



# Chicago Metropolitan Agency for Planning

## Agenda Item No. 8.0

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## MEMORANDUM

**To:** CMAP Board and MPO Policy Committee

**From:** Bob Dean, Deputy Executive Director for Local Planning

**Date:** October 1, 2014

**Re:** Local Technical Assistance (LTA) Project Selection

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Attached to this memo is a document that describes staff recommendations for selection of Local Technical Assistance (LTA) projects. This document describes the rationale for the staff recommendations, lists the recommended projects, and provides basic information about project distribution across communities.

The Transportation Committee is being asked to recommend approval at their meeting on October 3, and the Local Coordinating Committee is being asked to recommend approval at their meeting on October 8.

**ACTION REQUESTED:** Approval of the Local Technical Assistance (LTA) program





## **Local Technical Assistance (LTA) Program: Recommendations for Project Selection**

Following the adoption of GO TO 2040, CMAP established the Local Technical Assistance (LTA) program to direct resources to communities to pursue planning work that helps to implement GO TO 2040. During the most recent call for projects, which ended on June 26, CMAP received 104 applications for assistance. Further information on applications received is available at: <http://www.cmap.illinois.gov/programs-and-resources/lta/call-for-projects>.

The CMAP Board and MPO Policy Committee will be asked to approve the staff recommendations for the LTA program at their joint meeting on October 8. Prior to the Board and MPO Policy Committee meeting, the Local Coordinating Committee will be asked to recommend approval by these groups. The Transportation Committee will also be asked to recommend approval at their meeting on October 3.

The purpose of this memo is to present CMAP staff recommendations for the treatment of each application received. It is divided into four sections:

- Staff recommendations for projects to be undertaken through the LTA program.
- Basic statistics concerning the projects recommended for selection.
- Evaluation process.
- Full lists of projects that are recommended and not recommended.

### **LTA recommendations**

In total, 25 new projects are recommended to be pursued through the LTA program. These projects were selected by applying CMAP's selection criteria: alignment of the project with the recommendations of GO TO 2040; local need for assistance; feasibility and ability to implement; collaboration with other groups, including neighboring governments and nongovernmental groups; input from relevant Counties and Councils of Government (COGs); and geographic balance.

Additionally, as CMAP has completed LTA projects, the implementation of completed projects has become an increasing priority. Several of the applications received help to implement projects that had been previously undertaken through the LTA program; many of these projects are recommended for selection.

For organizational purposes, recommended projects are presented below in groups.

### **Regional infrastructure projects**

Several applications this year related to regional transportation infrastructure priorities. Two of these covered the entire metropolitan area. One application, submitted jointly by all seven of

the region's Counties, involves a *regional truck permitting plan*. This project will be scoped and managed by CMAP, but external funding will be needed to develop the actual plan. Another regional project, submitted by the *Chicago Metro Metal Consortium*, a coalition of Counties, manufacturing industry representatives, economic developers, and others, will help this group to review and evaluate the impact of potential infrastructure investments on the region's metal manufacturing cluster.

Two other large-scale projects focused on the O'Hare area. A multijurisdictional application led by *Franklin Park* will improve truck access in an 11-community area in west Cook, northwest Cook, and DuPage Counties, addressing issues such as disconnected truck routes, poor roadway conditions, and congestion. Multijurisdictional transportation planning was also the focus of a project submitted by *DuPage County* which will address bicycle and pedestrian improvements in coordination with the new Elgin O'Hare Western Access facility. A number of municipalities are involved in both of these multijurisdictional projects.

### County-level economic development

Two countywide projects are recommended for selection, both with focuses on economic development. *Kendall County* requested a study of the market for industrial development across the county, which includes assessing transportation infrastructure needs. *McHenry County* is participating in a multi-county Comprehensive Economic Development Strategy (CEDs) in coordination with the Rockford region; CMAP was asked to assist with the McHenry County portion of this multijurisdictional project. Both of these projects were also submitted in 2013 and made improvements to their 2014 submittals, including incorporating transportation as a central element.

