



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Planning and Economic Development Division

m e m o r a n d u m

TO: Bruce K. Walden, Chief Administrative Officer

FROM: Elizabeth H. Tyler, AICP, Director

DATE: March 21, 2002

SUBJECT: An Ordinance Revising the Annual Budget Ordinance (North Urbana Redevelopment Planning Grant)

Description

City Council is requested to adopt an Ordinance revising the Annual Budget Ordinance in order to receive a planning grant from the Illinois Department of Commerce and Community Affairs in the amount of \$50,000 and to begin the process of draw-down of eligible expenses related to redevelopment planning activities in the North Urbana area.

Background

In January 2001, City staff applied for grant funding to prepare a Redevelopment Plan for North Urbana under the Balanced Growth Initiative of the Department of Commerce and Community Affairs. The Redevelopment Plan was proposed to be prepared as a component of the City's Comprehensive Plan and to potentially include feasibility studies and plans necessary for the creation of tax increment financing in North Urbana. The total grant amount requested of the State was for \$50,000. This amount was to be matched by \$25,000 worth of City staff time and other commitments.

Staff was notified of the success of the grant request in April 2001 and was invited to submit a full application. The full application was submitted in May, 2001 and following receipt of comments on this application, a revised grant application was submitted in October, 2001 (copy attached). An executed copy of the grant agreement has now been received from DCCA. This agreement covers an effective period from July 1, 2001 through June 30, 2003.

Some of the work outlined in the grant application pertaining to preparation of the Cunningham Avenue Corridor Redevelopment Plan and establishment of Urbana's fourth TIF District has already been completed. Consultant costs associated with preparation of these documents were funded through previous ordinances to access the City's Economic Development Fund to

establish the TIF District Four Fund (Reference Ordinances 1999-11-120, 1999-11-121, and 2001-10-124).

Remaining tasks under the grant award include public outreach efforts, preparation of comprehensive planning documents for this area, and completion of a redevelopment plan for the western portion of the area (i.e., along North Lincoln Avenue). These tasks will be completed through a combination of community development staff and consultant efforts.

Fiscal Impact

The Balanced Growth grant will have a positive fiscal impact upon the City by providing a fund under which ongoing and proposed redevelopment planning efforts in North Urbana can be undertaken. These funds can be used to pay for eligible costs incurred during the grant period, including consultant expenses, staff time (e.g., for planning interns), and hard costs, such as reproduction and supplies.

Recommendation

Staff recommends that Council adopt the attached Ordinance Revising the Annual Budget Ordinance to allow City use of the Balanced Growth grant award.

Attachments: Draft Ordinance
 Grant Application

ORDINANCE NO. 2002-03-026

AN ORDINANCE
REVISING THE ANNUAL BUDGET ORDINANCE
(N. Urbana Redevelopment Planning Grant)

WHEREAS, the Annual Budget Ordinance of and for the City of Urbana, Champaign County, Illinois, for the fiscal year beginning July 1, 2001, and ending June 30, 2002, (the "Annual Budget Ordinance") has been duly adopted according to sections 8-2-9.1 et seq. of the Illinois Municipal Code (the "Municipal Code") and Division 2, entitled "Budget", of Article VI, entitled "Finances and Purchases", of Chapter 2, entitled "Administration", of the Code of Ordinances, City of Urbana, Illinois (the "City Code"); and

WHEREAS, the City Council of the said City of Urbana finds it necessary to revise said Annual Budget Ordinance by deleting, adding to, changing or creating sub-classes within object classes and object classes themselves; and

WHEREAS, funds are available to effectuate the purpose of such revision; and

WHEREAS, such revision is not one that may be made by the Budget Director under the authority so delegated to the Budget Director pursuant to section 8-2-9.6 of the Municipal Code and section 2-133 of the City Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That the Annual Budget Ordinance be and the same is hereby revised to provide as follows:

FUND:	Economic Development	
ADD REVENUE:	State Grant	\$50,000
ADD EXPENSE:	Personnel Costs	\$11,000
ADD EXPENSE:	Other	\$ 1,500
ADD EXPENSE:	Consultant	\$35,000
ADD EXPENSE:	Admin.	\$ 2,500

Section 2. This Ordinance shall be effective immediately upon passage and approval and shall not be published.

