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The Implementation Action Plan identifies in a prioritized and clear manner a step-by-step process for putting the Comprehensive Plan into action. This element identifies action items, responsible parties, relative timeframes, and, if relevant, potential funding sources.



Implementation Plan

The Comprehensive Plan is a statement of policy, expressing the visions and aspirations of Village residents to develop a well-planned community with a high quality of life. The Plan is a fluid document and not an end unto itself, requiring that the Village undertake many further actions that will define how Villa Park will manage growth over the long term.

The process of managing growth over the long term consistent with the Comprehensive Plan is dependant on developing an ongoing planning and development review system that is tied to specific actions – programs and tools. The objective of the Plan is to direct or facilitate growth that reflects the character of the Village, enhances its tax base, and provides for the needs of all of its citizens. Effective growth management is the product of combining the objectives and strategies outlined in this Plan with implementation actions and tools described below.

Adoption of the Comprehensive Plan does not signal the end of the comprehensive planning process in Villa Park. Rather, it signals the beginning of a process of continuing implementation whereby the Plan serves as a guide for both public and private decisions affecting the future of the community. This requires that the Village and the community be familiar with and generally support the major tenets of the Plan. Therefore, it is important that the Plan be well publicized, understood and supported by the entire community for it to be recognized as a practical and effective guide for the Village. It is also important to keep in mind that the Plan is not static. The Comprehensive Plan is based on dynamic variables whose future direction cannot always be accurately predicted. The Village must periodically re-examine and update the Plan as conditions and community aspirations change.

Updating the Comprehensive Plan

Every 1 year (at minimum):

- *Review and update the Implementation Action Plan*

Every 2 to 3 years (at minimum):

- *Review and update the Future Land Use Plan and Special Area Plan*
- *Review the entire Comprehensive Plan*

Every 5-9 years (at minimum):

- *Complete update of the entire Comprehensive Plan*

Implementation Actions

Plan implementation consists of a variety of proactive and reactive activities that will collectively ensure that the Village achieves its goals. Proactive activities are those actions that the Village initiates through a proposal, plan, improvement or regulatory change. On the other hand, reactive activities are those in which other parties approach the Village with a proposal on which the Village must act. Preparation of specific area plans, such as the special corridor plan developed for the revitalization St. Charles Road, is an example of a proactive activity, while development review is an example of a reactive activity.

Implementation tools represent proactive activities which the Village should undertake to generate the types and character of desired development. In addition to devising a set of implementation tools, the Village will also need to review and modify existing Village regulations to implement the policies and recommendations outlined in this Plan.

The Plan implementation phase of the comprehensive planning process begins when the Village Board adopts the Plan. Since the implementation phase will require time and effort on the part of Village staff, as well as sensible allocation of the Village's financial resources, the Village Council should prioritize all activities to be carried out.

To facilitate the implementation of the Comprehensive Plan, the Village should consider the following activities:

- **Update and revise the Zoning Ordinance and Subdivision Regulations.** It is highly recommended that the Village update and revise its Zoning Ordinance and the Subdivision Regulations to ensure that they are consistent with the policies and recommendations outlined in this Plan. More specifically, the Zoning Map should be updated to reflect changes to zoning districts and future land use designations as outlined in the Comprehensive Plan. Also, the standards contained in both the Zoning Ordinance and Subdivision Regulations should be reviewed and updated, with particular emphasis on establishing mixed use neighborhood development for St. Charles Road with design guidelines, a site plan review process and cluster housing provisions.

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► **Prepare a fiscal impact analysis of key growth areas.** The Village should evaluate the impact of growth and development on its finances as part of its long-term strategic planning process. A fiscal impact analysis of key growth areas would help determine the long term impact of these areas on Village finances and resources. This would be of particularly appropriate for the potential annexation of unincorporated areas within the Village limits or areas immediately between Villa Park and surrounding communities. A fiscal impact analysis would help the Village sensibly allocate its finances and resources by evaluating potential new revenue sources, current and future levels of services, and new costs associated with serving a growing community. This approach would also benefit other taxing districts.

► **Historic Preservation and Design Guidelines Manual.** The sense of place created by historic buildings is an essential character-defining feature. The Village, with local organizations, should undertake a comprehensive Village-wide survey of the Villa Park's historic building stock, undertake an evaluation of these buildings, and then pass local ordinances, and create incentive programs to insure their maintenance. The goal should be to encourage voluntary actions to preserve the historic character of older residential areas, including the establishment of historic districts where applicable, and continued cooperation with State and Federal agencies in protecting individual properties.

