

Item #14:
Village Trustee Sarlitto
Comprehensive Plan Updates



**MEETING AGENDA
LONG GROVE COMPREHENSIVE PLAN STEERING COMMITTEE
(CPSC)**

Wednesday, April 6, 2016 at 7:00 P.M.
VILLAGE HALL, 3110 OLD MCHENRY ROAD LONG GROVE, ILLINOIS

CALL TO ORDER:

ACTION ITEMS:

1. Review of proceedings of March 1st Meeting;
2. Review of Assessment Report ;
3. LG Workshop Format – Workshop to be held on 4/11/16; 7:00 PM @ The Grove Country Club;
4. Discussion of the next steps for CPSC Project Review (May).

OTHER BUSINESS:

ADJOURNMENT: Next Scheduled Meeting: T.B.D. – Anticipated for late May.

The Village of Long Grove is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to phone David Lothspeich, Long Grove Village Manager at 847-634-9440 or TDD 847-634-9650 promptly to allow the Village of Long Grove to make reasonable accommodations for those persons.

Comprehensive Plan Steering Committee (CPSC) Roster 3.17.16

Steering Committee:

Mike Sarlitto
Fred Phillips
Ryan Messer
John Cortesi
Rachel Perkel
Jane Wittig
Bobbie O'Reilly
Georgia Cawley
Matt Potempa
Lindley Caldwell

E-Mail Address:

sarlitto.lgvillage@gmail.com
fredpulsar@ aol.com
ryan@ryanmessneragency.com
jcortesi@sunsetfoods.com
rachel@humbugs.com
jkwittig@comcast.net
oreilly@weichertmckee.com
georgiart@comcast.net
matthew.potempa@gmail.com
lindley.caldwell@gmail.com

Staff Contact:

Jim Hogue

jhogue@longgrove.net

David Lothspeich

From: Sherry Shlagman
Sent: Friday, February 19, 2016 4:17 PM
Subject: RE: Long Grove Comprehensive Plan - Additional Input Sessions
Attachments: Stakeholder Input Invitation - Comprehensive Plan Update (revised) - Long Grove 2016.docx

Dear Stakeholder,

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. **For those who expressed an interest and could not attend the February 9, 2016 day sessions, a total of four (4) concurrent evening sessions will be held on Tuesday, March 1st 2016 from 5:00 to 7:00 PM.** If you previously attended a day session, thank you, your input has been received and is being considered. Please do not attend a second session but should you know of someone who is interested but could not previously participate, please feel free to forward this invitation to them.*

The Village hopes that you will be available/interested in participating in these interviews and very much appreciates your consideration. The attached invitation includes information regarding the locations of these meeting as well as a link to reserve a time slot with the consultants which are on a "first come-first served" basis with a total of twenty (20) interview slots available. If you are unable to attend an alternate representative may be substituted in your place .

Thank you in advance for your consideration; we look forward to your participation in the planning process.

James M. Hogue

James M. Hogue
Village Planner
Village of Long Grove
847-634-9440

Sherry Shlagman
Administrative Assistant
Village of Long Grove
O: 847-634-9440
F: 847-634-9408

Long Grove Comprehensive Plan 2nd Interviews

Tuesday, March 1, 2016

each session has a limit of 5 attendees

General Session		General Session	
Sunset Foods Meeting Room, 2nd floor		Village Hall	
Session #1			
5:00-5:45			
	1	Shari Green 4160 Rte. 83, 203. 847-641-4444 (did not attend)	1 Lanis Kuyzin 3317 Country Lane 847-217-4167
	2	Mary Prekop, 220 Robert Coffin Rd 847-459-31	2 Mike DeMar 4965 Astor, 847.980.9686
	3		3 Tobin Fraley, 847-722-8989, tobin@humbugs.com
	4		4
	5		5
Session #2			
6:00-6:45			
	1		1 Camy Gould, 2230 Shiloh, 847-703-0043
	2		2 Jan Healy, 3612 Rolling Glen, 847-641-5590
	3		3 Sara Rubin, 4808 Preserve parkway 312-617-7006
	4		4 Ron Kingsley 3281 Monitor Lane (847) 987-6563
	5		5

Long Grove is willing to pay to quantify public opinion

By **Ronnie Wachter** · **Contact Reporter**

Pioneer Press

MARCH 11, 2016, 11:27 AM

Long Grove Village Hall is asking residents to take part in a second community survey in as many years, as it prepares its long-term development plans.