### Planning priorities reports

Planning priorities reports are a relatively new type of LTA project; three of them were done during the first several years of the program. These reports involve interviews with numerous local stakeholders, review of past planning work, and examination of current demographic, economic, transportation, and other conditions. Based on this information, planning priorities reports then recommend what sort of assistance a community needs. This may be a comprehensive plan, zoning ordinance update, corridor plan, or similar planning product; or it may be a training series for elected officials, a shift in departmental responsibilities, a new business development program, or many other options. Planning priorities reports are ideally suited for communities with limited staff or new administrations, and they can be useful in both identifying planning priorities for a community and confirming local commitment to a future full-scale planning process.

Four planning priorities reports are recommended this year. Two, in *Calumet Park* and *Steger*, are in communities with few professional staff but significant planning needs. Another, in *Fox Lake*, will be designed to help a new village administrator strategically implement a recent comprehensive plan. The fourth report will be conducted for the *Endeleo Institute*, a nonprofit organization on Chicago's south side, and will examine planning opportunities along 95<sup>th</sup> Street near the Red Line station.

### Capital Improvement Programs (CIPs)

Two communities requested assistance with developing Capital Improvement Programs (CIPs), which are multi-year infrastructure investment programs. Both of these applications, from *Blue Island* and *Richton Park*, are recommended to be selected. In both of these communities, the CIPs will be used to help implement recently-completed comprehensive plans. CIPs are becoming an increasing area of emphasis for the LTA program, as they can be effective links between planning and infrastructure investment.

### Zoning and regulatory process improvements

Like CIPs, updates to zoning ordinances, subdivision regulations, and development review processes are important methods to implement past plans. Several projects in these categories are recommended this year. Full zoning rewrites are recommended in *Bensenville* and *Villa Park*, and a downtown-focused zoning revision is recommended in *Huntley*. In *South Elgin*, the community requested zoning training for elected officials; this request will be linked with the ongoing development of the Unified Development Ordinance which CMAP selected for assistance in 2013. Finally, *Lemont* requested assistance with reviewing and suggesting changes to their development approval process. This is the first project of its type to be recommended for selection through the LTA program, but may be a more common project type in the future.

### Comprehensive and subarea plans

Finally, a number of comprehensive and subarea plans, which are familiar LTA project types, are recommended for selection. Comprehensive plans in three communities – *Brookfield*, *Roselle*, and *South Holland* – are recommended; these all demonstrated a high level of local commitment and good consistency with GO TO 2040.

Three neighborhood-level plans in the City of Chicago are recommended. One of these, for a transportation plan to support the proposed *Pullman National Historical Park*, was submitted by the National Parks and Conservation Association and will be conducted in partnership with the City's historic preservation division. Another is a *neighborhood plan* for several neighborhoods on Chicago's northwest side which will focus primarily on transportation and stormwater management. This project was inspired by applications from two applicants – the Center for Neighborhood Technology and the North River Commission – that covered a similar geography, and Chicago DPD and Chicago DOT will both be involved in the plan. The final project will support the *Chicago Neighborhoods 2014* strategic planning effort of Chicago DPD, and will consist of a corridor or subarea plan in one focal point in the City.

Two subarea plans in other communities are also recommended: a downtown walkability plan in *Aurora*, CMAP's first project in this municipality; and a plan for the Preston Heights neighborhood in unincorporated *Will County*, which will be similar the Fairmont plan that CMAP conducted during the first year of the LTA program.

### Projects that are not recommended

Projects were considered lower priority for LTA assistance for a number of reasons, described in general terms below.

