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Date: September 30, 2020
To: Chairman Bradford and Members of the Plan Commission
From: John Adler, Director of Community Development
Subject: Comprehensive Plan Review Process - Discussion

In early 2021 The Village will be undertaking the rewriting of its Comprehensive Plan for the first time since 1990. While updates to the plan were completed in 2000 and most recently with the inclusion of the Village Center Master Plan in 2010, the core document has remained pretty much unchanged since 1990. The Comprehensive Plan is an important document because it is the land use roadmap from which land use/zoning decisions are made. It is expected that the rewrite will take approximately 2 years to complete. While the exact review process has not yet been determined, because the Plan Commission is required by law to hold hearings on any proposed changes to the plan, it will be heavily involved in the process. The first step in the rewrite process is drafting an RFP to select the consultant that will assist with the plan rewrite.

Staff is in the process of drafting the RFP and expects to have a draft before the Commission sometime in November. Because the current plan arguably does not adequately address topics such as sustainability, economic development, health and wellness, and culture, staff will make sure the consultant knows to include the review of those elements. While there will be new elements added to the plan, existing chapters including housing, commercial areas, historic preservation, municipal infrastructure and services will all require substantive rewrites.

Here are the links to the Comprehensive Plan and VC Master Plan –
https://www.wilmette.com/download/documents/2000_Comprehensive_Plan1.pdf
<https://www.wilmette.com/wpfb-file/complete-plan-reduced-pdf/>

The purpose for placing the Comprehensive Plan review process on the agenda for October 6th is not to make any decision regarding the plan or process but for staff to answer any questions you may have regarding the current plan or upcoming review process. For the November meeting the Commission will be asked to review the Village's current Comprehensive Plan/VC Master Plan and provide feedback on anything related to the existing chapters or potential new elements you believe the consultant should consider when responding to the RFP.