheduled to get underway in several months, based on staff availability.

Webpages on the CMAP website have been produced for several projects, and these are linked where available in the project status table. Communities are also encouraged to launch their own project websites, and several have already done so.

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

ACTION REQUESTED: Discussion.

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Projects Currently Underway

Project	CMAP lead	Expected completion	Assistance type	Status and notes
Addison comprehensive plan (see project website)	Rosa Ortiz	June 2012	Staff assistance	Underway. The steering committee meeting and the public kick-off meeting took place on August 10. Both of these were well attended and CMAP staff received valuable feedback. A number of focus group meetings are scheduled for September. These include: Latinos, landlords, young families, business owners, realtors and industry stakeholders. The existing conditions report is underway.
Algonquin downtown plan	Pete Saunders	TBD	Grant funds	Staff is working with the community to enter into the grant agreement and initiate a consultant selection process.
Alsip comprehensive plan	Trevor Dick / Sam Shenbaga	January 2013	Staff assistance	The comprehensive plan process is expected to begin in February. Formation of a Steering Committee is currently underway.
Berwyn comprehensive plan (see project website)	Sam Shenbaga	May 2012	Staff assistance	Underway. Steering Committee kick-off meeting completed on August 11. Two public workshops conducted on Saturday, August 13 and Saturday, August 20. All stakeholder meetings completed. Existing conditions report underway and draft to be completed in the first week of September for CMAP internal review.
Blue Island comprehensive plan (see project website)	Sam Shenbaga	March 2012	Staff assistance	Underway. An existing conditions report draft has been completed and submitted to City staff for review. The draft has also been sent to the Plan Commission (the project's steering committee) for review and comment. Presentation of report findings to Plan Commission is scheduled for September 14 at City Hall.
Bronzeville Alliance retail corridor study	Sef Okoth	December 2011	Staff assistance	Underway. Phase 1 of project led by Metropolitan Planning Council (MPC), with CMAP in supporting role. Analysis of existing conditions is underway, and interviews with key stakeholders were held on August 9-10. Close coordination between MPC, CMAP, the City of Chicago, and the CTA continues.
Campton Hills comprehensive plan (see project website)	Jason Navota	May 2012	Staff assistance	Underway. Existing Conditions report revised per Plan Commission and Village President comments and distributed to Plan Commission and Subcommittees August 24. Next two public meetings, focused on community visioning and land use planning, scheduled for September 26

				(confirmed) and November. Parallel, separately funded Village Center planning process getting started with CMAP involved in Steering Committee. These two efforts will be closely coordinated. Plan subcommittees continue to work on Goals and Objectives with input and review by CMAP staff.
Carpentersville "Old Town" Area Action Plan	Trevor Dick	December 2011	Staff assistance	Scope of work finalized with Village staff, and Village Board approval expected at September 6 meeting. Staff are also reaching out to potential partners, such as the ILAPA pro bono committee, to assist with a charrette which will be a central part of this project. CMAP staff will meet with the ILAPA board on September 9 to discuss the pro bono committee's involvement. Preparation of existing conditions report will begin after a decision on this matter is reached.
Chicago "Green and Healthy Neighborhood" plan for Englewood, Woodlawn, and Washington Park (see project website)	Jason Navota	September 2012	Staff assistance	Underway. Data collection and mapping nearly complete. Outreach plan and schedule continues to evolve per CMAP and LISC discussion of most effective and efficient community engagement approach. Draft goals and objectives complete. Kickoff community 'symposium' confirmed for 8am-1pm Saturday September 24 at Kennedy King College. Speakers and agenda are being finalized. Invited speakers include DHED Commissioner Andy Mooney, Jay Williams (former mayor Youngstown, OH; current Director of Office of Recovery for Auto Communities and Workers under Obama Administration), and Vicki Eaton Johnson, Fairfax Renaissance Development Corporation, Cleveland, OH.
Chicago Housing Authority LeClaire Courts redevelopment	Sef Okoth	TBD	Grant funds and staff assistance	Staff is working with the CHA to enter into the grant agreement and initiate a consultant selection process. CHA Board approval is expected in mid-September and RFP development is already well underway. In addition to grant funds, CMAP will be providing staff assistance related to outreach to nearby suburban municipalities and analysis related to LEED-ND certification.
Developing Communities Project support for CTA Red Line extension	Kendra Smith	September 2012	Staff assistance	Introductory meetings with Developing Communities Project and CTA held in April and May. Project will support southern extension of Red Line by demonstrating livability benefits of the extension. Project will be initiated in September, with a CMAP internal staff meeting the week of September 12 (exact date TBD) and an introduction meeting with Developing Community Projects Staff & Committee Members on September 20.