- Priority for assistance was given to communities that had lower incomes or were smaller in size, meaning that more prosperous or larger communities were less likely to receive assistance. Lower-need communities generally had to present an innovative project or one that aligned especially well with a specific CMAP priority in order to be recommended.
- CMAP made a particular effort this year to assess local commitment, including follow-up calls and in some cases site visits. Only projects for which there was enthusiastic support were recommended this year.
- Some projects were good concepts but would benefit from further development by the project sponsor. In some cases, additional multijurisdictional partners would give a project a greater chance of success.
- Applicants that submitted multiple projects had only one project recommended. Also, in general, applicants that already have active, ongoing LTA projects were also not recommended (although there were exceptions to this for multijurisdictional projects).
- Some projects were simply not a good fit for the local technical assistance program, as they did not demonstrate the full support of affected local governments, or did not demonstrate alignment with the recommendations of GO TO 2040.
- In some cases, projects were at a stage that made them not entirely relevant for LTA assistance. A few transportation-related projects appeared to need assistance with facility design and preliminary engineering, rather than the higher-level planning that the LTA program offers.
- Finally, a number of projects beyond the list of 25 recommended in this memo are positive and viable projects, but were beyond available resources this year. CMAP will encourage communities who submitted projects that were just outside resource constraints to resubmit in future years, in some cases with modifications that will improve their chances of selection.

A full list of applicants that are not recommended to receive assistance is included at the end of this document.

## Statistics of recommended projects

In the following section, basic statistics are provided for the distribution of projects by geography and community need.

### Geographic distribution

In the design of the local technical assistance program, an effort was made to identify projects to be pursued in many different parts of the region. In the following table, the distribution of higher priority projects by geography is summarized. Projects may be reported in multiple geographies, and these are noted below the table.

	Chicago	Cook total	N and NW Cook	W Cook	SW Cook	S Cook	Collar total	DuPage	Kane	Kendall	Lake	McHenry	Will	Total
Selected applicants	4	10	3	3	2	5	14	6	3	1	1	3	3	23
Total applicants	13	29	9	5	4	15	41	17	7	4	6	10	7	76

Notes:

- The two regional projects (CMMC and regional truck permitting) and one project submitted by an ineligible applicant are not shown in this table.
- Four projects are recommended in the City of Chicago, and some of these are co-sponsored by multiple applicants. For simplicity, this is reported in the table above as four selected applicants.

Recommended projects included in multiple geographies are:

- Blue Island CIP (S and SW Cook)
- DuPage County DOT (NW Cook, W Cook, and DuPage)
- Huntley (Kane and McHenry)
- Fox Lake (Lake and McHenry)
- Franklin Park (NW Cook, W Cook, and DuPage)
- Lemont (SW Cook, DuPage, and Will)
- Roselle (NW Cook and DuPage)
- Steger (S Cook and Will)

As the above table shows, recommended projects are relatively well-distributed throughout the region. Two counties – Kendall and Lake – have only one project recommended each. In the case of Kendall, the recommended project was submitted by the County itself, and the other unsuccessful projects were submitted by municipalities that are primarily outside Kendall. In the case of Lake, there were several other good applications from communities in the County, but it should also be noted that the largest single LTA project to date, the IL 53/120 land use plan, is still actively underway and affects many Lake County communities.

In the first several years of the program, the most significant geographic imbalance involved a relatively low level of investment in the City of Chicago. Over the first three years of the LTA program, only 10-15% of resources were devoted to projects in Chicago. In 2014, four of the 23 recommended non-regional projects are located in Chicago, and these are expected to be large projects; it is estimated that about 20-25% of available resources in the 2014 program are devoted to projects in Chicago.

### Community need

An important factor in the review process was the need of the community for assistance. The program is meant to prioritize projects in communities that have limited resources and would not have the ability to undertake the project without CMAP’s assistance. Communities were divided into five categories based on these factors, ranging from “very high” to “low” need. Many communities in the “low” and “moderate” need category submitted excellent projects and could still certainly benefit from assistance, but priority was given to communities with lower median incomes and tax bases, as well as to smaller municipalities. The following table and chart summarize the distribution of recommended projects by community need.