"The plan is like a road map —it doesn't have any implementation powers," said village planner Jim Hogue, who is putting together that road map to guide the community's elected and hired officials for years to come.

Long Grove is re-evaluating its comprehensive plan, and seeking input from the public.

Hogue said their hope is to make sure needs and ideas that Village Hall officials may not be aware of are considered.

The comprehensive plan sets general guidelines for large-scale priorities, Hogue said: whether an undeveloped section of land should become residential or commercial, how economic development could progress in both the downtown and elsewhere, and the basic rotation of public-works needs.

The plan does not get into details, he added, and does not address what a subdivision in a newly zoned residential area should look like or the order in which streets will be repaired.

And as village officials wrestle with the future of their covered bridge on Robert Parker Coffin Road, road maintenance, water supply, new opportunities downtown and the oldest problem of Long Grove — the lack of a property tax — Hogue said they are looking for any bright idea or unvoiced worry they can find.

To that end, Village Hall is spending about \$85,000 for help with information solicitation from an Evanston-based consulting firm.

Teska Associates, Inc. put together an online "business development survey" that, as Hogue said he hopes, could produce a few worthy bits of new perspective for the Village Board's comprehensive planning process.

"The people live here, and they have a stake in their future," he said. "We have a character that is unlike any other suburban development around us. Planning has gone into that. Planning has got us here."

Last summer, the village worked with National Research Center, a private firm based in Colorado, to send a five-page community survey to all 2,462 households, polling them on everything from quality of life to quality of streets. Each of those addresses is now receiving a postcard, asking them to visit the business development survey at SurveyMonkey.com.

Village Hall got responses from 42 percent of its residents last year. Village manager Dave Lothspeich said they spent about \$33,000 in fiscal 2015 and 2016 for that survey. Hogue said the public should get used to the new postcards.

"There's probably going to be other surveys that pop up through the planning process," he said.

Village Hall also hopes to host a community meeting in early April, one that could lead to fresh, crowd-sourced ideas. Hogue said that session, and any others that follow, will cost taxpayers an extra \$1,000 each.

The village has had a comprehensive plan for decades, Hogue said. The state advises municipalities with such documents to update them every five or 10 years. Hogue said the Village Board last updated its plan in 1999.

Long Grove is looking for creative solutions, he said, because it faces uncommon hurdles in a changing economy. Built to remain rural and low-density, Hogue said Village Hall is having a tougher time selling that to new, younger citizens, who expect services.

"The residents that we're getting are coming from full-service communities, in a lot of instances, and that has changed the kind of services we offer," he said. "Without a property tax, we have to find ways to fund those services. That's where the survey comes in."

As Hogue noted, keeping a community moving forward is more complicated than just repaving streets and collecting taxes.

"It may sound weird, but municipal planning, city planning, is actually more of an art than a science," he said. "That's exactly why we're going to be doing this. We want to sift through the responses, find common threads and nuggets of information."

He said he understood that some of those common threads will end up frayed.

"We're going to get ideas that may work somewhere else, but aren't really a Long Grove thing," he said.

"But, that brilliant thought, it's out there, and it might come to someone at 2 in the morning," he said.
"Hey, this is the answer!' Put it on our web site, 24-7."

rwachter@pioneerlocal.com

Twitter: @RonnieAtPioneer

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David Lothspeich

From: VILLAGE OF LONG GROVE [email@blackboard.com]
Sent: Friday, March 11, 2016 4:00 PM
To: David Lothspeich
Subject: Comprehensive Plan Business Survey - March 18 Deadline



THE VILLAGE OF LONG GROVE

March 11, 2016

Dear Long Grove Residents,

As noted in the March 7, 2016 postcard and electronic notifications, the Village of Long Grove has begun the process of revising our Comprehensive Plan and all residents are encouraged to visit the project website to learn more and stay informed <https://longgrovecompplan.wordpress.com/>.