Downers Grove bicycle and pedestrian plan	Pete Saunders	TBD	Grant funds	Staff is working with the community to enter into the grant agreement and initiate a consultant selection process.
Elgin sidewalk gap and transit stop study	Lindsay Banks	TBD	Grant funds	Staff is working with the community to enter into the grant agreement and initiate a consultant selection process.
Elmwood Park comprehensive plan (see project website)	Nicole Woods	May 2012	Staff assistance	Underway. Staff has canvassed for the public meeting, met with various stakeholders and youth, gathered data, and begun drafting the existing conditions report in August. Public meeting is scheduled for September 15.
Evanston water efficiency program	Amy Talbot	June 2012	Staff assistance	Evanston is soliciting for a citizen volunteer to assist with preliminary Best Management Practices (BMP) research. Research will continue into the fall with a summary document to be produced before official start in November 2011.
Glen Ellyn downtown streetscape and parking study	Lindsay Banks	TBD	Grant funds	Staff is working with the community to enter into the grant agreement and initiate a consultant selection process.
Hanover Park corridor study	Stephen Ostrander	March 2012	Staff assistance and small grant	Staff has been working with the Village to prepare an application for participation in ULI Chicago's Technical Assistance Panel (TAP) program, identifying key questions to be addressed by the expert panel focused on the redevelopment of the Irving Park Road corridor. The application will be submitted in early September; if it is successful, a Technical Assistance Panel would likely occur in early 2012.
Hillside comprehensive plan	Lindsay Banks	TBD	Grant funds	Staff is working with the community to enter into the grant agreement and initiate a consultant selection process.
Joliet "Old Prison" redevelopment	Pete Saunders	January 2012	Staff assistance and small grant	Underway. Initial public workshops to be held September 7 and 8. Steering Committee will hold first meeting in mid-September, and focus groups will be held through October. Next steps include preparation of existing conditions report and continued coordination with ULI.
Kane County local food project	Amy Talbot	TBD	Staff assistance	Project will be led by partnership of Kane County, CMAP, and Openlands. Initial collection of data by partner organizations underway. Extensive CMAP involvement expected to begin in early 2012.
Lake Zurich comprehensive water resources project	Tim Loftus	November 2011	Staff assistance	Underway. Draft report outline, goal revisions, and recommendation framework are in process. Final report to be produced before end of November 2011.
Lakemoor comprehensive plan	Jason Navota /	October 2012	Staff assistance	Initial meeting with community concerning project scope held August 18. Project initiation expected in November.

