



# **PLAINFIELD ROAD**

## **Corridor Study**

### **Public Involvement Plan**

### **Plainfield Road**

### **County Line Road to East Avenue**

### **Phase I Study**



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08/02/2023	Updates on future Corridor Advisory Committee and Public Information Meeting logistics and updates to the timeline
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## TABLE OF CONTENTS

1.	INTRODUCTION .....	4
2.	DESCRIPTION OF OUTREACH PROGRAM .....	4
3.	STAKEHOLDER OUTREACH.....	5
3.1	Municipalities and Key Stakeholders .....	5
3.2	General Public .....	5
3.3	Regional Agency Coordination .....	5
4.	IMPLEMENTATION & EXECUTION OF STAKEHOLDER ENGAGEMENT .....	6
4.1	Key Stakeholder Meetings.....	6
4.2	Corridor Advisory Committee.....	6
4.3	Survey.....	7
5.	IMPLEMENTATION & EXECUTION OF PUBLIC INFORMATION MEETINGS .....	7
5.1	Public Information Meeting Locations.....	7
5.2	Public Information Meeting Materials.....	7
5.3	Public Information Meeting Announcements .....	8
5.4	Public Information Meeting Presentation Format.....	8
5.5	Public Information Meeting Follow-up.....	9
6.	ADDITIONAL METHODS FOR PUBLIC INVOLVEMENT.....	9
6.1	Contact List.....	9
6.2	E-Communications .....	9
6.4	Media Outreach .....	9
6.5	Website.....	9

7.	ANTICIPATED SCHEDULE OF STAKEHOLDER ACTIVITIES.....	10
7.1	Timeline Graphic.....	10
APPENDIX A – POTENTIAL CAC LIST MEMBERS .....		11

## 1. INTRODUCTION

CMAP's ON TO 2050 plan projects that Cook County is expected to add more than 735,000 new residents between 2020 and 2050. In order to accommodate existing and projected travel demands, Cook County is completing Phase I Studies throughout the county. Cook County Department of Transportation and Highways (DoTH) has initiated the Plainfield Road, County Line Road to East Avenue, Phase I Study. The study of this corridor will analyze the existing roadway and intersections, develop proposed improvements in conjunction with the public and examine the impacts which the proposed improvements have on the community and environment. It is anticipated the proposed improvements will improve traffic and road conditions for all forms of transportation. The study aligns with the priorities of *Connecting Cook County*, the County's Long Range Transportation Plan.

In order to learn from and communicate with the public on this study, a public involvement process is necessary. The Public Involvement Plan (PIP) will help capture feedback and engage community and business members to assist in the development of improvements along Plainfield Road. In order to ensure communication between the project team, Cook County, stakeholders and the public is seamless, this Public Involvement Plan has been created.

## 2. DESCRIPTION OF OUTREACH PROGRAM

This PIP outlines the goals, activities and timelines of stakeholder and public outreach for the Plainfield Road Phase I Study. In addition to outlining the stakeholder involvement process, this PIP also educates stakeholders and project team members on project goals and deliverables. The project team will use the framework established in the PIP to guide the collection and organization of input from all stakeholders. Stakeholder input will be used to identify the best solutions to any issues or problems that arise as the project progresses through its technical analyses.

All materials should be designed to convey technical information to the general public; meetings must be held in accessible locations. Communication to the public should be completed in a variety of ways to ensure key issues, input and ideas from the public and stakeholders are being captured and applied to the study.

This PIP is a dynamic document that will be revised and updated as necessary throughout the duration of the project. The following plan objectives are listed below:

- identify key stakeholders; and
- create a project identifier to be used on communication materials; and
- create a calendar for public involvement activities; and
- establish a system for input from municipalities, stakeholders and the general public.

### **3. STAKEHOLDER OUTREACH**

The Plainfield Road Phase I Study will be led by DoTH. Communication with municipalities, key stakeholders and the public will provide additional insights and guidance throughout the project. While in-person meetings are preferred, any or all stakeholder meetings may be conducted virtually to maximize participant attendance. Virtual meetings will maintain their intended purpose as set at the beginning of this project but will include a web meeting or conferencing platform and dial in information. During virtual meetings participants will have the ability to ask questions and collaborate with the project team, comparable to traditional DoTH in-person meetings.

#### **3.1 Municipalities and Key Stakeholders**

In order to engage those directly affected by Plainfield Road improvements, the project team will create several mechanisms for impacted municipalities and key stakeholders to provide input throughout the project, including virtual one-on-one meetings, a survey and a Corridor Advisory Committee. Key stakeholders include township representatives, homeowner associations, schools, emergency service providers, recreational facilities and transportation agencies located near the corridor. It is anticipated that all individual stakeholder meetings will be conducted virtually or via phone and follow the process for virtual meetings outlined above. Additional details on stakeholder engagement are described in Section 4.

A list of these agencies can be found in Appendix A.