Section 3. This Ordinance is hereby passed by the affirmative vote of two-thirds of the members of the corporate authorities then holding office, the "ayes" and "nays" being called at a regular meeting of said Council.

PASSED by the City Council this _____ day of _____,
_____.

AYES:

NAYS:

ABSTAINED:

Phyllis D. Clark, City Clerk

APPROVED by the Mayor this _____ day of _____,
_____.

Tod Satterthwaite, Mayor

October 26, 2001

Balanced Growth Initiative
Department of Commerce and Community Affairs
Policy Development Planning and Research
620 East Adams, 6th Floor
Springfield, Illinois 62701-1615
Attn: Daniel E. Keefe

Dear Mr. Keefe:

The City of Urbana is pleased to present the attached revised application for the Balanced Growth Capacity Building Program to fund a Redevelopment Plan for North Urbana. Based upon your suggestions, we have modified our application to expand the discussion of transferability to other contexts, to add tasks related to dissemination of information on the Redevelopment Plan for the benefit of other communities, and to specifically set aside time for DCCA review of a Preliminary Draft of the Redevelopment Plan. We have also modified the Scope of Work to clarify which tasks have already taken place, to update the start and completion dates, and to clarify which tasks will be undertaken by City staff versus consultants.

Since submittal of our original grant application, the City of Urbana has continued to work on its 2002 Comprehensive Plan Update effort, which has involved a series of community workshops and completion of an Existing Conditions Report for the entire City. Our consultants have also updated a previously prepared Feasibility Study for a potential TIF District along the North Cunningham Avenue Corridor. The Balanced Growth Capacity Building Program will assist us in using these previous and ongoing efforts as a basis upon which to undertake and prepare a comprehensive Redevelopment Plan for all of North Urbana. As discussed in the application, we believe that this plan will be a useful model for other communities that are seeking to upgrade declining commercial and industrial areas and/or to introduce planning to previously unplanned areas.

We thank you for this opportunity to participate in the Balanced Growth Capacity Building Program and look forward to continuing to work with you on the completion of a Grant Agreement for the North Urbana Redevelopment Plan.

Sincerely,

Bruce K. Walden
Chief Administrative Officer

SECTION 1. PROJECT OVERVIEW

This final application submittal for the Balanced Growth Capacity Building initiative of Illinois Tomorrow is for proposed redevelopment planning activities in an area within and adjacent to the City of Urbana in Champaign County. The area in question encompasses the U.S. Route 45 corridor (Cunningham Avenue) to the east and the North Lincoln Avenue/Illinois Central Railroad corridor to the west. Only that portion of Lincoln Avenue north of Interstate 74 is included in the study area, while the U.S. Route 45 corridor extends southward to University Avenue (U.S. Route 45/U.S. Route 150). The Olympian Drive corridor is the approximate northern boundary of the study area. Attached to this submittal is a map delineating the approximate boundaries of the study area.

Need for the Project

The northern portion of the City of Urbana, Illinois and adjacent territories is characterized by a mixture of older industrial and commercial developments interspersed with isolated older residences, antiquated mobile home parks and other rural-type uses. What makes this area unique from a land use planning perspective is that over the past several decades it has been allowed to develop at urban densities, but without the benefit of urban planning, zoning, subdivision regulations and building codes. This has resulted in a land use pattern that is characterized by incompatibilities, inefficient layout, high vacancy rates, low assessed valuation, and a variety of public health and safety concerns.

In recent years, the City of Urbana has begun to annex these adjacent developed areas and to look seriously at ways to improve overall development patterns and to upgrade basic services and amenities in the area, such as provision of municipal water and sanitary sewers, roadway upgrades, improved fire and police protection, and correction of localized stormwater flooding. In addition, several properties pose environmental concerns in the form of past contamination and/or poorly contained scrap piles, salvage operations, and similar industries. These properties may be characterized as “brownfields” in need of remediation to attain their highest and best use and to reduce off-site impacts.

Despite the challenges posed in the North Urbana area, it also offers much in the way of potential and hope. U.S. Route 45 has an interchange with Interstate 74 and connects with the Village of Rantoul to the north of Urbana. With the right planning and economic development tools, the older commercial corridor of U.S. Route 45 can be revitalized to provide a vital link between downtown Urbana and future interchange-oriented development. To the north of Interstate 74, U.S. Route 45 can be redeveloped with both urban and rural-serving light industrial and office parks taking advantage of the proximity of Frasca Airport. To the east and north of this area, potential exists for low density residential development and continuation of agricultural activities. Along North Lincoln Avenue, older industrial and “brownfield” areas can be cleaned up and consolidated to create large acre industrial facility areas taking advantage of the close

proximity of Interstate 74 and the Illinois Central railroad. Eventually, an improved Olympian Drive will connect U.S. Route 45 with Interstate 57 to the west.