	Very high need	High need	Moderately high need	Moderate need	Low need	Total
Selected applicants	5	4	6	5	3	23
Total applicants*	15	10	17	17	17	76

\* Regional projects, and one project which was submitted by an ineligible applicant, are not included in these totals.

Regionwide, approximately 28% of the region’s municipalities are classified as “very high” or “high” need communities; applicants in these need categories are recommended to receive nearly 40% of the projects in this year’s LTA program. As in past years, the LTA program is directing resources to higher-need communities, but also provides opportunities for lower-need communities to participate if they submit innovative or multijurisdictional applications.

## Evaluation process

To evaluate each project, staff reviewed the applications and other background materials and also scheduled phone calls with each applicant to discuss their ideas. Questions were meant to gauge consistency with GO TO 2040, local commitment, internal and external support, and the project’s overall feasibility. Additional follow-up phone calls and site visits were also conducted in a number of cases.

Applications were also reviewed with a variety of groups in July and August. Each working committee discussed the LTA applications at least once. Special meetings were also held with transit agencies, county planning directors, the City of Chicago, and technical assistance providers. Councils of Government (COGs) and Councils of Mayors (COMs) were encouraged to submit comments via email, and several of them did. Comments and expressions of support from these groups were used in part to determine the recommendations for selection.

## Project listing

### Recommended:

Sponsor	Project
Chicago Metro Metal Consortium	Infrastructure Investment Prioritization
City of Aurora	Downtown Master Plan*
City of Blue Island	Capital Improvement Program
City of Chicago	Northwest Side Neighborhood Plan**
City of Chicago	Chicago Neighborhoods 2014
City of Chicago	Pullman National Historic Park***
DuPage County DOT	Elgin-O’Hare Bicycle-Pedestrian Plan
Endeleo Institute	Planning Priorities Report
Kendall County	Industrial Market Study
McHenry County	Comprehensive Economic Development Strategy
Village of Bensenville	Zoning Update
Village of Brookfield	Comprehensive Plan



<b>Sponsor</b>	<b>Project</b>
Village of Calumet Park	Planning Priorities Report
Village of Fox Lake	Planning Priorities Report
Village of Franklin Park	Truck Route Subregional Plan
Village of Huntley	Zoning Code Update
Village of Lemont	Analysis of Development Review Process
Village of Richton Park	Capital Improvement Program
Village of Roselle	Comprehensive Plan
Village of South Elgin	Elected Official Zoning Training
Village of South Holland	Comprehensive Plan
Village of Steger	Planning Priorities Report
Village of Villa Park	Zoning Code Update
Will County	Preston Heights Neighborhood Plan
regional application submitted by all Counties	Regional Truck Permitting Plan

\* This project will also address elements of Aurora’s application for a downtown arts district by incorporating arts-based placemaking into the downtown plan.

\*\* This project consists of elements of applications submitted the Center for Neighborhood Technology and the North River Commission, and will involve both Chicago DPD and Chicago DOT.

\*\*\* This project was initially submitted by the National Parks Conservation Association.

**Not recommended:**

Please note that the below table lists some projects which are recommended for inclusion in the program after some re-scoping by CMAP and the project sponsor. These are noted where relevant. For communities that submitted some requests that are recommended and some that are not recommended, this fact is noted as well.

<b>Sponsor</b>	<b>Project</b>
Blue Island Park District	Parks Master Plan
Bridgeport Business Association	Halsted Street Vision Plan
Center for Neighborhood Technology	Rain Ready – Chatham; Rain Ready – Midlothian (a similar application is included in the northwest side neighborhood plan in Chicago, which is recommended)
Chicago Department of Transportation	Sidewalk Pedestrian Level of Service; Truck Planning Study; Livable Streets Master Plan
City of Aurora	Sustainability Plan Update (a Downtown Master Plan is recommended)
City of Berwyn	Stormwater Management Plan
City of Blue Island	Development Review Process (a CIP is recommended)
City of Chicago Heights	Zoning Update
City of Des Plaines	Comprehensive Plan and Zoning Ordinance
City of Elmhurst	Sustainability Plan
City of Harvey	Comprehensive Plan
City of Joliet	Zoning Code Update
City of Warrenville	Comprehensive Plan

