

**Application form:**

**Community Planning Program and**

**Local Technical Assistance Program**

**DEADLINE: Noon on Thursday, June 26, 2014**

This application form is online at [www.rtachicago.com/applications](http://www.rtachicago.com/applications). You may submit the form by email to applications@rtachicago.com.

Upon receipt of application, you will receive an e-mail verifying that your application has been received.

**1. Name of Applicant: Village of Fox Lake**

**2. Main Contact for Application (please include name, phone number and email):**

**Anne Marrin, Village Administrator**

**847-587-3942**

**marrina@foxlake.org**

**3. Type of Applicant (please check any that apply):**

\_\_\_X\_ Local government

\_\_\_\_ Multijurisdictional group\* Please list the members of the group (including

 government and nongovernmental organizations):

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\_\_\_\_ Nongovernmental organization\* Name of local government partner(s):

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\*Applications submitted by multijurisdictional groups and nongovernmental organizations must include a letter indicating support from each relevant local government. See the FAQs for more information. Nongovernmental applicants are strongly encouraged to contact CMAP or the RTA prior to submitting their application to discuss their project and the demonstration of local support.

**4. Project Type (please check any that apply):**

Please check all statements below that describe characteristics of your project. (This will help us determine whether your project is best handled by CMAP or RTA.)

\_X\_\_\_ My project involves preparation of a plan.

\_\_X\_\_ My project helps to implement a past plan.

\_\_X\_\_ My project links land use, transportation, and housing.

\_\_\_\_ My project has direct relevance to public transit and supports the use of the existing transit system.

\_\_\_\_ My project is not directly related to transportation or land use, but implements GO TO 2040 in other ways.

**5. Project Location:**

Please see The Village of Fox Lake Comprehensive Land Use Plan (2012) at www.foxlake.org.

**6. Project Description:**

The Village of Fox Lake is currently seeking to create and implement a more solidDevelopment Review Process. The Village has had much turn over within the Community Development Department and the procedures are lacking in all areas within the department. Fox Lake has been approached by several developers as we have several empty parcels along the Route 12 corridor as well as in our northern border closest to Wisconsin.

Specifically, the Village needs to formulate a process for development and review of submitted plans. The current process is inefficient due to being amended numerous times which has resulted in gaps and inconsistencies that often make it difficult for residents, business owners, developers and staff to understand. Many necessary and important review steps are omitted resulting in unclear direction for the developer and the Village. We need a process that outlines clear and concise language that sets out specific review and examination expectations with regard to development or any planning project.

The Village updated and approved a Comprehensive Land Use Plan in 2012 ([www.foxlake.org](http://www.foxlake.org)). Part of the Plans implementation is to evaluate development projects, both public and private leading to a broad community understanding and endorsement of the Plan and its policies and procedures. However, the Village does not have the correct procedures in place which leads to a great host of problematic issues both for the Village and the developers.

The process, when completed, should provide a more streamlined analysis where incomplete and vague standards have been removed and a more structured process of review for development is created leading to clear expectations for all stakeholders.

Other goals for the Development Review Process are to make sure proper zoning districts are in place or created to ensure development is appropriate in context to the district and surrounding districts. Due to the Village’s location on the Chain-O-Lakes, it is important to incorporate environmental and sustainability concepts/regulations throughout the process for wetlands, rain gardens, solar panels, green roofs, bicycle parking, pedestrian walkways etc. as outlined in the GOTO 2040 Plan. Whether mandatory or optional these and other innovative solutions should be integrated into the text of the Review Process in an all-inclusive and thoughtful manner.