Village of Long Grove Illinois

MEMORANDUM

TO:	Long Grove Architectural Commission
FROM:	James M. Hogue, Village Planner
DATE:	February 3, 2016
RE:	Village Plan Update – Stakeholder Meetings & Plan Process

The update process for the Village Comprehensive Plan will begin in earnest with the establishment of village "stakeholder" meetings on February 9th. Stakeholders are key community individuals largely made up of business, civic, governmental and other groups such a builder and developers in the community. This effort represents the first level of data collection and input from the community. A list of those contacted is attached as an FYI for the AC. (See project calendar –attached)

Various individuals and groups are invited to participate in these meetings which are designed to gather input from the community and provide a foundation which will be used in the creation of an updated Comprehensive Plan for the Village of Long Grove.

Meetings will be divided into separate "tracks" (Community Leaders, Economic Development, Public Agencies) which will focus on various aspects of the Community.

Meetings will held at the following locations:

- Sunset Foods Community Meeting Room – 2nd Floor Mezzanine (Community Leaders Track)
- Long Grove Village Hall – Village Board Room (Economic Development Track)
- Long Grove Community Church – Classroom #6 (Public Agencies Track)

Staff is also working to establish a "steering committee" which will provide guidance/direction/information to the Consultant Team in an informal setting. The focus of the steering committee meetings will be for internal working sessions and not public comment. The Steering Committee process initiated to provide an objective perspective on local concerns and aspirations from a broad cross-section of public and private interests. The Committee will not take any formal action to approve or disapprove the plan. The Steering Committee serves in an advisory capacity only. It is anticipated staff will provide updates to the AC (as well as other Boards & Commissions) to keep members well informed of the status and progress of the project

There will be numerous and continuous opportunities for additional public input into the process through a web-site, surveys, public workshops, open houses and ultimately at hearings before the Plan Commission and Village Board before adoption updated plan document.

Should you have any questions or concerns feel free to contact me at (847) 634-9440.

Dave, Jim:

In response to questions regarding the level of public involvement in the Steering Committee process, we wish to clarify that the primary function of this group is to provide guidance/direction/information to the Consultant Team in an informal setting. The focus of these meetings are for internal working sessions and not for public comment. The Steering Committee process should be unimpeded by outside influences and political pressures as much as possible in order to provide an objective perspective on local concerns and aspirations from a broad cross-section of public and private interests. This has been the experience and practice in our work with many other previous similar groups we have worked with. We will seek the counsel of the Steering Committee members on issues and opportunities that arise, but the Committee will not take any formal action to approve or disapprove the plan. The Steering Committee serves in an advisory capacity only. We appreciate and are very comfortable with the care that Village has taken to include a broad cross section of people on the Committee with differing viewpoints, and who have a deep knowledge of the community and issues facing Long Grove.

There will be many and varied opportunities for additional public input into the process through a web-site, surveys, public workshops, open houses and ultimately at hearings before the Plan Commission and Village Board before adoption. We will also be interviewing many individuals directly through focus groups and elected officials directly. We hope all appointed and elected officials, and the public at large will take advantage of these avenues for involvement.

This process we have designed has worked very well in many other communities where we have done similar planning work. We are confident that all voices in Long Grove will be heard and remain committed to an inclusive process.

Konstantine T. Savoy, AICP
Principal

teska

Teska Associates, Inc.
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Evanston, IL 60201
847.563.9723
www.TeskaAssociates.com
Building Community, Creating Place

Long Grove Comp Plan
Project Meeting Schedule
(1.6.16)

Trip/Conf. Call	Tasks	Work Objectives	Consultant Team	Schedule
Trip #1	1.4	Kick-off Workshop: Comprehensive Plan Steering Committee (CPSC)	All team	Feb 8-11
Trip #2	2.3 2.2	Stakeholder Focus Groups Business Development Survey sent	All team BDI	Feb 8-11 Week of Jan 4th
Trip #3	3.7	Community Assessment Report Draft report sent for internal review to Village Staff Final draft report sent to CPSC CPSC Meeting: Review Assessment Report	All team	 Feb 26th March 4th March 14-16
Trip #4	4.1	Envision Long Grove Workshop	All team	March 21-23 (check local spring break?)
Trip #5	5.2	Special Area Plans Send Draft Specific Area Plans CPSC Meeting	All team	 Early May Mid May
Trip #6	6.8	Final Plan Draft Final Plan report sent for internal review to Village Staff Final Draft Plan Elements sent to CPSC Steering Committee/Village Board meeting	All team	 Early July Mid July End July
Trip #7	6.12	Public Open House/Public Hearing Final draft plan sent to Plan Commission Public Open House/Hearing Public Hearing	All team	 Mid August End August
Trip #8	6.13	Plan Commission Meeting (Approval)	Teska	Early September
Trip #9	6.14	Village Board Meeting Approval of Final Plan	All team	End September

