



MEMORANDUM

To: CMAP Board and Committees
From: CMAP Staff
Date: January 4, 2012
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, including those receiving staff assistance and grants. To date, 45 local projects have been kicked off. Of these, 26 projects are fully underway and one has been completed. 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.

The first LTA project to be completed is the *Homes for a Changing Region* project covering four communities in south Cook County. This was a joint project with the Metropolitan Mayors Caucus and Metropolitan Planning Council. Final design and layout of the report is currently underway.

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	Timeline	Assistance type	Status and notes
Addison comprehensive plan (see project website)	Sam Shenbaga	July 2011 - June 2012	Staff assistance	Underway. Existing conditions report completed and submitted to Village staff for review. Recommendations memo currently being drafted and to be submitted to Village by January 6.
Algonquin downtown plan	Hala Ahmed	TBD	Grant funds	Preliminary review of proposals completed and consultant interviews complete. Follow-up interviews with 2 finalists taking place first week of January 2012. Village Board will consider/approve consultant selection end of January.
Alsip comprehensive plan	Sam Shenbaga	Feb. 2012 - Jan. 2013	Staff assistance	The comprehensive plan process is expected to begin in February. Village staff has completed SWOT analysis and also collected input from elected officials. Compilation of input underway. 16-member Steering Committee has been formed for the project.
Berwyn comprehensive plan (see project website)	Sam Shenbaga	June 2011 - May 2012	Staff assistance	Underway. Preliminary recommendations memo completed and submitted to BDC staff for review on December 8. Creation of Future Land Use Map underway. Working with Public Health Institute to conduct a Health Impact Assessment after adoption of Comprehensive Plan.
Blue Island comprehensive plan (see project website)	Sam Shenbaga	Apr. 2011 - Mar. 2012	Staff assistance	Underway. Recommendations memo finalized based on City staff feedback. Draft future land use map completed and to be presented at next Plan Commission meeting in January. Working with City staff to identify potential projects for Chicago Community Trust funding.
Bronzeville Alliance Retail corridor study (see project website)	Sef Okoth	Phase 1: Apr. 2011- Jan. 2012 Phase 2: Nov. 2011 – Dec. 2012	Staff assistance	Underway. Phase 1 of project was led by Metropolitan Planning Council (MPC), with CMAP in supporting role. The draft Strategy Report produced in Phase 1 is undergoing final review and edits. Phase 2 led by CMAP is underway. Staff presented the project to the 4 th Ward Alderman (Will Burns) on December 12 and gained his support. Staff met with the City and key stakeholders to build consensus on the composition/structure of the steering committee and to address issues raised by the two local Aldermen. Planning phase and public engagement to kick-off in January.
Campton Hills comprehensive plan (see project website)	Jason Navota	Apr. 2011 - May 2012	Staff assistance	Underway. Existing conditions report, visioning, and three public meetings complete. Draft policies, goals, and recommendations are under revision following initial review by Plan Commission. Separately funded,

				complementary Village Center planning process is complete.
Carpentersville "Old Town" Area Action Plan (see project website)	Trevor Dick	Sept. 2011 - Feb. 2012	Staff assistance	Underway. Staff is currently working on the Draft Plans and Recommendations. Multiple concepts have been created that are being reviewed by Village Staff. Following staff review, the concepts will be presented to the Planning and Zoning Commission, and then shown at a public open house and posted on the MetroQuest site for comment. A final preferred concept will then be compiled and a Draft Plan will be produced.
Chicago "Green and Healthy Neighborhood" plan for Englewood, Woodlawn, and Washington Park (see project website)	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 analysis are underway.
Chicago Housing Authority LeClaire Courts redevelopment	Sef Okoth	TBD	Grant funds and staff assistance	RFQ release is expected in January. 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. Project promotional materials and maps produced by staff will be updated once the final version of the RFQ is confirmed. Negotiations are underway to acquire additional properties to be added to the redevelopment site. The Working Group will meet on January 17 to get updates on the changes made on the RFQ.
Developing Communities Project support for CTA Red Line extension	Kendra Smith	Oct. 2011 - Sept. 2012	Staff assistance	Underway. CMAP is continuing work on a quantitative analysis of the project area. CMAP/CURL/DCP project oversight committee met on December 7. The committee began to develop potential focus group questions and targets to outreach to. Focus group planning will continue through January and interviews will begin late winter through the spring.
Downers Grove bicycle and pedestrian plan	Hala Ahmed	TBD	Grant funds	The Village's procurement process is underway and a decision on consultant selection is expected in early January/February.
Elburn comprehensive plan	Bob Dean	TBD	Grant funds	The Village Board approved the IGA with CMAP in December, and the procurement process is currently underway.
Elgin sidewalk gap and transit stop study	Lindsay Banks	TBD	Grant funds	Elgin's City Council approved the IGA at their December meeting, and RFP has been released.
Elmwood Park comprehensive plan (see	Nicole Woods	June 2011 - May 2012	Staff assistance	Underway. Staff is completing the existing conditions report and looks forward to presenting the report to the Village in early 2012 and holding the