► **Greenway/Bikeway System.** An attractive and functional greenway system that expands on the beauty of the Illinois Prairie Path and the Great Western Trail as its primary corridors. A series of tasks are required to implement the system recommended in this plan. First, local support needs to be organized, combined with effort to seek support from other local jurisdictions, including the Park District, DuPage County, and other local and state agencies. Once the scope of the system is determined, a specific plan with standards should be defined that identifies the types of trails, security, safety, funding, accessibility, local ordinances that limit development, and other considerations. This would then allow proposed bikeways and greenways to be prioritized and mapped, leading to an implementation schedule and pursuit of funding.

► **Village Appearance Plan.** A series of coordinated tasks could be undertaken to implement a broad community appearance enhancement initiative. The first task would be to more clearly define specific elements of such a program. These might include: 1) inventorying important features of the Village's landscape for preservation and enhancement; 2) exploring ways to upgrade the appearance of public facilities, open spaces, and parks; 3) reviewing existing ordinances for ways to increase the required level of aesthetics, through such mechanisms as "site plan review", "appearance review," and "landscape and tree preservation standards" and; 4) continue the Village wide tree planting and maintenance program under Tree City USA. This initiative would benefit the Village by actively pursuing ways to strengthen Villa Park's appearance.

► **Bikeway Plan.** Having established a basic concept for a bikeway system in the Comprehensive Plan, the Village should undertake a study to evaluate the feasibility of these routes, and investigate alternative routes to jobs, schools, shopping and other community facilities, as well as creating a recreational amenity for all residents. Some of these paths will be little more than striping of a bike lane on an existing road with signs. In other areas, consideration should be given to separate off-road bike trails or bike lanes along the roadway.

► **Park Plan Update.** Parks and open spaces are an integral part of the overall vision and development strategy of the Village. The Village should work with the Parks and Recreation Department and Commission to update the Park Master Plan in light of the update to the Comprehensive Plan, to be used in the review of development proposals. Such plan may include an inventory and analysis of existing parks, an acquisition, development and improvement plan, and implementation plan addressing priorities for a long range capital improvement program.

► **Design Guidelines.** In general, design guidelines are organized as a set of design standards to clearly communicate the importance of design and physical appearance throughout the community. Villa Park is encouraged to explore the benefits of establishing design guidelines for the following community elements:

Implementation

Design Guidelines Continued...

A) Residential Design Guidelines. To meet the goals for residential neighborhoods established in this Comprehensive Plan. Residential design guidelines should be developed utilizing illustrations to clearly communicate the importance of design and physical appearance to developers and site designers. While the design guidelines should paint a clear picture of the community's design expectations, they should also provide adequate flexibility for creative design.

B) Commercial Design Guidelines. Commercial development is typically located at high-profile locations such as at major intersections or along highly traveled roadways. These locations warrant attention to design details to ensure that the quality of development is reflective of the community. These commercial projects, for example shopping centers, should project a positive image for Villa Park and should be designed with appropriate buffers from adjacent residential neighborhoods. As with the Residential Design Guidelines, the Commercial Design Guidelines should clearly indicate to the development community the types of standards the Village expects for commercial development.

B) St. Charles Road Corridor Design Guidelines. To strengthen the Village's ability to implement the vision for the St. Charles Road corridor, Design Guidelines should be adopted to allow for renovations or new developments that are consistent with the character set forth in the St. Charles renovations or new developments that are consistent with the character set forth in the St. Charles Special Area Plan. While the St. Charles Road Design Guidelines may have some similarities to the Commercial Design Guidelines, the mixed use quality of the corridor warrants the need for a distinct set of guidelines. To implement these Design Guidelines, the Village should carefully define the boundaries of the corridor where these standards are applied, and establish a development review process to monitor conformance with the guidelines.

Annexation Policy

While State Statutes provide a municipality with certain controls governing subdivision standards within the municipality's 1-1/2 mile extraterritorial planning boundary, the municipality only has a control of land use decisions for property that has been or can be annexed. By joining unincorporated areas into the Village's larger incorporated area, annexation offers Villa Park the ability to control growth and ensure quality development consistent with existing Village standards.

The process of annexing land in Illinois also provides the Village and the private property owners the ability to enter into annexation agreements outlining a number of development controls which may extend beyond the standards set in the Village Zoning and Subdivision Ordinances. Annexation agreements generally define the governmental agency or group responsible for providing or maintaining infrastructure such as roads and utilities.