#### **3.2 General Public**

In addition to key stakeholders, members of the public may have varying interests in the project. The project team will engage the public in multiple public information meetings, via an online survey and provide the opportunity for feedback throughout the project. Additional details on the public information meetings are described in Section 5.

A total of two (2) public information meetings are anticipated.

#### **3.3 Regional Agency Coordination**

In addition to municipal coordination, engaging with stakeholders and the general public, the project will require coordination with impacted agencies and governmental agencies including sanitary districts, park districts, fire protection districts and utilities. Coordination with the Illinois Tollway is also essential, as Plainfield Road crosses I-294. This coordination has been ongoing and will continue, as the Tollway is in the design phase for reconstructing I-294. This coordination will require virtual one-on-one meetings to discuss goals and technical issues as they arise throughout the project, such as potential utility relocations, etc. It is anticipated that any meetings with regional agencies will be conducted virtually or via phone and follow the process for virtual meetings outlined above.

A list of these agencies can be found in Appendix A.

## **4. IMPLEMENTATION & EXECUTION OF STAKEHOLDER ENGAGEMENT**

### **4.1 Key Stakeholder Meetings**

Each municipality and key stakeholder have their own unique concerns. Virtual one-on-one meetings with each municipality will provide them the opportunity to discuss their concerns, issues and goals for the corridor. During these initial meetings, municipal representatives will be encouraged to identify potential CAC members. Virtual one-on-one meetings with other key stakeholders may be held as needed. These meetings will take place at the beginning of the project prior to the establishment of the Corridor Advisory Committee. Additional follow-up meetings may take place prior to the final public information meeting. It is anticipated that all individual stakeholder meetings will be conducted virtually or via phone and follow the process for virtual meetings outlined above.

Approximately eight (8) meetings are anticipated throughout the duration of the project.

### **4.2 Corridor Advisory Committee**

A Corridor Advisory Committee (CAC) will be convened to meet throughout the project to advise on project direction, needs and details. Engaging and soliciting feedback from the CAC will help to ensure that the analysis and subsequent recommendations correspond to local conditions and solutions. The CAC meetings will generally consist of a presentation, followed by a workshop and/or group discussion among the members. (The tentative list of CAC members is included in Appendix A.) The CAC will meet three times throughout the study at key points in the project development. These key points will include initial project introduction to receive input on current issues and needs, review of initial improvement alternatives and review of recommended improvements. CAC members will be encouraged to promote public information meetings to their communities and members. While in-person meetings are preferred, any or all CAC meetings may be conducted virtually due to physical distancing restrictions outlined by the State of Illinois.

A total of three (3) meetings are anticipated, with the following discussion topic goals:

- Meeting 1: Project introduction, existing conditions, introduction of the public survey, and the CAC's assistance in the promotion of the public survey
- Meeting 2: Public survey results, alternatives development, and evaluation criteria
- Meeting 3: Alternatives evaluation and proposed improvements review

### **4.3 Survey**

Using an online survey platform, the project team will develop a survey to distribute to the stakeholders and the general public. The goal of the survey is to help identify the major issues, opportunities and priorities along the corridor. The plan is to distribute this survey to the public between the first and second CAC meetings, with the survey being the first opportunity for the public to provide input on the study. The survey results will drive the initial development of the project's purpose and need.

## **5. IMPLEMENTATION & EXECUTION OF PUBLIC INFORMATION MEETINGS**

Two public information meetings are planned for this study. Due to the potential impacts of this project, this project does not anticipate requiring a public hearing as per the definitions and requirements outlined in the Illinois Department of Transportation Bureau of Local Roads and Streets Manual. The project team will coordinate with IDOT and FHWA to determine environmental processes and alternate public involvement for the project, if required, as the project progresses. During this coordination, if a Public Hearing is deemed necessary this document will be updated with additional details outlining the Public Hearing process.

The first public information meeting will focus on receiving initial input from the public on the range of improvement alternatives. The second public information meeting will present the recommended alternative for feedback. Public notification will be made through municipalities and stakeholder groups. Additional outreach will be made through email campaigns and press releases. DoTH will approve meeting announcements, potential locations, materials and format. Public information meetings conducted by the project team will follow the guidelines presented in the Illinois Department of Transportation Bureau of Local Roads and Streets Manual Section 21-3.03: Format Options of Public Meetings and Hearings.

### **5.1 Public Information Meeting Locations**

The first public information meeting is anticipated to be conducted virtually. The second public information meeting is anticipated to be conducted in-person and follow best practices established during the first virtual public information meeting, including a pre-recorded presentation on the project website, a project phone number and hard copies of presentation materials distributed to select pre-determined locations along the corridor.

For any information meetings that will be conducted in-person, the project team will look to hold the meetings on the corridor at schools or other public facilities. The location chosen will meet the following criteria: location must be available on date of presentation; can hold at least 100 people; must be ADA accessible; near public transportation and low cost or free of charge.