project website)				visioning workshop in February.
Evanston water efficiency program	Amy Talbot	Dec. 2011 - June 2012	Staff assistance	Underway. Met with Evanston staff in December. Discussed program outline and assigned tasks for program development.
Glen Ellyn downtown streetscape and parking study	Lindsay Banks	TBD	Grant funds	The resolution and IGA are complete, and the community is developing the RFP to select a consultant.
Hanover Park corridor study	Stephen Ostrander	Dec. 2011 - Apr. 2012	Staff assistance and small grant	Underway. Working with the Village and CMAP, ULI Chicago developed agreement documents for ULI Technical Assistance Panel (TAP) program to be held in April, including scope of work, sponsor responsibilities, and tentative agenda for two-day panel. In next few months, CMAP will be assisting ULI Chicago with the collection of information and data on existing conditions in the corridor, Village, and sub-region, in support of the development of the “briefing book” provided to TAP participants.
Hillside comprehensive plan	Hala Ahmed	TBD	Grant funds	The resolution and IGA are complete, and the community is developing the RFP to select a consultant. RFP will be released in January 2012.
Joliet “Old Prison” redevelopment (see project website)	Pete Saunders	July 2011 - Jan. 2012	Staff assistance and small grant	Underway. Draft of existing conditions report is complete and undergoing internal review. ULI Technical Assistance Panel (TAP) will tour prison on January 17. Panel will convene in Joliet January 24-25.
Kane County local food project	Amy Talbot	TBD	Staff assistance	Resolution and MOU up for Board approval in January. Extensive CMAP involvement expected to begin in early 2012.
Lake County sustainability plan	Kristin Ihnchak	Feb. 2012 - Jan. 2013	Staff assistance	Scope of work is being developed through discussions with the County. Introductory presentation to the Planning, Building, & Zoning Committee will take place on January 10; project initiation is expected in February. The Delta Institute and Openlands are both on contract to assist with some plan elements.
Lake Zurich comprehensive water resources project	Amy Talbot	Feb.-Dec. 2011	Staff assistance	Underway. Final report currently being prepared. Expected completion is in early 2012.
Lakemoor comprehensive plan	Nora Beck	Nov. 2011 - Oct. 2012	Staff assistance	Underway. Data collection and mapping underway; Existing Conditions report is approaching draft stage. Initial engagement of Village Board will occur on January 12; first Public Meeting scheduled for January 19.
Liberty Prairie Conservancy local food	Jessica Simoncelli	Aug. 2011 - June 2012	Staff assistance	Underway. Collecting responses from agricultural stakeholders to a survey instrument identifying barriers to sustainable farming in Lake County.

system plan (see project website)				Concurrent research on policies that affect food systems is being conducted in partnership with Openlands, with a briefing paper on relevant policies in development. Draft of existing conditions for the Liberty Prairie Reserve Master Plan to be completed by early February. Outreach to local officials in Lake County occurring through March.
McHenry County subarea plan	Jack Pfingston	Dec. 2011- Sept. 2012	Grant funds	Underway. County has entered grant agreement with CMAP and has completed their procurement process. A kickoff was held December 9. This project will be managed by the County as an extension of their contract with Camiros, a planning consulting firm, to assist with the creation of a Unified Development Ordinance. CMAP provided the county with some initial data and is coordinating with both the county and Camiros in providing additional data.
Morton Grove industrial areas plan	Trevor Dick	Jan-Oct. 2012	Staff assistance	Scope of work is being developed through discussions with Village staff. A draft Scope of work and MOU will be sent to the Village for review and adoption is scheduled to occur at the Village Board's meeting in late January/early February.
New Lenox corridor plan	Pete Saunders	TBD	Grant funds	Resolution and grant agreement passed by Village Board in December. Village will begin RFP process in January and make a consultant selection by March.
Niles sustainability plan	Kristin Ihnchak	Mar. 2012- Feb. 2013	Staff assistance	Scope of work is being developed with Village staff. Project initiation expected in March.
Norridge comprehensive plan (see project website)	Trevor Dick	May 2011 - Mar. 2012	Staff assistance	Underway. The project team is now working on the draft plan recommendations. Draft plan will be presented to the Steering Committee in January.
Northlake comprehensive plan	Trevor Dick	Mar.-Nov. 2012	Staff assistance	Discussions with the community are underway. Project kickoff expected in March.
Northwest Suburban Housing Collaborative "Homes for a Changing Region" project in northwest Cook	Drew Williams-Clark	Feb.-Sept. 2012	Staff assistance	The NSHC steering committee voted to approve a memorandum of agreement and scope of work. CMAP work will begin in earnest in February.
Oak Park water conservation program	Amy Talbot	Aug. 2011 - Mar. 2012	Staff assistance	Underway. Scheduled two outreach opportunities for early January. Residential survey continued until end of 2011.
Orland Park water	Hala	Nov. 2011 -	Staff	Underway. Project goals and objectives were drafted following the