Over the past several years, the City of Urbana has initiated or participated in a number of special studies in the North Urbana area related to annexation activities, potential formation of a tax increment financing district, and review of roadway improvements. These studies include an area plan for the Frasca Airport land holdings, a location study for North Lincoln Avenue improvements, a preliminary study for the Olympian Drive (TR 151) realignment, an intersection design study for Anthony Road/U.S. Route 45, and fire response modeling. Most recently, the City has been assisting in facilitating private redevelopment activities at the northwest corner of U.S. Route 45 and Interstate 74 and has completed a tax increment financing feasibility study for the TIF No. 4 Study Area (prepared by PGAV, Urban Consulting).

A comprehensive redevelopment plan is needed to incorporate and update these previous efforts and to provide specific land use vision, development guidance, and implementation tools for the area. It is this comprehensive redevelopment plan that will be the primary product of the Balanced Growth Capacity Building Initiative. The North Urbana Redevelopment Plan will involve a comprehensive redevelopment planning process leading up to the creation of a technical publication in the form of a Redevelopment Plan document.

The stakeholders to be served by the redevelopment efforts include existing and future landowners and business owners in the study area, local residents, and the community at large who will benefit from an improved tax base and development pattern in the area. Major entities include commercial and industrial uses along U.S. Route 45 (e.g., Frasca Airfield, Park Inn Hotel, Farm & Fleet store, O'Brien Auto Park, Riley Mobile Home Sales, Cross Construction, Ennis Excavating); industrial uses along Lincoln Avenue (e.g., SuperValu distribution center, Pepsi Cola distribution center, University Asphalt, Twin City Recycling, and Allied Waste Transfer Station); and residents and farms located in between the two corridors. Government agencies to be benefited by the initiative will include the City of Urbana, Champaign County, Urbana Township, Somer Township, Carroll Fire Protection District, Saline Branch Drainage District, Urbana Park District, Urbana School District, and the Champaign School District.

In recent months, two business groups have become active in the area: one along North Lincoln Avenue and one along North Cunningham Avenue. The North Lincoln Avenue group has focused upon clean up of illegal dumping areas and advocacy for road and access improvements. The North Cunningham Avenue group has focused upon business support-type services and advocacy of redevelopment efforts. These two groups will form an important interest group base that can help encourage public participation throughout preparation of the Redevelopment Plan.

In addition to building capacity, an important goal of the Balanced Growth Capacity Building initiative of Illinois Tomorrow is local usability and transferability to the broader community. The attached recent newspaper article about the efforts of the North Lincoln Avenue Group is an example of how these activities can help inspire others. We anticipate that the efforts and

products of the North Urbana Redevelopment Plan will be of interest as a model for other struggling commercial corridors and declining industrial areas in the area. Such corridors and areas can be found elsewhere in the region and throughout the state. Nearby examples can be found in Rantoul, Decatur, and Danville, to name a few. Urbana's own Philo Road could also benefit from commercial revitalization. It would be a great honor for Urbana to participate in a model planning process that can assist other areas and communities that are struggling to maintain their commercial and industrial tax base.

With its multi-jurisdictional focus, the North Urbana Redevelopment Plan can also serve as a template for numerous other locations that have developed at urban densities but have lacked urban services. For example, a number of urban density residential areas exist to the east of Urbana that developed 30 to 40 years ago and are now beginning to decline and to demand urban and social services that are well beyond the ability of rural government to provide. Cooperative efforts among the City, Township, Drainage District, and County have already begun to address severe flooding problems in one of these areas. Resolution of road condition, housing conditions, and police and fire response issues will need to follow in the coming years if these neighborhoods are to be stabilized and improved. Specific areas of concern include the Carroll Addition in North Urbana and the Scottswood and Edgewood Subdivisions in East Urbana.