Due to the growth of DuPage County and Villa Park's proximity to other growing communities, it is imperative that the Village monitor development pressures in the area and consider having annexation agreements in place to exert greater control over the type and character of development for critical land parcels to ensure that they conform to the community's character as envisioned by this Plan. To ensure proper intergovernmental cooperation with adjacent municipalities, the Village should have boundary agreements with all adjacent municipalities.

Implementation Action Plan

An implementation action plan identifies and defines each planning and community development activity to be carried out during a particular timeframe, the individual responsibilities of the Village for each activity, and the specific involvement of the Planning and Zoning Commission, or other public agency where appropriate. The tables on the following pages are designed to provide a starting point for prioritization and budgeting of actions needed to implement strategies and recommendations outlined in this Plan. The action plan identifies several potential key organizations and governmental agencies that will take part in the implementation process. A timeframe for each activity is also specified to define general phasing for implementation.

Further refinement of this table will be needed as details of costs and staff resources are verified and become available. In addition, the Village should review and update the action plan on an annual basis to ensure that it stays within the Village's financial ability and resource capacity.

Implementation Action Plan

<i>Classification</i>	<i>Action Step</i>	<i>Purpose</i>	<i>Phasing</i>	<i>Participants</i>
Community Character	Develop community gateway elements	To mark the arrival into Villa Park at the Village's key entry points & develop a sense of place	Near Term	CD, PW, PNRD, County, Townships, IDOT
Community Character	Establish a streetscape and wayfinding signage system along St. Charles Road	To create a unified identity that celebrates the Village's character	Near Term	CD, PW, IDOT
Community Character	Pursue facade improvement projects for North Park Mall and Villa Oaks Shopping Centers	To enhance the visual appeal of the North Avenue and Roosevelt Road streetscape	Near Term	CD, Property Owner
Economic Development	Develop a fiscal impact model	To evaluate the fiscal strength of individual developments and the overall fiscal balance of the Village	Near Term	Finance Department, School Districts
Economic Development	Establish a Business Recruitment Plan, particularly targeting specialty stores & restaurants	To market Villa Park to businesses, developers, and investors	Near Term	CD, Chamber of Commerce, EDC
Economic Development	Explore options to nurture tourism in Villa Park	To promote Villa Park's natural assets and many opportunities for recreation, shopping & education	Intermediate Term	Village, Chamber of Commerce, EDC, local businesses, schools & groups
Economic Development	Take a market-driven approach to redevelopment of St. Charles Road	To ensure the Village capitalizes on redevelopment opportunities that make best use of the brownfield site	Intermediate Term	Village, Chamber of Commerce, EDC
Economic Development	Seek grant funding for environmental assessment & demolition of vacant/unsafe properties	To improve the value of adjacent properties and create opportunities for redevelopment, parking, or green space	Long Term	Village, Chamber of Commerce
Economic Development	Assemble properties when appropriate to maximize redevelopment potential	To ensure Village's full potential is reached	Near Term	Village, EDC, property owners
Community Development	Maintain a working relationship with local media outlets	To help educate the community and promote the Village's physical, economic & community development opportunities	Ongoing	Village, Local Media Outlets
Community Development	Explore options for proactive enforcement of municipal property standards	To foster a community of well-maintained properties through public education, neighborhood inspections & recognition programs that reward & inspire	Near Term	CD, Police, Board of Trustees
Community Development	Apply for the Community Development Assistance Program (CDAP) federal grant program	To help finance projects relating to housing rehabilitation, economic development & public facilities	Ongoing	Village
Community Development	Evaluate new residential development proposals	To ensure new residential developments fit the Village's vision for the community	Ongoing	Village

Village Department Key

CD - Community Development	PW - Public Works
ECC - Environmental Control Commission	PNRD - Parks and Recreation Department
EDC - Economic Development Corporation	PNRC - Parks and Recreation Commission
HPC - Historic Preservation Commission	PZC - Planning and Zoning Commission
HPS - Historic Preservation Society	TSC - Traffic and Safety Commission