conservation ordinance	Ahmed	Mar. 2012	assistance	December Steering Committee meeting. Preparations are underway for a public participation meeting, date to be determined.
Park Forest sustainability plan (see project website)	Kristin Ihnchak	June 2011 - Apr. 2012	Staff assistance	Underway. Sustainability Assessment (existing conditions report) is being finalized based on public and Village input. MetroQuest web tool is online and was used as an interactive tool during the November 30 th public workshop to gauge preferences on potential strategies to implement Plan goals. Plan development is now underway, with a first draft expected in late January/early February. Center for Neighborhood Technology (CNT) is on contract to assist with Energy and Water Plan elements.
Plainfield downtown transportation plan	Pete Saunders	TBD	Grant funds	Village procurement process is underway and a consultant selection is expected in January.
Riverside downtown area plan	Trevor Dick	Jan.-Oct. 2012	Staff assistance	The MOU and Scope of work will be presented to the Village Board at its January 16 meeting. Prior to the Board meeting, CMAP staff will be meeting with Village to kick off the planning process (during the second week of January).
South Suburban Mayors and Managers Association (SSMMA) housing investment prioritization (see project website)	Nicole Woods	June 2011 - Apr. 2012	Staff assistance	Underway. Tool testing and refining is underway. CMAP looks forward to meeting and presenting the final tool to the Project Advisory Committee in February.
Waukegan planning prioritization report	Stephen Ostrander	Oct. 2011 - Jan. 2012	Staff assistance	Underway. December work included necessary interviews with key stakeholders in the City of Waukegan, along with analysis and summarization of past plans, studies, etc. All information and feedback from stakeholders will be taken into consideration as CMAP staff prepares report on planning priorities to help guide future CMAP LTA involvement and other City planning initiatives.
Westchester comprehensive plan	Samantha Robinson	Nov. 2011 - Oct. 2012	Staff assistance	Underway. First Steering Committee meeting held on December 1 to discuss scope, schedule, and public involvement strategy. Steering Committee also participated in a SWOT exercise. Outreach slated to begin in January. First public meeting scheduled to take place February 2.
West Cook Housing Collaborative, phase 1: "Homes for a Changing	Drew Williams-Clark	May 2011 - Feb. 2012	Staff assistance	Underway. Existing conditions and market estimate market projections have been completed. Subregional analysis and recommendations have been presented and feedback received. Draft municipal recommendations

Region" project in west Cook (see project website)				were discussed with staff in December. Feedback has been received, but more will be solicited in January. Reports will be drafted in January and February.
West Cook Housing Collaborative, phase 2: Challenge Grant support	Drew Williams-Clark	Feb.-Aug. 2012	Staff assistance	The collaborative has received a HUD Community Challenge grant for creation of a land bank and supporting planning work. CMAP will participate in the planning activities. Work expected to begin in February.
Wheeling active transportation plan	Lindsay Banks	Jan-Oct. 2012	Grant funds	Underway. The Village Board adopted a resolution on November 7 to execute a contract for consulting services with Active Transportation Alliance. Developing the Steering Committee is the next task and work is expected to begin in January.
Will County subarea plan for Fairmont (see project website)	Trevor Dick	May 2011 - Jan. 2012	Staff assistance	Underway. The draft plan is being prepared. A Steering Committee meeting will be held in early January to approve the Draft Plan followed by a public open house to view and discuss key recommendations.

Completed Projects

Project	CMAP lead	Completion date	Assistance type	Implementation status
<i>Homes for a Changing Region</i> project in south Cook (see project website)	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 currently underway; the others include future projects in Hazel Crest, Lansing, and Olympia Fields.

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.