

DEVELOPMENT REVIEW COMMITTEE MEMORANDUM

**VILLAGE OF LIBERTYVILLE
COMMUNITY DEVELOPMENT DEPARTMENT
325 N. MILWAUKEE AVENUE, SUITE 203
LIBERTYVILLE, ILLINOIS 60048-2090**

FROM: PLANNING DIVISION

DATE: November 6, 2025

SUBJECT: Development Review Committee (DRC) Reports for Cases Scheduled for Consideration on **Monday, November 10, 2025**

The DRC Meeting was held on **Monday, October 20, 2025**. DRC members present included:

Kelly Amidei	Village Administrator
Heather Rowe	Director of Community Development
Tony Repp	Deputy Director of Community Development
David Smith	Senior Planner
Wil Richardson	Planner
Keith Gronke	Building Division Manager/Building Commissioner
Jeff Cooper	Deputy Director of Public Works/Village Engineer
Harrison Meyer	Senior Project Engineer
Mike Weaver	Director of Fire Prevention
Linda Carlson	Project Engineer

Attached herewith are the DRC Reports for the following cases:

Plan Commission
PC 25-21 and PC 25-22

**CASE NOS.: PC 25-21 Special Use Permit Planned Development
PC 25-22 Planned Development Concept Plan and
Final Plan**

DATE FILED: October 10, 2025

REQUESTED ACTION:

PC 25-21 Request is for a Special Use Permit for a Planned Development in order to construct a Municipal Police Station for property located in an IB Institutional Buildings District.

PC 25-22 Request is for a simultaneous submission of a Planned Development Concept Plan and Final Plan in order to construct a Municipal Police Station for property located in an IB Institutional Buildings District.

APPLICANT INFORMATION:

Applicant: Village of Libertyville
Owners: Village of Libertyville
Agent: FGM Architects
Address: 200 E. Cook Avenue

SITE INFORMATION:

Location: The property is commonly known as 200 E. Cook Avenue

Current Zoning and Land Use: IB Institutional Buildings District
R-8 Multiple-Family Residential District

Size: The subject site is located on a lot approximately 2.3 acres in area.

Surrounding Zoning:

Direction	Zoning District
North	R-8 Multiple-Family Residential District
South	R-8 Multiple-Family Residential District
East	R-7 Single Family Residential District I-2 East Downtown Transitional District
West	C-1 Downtown Core Commercial District

Land Use Plan: Institutional (I)

Road Classification: Both East Cook Avenue and 1st Street are owned and maintained by the Village of Libertyville and are classified as Local Streets.

Physical

Characteristics: The site is currently developed with the existing one-story municipal services building which houses the Police department and until recently vacated, the Community Development, Engineering and other Village offices, together with ancillary parking.

STAFF ANALYSIS:

Background:

The applicant, Village of Libertyville, represented by FGM Architects, is requesting approval of a special use permit for a Planned Development and simultaneous Concept Plan and Final Plan related to the Planned Development request. The applicant is proposing to construct a new Police Station at 200 E. Cook Avenue. The proposal includes demolition of the existing Police Station, which was constructed in 1968, and the construction of a new, larger building to provide a contemporary municipal facility for Police services on the same site. The subject property is zoned in the IB Institutional Buildings District.

The subject property is located at the northwest corner of E. Cook Avenue and 1st Street. The site is approximately 2.3 acres in total area.

The applicant is proposing to demolish the existing Schertz Municipal Building and construct a new facility for the Libertyville Police Department. The School Street residential development borders the subject property to the north. Additionally, the property borders commercial and residential properties to the west which are part of the C-1 zoning district. To the east, the property is abutting 1st Street. Single-family residences and smaller industrial properties lie on the east side of 1st Street directly across from the subject property.

The Village began evaluating the construction of a new Police Station in 2021. A facility needs assessment was commissioned by the Village and provided by the Hezner Corporation in 2021. The assessment detailed deficiencies in the current building, preliminary space needs for the Police Department and preliminary budgeting figures. The project was added to the Village's capital improvement plan in 2022.

Request for Simultaneous Concept Plan and Final Plan Planned Development Approval:

Due to the constraints related to funding and bidding a publicly funded project, the applicant has requested both Concept Plan and Final Plan approval of the Planned Development request at this time. The applicant felt the request appropriate given that the use is remaining generally the same and efforts were made to mimic existing building and parking area footprints. This dual application is permitted by the Village's Municipal Code and requires submittal of more detailed plans that would generally be received at time of final consideration. Therefore, because this detail has already been incorporated, if recommended for approval, the Plan Commission would not likely review the application again unless there were significant changes to the project scope or design.