Implementation Action Plan

<i>Classification</i>	<i>Action Step</i>	<i>Purpose</i>	<i>Phasing</i>	<i>Participants</i>
Community Character	Adopt a Historic Preservation Ordinance	To protect Villa Park's historic charm and other important historical elements	Long Term	HPC, HPS
Community Facilities	Add a dog park south of the Metra tracks along the north side of Maple Avenue	To provide a safe and welcoming community to dog owners, and to encourage dog owners to have dogs in designated parks only	Intermediate Term	PNRD, PNRC
Community Facilities	Consider the development of a new community center located in one of the Village's downtown business districts.	Continue to provide excellent public facilities and services to Village residents.	Long Term	Village
Community Facilities	Create a master plan for a new municipal campus to forge a new anchor to the community that serves as the center for civic activity in Villa Park.	Continue to provide excellent public facilities and services to Village residents.	Long Term	Village
Land Use	Encourage the formation of neighborhood organizations to monitor quality-of-life issues, establish regular communications with the Village, and promote greater involvement by residents in civic life.	Sustain the integrity, livability and identity of the Village's established residential neighborhoods.	Short Term	Police, CD, Neighborhood Groups, Residents
Land Use	Annex the unincorporated residential area on the south side of the Village bounded by Ardmore Avenue to the west, Villa Avenue to the east, and Roosevelt Road to the south.	Strategically annex adjacent unincorporated lands.	Short Term	Village, Property Owners
Land Use	Annex the (1) unincorporated mixed-use areas on the north side of the Village bounded by Villa Avenue to the east, Ardmore Avenue to the west, the CN tracks to the south, and North Avenue to the north.; annex the (2) unincorporated areas south of Roosevelt Road, potentially extending up to Butterfield Road to the south.	Strategically annex adjacent unincorporated lands.	Short Term	Village, Property Owners
Transportation	Install traffic calming measures	To enhance pedestrian feel	Short Term	TSC, Police, PW, CD, IDOT, other transportation agencies
Transportation	Lobby Pace for expanded bus service	To improve access public transportation, decrease traffic on roads	Long Term	Village, Pace
Transportation	Construct bus shelters	To make public transportation more welcoming and wider used	Short Term	Village, Pace

Implementation Action Plan

<i>Classification</i>	<i>Action Step</i>	<i>Purpose</i>	<i>Phasing</i>	<i>Participants</i>
Transportation	Ensure that all public rights-of-way include sidewalks on both sides of the street, with preferably a parkway separating vehicles from pedestrians (Safe Routes to School Program)	Make all streets in the Village “complete” streets that create pleasing environments for pedestrians as well as provide access to businesses.	Ongoing	PW, TSC
Transportation	Conduct a feasibility study for potential underpasses at street/rail crossings in the Village.	Make all streets in the Village “complete” streets that create pleasing environments for pedestrians as well as provide access to businesses.	Long Term	TSC, Metra, CN
Transportation	Create a truck plan that designates specific roads for truck traffic, hours of permitted truck traffic, and other regulations.	Make all streets in the Village “complete” streets that create pleasing environments for pedestrians as well as provide access to businesses.	Long Term	TSC, IDOT, DuPage County
Transportation	Directly connect the Salt Creek Greenway Trail with the Illinois Prairie Path.	Plan and build a comprehensive bike path network throughout the Village.	Short Term	DuPage County, ECC
Transportation	Establish mini community gateways where the three regional bike paths enter the Village.	Plan and build a comprehensive bike path network throughout the Village.	Short Term	CD, PW, ECC
Transportation	Add main north-south bike paths through the heart of the Village along Ardmore Avenue, Villa Avenue and Addison Road.	Plan and build a comprehensive bike path network throughout the Village.	Short Term	PW, ECC
Transportation	Add main east-west bike paths along North Avenue, St. Charles Road and Roosevelt Road, as well as along Madison and Vermont Streets.	Plan and build a comprehensive bike path network throughout the Village.	Short Term	PW, ECC, IDOT, DuPage County
Transportation	Utilize permeable paving materials for all bike paths.	Plan and build a comprehensive bike path network throughout the Village.	Ongoing	PW, ECC
Transportation	Enhance existing bike paths with landscaping, street furniture, signage and lighting.	Plan and build a comprehensive bike path network throughout the Village.	Ongoing	PW, ECC
Transportation	Explore options for bike overpasses across North Avenue, St. Charles Road and Roosevelt Road.	Plan and build a comprehensive bike path network throughout the Village.	Long Term	PW, ECC, IDOT, DuPage County
Transportation	Lobby Metra for continuous service improvements and landscape enhancements along the ROW along Metra’s Union Pacific West Line.	Promote public transit investments, service expansions and other transport alternatives in the Village.	Long Term	Village, Metra

