

**Public Involvement Plan**

**Wolf Road**

**79<sup>th</sup> Street to Plainfield Road**

**Phase I Study**



September 2023

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## **1. INTRODUCTION**

In 2020, the Village of Indian Head Park, in conjunction with the Cook County Department of Transportation and Highways (DoTH), initiated a Preliminary Engineering and Environmental (Phase I) Study for 2.3 miles of Wolf Road from 79th Street to Plainfield Road. Within these project limits, Wolf Road is mostly a two-lane roadway under Cook County DoTH jurisdiction that primarily falls within the Villages of Indian Head Park and Burr Ridge. The City of Countryside and Village of Willow Springs are also adjacent the corridor. The goals of the Wolf Road Phase I Study are to improve existing roadway deficiencies, bring the corridor up to current design standards, improve traffic safety and operations, accommodate future traffic demands, and review or improve pedestrian and bicycle accommodations.

Initial public outreach activities for the project were conducted in spring 2022 and included a public information meeting and Town Hall style meeting. Based on the feedback received through those meetings, it was apparent that there wasn't consensus among the community on the vision for the future Wolf Road corridor. Based on this feedback, the Village and DoTH elected to change the public outreach strategy for the project. This next stage in the project aims to provide enhanced opportunities for public participation and gather additional feedback and perspectives from residents and other stakeholders along the corridor to better align the project goals and outcomes with the needs and wants of the local community.

This Public Involvement Plan (PIP) was created to ensure that communications between the study team, the Village of Indian Head Park, DoTH, stakeholders, and the public are seamless. This PIP will outline the approach the study team (the Village of Indian Head Park, DoTH, and their consultant teams) will use to capture feedback and engage the community and business members to help develop improvements along Wolf Road. This document is intended to be dynamic throughout the life of the project and may be updated.

## **2. DESCRIPTION OF OUTREACH PROGRAM**

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

Outreach materials will be designed to convey technical information to the public. Informational meetings will be held in accessible locations. Communication to the public may be completed in many ways so 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;
- Create a project identifier to be used on communication materials;
- Create a calendar for public involvement activities;
- Execute various interviews, meetings, presentations, and tabling events with stakeholders and the general public; and
- Establish a mechanism for collaboration for the study team, stakeholders, and the general public.

### **3. STAKEHOLDER OUTREACH**

The Wolf Road Phase I Study will be led by the Village of Indian Head Park in collaboration and with guidance and support from DoTH. Communication with elected officials, municipalities, local businesses, utility representatives, community members, residents, and travelers will provide additional insights and guidance throughout the project. Stakeholder outreach will include various methods, such as meetings with municipalities, public informational meetings, individual meetings, Corridor Advisory Committee meetings, and project communications. Meetings will be conducted either in-person, virtually, or in a hybrid platform. In-person meetings are preferred; however, the study team understands the importance of virtual and hybrid platforms to enhance engagement and provide more flexible opportunities for feedback and will be utilized as needed. When utilized, virtual meetings will include a conferencing platform and dial-in information. Each meeting will have the ability to ask questions and collaborate with the study team, comparable to traditional Indian Head Park and DoTH in-person meetings.

#### **3.1 Municipality Meetings**

It is anticipated that two rounds of municipal meetings will be conducted throughout the project with each community along the corridor. Dedicated municipal meetings will be critical to the success of the study to address each community's unique concerns. One-on-one virtual meetings with each municipality will provide municipal staff with the opportunity to discuss their concerns, issues, and goals for the corridor.

The first round of municipal meetings were conducted at the project kick-off. During these initial meetings, municipal representatives were informed of the project and discussed potential concerns and opportunities.

Additional follow-up meetings may take place prior to the final public informational meeting. It is anticipated that all municipality meetings will be conducted virtually and follow the process for virtual meetings outlined above.

Approximately four (4) municipal meetings are anticipated.

### **3.2 Corridor Advisory Committee**

A Corridor Advisory Committee (CAC) will be convened throughout the project to advise on project direction, needs, and details.

It is important to note that the CAC is designed to be a collaboration of representatives of various stakeholder groups throughout the corridor. Members of this advisory committee are intended to act as project ambassadors serving as a link to the public by bringing in diverse perspectives and updating the public and their respective organizations on the project process and activities. The CAC will provide guidance and support so the study team can better understand the corridor needs. The final recommendation on a preferred alternative for the corridor will be made in collaboration between the Village of Indian Head Park and the Cook County Department of Transportation and Highways while considering the feedback received from the CAC, stakeholders, and the public. The recommended preferred alternative will then be presented to the Illinois Department of Transportation (IDOT) and Federal Highway Administration (FHWA) for final approval.