	Nora Beck			
Liberty Prairie Conservancy local food system plan	Jessica Simoncelli	June 2012	Staff assistance	Underway. Scope of work and MOU approved by Liberty Prairie Crossing Board on August 10. Data collection for the update to the Liberty Prairie Reserve Master Plan has begun. Survey instrument is being developed to identify barriers to sustainable farming in Lake County, which will be administered to agricultural stakeholders through September.
Metropolitan Mayors Caucus “Homes for a Changing Region” project in south Cook (see project website)	Drew Williams-Clark	December 2011	Staff assistance	Underway. Project led by Metropolitan Mayors Caucus (MMC) and Metropolitan Planning Council (MPC), with CMAP in supporting role. Data analysis components have been completed as have public workshops. Recommendations are being drafted and initial sub-regional recommendations have been vetted at the early stages by the housing collaborative.
Morton Grove industrial areas plan	Trevor Dick	TBD	Staff assistance	Scope of work is being developed through discussions with Village staff. Project initiation expected in January 2012.
Norridge comprehensive plan (see project website)	Trevor Dick	March 2012	Staff assistance	Underway. Key stakeholder interviews conducted on August 30. Draft existing conditions report has been prepared and sent to the project steering committee in advance of their September 14 meeting.
Northwest Suburban Housing Collaborative “Homes for a Changing Region” project in northwest Cook	Drew Williams-Clark	September 2012	Staff assistance	Scope of work is being developed through discussions with project sponsor. Project initiation expected in January 2012.
Oak Park water conservation program	Amy Talbot	March 2012	Staff assistance	Underway. Existing conditions and residential survey drafts produced in August. Revisions to both documents are in process and will be completed in September.
Orland Park water conservation ordinance	Hala Ahmed	March 2012	Staff assistance	MOU and resolution passed by Board in July. Scope of work and timeline are currently being refined by CMAP and Village staff. Project will be formally initiated in October due to staff availability.
Park Forest sustainability plan (see project website)	Kristin Ihnchak	April 2012	Staff assistance	Underway. Development of overall template for a sustainability plan has been completed. MOU, resolution, and scope were approved by the Village Board on June 20. Public kick-off meetings, including a youth workshop, were held July 12 and 14. Sustainability Assessment (existing conditions report) will be submitted for Village review in early September.
Plainfield downtown	Pete	TBD	Grant	Staff is working with the community to enter into the grant agreement and

transportation plan	Saunders		funds	initiate a consultant selection process.
Riverside downtown area plan	Pete Saunders/ Trevor Dick	October 2012	Staff assistance	Initial discussions with community representatives ongoing. Expected approval of MOU and resolution in October. Project initiation expected in January 2012.
South Suburban Mayors and Managers Association (SSMMA) housing investment prioritization	Nicole Woods	April 2012	Staff assistance	Underway. Project's goals and quantitative indicators have been established while the qualitative indicators are in progress. Draft of the tool is slated for initial review in September.
Waukegan planning prioritization report	Stephen Ostrander	January 2012	Staff assistance	LTA staff has worked with City to develop detailed scope and timeline to guide creation of Planning Priorities Report. Approval of MOU and scope of work by City Council expected at its Sept. 6 meeting. Project is expected to begin in November. Staff also has begun discussions to coordinate future LTA work with consultant-led project (already underway) aimed at implementing 2-3 development initiatives in Waukegan's downtown and lakefront areas.
Westchester comprehensive plan	Samantha Robinson	October 2012	Staff assistance	Scope of work is being developed through discussions with project sponsor. Project initiation expected in November 2011.
West Cook Housing Collaborative "Homes for a Changing Region" project in west Cook (see project website)	Drew Williams-Clark	February 2012	Staff assistance	Underway. Housing capacity analyses have been completed for five municipalities in west Cook County. Public workshops have been scheduled and confirmed for September.
Wheeling active transportation plan	Lindsay Banks	TBD	Grant funds	Staff is working with the community to enter into the grant agreement and initiate a consultant selection process.
Will County subarea plan for Fairmont (see project website)	Trevor Dick	December 2011	Staff assistance	Underway. A visioning charrette was held on August 11 with over 50 residents, business owners, and elected and appointed officials. The Existing Conditions Report was presented followed by a visioning exercise. Coordination with relevant local government stakeholders also continues, and a draft vision, goals and objectives is currently being worked on. At the next Steering Committee meeting (September 22), CMAP staff will work through a FutureView exercise with the committee concerning future development options.

Other Projects

For most other projects on the “higher priority” project list, scoping is underway and will continue through the remainder of 2011. As of this update, CMAP staff has met with each project sponsor to begin discussions of project scope and timeline. In addition, several projects have been identified as good fits for grant funding, and recommendations for projects to receive grants will be brought to the Board throughout fall 2011.