As part of these updates, there is an opportunity to explore new ideas for commercial development. Please visit this link <https://www.surveymonkey.com/r/LongGrove> to offer your thoughts on commercial development. Your feedback is important to help the Village, business owners, property owners and potential tenants understand how to better serve the needs of Long Grove residents and other customers. This survey should only take about 10 minutes of your time. Your answers will be completely anonymous and any contact information that you elect to provide will not be shared with any entity. When you complete the survey, you will be directed to a web site that offers additional ways to participate in the comprehensive planning process, please follow the links to provide input on future commercial development and to register for automated updates and notices. The deadline for providing feedback on the commercial development survey is next Friday, March 18, 2016.

Thank you in advance for your participation and please feel free to contact Village Planner James Hogue (jhogue@longgrove.net) if you have any questions.

Sincerely,

The Village of Long Grove

847-634-9440

This e-mail has been sent to you by VILLAGE OF LONG GROVE. To maximize their communication with you, you may be receiving this e-mail in addition to a phone call with the same message. If you no longer wish to receive email notifications from VILLAGE OF LONG GROVE, please [click here](#) to unsubscribe.

David Lothspeich

From: connectsupport@blackboard.com
Sent: Friday, March 11, 2016 4:01 PM
To: David Lothspeich; Sherry Shlagman
Subject: Blackboard Connect Delivery Results: Comp Plan Business Survey Deadline - March 18 3/11/2016 4:00:00 PM (CT)
Attachments: email.html

Blackboard connect

This message has been sent! Here is a summary of the delivery results. [Click here](#) to view more information online.

DELIVERY SUMMARY

Title	Comp Plan Business Survey Deadline - March 18
Message Type	Outreach
Site	VILLAGE OF LONG GROVE
Scheduled By	David Lothspeich
Send Time	03/11/2016 04:00 PM (CT)
Email Completed	03/11/2016 04:00 PM (CT)
Selected Contacts	2564 Successfully reached 546 (21%)
Languages	English*

DEVICE DELIVERIES



DETAILED DELIVERY RESULTS



Email

March 11, 2016 Dear Long Grove Residents, As noted in the March 7, 2016 postcard and electronic notifications, the Village of Long Grove has begun the process of revising our Comprehensive Plan and all residents are encouraged to visit the project website to learn more and stay informed <https://longgrovecompplan.wordpress.com/>. As part of these updates, there is an opportunity to explore new ideas for commercial development. Please visit this link <https://www.surveymonkey.com/r/LongGrove> to ...

Email Sent	98% (764)
Email Opted-Out	2% (15)

For support, please call (866) 360-2155 or email connectsupport@blackboard.com



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David Lothspeich

From: connectsupport@blackboard.com
Sent: Friday, March 11, 2016 5:03 PM
To: David Lothspeich; Sherry Shlagman
Subject: Blackboard Connect Delivery Results: Comp Plan Survey Deadline March 18 3/11/2016 4:45:00 PM (CT)

Blackboard connect

This message has been sent! Here is a summary of the delivery results. [Click here](#) to view more information online.

DELIVERY SUMMARY

Title	Comp Plan Survey Deadline March 18
Message Type	Outreach
Site	VILLAGE OF LONG GROVE
Scheduled By	David Lothspeich
Send Time	03/11/2016 04:45 PM (CT)
Text Completed	03/11/2016 04:46 PM (CT)
Selected Contacts	2564 Successfully reached 158 (6%)
Languages	English*

DEVICE DELIVERIES



DETAILED DELIVERY RESULTS



Visit Long Grove Comp Plan project website <https://longgrovecompplan.wordpress.com/> and complete the commercial business survey by March 18, 2016.

