

**Application form:**

**Community Planning Program and**

**Local Technical Assistance Program**

**DEADLINE: Noon on Thursday, June 25, 2015**

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:**

**2. Main Contact for Application:**

|  |
| --- |
| Name: Donovan Day |
| Title: Community Development Director |
| Phone number: 847-587-3949 |
| Email: dayd@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, RTA, or CCDPH 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, RTA, or CCDPH.)

\_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 a bicycle, pedestrian, or active transportation plan in suburban Cook County.

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

**5. Local Match Requirement (please initial to indicate you are aware of the local match requirements):**

I am aware that a local match will be required for most projects, and understand that if my project is selected it is up to the project applicant to contribute a local match. (See the program guide for further details on local match requirements.)

\_\_X\_ Yes, I understand that applicants will be required to contribute a local match.

**6. 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 will encompass the Village of Fox Lake. The Unified Development Ordinance will help to implement the Comprehensive Development Plan, CMAP’s Greenways and Bikeways Plan, RTA Station Area Plan, and the GOTO 2040 Plan.**

**7. 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. Program staff will follow-up with you if we need any additional information to fully understand your proposed project.

The Fox Lake Board of Trustees have approved the UDO concept and Village Staff is now moving into the beginning stages of analyzing current regulations found within our various ordinances that need to be updated, removed entirely, and to identify inconsistencies and conflicting sections. The Village would like to work alongside CMAP to develop a Unified Development Ordinance that is forward thinking while still maintaining the character of our Village. The Village Board is very open to new ideas and we’d like CMAP’s expertise in helping us think outside of the box for a new Unified Development Ordinance.

The preparation of a unified development ordinance (UDO) for Fox Lake allows the Village’s land use ordinances, including the zoning, subdivision, and sign regulations, Comprehensive Development Plan, CMAP’s Greenways and Bikeways Plan, RTA Station Area Plan, and the GOTO 2040 Plan to be merged into a single unified document. This creates a more efficient and user-friendly document and enables members of the public, as well as builders, contractors, developers, and other land use professionals to have complete and easy access to Fox Lake’s land use regulations, standards and specifications. Several communities have used the unified ordinance approach when preparing or updating their ordinances. These include the municipalities of Crystal Lake, Des Plaines, DeKalb, Genoa, and Woodstock, as well as McHenry County and Lake County.

It is important to realize that a UDO is more than a collection of chapters from the Village’s zoning, subdivision, and land use regulations. The goal of consolidating the various ordinances into a UDO is to provide:

* A single document rather than multiple, conflicting, ordinances.
* A uniform set of consistent definitions which apply throughout the Village.
* Procedures that follow the normal sequences of development and provide clear direction to the public.
* A coordinated, interconnected, and understandable system for development review, processing, and enforcement.

The preparation of a UDO for Fox Lake gives the Village staff an opportunity to revise a number of provisions in our current regulations and to add additional ones, including those pertaining to off-street parking requirements, accessory uses, overlay regulations, permitted uses and use standards, conservation design regulations, and administration and enforcement procedures. Furthermore, it also allows the Village to implement and respond to several suggestions which have been made or discussed by members of the Plan Commission and Village Board over the past years such as the adoption of Design Guidelines for overlay districts.

Combining regulatory measures into a unified text has a number of advantages. First, it permits the more efficient application of land-use regulations since Fox Lake’s various official bodies, including the Zoning Board of Appeals, Plan Commission, and Village Board, will now only have to be familiar with one set of rules and procedures, and will have similar review and approval procedures. It also allows builders and developers to have their projects reviewed through a “one-stop shopping” approach.

Secondly, it gives developers greater flexibility in terms of how development projects can be designed. Traditional zoning and subdivision ordinances tend to concentrate on minimum standards that are rigid and non-conducive to creativity. They will often restrict project features or characteristics at the expenses of creativity and land use innovation, and can often result in development projects that are lacking in originality.

Third, the UDO seeks to reduce unnecessary regulation. Many land use ordinances can be repetitive in terms of the subject areas regulated. Major projects will be approved with attention paid to all factors, instead of just looking at individual or stand-alone project elements. This will require cooperation and interaction among the Village staff, but will generate a more complete and thorough review of new land use and development proposals. The regulations contained in the UDO will be clearly delineated and are those which will be needed to conduct a complete review and approval process. The degree to which this allows arbitrary actions is minimized by careful attention to submittal content, design criteria, and procedural provisions.

The UDO also makes an effort to acknowledge that regulations impose a cost on development activity and that this cost is typically passed along to residents and consumers. The design flexibility provided by a unified development approach creates the opportunity to consider cost-reducing techniques during the review and approval process, including narrower pavement width on less traveled public streets, drainage swales in lieu of storm sewers, and reduced building setbacks.

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

COMPREHENSIVE PLAN

<http://www.landvision.com/FoxLake/pdf/SCCPlanFinalReport>

STATION AREA PLAN

<http://www.foxlake.org/DocumentCenter/View/1418>

FOX LAKE DOWNTOWN AND LAKEFRONT VISION PLAN

<http://www.landvision.com/FoxLake/Downloads/pdf/FoxLakeVisionStudy05102011.pdf>

ZONING REGULATIONS-TITLE 9/SIGN REGULATIONS-TITLE 10

<http://www.sterlingcodifiers.com/codebook/index.php?book_id=413>