Another way that the North Urbana Redevelopment Plan can serve as an example is through the use of redevelopment planning as a component of Comprehensive Planning. Redevelopment Plans are often created under the immediate stress of a declining tax base and loss of business. In such circumstances, the building of broad-based community outreach and coordination with Citywide plans often take a back seat. Because of its coincidence with the City's Comprehensive Plan Update, the North Urbana Redevelopment Plan provides a unique opportunity to bridge the gap between localized tax increment financing efforts, area planning efforts and broader communitywide planning efforts.

We propose to use the dissemination resources of our local news media, City website and public access television station, Chamber of Commerce and Urbana Business Alliance to help spread the word about how local stakeholders, working with the City of Urbana and the support of the Balance Growth Capacity Building initiative, are improving their community. To help spread the word about the efforts of the North Urbana Redevelopment Plan, we intend to use a newsletter-type format that can be disseminated through our website, Chamber of Commerce newsletter, and individual press releases. To reach the community beyond Champaign County, we will make use of the Illinois Chapter of the American Planning Association to publish updates in the quarterly Illinois Planning News and on their website (www.ilapa.org), as well to present results at the annual meeting of the Illinois Chapter in June and/or at the four-state APA conference in October. Similar postings will be made to the DCCA website and to other relevant organizations, such as the Illinois Tax Increment Association (ITIA).

The City of Urbana Community Development staff, with the assistance of the firm of PGAV, are well equipped to pursue completion of the North Urbana Redevelopment Plan. Our staff

includes four full-time planners, two economic development specialists, a planning secretary, and part-time intern/mapping technicians. Three of our planners are certified by the American Institute of Certified Planners (AICP). We have a fully functional Geographic Information System (GIS) using an ArcView platform and have collected planning level base and land use data for the entire study area. For this effort, Community Development staff will be guided by our City Council and Plan Commission and by a specially-appointed Comprehensive Plan Steering Committee, which includes representatives from the stakeholder entities. A joint review board of affected taxing districts will also be formed as a part of the requirements of the Illinois Redevelopment Act, as amended, if tax increment financing is pursued to implement the goals of the Plan. We will also work closely with the business groups that have been formed along the Cunningham Avenue and Lincoln Avenue corridors.

Significance

The North Urbana Redevelopment Plan presents unique challenges from a balanced growth perspective in that it involves the improvement of urban areas that have been developed within the rural regulatory environment of Champaign County. As the City expands into these developed areas it is vital that urban redevelopment assistance be available to assist properties in rectifying substandard improvements and in attaining a development pattern that is consistent with the highest and best use of property, while recreating and sustaining a high level of environmental quality.

The Balanced Growth Capacity Building initiative presents an opportunity for the City of Urbana to pursue meaningful data collection and analysis activities related to a Redevelopment Plan for North Urbana. Development and implementation of this plan will require close coordination between the City of Urbana, Champaign County, the townships, other agencies, landowners, and nearby residents to ensure that existing problems and concerns are addressed and that the long-term economic vitality and environmental quality of North Urbana is enhanced.

The results of the North Urbana Redevelopment Plan will be especially significant because of the dual challenges it poses as an area in serious need of redevelopment initiative to correct infrastructure deficiencies and blighted conditions and as an area that is in need of healing from a history of interjurisdictional conflict.

This history of conflict came to a head in the summer of 2000 when the City was faced with the prospect of having the majority of the unincorporated portions of its extra-territorial jurisdictional planning area incorporated as a municipality for the express purpose of blocking any expansion of the City's boundaries. The proposed Village of Big Grove would have stretched over several square miles (it was initially proposed to cover an area more than double the area of Champaign-Urbana combined) and promised minimal development regulations and no municipal taxation. Proponents of the Big Grove initiative included the Somer and Urbana Township boards and the volunteer fire districts serving these areas. While the Big Grove proposal was eventually withdrawn, concerns remain about the regulatory interface between the

City and adjacent unincorporated areas. The North Urbana Redevelopment Plan will provide a forum for the constructive study and evaluation of these issues with the input and participation of all concerned agencies, residents, landowners, business owners, and other stakeholders.

It is hoped that development of the North Urbana Redevelopment Plan under the Balanced Growth Capacity initiative and its consequent wide dissemination in Illinois and elsewhere will serve as a model and resource for other communities that are challenged by a developed urban fringe and related interjurisdictional concerns.