Project Timeline:

1967-1968:	Construction of existing Schertz Building
February 1998:	Approval of expansion of Schertz Building and related setback variation
Fall 2021:	Facility Needs Assessment completed by Hezner Corporation
Spring 2022:	New Police Station added to capital improvement plan
October 2024:	Village Board approves agreement with CCS, Intl. to act as Owner’s Rep
January 2025:	Architectural consultant interviews with Village Board
April 2025:	Village Board approves contract with FGM Architects for services
Spring 2025:	Project design begins
July 2025:	Review and Concept Approval by the Village Fire and Police Committee
September 2025:	Public invited to Open House held by Village and consultants
October 2025:	Appearance Review Commission recommends approval with conditions

Building Design:

The property is located just outside the downtown C-1 district and is adjacent to several different types of land uses, including single-family residential, multi-family residential, commercial and industrial properties. These adjacent properties have also been developed over several decades and express different architectural styles. Therefore, the site is located within an area of mixed architectural design and character. The design and materials appear to allude to adjacent buildings while exhibiting a contemporary and practical design.

The proposed building overlaps the existing footprint of the Schertz Municipal Building to a significant degree while adding functional building and safety improvements suited to a Police Department. The design and structure placement appears to work within the challenging grade pattern of the site.

The signage featured on the proposed building is representative in nature. The signage depiction is intended to identify the scale and location of the sign and its relationship to the building. A formal signage design package will be brought to the Appearance Review Commission in the future for consideration.

On-site Parking:

The existing building located on the subject property currently houses the Police Station operations and provides for one hundred (100) surface and eighteen (18) below surface parking spaces for a total of one hundred eighteen (118) parking spaces on site. There are fifty-three (53) full and part-time employees housed in the building, staff operate on shift rotations. There is no expansion to the personal or police fleet vehicles as part of the building expansion.

Previously, the Community Development Department and Public Works Administration / Engineering Department were housed at this building, however in July 2025, they were relocated to leased offices at 325 N. Milwaukee and are not returning to the 200 E. Cook Avenue location, which is designated for future Police operations. The relocation of these departments results in a reduction of twenty-five (25) personal vehicles for employees and twelve (12) Village fleet vehicles utilizing the property for parking. These previous operations also regularly received public visits to the permit counter and individuals in the conference room for development related

meetings or divisional meetings; all of these visits have ceased at the subject property.

The proposed design for the Police Department building and ancillary parking facilities features 104 total parking stalls. This includes 20 indoor parking stalls for Police vehicles, 51 parking stalls in the secure surface parking lot and 33 parking stalls in the non-secure surface parking lot. Accessible stalls are also provided as required by the Illinois Accessibility Code in both surface lots.

Based on the size of the building and its designated use as a Public Administrative or Governmental Building, 160 parking stalls would be required by Code. The applicant is requesting a deviation from this requirement as part of the Planned Development request.

Accessory Parking Structure:

As part of the application, the applicant included an alternate design for a covered parking structure in the rear secured parking lot. This structure would cover six (6) parking stalls adjacent to the rear of the building that would be used for short term parking for on-duty patrol vehicles or other personnel working within the building. The Appearance Review Commission chose to exclude the structure from their recommendation given limited design detail available at that time. However, additional exhibits and detail have since been provided for Plan Commission consideration. Due to the provision of detailed information and the time-sensitive nature of bringing the project to bid, the applicant is requesting that the Plan Commission consider this portion of the design within their review and recommendation to the Village Board.

Traffic and Circulation:

Due to the subject property's existing use as a Police Station and the overall reduction in staff and vehicles utilizing the site, a traffic study is not required as part of the application.

There are several circulation changes of note as part of the application. Currently, the site is accessed by curb cuts on E. Cook Avenue and 1st Street. The E. Cook Avenue curb cut will remain in the same location, but the entrance would be modified to reduce the grade change to provide a code-compliant driveway entrance slope. The E. Cook Avenue entrance provides general access to the site for the public and visitors. The 1st Street entrance provides direct access for Police personnel to the secured surface parking lot and garage parking. The applicant has stated that this access would be relocated further south to pull Police traffic away from adjacent residences. Additionally, re-grading of this area is proposed to accommodate the overall site changes.