Engaging and soliciting feedback from the CAC will help 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 up to three times throughout the study at key points in the project development. These key points will include the initial project introduction to receive input on current issues and needs, the initial improvement alternatives, and the recommended improvements. CAC members will also be encouraged to promote public informational meetings and outreach activities to their communities and members.

CAC meetings are anticipated to be conducted in-person and will be assessed for hybrid or virtual meetings as needed. For each CAC meeting, a location or platform will be coordinated, a run of show will be developed, and meeting materials will be created and shared on the project website, as available.

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

- Meeting 1: Project Goals, Engagement Approach, Recap Data Collected and Analysis Performed to Date, and Survey Results
- Meeting 2: Recap Public Feedback Received to Date and Discuss Roadway Alternatives to be Presented at Public Information Meeting #2
- Meeting 3: Recap Public Feedback Received to Date and Discuss Preferred Alternative to be Recommended at Public Information Meeting #3

### **3.3 Stakeholder Meetings**

In addition to municipal coordination, engaging with stakeholders and the public will be critical to the success of the study. Additional opportunities for stakeholder feedback may be conducted as requested. It is anticipated that due to the stakeholders and content of the meetings these meetings may be conducted in-person or virtually for stakeholders to express concerns or share feedback directly with the study team.

### **3.4 General Public**

In addition to municipal staff, transportation agencies, and key stakeholders, members of the public may have varying interests in the project. The study team will engage the public through an online community survey, a robust project website, and in multiple public informational meetings. It is envisioned that the general public will have ample opportunities to provide feedback throughout the project in platforms that best meet their needs and availability. Additional details on the public information meetings and various communications materials are described below.

## **4. IMPLEMENTATION & EXECUTION OF PUBLIC INFORMATIONAL MEETINGS**

Two public informational meetings are planned for this study. It is important to note that one public informational meeting has already been conducted and thus the two meetings described throughout the project will be denoted as Public Informational Meeting #2 and #3. The second public informational meeting will provide a review of the project process and project goals, a summary of outreach conducted to date and what was heard, and the identification of roadway alternatives for consideration. During the third public informational meeting, a preferred alternative will be presented to the public for final feedback. At the time of this meeting, specific impacts associated with the preferred alternative will be known and presented. Additional outreach will be made through email campaigns and press releases. The Village of Indian Head Park and DoTH will approve meeting announcements, locations, materials, and format. Public informational meetings conducted by the study 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.

### **4.1 Public Informational Meeting Locations**

The public informational meetings are anticipated to be conducted in person at a central location to the corridor that will be determined prior to advertisement of the meetings.

### **4.2 Public Informational Meeting Materials**

All public informational meetings will have materials that describe the study in a clear and concise manner. Fact sheets for the public informational meetings will include general information, such as study goals, map, and timeline. The study team will work with the Village of Indian Head Park to ensure all handouts and materials are available on the

study website after the meetings have occurred and physically at pre-determined locations throughout the study area.

### **4.3 Public Informational Meeting Announcements**

Public notification will be made through email campaigns and press releases at least three weeks in advance of the scheduled meetings. Additional outreach will be encouraged through CAC members. Announcements will highlight meeting topics and invite the public to attend. The Village of Indian Head Park and DoTH will approve meeting announcements, locations, materials, and format.

Other special accommodations will be utilized if requested in advance, such as interpreters or technical support. Public informational meeting announcement details will provide avenues to request those accommodations.

Special consideration and outreach will be provided for property owners who will be directly impacted by the project (i.e., property owners for which land acquisition may be required). All residents along the corridor whose property may be impacted by any of the project alternatives will receive a postcard inviting them to attend the Public Informational Meeting #2. After a preferred alternative is selected, any residents who will be directly impacted by the preferred alternative will receive letters notifying them of the anticipated impact and inviting them to attend Public Informational Meeting #3 and provide feedback on the preferred alternative. Study team staff will be available at the public informational meeting to speak with potential impacted property owners. Additionally, coordination will continue with these property owners as the project progresses beyond the Phase I Study.

### **4.4 Public Informational Meeting Presentation Format**

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

If virtual public informational meetings are held, the Village of Indian Head Park and DoTH will assess formats to allow for informational materials to be displayed and provide opportunities for public comment, such as question and answer functions, polling, and variable timeframes to enable ample time for community input.

In-person public informational meetings will be three hours long. The timeframe allows ample time for attendees to view displays or participate in an input exercise and ask questions. Based on prior meetings hosted by the Village, it is anticipated that a pre-recorded presentation will be played prior to participants reviewing the exhibit boards in an open house style. The study team also anticipates having a room or station where those who may have joined late may also watch the pre-recorded meeting.