Balanced Growth Benefit

The primary benefit of the North Urbana Redevelopment Plan to the identified stakeholders will be to provide a common forum and vision for the future of the study area using a process that is able to capture their concerns and expectations in a structured, consensus-building manner. The resultant plan will provide constituents with a roadmap for potential development and improvement of the area and an increased sense of ownership and certainty for the future of North Urbana.

In addition, the North Urbana Redevelopment Plan will provide direct benefits to the identified constituents by providing a mechanism for the following:

- improvement of infrastructure and correction of deficiencies, related to substandard roads, stormwater drainage, and utility extensions
- expansion of the tax base in an area that has been experiencing declining and substandard growth in equalized assessed valuations
- provision of new land development opportunities through access improvements, “brownfield” clean-up and lot consolidation
- opportunities for business construction and improvement loans that may be eligible under Illinois Redevelopment law
- improvement of public facilities in the area, including a potential fire station/community center, park facility/pathways, and possible school site planning.

Project Management

The City of Urbana is an organization that has had a long-standing commitment to comprehensive planning and to the needs and concerns of specific neighborhoods and study areas. Area plans completed by the City in the last 12 years include those for the Downtown to Campus area, King Park Neighborhood, Carle Hospital Neighborhood, Woodland Park Neighborhood, and North Broadway Neighborhood, and for the City’s Extra-Territorial

Jurisdiction Area (includes portions of the study area). Currently, the City is undertaking a two-year comprehensive planning effort that will update the City's 1982 Comprehensive Plan and consolidate and update the previous area planning efforts. The North Urbana Redevelopment Plan will form an element of this larger comprehensive planning effort.

The City of Urbana is also experienced in the preparation of redevelopment plans for purposes of tax increment financing under the Illinois Redevelopment Act. The City has administered three successful tax increment financing districts in its central area.

As noted earlier, the City of Urbana has already completed a number of planning studies in the study area, including an area plan for the Frasca Airport land holdings, roadway improvement studies, and a tax increment financing feasibility study. The North Urbana Redevelopment Plan will use these previous planning efforts as a baseline, where applicable. Upon completion, the North Urbana Redevelopment Plan will provide an implementation guideline and tool for redevelopment and improvement of the area through tax increment financing and other implementation approaches.

Coordination

The City of Urbana will be pleased to coordinate its balanced growth initiative efforts with others that may be undertaken throughout the state. This coordination may take the form of participation at special meetings and conferences and broad dissemination of project materials. For example, the technical Redevelopment Plan publication will be accompanied by a simplified summary in poster or brochure format for broad dissemination. All products will be copyrighted on behalf of the state, and will be available in appropriate format from the City's website, subject to state approval, and from DCCA's website, if desired.

Project Evaluation

Project evaluation will be accomplished through the use of a designated project manager who will report to the DCCA grant administrator on a regular basis. Project progress reports will be facilitated through the use of project management software keyed to the Scope of Work and schedule presented herein. As appropriate, these regular progress reports and interim products can be made available for broader dissemination on City and DCCA websites.

SECTION II. SCOPE OF WORK

Project Personnel

In preparing the North Urbana Redevelopment Plan products, the City of Urbana will employ its technical planning staff who are certified by the American Institute of Certified Planners (AICP), the Planners Advisory Service of the American Planning Association, and the resources and facilities of the Department of Urban and Regional Planning at the University of Illinois at

Urbana-Champaign to ensure that state-of-the-art urban planning research and practice standards are employed. The efforts of Urbana staff will be supplemented by the consulting firm of PGAV Urban Consulting. Other qualified Urbana staff to be involved in the effort include professional engineers and surveyors with the Public Works Department and the City's Corporate Counsel, who is expert in land use and zoning law.

The project manager assigned to this project will be Urbana's Planning Manager, Elizabeth H. Tyler. Ms. Tyler holds a Ph.D. in Regional Planning from the University of Illinois at Urbana-Champaign and a Master's in Landscape Architecture/Environmental Planning from the University of California at Berkeley. She is certified by the American Institute of Certified Planners and is a member of the American Society of Landscape Architects. Ms. Tyler has 23 years of experience in community planning, and has been involved in a number of redevelopment plans and area plans in Illinois, California, and Colorado. She sits on the board of the Illinois Chapter of the American Planning Association as newsletter editor of Illinois Planning News and is also a member of the Illinois Tax Increment Association.