Deviations from the Zoning Code:

The Planned Development technique is intended to allow the relaxation of otherwise applicable Zoning Code requirements. This special regulatory technique, otherwise known as 'Deviations' from the Zoning Code, is in recognition of the fact that traditional use, bulk, space, setback, and yard regulations that may be useful in protecting the character of substantially developed and stable areas may impose inappropriately rigid regulations upon the development or redevelopment of parcels or areas that lend themselves to an individual, planned approach.

The Planned Development process and its associated deviation capabilities are an appropriate mechanism to address atypical site characteristics evidenced on this project (i.e. site constraints, public use, security requirements, topography) that uniquely impact this site.

Under Section 26-16-13.1 of the Zoning Code, planned development approval is intended to achieve the following objectives:

- (a) “The creation of a more desirable environment than would be possible through strict application of other Village land use regulations;
- (b) The efficient use of land, resulting in smaller networks of utilities and streets while lowering development and housing costs;
- (c) The promotion of a creative approach to the use of land and related physical facilities, resulting in better design and development, including aesthetic amenities;
- (d) The combination and coordination of architectural styles, building forms, and building relationships;
- (e) The preservation and enhancement of desirable site characteristics such as natural topography, vegetation, and geologic features, and the prevention of soil erosion;
- (f) The provision for the preservation and beneficial use of open space;
- (g) The increase in the amount of open space over that which would result from the application of conventional subdivision and zoning regulations; and
- (h) The encouragement of land uses that promote the public health, safety and general welfare.”

The proposed Planned Development application includes the following Deviations from the Zoning Code:

1. Section 26-8-3.5(d) and Section 26-16-13.5 for a reduction in the minimum depth of the perimeter landscaped open space.

In areas where the property borders residential properties, a perimeter open space of 50 feet is required. Where portions of the property abut commercial districts, a perimeter open space of 25 feet is required. Adjoining commercial properties lie within districts which require less perimeter open space than the IB Institutional Buildings zoning district. The existing building features a setback of 39.4 feet from East Cook Avenue. The proposed structure is located at a setback of 30.0 feet along E. Cook Avenue. This is consistent with other buildings along E. Cook Avenue. Additional encroachments into these areas already exist within the layout of the current parking lot and building layout.

Staff supports the requested deviation from the Zoning Code. The building location and parking lot locations are similar to the current building and associated parking facilities work within the context of the current site conditions.

2. Section 26-10-1 for a reduction in the minimum number of required parking stalls.

Based on the size of the building and its designated use as a Public Administrative or Governmental Building, 160 parking stalls would be required by Code. The applicant is requesting a deviation from this requirement as part of the Planned Development request to allow 104 parking stalls instead of the required figure.

Staff supports the requested deviation from the Zoning Code. The number of Police personnel expected to be on-site during normal operations is far below the proposed

number of stalls. Additionally, adequate parking and storage for Police vehicles and other equipment apparatus has been provided. Historic use of the site has shown this number to be sufficient.

3. Section 26-11-15(c)(3) for a maximum gross surface area exceeding 100 square feet related to the wall sign.

The sign designs included as a representative image on the applicant's elevations total approximately 180 square feet in area.

Staff supports the requested deviation from the Zoning Code. The proposed signage is consistent with the scale and design of the building and aids in navigation to the site by members of the public seeking an essential service.

4. Section 26-13-2.2 to allow for deviation from the requirement that a certain number and combination of shade and ornamental trees, evergreen trees and shrubs be planted within the perimeter landscape areas.

Staff supports the request to omit the requirement for compliance with the strict number of evergreen trees and perimeter open space plantings due to impracticality with the existing grade, retaining walls, and other ecological factors that would prevent their long-term health. The landscape plan demonstrates an increase in the perimeter landscape material over existing conditions, particularly along parking lot edges, as well as added fence screening in key locations. It should be noted that, the applicant has committed to incorporate additional evergreen trees into the plan at the time of permit, notably at the northwest corner of the site, to provide further screening.

5. Section 26-10-1.4(8) to allow light fixtures in the rear third of the property abutting a residential district to exceed 10 feet in height.

Staff supports the requested deviation from the Zoning Code. There are existing light fixtures in the rear of the property that exceed 10.0 feet in height as part of the current Schertz Building layout. The new fixtures would be further from lot lines and the applicant has committed to shielding certain fixtures to reduce or eliminate glare as needed. A photometric study has been submitted that demonstrates footcandle compliance to adjoining properties.

6. Section 26-8-3.5(f) for a lot coverage which exceeds 65% of the lot area.

The existing conditions feature a lot coverage of approximately 61%. The proposed plan increases the lot coverage to approximately 72%. This increase in lot coverage relates to the proposed site work including the expanded parking area and modified 1st Street access drive which covers a broader footprint in attempt to offer proper grades.