Implementation Action Plan

<i>Classification</i>	<i>Action Step</i>	<i>Purpose</i>	<i>Phasing</i>	<i>Participants</i>
Community Facilities	Utilize LEED (Leadership in Energy and Environmental Design) building standards for all new public buildings and facilities.	Utilize sustainable building design and construction for public buildings and facilities.	Ongoing	CD, ECC, PW, PZC
Community Facilities	Retrofit existing public buildings and facilities according to LEED standards.	Utilize sustainable building design and construction for public buildings and facilities.	Ongoing	CD, ECC, PW, PZC
Community Facilities	Initiate a program to transform all alleys into “green” alleys.	Utilize sustainable building design and construction for public buildings and facilities.	Short Term	CD, ECC, PW, PZC
Community Facilities	Set targets for becoming carbon neutral and take steps for becoming so by limiting energy usage and emissions, obtaining electricity and other energy from renewable energy sources, and by offsetting the Village’s remaining emissions by purchasing carbon credits.	Utilize sustainable building design and construction for public buildings and facilities.	Short Term	PW, ECC
Community Facilities	Transition the Village’s existing vehicle fleet to a “green” fleet by acquiring hybrid vehicles as well as those that run on alternative fuels, such as biodiesel and E-85. In addition, limit idling of trucks.	Utilize sustainable building design and construction for public buildings and facilities.	Ongoing	PW, ECC
Community Facilities	Join the Cities for Climate Protection Campaign, an international movement spearheaded by ICLEI Local Governments for Sustainability “to adopt policies and implement quantifiable measures to reduce local greenhouse gas emissions, improve air quality, and enhance urban livability and sustainability.”	Utilize sustainable building design and construction for public buildings and facilities.	Short Term	PW, ECC
Community Facilities	Conduct energy audits of existing buildings and connect building owners to grants and other funding sources to retrofit these buildings in order to become as energy efficient as possible.	Utilize sustainable building design and construction for public buildings and facilities.	Ongoing	PW, ECC
Community Facilities	Develop a renewable energy plan, a set of sustainability indicators, and sustainability targets for the Village.	Utilize sustainable building design and construction for public buildings and facilities.	Short Term	PW, ECC
Community Facilities	Join the Clean Air Counts initiative to underscore the Village’s commitment to reducing emissions and conserving energy.	Utilize sustainable building design and construction for public buildings and facilities.	Short Term	PW, ECC
Community Facilities	Establish safe routes to local schools by improving sidewalks, streetscapes, bike paths, and street and rail crossings between residential areas and schools.	Foster safe routes to schools and aesthetically pleasing areas around schools.	Ongoing	PW, Police, TSC, School Districts

Implementation Action Plan

<i>Classification</i>	<i>Action Step</i>	<i>Purpose</i>	<i>Phasing</i>	<i>Participants</i>
Community Facilities	Work with neighborhood organizations to develop community gardens and greenhouses in Villa Park, and set aside appropriate amounts of land for local food production.	Create an interconnected system of parks and public green spaces.	Long Term	Pride Commission, PNRD, Neighborhood Groups
Community Facilities	Create a parks and green corridors wayfiram to facilitate navigation of the Village's parks, gardens and green spaces.	Create an interconnected system of parks and public green spaces.	Long Term	PW, PNRD, PNRC
Community Facilities	Encourage the establishment of a community theatre and/or a multi-purpose arts/cultural center in one of the downtown districts in Villa Park.	Promote artistic and cultural development in the Village.	Long Term	PNRD, CD
Utilities	Conduct an assessment of future telecommunication needs in the Village.	Continue to develop the Village's wireless telecommunications infrastructure.	Short Term	PW, Finance
Utilities	Construct water mains along North Avenue west of Kramer where there are currently none.	Enhance the Village's potable water infrastructure.	Short Term	PW, Developers
Economic Development	Continue program with NIU to promote franchise opportunities.	Encourage job growth in the community.	Ongoing	CD, EDC, NIU
Housing and Historic Preservation	Consider updating the zoning ordinance in order to reflect special zoning regulations for a potential historic district.	Continue to protect existing historic assets in Villa Park.	Long Term	HPC, HPS
Housing and Historic Preservation	Seek the protection of important historic buildings with the Illinois Historic Preservation Agency.	Continue to protect existing historic assets in Villa Park.	Short Term	HPC, HPS, Property Owners
Housing and Historic Preservation	Become a Certified Local Government.	Continue to protect existing historic assets in Villa Park.	Short Term	HPC, HPS