Ms. Tyler will be assisted by Senior Planner Rob Kowalski, AICP; Planner/GIS Specialist Tim Ross; and Planning Technician Paul Lindahl. Economic Development expertise will be provided by the City's Economic Development Coordinator and TIF Administrator, Reed Berger, AICP. Ms. Tyler is anticipated to devote an average of 20% of her time to this project. Time commitments for other Urbana staff will vary from 10% to 20%. These time commitments will expand during major milestones for the project.

For PGAV, Urban Consulting, Senior Planner/Urban Consultant, Michael P. Weber, AICP will be assigned to this project. Mr. Weber will address issues related to redevelopment eligibility and implementation. Mr. Weber will provide up to 25% of his time to this project during the time of PGAV's focused services.

Objectives and Deliverables Proposed

The North Urbana Redevelopment Plan will involve a comprehensive redevelopment planning process leading up to the creation of a technical publication in the form of a Redevelopment Plan document. The Redevelopment Plan document will include a summary of the planning process, background information on related studies, narrative and mapped description of existing conditions, vision statement to guide the future of the area, policy statements, future land use, transportation, and infrastructure improvement plans and descriptions, list of redevelopment projects, cost estimates for improvements, and discussion of implementation measures.

As noted above, for purposes of broad communication and coordination with other Balanced Growth Capacity building projects, the technical Redevelopment Plan publication will be accompanied by a simplified summary in poster or brochure format. All products will be copyrighted on behalf of the state, and will be available in appropriate format from the City's website, subject to state approval.

In addition, the ongoing progress of the North Urbana Redevelopment Plan will be publicized to potential user groups through newsletter inserts and articles placed in the local Champaign County Chamber of Commerce Newsletter (“Commerce Connection”), City website, the American Planning Association’s Illinois Planning News and website, DCCA website, ITIA website, and other appropriate groups and organizations. Outreach to other Illinois planners will also be provided through presentation at the Annual Conference of the Illinois Chapter of the American Planning Association and/or other relevant conferences.

The importance of the product is addressed above under “Need for the Project” and “Significance”. The expected benefit to the constituents that will be served are listed above under “Balanced Growth Benefit”.

Major Tasks/Timelines

The North Urbana Redevelopment Plan process will be conducted in a series of phases that are commonly employed in rational land use planning efforts. The planning process will also follow the guidelines of the Illinois Redevelopment Act, as amended, in the event that tax increment funds are used to implement specific elements of the Redevelopment Plan. These anticipated phases are identified as follows (Tasks are described further under Project Design/Methodology):

Major Task	Start Date	Completion Date
1. Existing Conditions/SWOT	June 2001	December 2001
2. Visioning Workshop	September 2001	December 2001
3. Report on Effort	January 2002	January 2002
4. Policy Formation	February 2002	February 2002
5. Prepare Plans/Project Lists	March 2002	June 2002
(3). Report on Effort	June 2002	June 2002
6. Action Plan	July 2002	August 2002
7. DCCA Review/Revision	September 2002	October 2002
(3). Report on Effort	October 2002	October 2002
8. Adoption	November 2002	December 2002
9. Implementation	January 2003	Beyond funding scope of grant

Project Design/Methodology

Approaches to be utilized for each of the major tasks are described as follows:

1. Analyze Existing Conditions/SWOT: As an initial step, the City would survey the redevelopment area to collect data on existing land uses, building conditions, and infrastructure deficiencies. Much of this data has already been collected as a part of the tax increment financing feasibility study conducted by PGAV Urban Consulting. These existing

conditions will be further analyzed as part of a Strengths/Weaknesses/Opportunities/Threats (SWOT) analysis, which will help to graphically identify specific areas of concern and potential opportunities for improvement. This effort has already begun as a part of the TIF Feasibility Study completed by PGAV and through an Existing Conditions Report prepared for the Urbana Comprehensive Plan Update 2002 project in September 2001. Completion of this task will be undertaken by City staff, with technical input on conditions provided by PGAV.