Staff supports the requested deviation from the Zoning Code. The applicant will be providing stormwater detention on the site to accommodate the increase in lot coverage.

APPEARANCE REVIEW COMMISSION:

The applicant appeared before the Appearance Review Commission at their October 20, 2025 meeting. The ARC supported the applicant's proposal and recommended approval with certain conditions. The meeting minutes are attached to this report. These conditions have been carried over to the staff recommendations below.

DEVELOPMENT REVIEW COMMITTEE REVIEW AND REPORT FORMAT:

Staff has completed a review of the petitioner's application and offers review comments formatted in two (2) components as follows:

1. A separate **Supplemental Review Memorandum** from the Development Review Committee lists review comments that Staff recommends the petitioner address satisfactorily at a later stage, prior to any site development permits or building permits for construction and are not deemed to be required as conditions for the ordinances related to the current zoning requests. See attached memorandum.
2. The remaining Development Review Committee review comments that are provided in this Development Review Committee staff report shall be incorporated as conditions for approval of the applicant's requests.

PLANNING DIVISION COMMENTS:

The Planning Division's comments regarding lighting, landscaping, building materials and retaining wall were outlined in the report to the Appearance Review Commission. The applicant has reviewed the comments and agreed to actions which address all comments, including light fixture modification/shielding, added evergreen plantings and fence privacy panels at the north-west corner, and increased shrub and canopy tree sizes. These items are included as suggested conditions in the staff recommendation section at the end of this report.

ENGINEERING DIVISION COMMENTS:

The Engineering Division does not have comments that directly pertain to the requested approvals, but offers certain comments in the supplemental memorandum which can be addressed at time of permit.

FIRE DEPARTMENT COMMENTS:

The Fire Department does not have comments that directly pertain to the requested approvals, but offers certain comments in the supplemental memorandum which can be addressed at time of permit.

STAFF RECOMMENDATION -- PRIOR TO PUBLIC HEARING:

Regarding **PC 25-21**, Staff recommends **APPROVAL** for a Special Use Permit for a Planned Development in order to construct a Municipal Police Station for property located in an IB Institutional Buildings District for property located at 200 E. Cook Avenue.

Regarding **PC 25-22**, Staff recommends **APPROVAL** for simultaneous submission of a Planned Development Concept Plan and Final Plan in order to construct a Municipal Police Station for property located in an IB Institutional Buildings District for the property located at 200 E. Cook Avenue subject to the following conditions:

That the following conditions shall be addressed at time of permit:

1. The landscape plan shall be revised to address parking lot screening through fencing and/or landscaping, specifically at the southeast corner near the three parking stalls and along the north and east perimeters near the retaining wall. Revisions shall be consistent with staff comments in the October 20, 2025, ARC report.
2. All louvers, metal doors, and overhead or garage doors shall be finished in a color consistent with the adjoining wall material.
3. Rooftop mechanical screening shall be finished in black or brown to match the brick or principal building material.
4. The limestone used for the site retaining walls shall be similar in appearance to that proposed for the principal structure. A rubbed finish shall be applied to the retaining wall. The applicant shall consider how the wall visually transitions and blends with the adjacent residential properties.
5. The grading and retaining wall design shall be coordinated with the adjacent property owners to ensure smooth grade transitions, adequate setbacks, and appropriate landscape restoration between properties.
6. The plans shall be in compliance with staff conditions as outlined in the October 20, 2025, ARC Report.

Minutes of the October 20, 2025 Appearance Review Commission Meeting

**ARC 25-30 Village of Libertyville, Property Owner
200 E. Cook Ave**

Request is for new building facades, landscaping, and lighting

Ms. Kelly Amidei, Village Administrator, Mr. Mike Elliot, FGM Architects Inc., and Ms. Maggie Krieger, FGM Architects Inc., presented the proposal for new building facades, landscaping, and lighting at 200 E. Cook Ave. Ms. Amidei introduced herself and the team behind the project design to the audience. Ms. Amidei stated that one of Mayor Johnson's priority projects at the time of her election was to provide a new police station and building for police operations. She explained that the Village found a funding source with the Mayor's leadership alongside Village savings. The project will replace the existing police station built in 1968 and occupied in 1970. The current police station is undersized due to changes in the police profession and required mandates. During their site study, the Village looked at alternative sites for the station but determined the existing site worked best for police operations.