Text Email Sent	96% (154)
Text Opted-Out	1% (1)
Invalid Text Phone	4% (6)

For support, please call (866) 360-2155 or email connectsupport@blackboard.com



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David Lothspeich

From: The Village of Long Grove [sshlagman@longgrove.net]
Sent: Friday, March 11, 2016 4:31 PM
To: David Lothspeich
Subject: VILLAGE OF LONG GROVE COMPREHENSIVE PLAN SURVEY



March 11, 2016

Dear Long Grove Residents,

As noted in the March 7, 2016 postcard and electronic notifications, the Village of Long Grove has begun the process of revising our Comprehensive Plan and all residents are encouraged to visit the project website to learn more and stay informed

<https://longgrovecompplan.wordpress.com/>.

As part of these updates, there is an opportunity to explore new ideas for commercial development. Please visit this link <https://www.surveymonkey.com/r/LongGrove> to offer your thoughts on commercial development. Your feedback is important to help the Village, business owners, property owners, and potential tenants understand how to better serve the needs of Long Grove residents and other customers. This survey should only take about 10 minutes of your time. Your answers will be completely anonymous and any contact information that you elect to provide will not be shared with any entity. When you complete the survey, you will be directed to a web site that offers additional ways to participate in the comprehensive planning process; please follow the links to provide input on future commercial development and to register for automated updates and notices. The deadline for providing feedback on the commercial development survey is next Friday, March 18, 2016.

Thank you in advance for your participation and please feel free to contact Village Planner James Hogue (jhogue@longgrove.net) if you have any questions.

Sincerely,

The Village of Long Grove
847-634-9440

David Lothspeich

To: Sherry Shlagman
Subject: RE: Village of Long Grove Comprehensive Plan Survey

From: Sherry Shlagman
Sent: Friday, March 11, 2016 10:29 AM
Subject: Village of Long Grove Comprehensive Plan Survey

Please share this email with the residents of your subdivision.

March 11, 2016

Dear Long Grove Residents,

As noted in the March 7, 2016 postcard and electronic notifications, the Village of Long Grove has begun the process of revising our Comprehensive Plan and all residents are encouraged to visit the project website to learn more and stay informed <https://longgrovecompplan.wordpress.com/>.

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Thank you in advance for your participation and please feel free to contact Village Planner James Hogue (jhogue@longgrove.net) if you have any questions.

Sincerely,

The Village of Long Grove
847-634-9440

Sherry Shlagman
Administrative Assistant
Village of Long Grove
O: 847-634-9440
F: 847-634-9408

This email is intended only for the use of the individual or entity to which it is addressed, and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If you are not the intended recipient, dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by collect telephone call and return the original copy to us at: 3110 RFD, Long Grove, IL 60047 by US mail. We will reimburse you for postage. Phone: 847-634-9440

David Lothspeich

To: Sherry Shlagman
Subject: RE: Final Stakeholder Input Sessions - 3.16.16.

From: Sherry Shlagman
Sent: Friday, March 11, 2016 12:31 PM
Subject: Final Stakeholder Input Sessions - 3.16.16.

March 11, 2016

RE: Final Stakeholder Input Sessions - 3.16.16.

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.

For those who expressed an interest and could not attend the previously held day sessions, a total of four (4) concurrent evening sessions will be held on Wednesday March 16, 2016 from 7:00 PM to 8:30 PM. If you have previously attended a day session, thank you, your input has been received and is being considered. Please do not attend a second session; however should you know of someone who is interested but could not participate in a day session, please feel free to forward this invitation to them. This will be the third and final set of stakeholder input sessions.

The Village encourages participation in these additional interviews. If you have not participated and are unable to attend an alternate representative may be substituted in your place.

Meetings will held at the following locations:

- Sunset Foods Community Meeting Room – 2nd Floor Mezzanine
- Long Grove Village Hall – Village Board Room

These 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. A total of twenty (20) time slots are available for these additional input sessions.

https://docs.google.com/spreadsheets/d/18GUqwwZge5_ZGQy8oBM-jzDiHGeZy9j1VSrobykeYs4/edit#gid=0

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.

Participation in this process is greatly valued and appreciated by the Village of Long Grove.