2. **Visioning Workshop:** This task will involve a public workshop to be attended by landowners, business owners, residents, interested agencies, and other stakeholders. In this workshop, the future vision for the North Urbana Redevelopment Plan area will be discussed and a common vision statement will be crafted. An initial visioning workshop in the North Urbana area was held as part of the Urbana Comprehensive Plan Update 2002 project in September 2001. A subsequent workshop is proposed to focus specifically on the Redevelopment Plan area concerns. Completion of this task will be undertaken by City staff.
3. **Reports on Effort:** At appropriate points throughout the planning process, outreach reports will be made through newsletter inserts, website postings, and articles placed in appropriate media, including the local newspaper, Commerce Connection, DCCA publications, Illinois Planning News, and the ITIA Newsletter. As a capstone, presentation will also be made to a conference of the Illinois American Planning Association (Spring season) or Four-State conference (Fall season). This task will be undertaken by City staff.
4. **Policy Formation:** Another outcome of the Visioning Workshop will be the formation of goals and objectives for the future redevelopment of the North Urbana area. These will be expressed as overall goals and specific objectives and achievement strategies for a number of topical areas, such as land use, building conditions, aesthetics, circulation, utilities, and community services. As appropriate, these policies will also be tied to specific subareas and parcels of the study area. This task will be undertaken by City staff.
5. **Future Land Use Plan, Transportation Plans, Infrastructure Plans, Redevelopment Project Lists:** This task will involve the development and creation of Redevelopment Plan maps and text that are consistent with the vision statement and goals and objectives. Products to be developed include a future land use plan map, roadway improvements map, infrastructure improvements map, and associated lists of redevelopment projects and costs. These products will be developed through a series of hands-on workshops with area stakeholders and relevant boards and commissions. The City's Geographic Information System (GIS) will be utilized to produce the maps and to generate summary data, such as land use acreages and lineal feet of infrastructure improvements. PGAV, Urban Consulting, will have primary responsibility for plan components and ordinances necessary to adopt tax increment financing. This task will be the joint responsibility of PGAV and City staff.

6. **Action Plan:** The Action Plan will form the implementation guidelines for the Redevelopment Plan, wherein specific actions necessary to achieve the plan are tied to a responsible agency/party, expected timeline, priority for accomplishment, and format of action, such as special study, ordinance, joint review, etc. For example, a specific road improvement project may require coordination with the Illinois Department of Transportation and scheduling on the City's Capital Improvement Program. This task will be undertaken by City staff with input from PGAV.
7. **DCCA Review/Revision:** The preceding tasks will be compiled into a complete Preliminary Draft Redevelopment Plan report which will be circulated for review by DCCA and other agency staff. Following receipt of comments on this Preliminary Draft, a public review Draft will be prepared for broader dissemination and review. This task will be undertaken jointly by City staff and PGAV.
8. **Adoption:** The Draft Redevelopment Plan will be presented to the City's Comprehensive Plan Steering Committee, Plan Commission and City Council for formal review and subsequent approval and adoption. This public review process will likely necessitate further revisions to the document. Following adoption, a poster/brochure summary of the Redevelopment Plan will be produced for wide distribution. As noted above, presentations to appropriate groups of planners and other potential user groups will also be made. This task will be undertaken by City staff, with assistance from PGAV.
9. **Implementation:** The implementation task will involve the actual accomplishment of specific projects, objectives, and strategies identified in the Redevelopment Plan. These tasks can range from environmental clean-up of specific sites to completion of a continuous east-west roadway link in the area for improved circulation and fire protection to construction of a regional stormwater detention facility to address localized flooding. Funding for implementation activities can be sought from tax increment finances and/or from a variety of other funding sources. This task will be undertaken by City staff and other interested parties, such as local developers and business interests.

Project Dissemination

The stakeholders to be served by the redevelopment efforts include several hundred existing and future landowners and business owners in the study area, local residents, and the community at large who will benefit from an improved tax base and development pattern in the area. In addition, two business groups have recently formed in the area, one along North Cunningham Avenue and one along North Lincoln Avenue.

Government agencies to be benefited by the initiative will include the City of Urbana, Champaign County, Urbana Township, Somer Township, Carroll Fire Protection District, Saline Branch Drainage District, Urbana Park District, Urbana School District, and the Champaign

School District. Stakeholders to be involved in the project are discussed further under “Project Need”.