Steering Committee:
(Standing Committee) - Not as Stakeholders; Final Committee Structure to be Determined
RESIDENT - Village Board - Mike Sarlitto (Trustee, PC Liasion)
RESIDENT- Plan Commission - Fred Phillips (PC Chair)
RESIDENT-Developer - Buzz Hoffman (Resident, Developer Of Sunset Grove)
Business Ryan Messer (LGBCP President)
Business John Cortesi (Sunset Foods)
RESIDENT- Park District - Jane Wittig (President)
RESIDENT- Ed Acuna (Former PC, Former Village Trustee, Former LGBCP Member, Current Library District Trustee)
RESIDENT- Margaret "Shan" Atkins (Business, Development, Strategic Planning)
RESIDENT- HOA Representative - Bill Kenyon (Herons Landing HOA)
RESIDENT- HOA Representative (Bobbie O'Reilly - Former County Board Member, Local Realtor)

Stakeholders:
(Individual Interviews) -
Downtown:
RESIDENT- Marsha Forsythe (Property Owner - Mill Pond, Fountain Square, Mangel Gifts (Stemple)
Terry Upton (Property Owner)
RESIDENT- Towner (Property Owner & Merchant)
RESIDENT Mary Ann Ullrich (Property Owner & Merchant)
RESIDENT-Baby Baby and More Owner
Red Oaks Owner
Jay Levin (Property Owner Archer Outlots)
Business John Cortesi (Sunset Foods)
LGBCP -
HOA's (All in Village Files contacted)
Recreational Institutions
Twin Orchards - Gavin Speirs
The Grove Country Club -Operations Manager

IL 83 Subarea:
Jay Levin (North 15 - Sunset Grove)
Mark Glazer (Executive House)
Georgene Shandley (South 15)
RESIDENT -Don Silich (Ballybunion and Lieders Greenhouse)
Charlie Jennings (Harbor Chase)
Lake-Cook/IL 53 Subarea:
Menards - Theron Berg
Finch Brewery/Jay Levin
IL Route 22/Old McHenry Subarea:
Mike Basofin/Cindy Freese
CF Industries
NE Corner
Jays Camp
IL Route 83/Route 45 Subarea:

83 RV
Colonial Tire
Cutler

Operations:
Public Works (Ela Township) - Bill Krukenberg & Jeff Thompson
Snow Removal (ARTs Fleet) - Steve Lester
Property Maintenance (Buffalo Grove) -
Finance (Seidler Assoc.) - Greg Seidler & Debbi Smith

Finance (Virchow Krause) - John Rader
Police (Lake County Sheriff) -
Fire District - Long Grove - Chief Bob Turpel and Marshal Mike Schmitt
Fire District - Countryside - Chief XXX and Marshal XXXXX
Sanitary Sewer (Lake County PW) - Director Peter Kolb
Roads/Water/Stormwater Engineering (Gewalt Hamilton) - Mike Shrake & Geoff Perry

Legal (Filippini) - Vic Filippini and Betsy Gates

School - District 125 - Dr. Eric Twadel Superintendant
School - District 96 - Julie Schmitt Superintendant
Forest Preserve District - Director
Forest Preserve District - President-County Board Member
Lake County Division Of Transportation (Streetscape) - Paula Trigg & XXXXX
Park District - Jane Wittig (President)

Library - Ela - Cindy Blank
Indian Trails - Walter Salganik
Vernon - Jay Kasten, President
Veron Township - Supervisor
Ela Township - Supervisor
Resident At-Large - Karen Schmitt (Former Trustee, Former LGBCP Downtown Director)

Commissions & Committees:
RESIDENT-Architectual Commission - Chair
RESIDENT-Conservancy Scenic Cooridor Committee - Chair Kelly Smith
RESIDENT- Pathways Committee - Chair Bill Jacob and Former Chair Joe Barry

Civic Organizations
Lions Club - President
Rotary - President
Arts and Music Council - President XXXX and Former President Tobin Fraley
RESIDENT- Long Grove Historical Society - President Aarron Underwood
RESIDENT-Artists Guild - President XXXXX

Key Community Leaders
Robert Parker Coffin (Past President)
RESIDENT-Lenore Simmons (Past President)
RESIDENT-Tony Dean (Past President)
RESIDENT-Maria Rodriguez (Past President)
RESIDENT-Chris Borawski (Past PC Chair & Trustee)
RESIDENT-Barbara Turner (Reed Turner)
RESIDENT-Chuck Nora (CCE HOA) - See HOA List