The open house style of meetings is intended for attendees to provide input throughout the public informational meeting. As such, there will be several opportunities that will facilitate public comment. Written comment cards will be available at each meeting.

Following the public informational meeting, a three-week comment period will be provided to be part of the official meeting record. All commenters will receive responses to address their questions and concerns.

#### **4.5 Public Informational Meeting Follow-up**

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

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

#### **5.1 Contact List**

A comprehensive contact list of individuals and stakeholder groups will be generated and maintained. It will include community organizations, elected and appointed officials, special interest groups, businesses, property owners, homeowner associations, and members of the public that expressed interest in staying updated on the study. The list will be updated throughout the project to reflect meeting attendees and additional interested parties. Public informational meeting announcements will be sent to individuals on the contact list.

#### **5.2 Survey**

The public has engaged in previous project efforts and shared useful information and perspectives to help guide the study team into the next stage of the Phase I Study.

To further support transparency in this project and ensure the public has ample opportunity for additional feedback, the study team will develop an online survey to distribute to the project's stakeholders, which include 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 before the first CAC meeting. The survey results will be considered in the development of design alternatives.

#### **5.3 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 in all print and e-communications.



#### **5.4 Media Outreach**

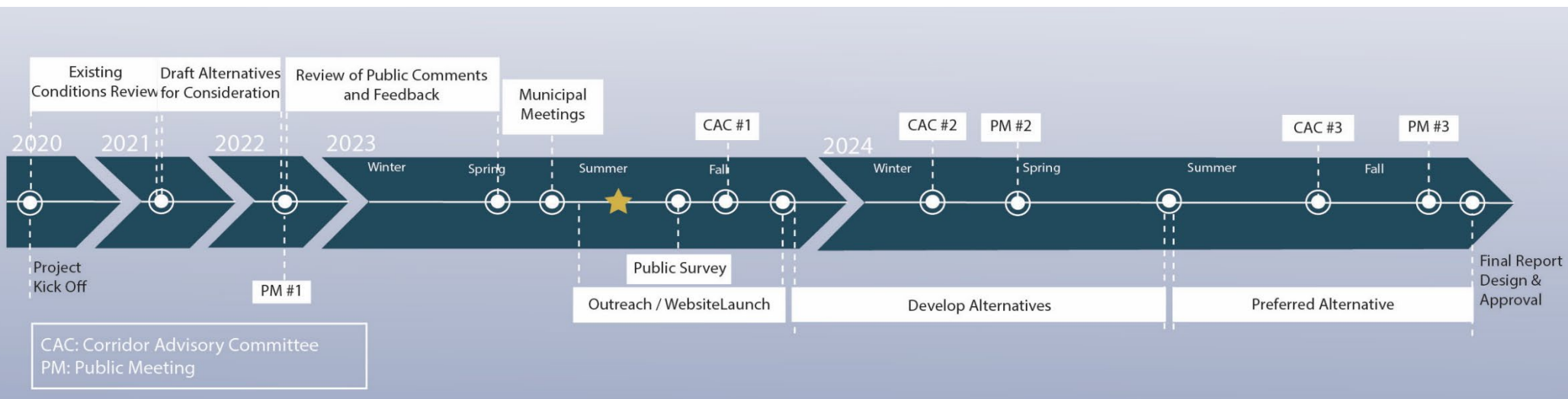
The study team will work with the Village of Indian Head Park to ensure information regarding public meetings is appropriately disseminated to news organizations, community papers, and special interest publications. Media monitoring will occur to capture all published/posted information on this project.

#### **5.5 Project Website**

The study team will develop and maintain a project website for the Phase I Study portion of this project. This website will act as a single location for project information, containing all meeting materials, newsletters and announcements. This website will be hosted separately from the Village of Indian Head Park website, but a link will be provided on that website directing interested parties to the project website. The project website is [WolfRoadStudy.com](http://WolfRoadStudy.com).

## 6. ANTICIPATED SCHEDULE OF STAKEHOLDER ACTIVITIES

### 6.1 Timeline Graphic



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

CAC members could include representatives from:

- Village of Indian Head Park
- Cook County Department of Transportation and Highways
- Village of Burr Ridge
- City of Countryside
- Village of Willow Springs
- Township of Lyons
- Flagg Creek Water Reclamation District
- Metropolitan Water Reclamation District
- Illinois Department of Transportation
- Illinois Tollway
- South Lyons Township Sanitary District
- La Grange Highlands Sanitary District
- Pleasantview Fire Protection District
- Pleasant Dale Park District
- School District 107
- Up to 4 Indian Head Park residents from communities adjacent to the corridor
- Up to 1 additional resident from the other communities adjacent to the corridor