Ms. Amidei stated that the team has been mindful and careful in the design of the building because of its location in the community and adjacency to the historic downtown. The site was also designed with intuitiveness in mind, as the police station should be easily accessible. She mentioned that the site is complicated and contains a water tower, which creates limitations.

Mr. Mike Elliot and Ms. Maggie Krieger began their presentation following the information outlined in the narrative. Ms. Krieger explained that they are working with the existing property at 200 E. Cook Ave., which is L-shaped with a significant grade change on site. They have worked with this to include public parking, secure police parking (which is currently not on site), and a lower-level squad car garage. Other improvements include a change to the grade of the existing drive aisle that goes up into the public parking area, which has been reduced as it was previously exceeding the code limit of 10%. The drive access point on the east has been moved farther south to be farther away from the residential properties and to become a more comfortable access point. A drive-up has been included to make up for the grade change.

Ms. Krieger explained that the applicant is requesting a deviation on setbacks because it was more practical to bring the police station closer to Cook Ave. to allow room for the northern drive access aisle and parking. Ms. Krieger showed the changes in building size between the existing and proposed, which is an increase from a little over 26,000 sqft to over 49,000 sqft to accommodate police needs. There will be a partial basement level for the squad garage and training, the main level will be for the critical police functions, and a partial second floor for staff support area and community and training space.

Mr. Mike Elliot presented renderings of the proposed building to show the materials, design, and massing. Pulling the building forward meant that the scale of the building needed to be adjusted, so the partial second floor has been pulled back to accommodate massing. The first level is more of a single story on the Cook Avenue side. The new entry drive is shown on the east elevation, where it has been pulled away from adjacent residential homes.

The applicant is proposing smooth limestone as the lighter color material, brick with accent panels, and an aluminum fence with a black powder coat. Mr. Elliot stated they intend to maintain the street trees along Cook Avenue and save some on the southeast corner, replanting others marked for removal.

The applicant passed around material samples for the limestone and brick. Ms. Krieger stated that they are using different materials to break up the building due to its size.

Mr. Elliot explained how they tried to break up the window facades on a part of the building that projects toward Cook Ave. He explained that they accented the stairs with lighter limestone panels. Commissioner Neuendank mentioned that an exhibit detail was not included in their submittal. Ms. Krieger stated that they included this detail for the meeting to address the color of the garage doors. The garage doors will be a similar color in the same color family as the brick. The only finish on the openings that would contrast would be the storefront and curtain wall, which would be similar to the metal panel finish.

Commissioner Neuendank asked what the applicant is doing for coping. Ms. Krieger stated that the coping will be similar to the brick and the stone will have a stone coping.

Commissioner Neuendank asked for the material of the mechanical rooftop screening. Ms. Krieger stated that they have not yet chosen a material for the rooftop screening and that it will need to be studied first.

Commissioner Neuendank asked for the setback of the mechanical units. Ms. Krieger stated that the units are setback approximately 10ft.

Mr. Richardson asked for clarification that the material of the rooftop screening is subject to change despite the plans stating that they would match the MP-1 metal panels. Ms. Krieger said that the material has not been decided yet.

Commissioner Neuendank asked if components like mechanical louvers would blend relative to the surface material. Ms. Krieger confirmed, stating that they will best match the adjacent materials or windows.

Commissioner Neuendank asked if the exterior doors will be comprised of the storefront material. Mr. Elliot stated that some doors may be hollow metal, which would be closer to the brick. Ms. Krieger stated that storefront is typically used when in conjunction with glass.

Mr. Elliot went into detail about the main entrance design. He explained the ADA ramp and ceremonial entrance. He pointed out the stair tower and the community training room on the second floor.

Commissioner Neuendank asked if internal roof drains would be used instead of a gutter-like system. Ms. Krieger confirmed.

Mr. Elliot went into detail on the north elevation, which showed the training spaces and techniques to incorporate lighting through the light wells. Mr. Elliot noted a staff entry area within the secure parking space. Mr. Elliot stated that this area would use more storefront material.

Commissioner Neuendank asked if the overhead doors had a custom finish. Ms. Krieger said they have options to choose from with the contractor.

Commissioner Neuendank asked if building expansion joints would transfer through. Ms. Krieger confirmed. Ms. Krieger stated that the thicker building expansion joints would match the brick. Ms. Krieger pointed out the location of the building expansion joints.