Sherry Shlagman
Administrative Assistant
Village of Long Grove
O: 847-634-9440
F: 847-634-9408

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David Lothspeich

To: Sherry Shlagman
Subject: RE: LAST CHANCE TO SIGN UP FOR THE FINAL STAKEHOLDER INPUT SESSIONS - 3.16.16.

From: Sherry Shlagman
Sent: Monday, March 14, 2016 11:50 AM
Subject: LAST CHANCE TO SIGN UP FOR THE FINAL STAKEHOLDER INPUT SESSIONS - 3.16.16.

March 14, 2016

RE: Final Stakeholder Input Sessions - 3.16.16.

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David Lothspeich

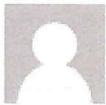
To: Long Grove Comprehensive Plan
Subject: RE: [New post] Final week to take the online survey!

From: Long Grove Comprehensive Plan [<mailto:comment-reply@wordpress.com>]
Sent: Tuesday, March 15, 2016 10:07 AM
To: David Lothspeich
Subject: [New post] Final week to take the online survey!

tvanadilok627 posted: "FEBRUARY 15, 2016: This is the final week to take the online Business Development Survey. Please share your thoughts regarding business development in Long Grove, which will help inform the planning process regarding commercial uses and economic developme"

Respond to this post by replying above this line

New post on Long Grove Comprehensive Plan



[Final week to take the online survey!](#)

by [tvanadilok627](#)

FEBRUARY 15, 2016: This is the final week to take the online [Business Development Survey](#). Please share your thoughts regarding business development in Long Grove, which will help inform the planning process regarding commercial uses and economic development in the Village as part of the Comprehensive Plan. The survey will close on Friday, March 18, 2016.

[tvanadilok627](#) | March 15, 2016 at 10:07 am | Categories: [Uncategorized](#) | URL: <http://wp.me/p70RvR-3y>

[Comment](#)

[See all comments](#)

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<https://longgrovecompplan.wordpress.com/2016/03/15/final-week-to-take-the-online-survey/>

Thanks for flying with WordPress.com

Long Grove Comprehensive Plan

Preserving and furthering Long Grove's Legacy

Final week to take the online survey!

Posted on **March 15, 2016**

MARCH 15, 2016: This is the final week to take the online **Business Development Survey**. Please share your thoughts regarding business development in Long Grove, which will help inform the planning process regarding commercial uses and economic development in the Village as part of the Comprehensive Plan. The survey will close on Friday, March 18, 2016.

SHARE THIS:



Be the first to like this.

This entry was posted in **Uncategorized** by **tvanadilok627**. Bookmark the **permalink** [<https://longgrovecompplan.wordpress.com/2016/03/15/final-week-to-take-the-online-survey/>].

To: Long Grove Comprehensive Plan
Subject: RE: [New post] Download the project mobile app!

From: Long Grove Comprehensive Plan [mailto:comment-reply@wordpress.com]
Sent: Wednesday, March 16, 2016 4:47 PM
To: David Lothspeich
Subject: [New post] Download the project mobile app!

vanadilok627 posted: "MARCH 16, 2016: The project mobile app is now available for Apple and Android mobile devices. Visit the Apple App Store or the Google Play Store and search for "Long Grove". The mobile app has similar capabilities as the project website but is more mobile"

Respond to this post by replying above this line

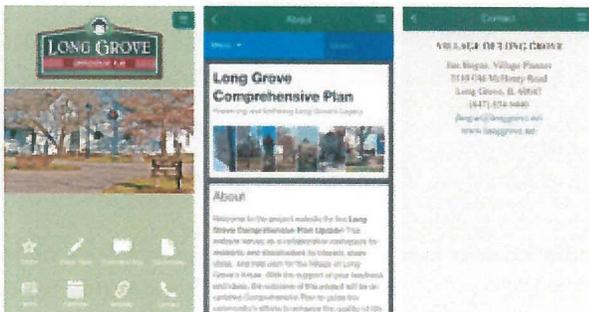
New post on Long Grove Comprehensive Plan



[Download the project mobile app!](#)

by [vanadilok627](#)

MARCH 16, 2016: The project mobile app is now available for Apple and Android mobile devices. Visit the [Apple App Store](#) or the [Google Play Store](#) and search for "Long Grove". The mobile app has similar capabilities as the project website but is more mobile-friendly and will utilize push notifications for project updates. Download the app now and check it out!