<b>Sponsor</b>	<b>Project</b>
City of Woodstock	Route 47 Corridor Plan
Cook County Department of Planning and Development	Unincorporated Areas Comprehensive Plan
DuPage County Health Department	Health Plan
Far South Community Development Corporation	Roseland Culture and Arts Plan
Forest Preserve District of DuPage County	Feasibility Study – West Branch DuPage River Trail
Forest Preserve District of Will County	Will County Bikeway Plan
Fox River Study Group	Community Specific Plans
Kane County	Health Chapter – Comprehensive Plan; Health Impact Assessment – Priority Transit Network
Lake County	Robert McClory Bike Path Greenway Corridor Enhancement Plan
Mary Ann Kaufman	Future Landscapes for Achievable Planning
McHenry County	Agricultural Resource Guide
McHenry County Convention and Visitors Bureau	Wayfinding Signage Master Plan
Northwest Municipal Conference	Bike Share Feasibility Study
Rogers Park Business Alliance	Clark Street Corridor; Sheridan Road Streetscape and Parking Plan
South Loop Neighbors and Greater South Loop Association	Pre-development Support
South Shore Planning and Preservation Coalition	South Shore Visioning Plan; Marketing Strategy
South Suburban Mayors and Managers Association	Chicago Road Corridor Plan; Comprehensive Retail Development Strategy; Tax Impact Assessment
Sustainable Englewood Initiatives	Englewood Line
Village of Bull Valley	Green Infrastructure and Commercial Development Plan; Strategic Action Plan
Village of Calumet Park	Comprehensive Plan; Zoning Code Update (a Planning Priorities Report is recommended)
Village of Cary	Zoning Ordinance Update
Village of Clarendon Hills	Southside Comprehensive Plan
Village of Fox Lake	Development Review Process and Zoning Code Update; Parks and Recreation Master Plan (a Planning Priorities Report is recommended)
Village of Glen Ellyn	Zoning Code Update
Village of Grayslake	Bicycle and Pedestrian Plan
Village of Gurnee	Comprehensive Plan
Village of Lake Zurich	Comprehensive Plan
Village of Lakemoor	Town Center Plan
Village of Lemont	State Street Corridor Plan; Subarea Plans; Water Supply Plan (Analysis of Development Review Process is recommended)
Village of Matteson	Comprehensive Plan; Zoning Ordinance Update
Village of Mokena	Comprehensive Traffic and Transportation Plan
Village of Montgomery	Comprehensive Plan Implementation / Zoning
Village of Niles	Comprehensive Arts and Culture Plan
Village of Northbrook	Bicycle and Pedestrian Plan

<b>Sponsor</b>	<b>Project</b>
Village of Oak Park	Zoning Update
Village of Oakwood Hills	Comprehensive Plan and Zoning Revisions
Village of Olympia Fields	Zoning Ordinance Update
Village of Palos Park	Zoning Code Update
Village of Richmond	Comprehensive Plan
Village of Richton Park	Comprehensive Stormwater Management Plan; Richton Park and Matteson Fire Service Consolidation Plan (a CIP is recommended)
Village of Riverdale	Zoning Code Update
Village of Sauk Village	Comprehensive Plan
Village of Schaumburg	Comprehensive Plan Update; Green Action Plan Update
Village of South Chicago Heights	Zoning Update
Village of South Holland	Interstate Zoning District (a Comprehensive Plan is recommended)
Village of Steger	Comprehensive Plan (a Planning Priorities Report is recommended)
Village of Wayne	Zoning Update
Village of Willowbrook	Subarea Comprehensive Plan
Village of Winfield	Zoning Code Update
Will County	Local Food Plan
Woodlawn Consortium	Broadband Study

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