



**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](mailto: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 South Elgin**

**2. Main Contact for Application (please include name, phone number and email):**  
**Megan Golden, Deputy Village Administrator**  
**847-741-3894; mgolden@southelgin.com**

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

Local government

Multijurisdictional group\*  $\longrightarrow$  Please list the members of the group (including government and nongovernmental organizations):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

**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.)

- My project involves preparation of a plan.
- My project helps to implement a past plan.
- 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 provide a brief description of the location of your project. You may include a map if that helps to describe location, but this is not required. If your project helps to implement a past plan, please include a link to that plan.

**The Project Location includes the entire Village of South Elgin. The project implements the Village's 2030 Comprehensive Plan, including the Bike and Pedestrian Plan, which is available at [www.plansouthelgin.com](http://www.plansouthelgin.com).**

## 6. Project Description:

**Please tell us what you would like to do in your community, and what assistance is needed.** If you have more than one idea, please submit a separate application for each project. Please be specific, but also brief (less than two pages per project idea)—we simply want to have a basic understanding of what you want to do. CMAP and RTA staff will follow-up with you if we need any additional information to fully understand your proposed project.

(Please include any additional information that is relevant, preferably by providing links to online documents.)

The Village of South Elgin would like Local Technical Assistance to train our Planning and Zoning Commission and Village Board regarding planning and zoning laws and best practices. This training would focus on the public hearing process, current zoning laws and a general discussion of their respective roles in the planning and development process. This is a key time to complete this training as the Village is beginning to see new development proposals and is actively implementing the 2030 Comprehensive Plan, which was adopted in July 2012, and the Bike and Pedestrian Plan, which was adopted in June 2014. Additionally, the Village will soon begin the creation of a Form-Based Unified Development Ordinance through the LTA program.

Training our Planning and Zoning Commission and Village Board will help implement the Village's plans, as well as, GO TO 2040. GO TO 2040 states that "The building blocks of local planning for livable communities are high-quality plans, ordinances and other regulations that are consistent with adopted plans, and trained and educated decision-makers (plan commissioners, zoning board members, and elected officials)." GO TO 2040 specifically stresses the importance of "trained decision-makers — primarily plan commissioners and local elected officials — who fully understand the impacts of their land use decisions." The plan further states that "Many development proposals require discretionary review, and judgment calls on the part of decision-makers are needed constantly. It is important for these decision-makers to be aware of the regional as well as local consequences of their decisions, and to consider these as they review development proposals." The Village has developed high-quality long range plans and will be working to overhaul the development ordinances making them consistent with these plans. With new development proposals in the near future, the Village is seeking training to educate decision-makers to ensure that development is consistent with adopted plans and revised ordinances.