RESIDENT-Al Spinosa (Oak Hills/Rosos Parkway HOA) - See HOA List
RESIDENT-Andy Maggio (Royal Melbourne HOA) - See HOA List
RESIDENT-Bill Kenyon (Herons Landing HOA) See HOA list
RESIDENT-Marsha Marshall - One Long Grove
RESIDENT- HOA Rep.Stephanie Hannon (Former Trustee and current Finance Director For Municipalities) HOA List
Developers/Builders:
RESIDENT- Mike Demar (Home Builder and Developer)
Mike Firsel (Former Developer and Developer Attorney)
Mike Theobold (Meritis Homes - Builder Ravenna)
RESIDENT- Joe Diorio (Architecht & Builder)
Peter Diorio (Builder)
Joe Valenti (Long Grove Woods, Prairie Trails Subdivision)
RESIDENT- Gene Alberts
Buzz Hoffman (Former Developer, Resident - Sunset Grove)
Rick Swanson (Architecht, Developer)
Cindy Freeze (Developer - Long Grove Commons)

Village of Long Grove Illinois

January 18, 2016

Name
Address
Long Grove, IL 60047

Dear Resident:

The Village of Long Grove is embarking upon a revision to the Village Comprehensive Plan. The current Comprehensive Plan was adopted in April of 2000 and builds upon the foundations laid in previous planning efforts. Preservation of community character, while permitting high quality development, has been a long standing priority of village planning efforts. It is envisioned that this plan update will continue to build upon the planning foundations of the past while addressing the future needs of the village and in particular opportunities for Economic Development. The Village has retained the planning/ economic/market analysis consulting firms of Teska Associates & Business Districts Inc (BDI) to assist the Village in the planning process and creation of the plan document.

As part of this process a Steering Committee is being formed to review the document being prepared by the consultant and make recommendation to the Village Planning Commission on this document. Ultimately this document will serve as a general policy guide for the foreseeable future of the Village.

You have been selected as a potential member of this Steering Committee. It is anticipated that the Steering Committee will meet four (4) or five (5) times in 2016 in conjunction with the attached project calendar. Village Trustee Michael Sarlitto and Village Planning Commission Chairman Fred Phillips will be members of Committee along with a cross section of individuals from various sectors of the community. It is anticipated the Committee will consist of a total of ten (10) members.

Please contact Village Planner James Hogue (jhogue@longgrove.net or 847-634-9440) if you are interested in serving the community as a member of this Committee. Your participation in the process is greatly valued and appreciated by the Village of Long Grove.

Sincerely,

Angie Underwood
Village President

Michael Sarlitto
Village Trustee

January 2016

Dear Resident/Business Owner/Merchant/Interested Party,

The Village of Long Grove is embarking upon a revision to the Village Comprehensive Plan. The current Comprehensive Plan was adopted in April of 2000 and builds upon the foundations laid in previous planning efforts. Preservation of community character, while permitting high quality development has been a long standing priority of village planning efforts. It is envisioned that this plan update will continue to build upon the planning foundations of the past while addressing the future needs of the village and in particular opportunities for Economic Development. The Village has retained the planning/economic/market analysis consulting firms of Teska Associates & Business Districts Inc (BDI) to assist the Village in the planning process and creation of the plan document.

Representatives from these firms will be available for interviews from 9AM to 5:30 PM on *February 9, 2016*. Various individuals and groups are invited to participate in these meetings which are designed to gather input from the community and provide a foundation which will be used in the creation of an updated Comprehensive Plan for the Village of Long Grove.

Meetings will be divided into separate "tracks"(Community Leaders, Economic Development, Public Agencies) which will focus on various aspects of the Community.

Meetings will held at the following locations:

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It is anticipated focus group meetings will consist of small groups of 4 or 5 people and will last approximately 45 minutes. To participate please use the link below and fill in your name, contact information and time that works best for you. Time slots are allocated on a "first come first served" basis. If you are associated with a particular sub-group identified in the sign-up sheet please try to request a time slot in that sub-group heading.

https://teska.wufoo.com/forms/long-grove-interviews/

Should you have scheduling issues, please email Amy at: ariseborough@teskaassociates.com). If you have any questions, concerns, or require further information regarding the planning process in general, please contact Village Planner James Hogue at the Long Grove Village Office (847) 634-9440 or jhogue@longgrove.net .

Your participation in the process is greatly valued and appreciated by the Village of Long Grove.