### **5.2 Public Information Meeting Materials**

All public information meetings will have materials that describe the study in a clear and concise manner. Handouts and fact sheets will be provided at each public information meeting. The fact

sheet will contain general information, such as study schedule, map and goals. The project team will work with DoTH to ensure all materials are available on the study website after the public information meetings have occurred and physically at pre-determined locations throughout the corridor.

### **5.3 Public Information Meeting Announcements**

Meeting announcements will be distributed to media outlets and local community papers at least three weeks in advance of the scheduled meetings. Announcements will highlight topics and invite the general public to attend. In addition to CAC members, additional stakeholders, village halls and local businesses will be provided with information regarding upcoming meetings to supplement announcements.

Other special accommodations will be utilized if requested in advance. Meeting announcement information will provide avenues to request those accommodations.

Special consideration and outreach will be provided for potential impacted property owners. Letters notifying impacted property owners will be sent prior to the final public information meeting to inform them of the potential impact, invite them to the meeting and provide an opportunity to comment on the proposed improvements. Project team staff will be available at the public information meeting to speak with potential impacted property owners. Additional coordination will continue with these property owners as the project progresses beyond the Phase I Study.

### **5.4 Public Information Meeting Presentation Format**

Each information meeting will be designed to accommodate as many people as possible while still providing an opportunity to have one-on-one conversations and follow up with individuals. The information meetings will tentatively include exhibit images or boards and a pre-recorded PowerPoint presentation with voiceover.

If virtual public information meetings are held, DoTH will assess formats to allow for information materials to be displayed and provide opportunities for public comment, such as question and answer functions, polling and variable time frames to enable ample time for community input. Accommodations will also be provided for those who are unable to access virtual materials, such as physical materials throughout the corridor, mailed materials and a project email and phone number to request more information from the project team.

In-person public information meetings will be three hours, tentatively 4pm-7pm. The time frame allows ample time for attendees to view displays or participate in an input exercise and ask questions. During these public information meetings, there will be automated PowerPoints running with pre-recorded narrations discussing the current status of the project. The open house style of meetings is intended for attendees to provide input in several avenues throughout the public information meeting. There will be multiple ways that will allow for comment, such as



the project's website, communication with staff in attendance and written comment cards that will be available at each meeting.

Public information meetings will follow the guidelines presented in the Illinois Department of Transportation Bureau of Local Roads and Streets manual for Public Involvement program section 21-3.03.

## **5.5 Public Information Meeting Follow-up**

The project team will generate and send individual responses for each written comment received during the public information meeting comment period. Additionally, a newsletter communication will be drafted and sent to project stakeholders summarizing the meeting, the information gathered and next steps.

# **6. ADDITIONAL METHODS FOR PUBLIC INVOLVEMENT**

## **6.1 Contact List**

A comprehensive contact list of individuals and stakeholder groups will be generated and maintained. It will include such recipients as community organizations, residents, elected and appointed officials, special interest groups and businesses. The list will be updated throughout the project.

## **6.2 E-Communications**

E-communications will be a key facet in communicating with key stakeholders and the public. E-communications will be sent in the form of e-newsletters or project updates and will utilize the contact list. The project identifier will be included on all print and e- communications.

## **6.4 Media Outreach**

The project team will work with the Cook County staff and the Cook County Public Information Officer to ensure information regarding public information meetings is appropriately disseminated to news organizations, community papers and special interest publications. Media monitoring will occur in order to capture all published/posted information on this project.

## **6.5 Website**

The project team will develop and maintain a project website for the Phase I portion of this project. This website will act as a clearinghouse of project information, containing all meeting materials, newsletters and announcements. This website will be hosted separately from the DoTH website, but a link will be provided on the County website directing interested parties to the project website.

## 7. ANTICIPATED SCHEDULE OF STAKEHOLDER ACTIVITIES

### 7.1 Timeline Graphic

Below is a tentative timeline graphic for the project. This graphic will be adjusted as needed throughout the duration of the project.

Timeline graphics will be developed to illustrate the project schedule and key milestones.

### Project Schedule



## **APPENDIX A – Potential CAC List Members**

CAC members could include representatives from:

- City of Countryside
- Township of Lyons
- Village of Burr Ridge
- Village of Indian Head Park
- Village of La Grange
- Village of McCook
- Village of Western Springs
- DuPage County Division of Transportation
- Flagg Creek Water Reclamation District
- Forest Preserve District of Cook County
- Illinois Department of Transportation
- Illinois Tollway
- La Grange Highlands Sanitary District
- La Grange Highlands Civic Association
- Metropolitan Water Reclamation District
- Pace Bus
- Pleasantview Fire Protection District
- South Lyons Township Sanitary District
- Park District of La Grange
- Pleasant Dale Park District
- St. Cletus School
- Timber Trails Homeowners Association
- West Conference Municipal Conference
- West Suburban Chamber of Commerce and Industry