

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL MEETING
OCTOBER 5, 2010 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Contract Amendment: Professional Planning Services Project: Comprehensive Plan Sub-Area Study	✓ Resolution Ordinance Motion Discussion Only	Tom Dabareiner, AICP Community Development Director

SYNOPSIS

A resolution has been prepared to authorize an amendment to the contract with Houseal Lavigne Associates, LLC in the amount of \$10,000.00 for additional work requested on the Village of Downers Grove Comprehensive Plan to analyze one additional geographic sub-area.

STRATEGIC PLAN ALIGNMENT

The Five Year Plan and Goals for 2009-2014 identified *Vibrant Major Corridors, Strong and Diverse Local Economy and Preservation of Our Residential and Neighborhood Character.*

FISCAL IMPACT

The project was awarded in 2008 as a joint effort to perform work to complete a comprehensive plan and Total Community Development 3 for \$177,900.00. Approval of the resolution would increase the total expenditures from 2008 through 2011 to \$187,900.00, an amount equal to \$10,000.00.

RECOMMENDATION

Approval on the October 12, 2010 agenda.

BACKGROUND

On August 19, 2008, the Village of Downers Grove entered into an agreement with Houseal Lavigne Associates to provide Total Community Development 3 facilitation services and to prepare an update to the Village's Comprehensive Plan. The goal for the Comprehensive Plan is to provide more than a just future land use map. It is intended to incorporate and consolidate this community's goals and aspirations for its future layout and physical character. These goals will be summarized over several chapters of a comprehensive plan document that will include land use, transportation, economic development, housing, community facilities and other topics.

Part of the Comprehensive Plan services includes providing more detailed examinations of certain key geographic areas within the Village. These areas are known as sub-areas. The sub-area element includes a parcel to parcel look at land use, design, circulation and overall character, and allows for more specific recommendations for areas in need of or favorable for redevelopment, as well as areas requiring greater protections from negative trends and pressures. As a built-out community, the sub-area approach is important to making the plan more useful and specific. Four areas were initially chosen that fit these goals and the original budget:

- Butterfield Road
- Ogden Avenue
- Downtown
- Belmont/Ellsworth Area

When the Comprehensive Plan Committee was selecting these areas, the need to add the area around Fairview Station was discussed but was not included due to budgetary limitations. As elements of the draft plan have evolved, it has become apparent that additional attention and study is needed in and around Fairview Station. The sub-area is proposed to span about one mile east-west in width and about one-half mile north to south. This area stands out due to its disjointed land use relationships and conflicts, the complex road network and rail line, expressed interest in and likelihood for near-term redevelopment of large manufacturing tracts and small businesses, as well as the proximity of single-family homes and numerous multi-family residential units inside and near the planning area. The area appears and functions like an afterthought, but is ripe for future redevelopment opportunities.

Several members of the Comprehensive Plan Committee, some residents, and staff agree that more extensive study of the Fairview Station area is warranted. If it is not included as a sub-area in the Comprehensive Plan effort underway, future study of the Fairview Station will likely be recommended. Future study may cost as much as 50% more than the cost of amending the existing contract to include it today. Including it in the current process adds \$10,000 to the existing contract (less than 6% of the total contract).

No other changes are proposed. Amending the agreement will not affect the schedule for concluding comprehensive plan preparation. All prior terms and rates from the 2008 Agreement will remain in force.

ATTACHMENTS

Resolution

Amendment

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING EXECUTION OF AN AMENDMENT TO AN
AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE
AND HOUSEAL LAVIGNE ASSOCIATES, LLC**

BE IT RESOLVED by the Village Council of the Village of Downers Grove, DuPage County, Illinois, as follows:

1. That the form and substance of a certain Amendment (the “Agreement”), between the Village of Downers Grove (the “Village”) and Houseal Lavigne Associates, LLC (the “Consultant”), for Fairview Avenue Metra Station Sub-Area Framework Plan additional scope of services, as set forth in the form of the Agreement submitted to this meeting with the recommendation of the Village Manager, is hereby approved.

2. That the Village Manager and Village Clerk are hereby respectively authorized and directed for and on behalf of the Village to execute, attest, seal and deliver the Agreement, substantially in the form approved in the foregoing paragraph of this Resolution, together with such changes as the Manager shall deem necessary.

3. That the proper officials, agents and employees of the Village are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the Village in accordance with the provisions of the Agreement.

4. That all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

5. That this Resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____
Village Clerk

**AMENDMENT TO AN AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE
AND HOUSEAL LAVIGNE ASSOCIATES, LLC**

The Village of Downers Grove, Illinois (the "Village") and Houseal Lavigne, Associates, LLC (the "Consultant") entered into a Professional Services Agreement on or about August 19, 2008. Pursuant to the terms stated therein, the parties desire to amend the contract under the following terms:

1. **Section III A. Compensation**. The total amount of the contract shall be increased from ~~Not to exceed \$177,900~~ to ~~Not to exceed \$187,900~~".
2. **EXHIBIT A Total Fee** ~~Not to exceed \$177,900~~ shall be amended to ~~Not to exceed \$187,900~~" (including direct expenses for TCD 3 and Comprehensive Plan "with scope of services amendment").
3. **EXHIBIT A, Scope of Services** shall be amended to include the following:

FAIRVIEW AVENUE – SCOPE OF SERVICES

Preparation of a Sub-Area Framework Plan for the area surrounding the Fairview Avenue Metra Station. The Sub-Area Framework Plan would provide a closer examination of land use and development, urban design, character, and circulation and access, on a parcel-by-parcel basis similar to previously prepared Sub-Area Framework Plans that have been presented to the Village.

Step 1 – Existing Conditions Analysis – The consultant will conduct a field visit to assess existing conditions and potentials and record existing land uses. This step will also entail creating a detailed base map of the area including paved areas and building footprints.

Step 2 – Draft Subarea Framework Plan – The consultant will prepare a draft Subarea Framework Plan for the area surrounding the Fairview Avenue Metra Station. The Sub-Area Framework Plan would provide a closer examination of land use and development, urban design, character, and circulation and access, on a parcel-by-parcel basis similar to previously prepared Sub-Area Framework Plans that have been presented to the Village.

Step 3 – Presentation to CPC – The consultant will present their existing conditions analysis and draft Framework Plan to the Comprehensive Plan Committee (CPC) steering committee for review and comment. Appropriate revisions will be made.

Step 4 – Incorporation into Comprehensive Plan – Working with staff and the CPC, the revised Subarea Framework Plan will be incorporated into the Comprehensive Plan document.

4. All other terms from the 2008 Agreement remain in full force and effect.

IN WITNESS WHEREOF, the VILLAGE and the CONSULTANT have executed this AGREEMENT on the date and year first above written.

CONSULTANT:

VILLAGE:

HOUSEAL LAVIGNE ASSOCIATES, LLC. DOWNERS GROVE, ILLINOIS

By: _____

By: _____

Name:

Name:

Title:

Title:

Date: _____

Date: _____