On a broader basis, this planning effort is expected to provide a model for application elsewhere locally in Urbana and Champaign County, regionally in East Central Illinois, and potentially elsewhere in Illinois and throughout the Midwest. Dissemination to these beneficiaries will be undertaken via communication efforts throughout the planning process. Specifically, this will involve local news coverage, placement of articles and newsletter inserts in local business and government publications, such as “Champaign County Commerce Connection” and City and business group websites. On a Statewide basis, this will involve placement of articles in the Illinois Planning News quarterly newsletter, Illinois Tax Increment Financing Newsletter, and DCCA publications, and in the websites for these organizations. As a capstone, the North Urbana Redevelopment Plan will be presented to planning conferences, such as the annual meeting of the Illinois Chapter of the American Planning Association at Starved Rock, the APA’s Upper Midwest Four-State conference, and the semi-annual ITIA conference.

Once the Plan is completed, continued dissemination will be facilitated through the publication of a summary/poster format that can be distributed to communities throughout Illinois as a model of community-based redevelopment efforts. We will also look to DCCA to assist in this effort to outreach to other Illinois communities through its publications and other communication efforts.

The City of Urbana’s interest in implementing the North Urbana Redevelopment Plan and participating in coordination with other Balanced Growth Capacity Building Initiative projects will not end upon completion of the grant cycle. While periodic updates may be necessary, the North Urbana Redevelopment Plan is expected to guide future development of this area for up to 25 years into the future. The City of Urbana is committed to sharing its experiences under the Balanced Growth Capacity Building Initiative program with other communities and interest groups in the State regardless of grant cycle timing.

SECTION III. PROJECT BUDGET

Budget Narrative

It is anticipated that the cost of the North Urbana Redevelopment Plan can be completed with assistance from the Balanced Growth Capacity Building initiative not to exceed **\$50,000**. This cost estimate includes consultant fees, costs associated with data collection and analysis, public notification efforts, public meeting costs, and production, publication, and distribution costs. This estimate also includes temporary part-time planning intern staff to assist in data collection efforts and to provide day-to-day planning assistance. The supplemental part-time staff will be provided for a period no longer than 15 months, or the duration of the project.

In addition to the costs to be funded by the grant program, the City of Urbana will provide a minimum of **\$25,000** in funds associated with commitment by regular City staff assigned to the

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project and specific travel, equipment, supplies, and indirect costs associated with the planning effort. Most indirect costs will be devoted to printing and reproduction charges.

Costs for the North Urbana Redevelopment Plan will be held down through the use of existing certified Urbana planning staff who are familiar with the area to manage and conduct the study, efficient use of existing studies, and use of the City’s existing Geographical Information System (GIS) for mapping and data analysis purposes. The City has made significant budgetary and staffing commitments to the North Urbana area in the past and would continue to do so under the terms of this application.

Given the complexity of the area, its significance to Urbana, and the potential applications to other urban fringe areas throughout the state, it is felt that the application will provide a high benefit to cost ratio for use of the state’s limited planning assistance funds.

Budget Worksheet

Line Item	Other Project Funds	Grant Amount	Total Project Costs
1. Personnel	\$ 20,000	\$ 10,000	\$ 30,000
2. Fringe	2,000	1,000	3,000
3. Travel	500	500	1,000
4. Equipment	500	500	1,000
5. Supplies	500	500	1,000
6. Contractual	-	-	-
7. Consultant	-	35,000	35,000
8. Other	-	-	-
9. Sub-Total	\$ 23,500	\$ 47,500	\$ 71,000
10. Indirect	1,500	2,500	4,000
11. TOTAL	\$ 25,000	\$ 50,000	\$ 75,000

Proposed Monthly Expenditure Schedule

Month 1:	\$ 2,500	Month 13:	\$ 5,000
Month 2:	\$ 2,500	Month 14:	\$ 5,000
Month 3:	\$ 2,500	Month 15:	\$ 1,000
Month 4:	\$ 2,500	Month 16:	\$ 1,000
Month 5:	\$ 3,000	Month 17:	\$ 0
Month 6:	\$ 5,000	Month 18:	\$ 0
Month 7:	\$ 10,000	Month 19:	\$ 0
Month 8:	\$ 10,000	Month 20:	\$ 0
Month 9:	\$ 10,000	Month 21:	\$ 0
Month 10:	\$ 5,000	Month 22:	\$ 0
Month 11:	\$ 5,000	Month 23:	\$ 0
Month 12:	\$ 5,000	Month 24:	\$ 0

SECTION IV. CERTIFICATION

The signed certification for the grant application is presented on the following page.