[vanadilok627](#) | March 16, 2016 at 4:46 pm | Categories: [Uncategorized](#) | URL: <http://wp.me/p70RvR-3F>

Comment

[See all comments](#)

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<https://longgrovecompplan.wordpress.com/2016/03/16/download-the-project-mobile-app/>

Thanks for flying with  WordPress.com

David Lothspeich

From: VILLAGE OF LONG GROVE [email@blackboard.com]
Sent: Thursday, March 17, 2016 4:00 PM
To: David Lothspeich
Subject: Comp Plan Business Survey Deadline - Friday, March 18



THE VILLAGE OF
LONG GROVE

March 17, 2016

Dear Long Grove Residents,

As a reminder please visit this link <https://www.surveymonkey.com/r/LongGrove> to offer your thoughts on commercial development. This survey should only take about 10 minutes of your time. The deadline for providing feedback on the commercial development survey is tomorrow, Friday, March 18, 2016.

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The Village of Long Grove

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David Lothspeich

To: connectsupport@blackboard.com
Subject: RE: Blackboard Connect Delivery Results: Comp Plan Survey Deadline 3/17/2016 4:00:00 PM (CT)

From: connectsupport@blackboard.com [mailto:connectsupport@blackboard.com]

Sent: Thursday, March 17, 2016 4:02 PM

To: David Lothspeich; Sherry Shlagman

Subject: Blackboard Connect Delivery Results: Comp Plan Survey Deadline 3/17/2016 4:00:00 PM (CT)

Blackboard connect

This message has been sent! Here is a summary of the delivery results. [Click here](#) to view more information online.

DELIVERY SUMMARY

Title	Comp Plan Survey Deadline
Message Type	Outreach
Site	VILLAGE OF LONG GROVE
Scheduled By	David Lothspeich
Send Time	03/17/2016 04:00 PM (CT)
Email Completed	03/17/2016 04:01 PM (CT)
Selected Contacts	2567 Successfully reached 549 (21%)
Languages	English*

DEVICE DELIVERIES



DETAILED DELIVERY RESULTS



Email

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David Lothspeich

To: Sherry Shlagman
Subject: RE: Comprehensive Plan Business Survey Deadline

From: Sherry Shlagman
Sent: Thursday, March 17, 2016 4:54 PM
Subject: Comprehensive Plan Business Survey Deadline

Please share with the residents of your subdivision.



THE VILLAGE OF LONG GROVE

March 17, 2016

Dear Long Grove Residents,

As a reminder please visit this link <https://www.surveymonkey.com/r/LongGrove> to offer your thoughts on commercial development. This survey should only take about 10 minutes of your time. The deadline for providing feedback on the commercial development survey is tomorrow, Friday, March 18, 2016.

Please visit the project website to learn more and stay informed <https://longgrovecompplan.wordpress.com/>. Thank you in advance for your participation and please feel free to contact Village Planner James Hogue (jhogue@longgrove.net) if you have any questions.

Sincerely,

The Village of Long Grove

847-634-9440

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Sherry Shlagman
Administrative Assistant
Village of Long Grove
O: 847-634-9440
F: 847-634-9408

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David Lothspeich

To: Sherry Shlagman
Subject: RE: COMPREHENSIVE PLAN BUSINESS SURVEY DEADLINE

From: The Village of Long Grove [<mailto:sshlagman@longgrove.net>]

Sent: Thursday, March 17, 2016 4:59 PM

To: David Lothspeich

Subject: COMPREHENSIVE PLAN BUSINESS SURVEY DEADLINE



March 17, 2016

Dear Long Grove Residents,

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Sincerely,

The Village of Long Grove

847-634-9440

The Village of Long Grove, 3110 Old McHenry Road, Long Grove, IL 60047

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