Ms. Krieger explained that an accessory structure has been bid as an alternate for a covered parking zone where immediate-response vehicles could easily leave the site while being protected. Ms. Krieger is waiting for responses on bids and quotes before deciding. Ms. Krieger stated that this accessory structure would be painted to match the metal panels of the principal structure. Commissioner Neuendank asked if this proposal was included in the plans. Ms. Krieger stated that it was only mentioned in the narrative. Commissioner Neuendank asked if this structure would be lit. Ms. Krieger confirmed.

Commissioner Flader asked if most of the vehicles would still be in the facility. Ms. Krieger confirmed, explaining that this is a location for vehicles to be parked during a shift or training.

Ms. Heather Rowe asked if the lighting system could be explained for the Commission. Ms. Krieger stated that the lighting would most likely be ceiling-mounted can fixtures pointing down for safety lighting.

Commissioner Flader asked if any solar or geothermal is proposed for the site. Ms. Krieger stated that the site will be solar-ready but there is no solar proposed yet.

Commissioner Neuendank asked if the lighting of this accessory structure is shown on the photometric. Ms. Krieger stated that it will need to be supplemented.

Ms. Krieger explained the parking layout and parking count for the site. The offset parking was designed to accommodate a parking analysis that required 104 off-street parking spaces for the needs of the police station, given the constraints of the site.

Mr. Elliot noted the location of the secured fence for the police staff and vehicle parking. He indicated the locations where the fence will be opaque to provide screening for neighbors.

Commissioner Neuendank asked that the portion of the fence at the southeast corner near the three parking spaces be screened.

Mr. Elliot stated that they will incorporate screening into this corner.

Ms. Heather Rowe asked for clarification that the fence is the same fencing system around the property, but a privacy panel is added in specific locations. Ms. Krieger confirmed.

Commissioner Flader stated that the mugo pines used at those three spots only grow to approximately 30 inches and that a fence or arborvitae may provide better screening for headlight coverage. Ms. Krieger noted that staff brought forward similar comments in their report and their team will adjust the landscaping and screening plan accordingly.

Commissioner Flader noted that the hydrangea will not have leaves most of the year to provide screening on the First Street side.

Commissioner Neuendank asked if the site plan will be updated to reflect these questions. Ms. Krieger confirmed.

Ms. Krieger noted locations where planting heights were going to be modified on the landscape plan to address staff comments regarding screening. She also stated that arborvitae will be introduced in the northwest corner for additional neighborhood screening. She also mentioned an extension of the opaque portion of the fence for additional screening.

Chair Pro-tem Kollman asked if there is a retaining wall on the east side of the property. Ms. Krieger stated that there is a retaining wall that will be replaced with the grade changes. She mentioned that they modified the grading plan to make sure that a retaining wall is not needed along First Street. Chair Pro-tem Kollman asked how steep the drop-off is of the retaining wall to the neighboring property. Ms. Krieger stated that the retaining wall is approximately 6–8 feet in height. They pulled the retaining wall back so that they had room to soften the area with landscaping instead of the wall abutting too close to the neighboring property.

Commissioner Neuendank asked what the finish is of the retaining wall. Ms. Krieger stated that the finish is cast-in-place concrete, which they expect to replace in kind.

Mr. Elliot noted that there are significant grade changes at the existing police station. Part of the challenge is how they could bring up the corner to the northeast to make the area more usable and flatter. Mr. Elliot noted that the grading plans kept this in mind to make the slope more gentle and flatter.

Ms. Krieger explained the location of the trash enclosure and stated that it will be constructed out of block and brick walls with a limestone cap to match the exterior materials of the building. Most mechanical rooftop units will be roof-mounted to cluster them into a single screen zone. There will likely be one above the garage.

Mr. Richardson asked about the location of the ground-mounted generator and if that will be screened by the adjacent wall. Ms. Krieger confirmed that a partial wall and landscaping will be screening this generator.

Commissioner Neuendank asked for the finish of this wall. Ms. Krieger stated it will be brick. Commissioner Neuendank asked about the roof finish. Ms. Krieger stated they are considering non-ballasted PVC. Mr. Elliot stated that some of the lower roof may be ballasted.

Commissioner Flader asked if the building is rated for weather and severe storms. Ms. Krieger stated that there is a storm shelter and there are zones that are structurally hardened to meet code.

Chair Pro-tem Kollman asked for clarification if the eastern drive will be 6 to 8 feet higher than the neighboring property. Ms. Krieger stated that she does not have the exact number, but it will be higher. Chair Pro-tem Kollman asked if the structure together with a retaining wall and fence could be up to 10 feet tall. Ms. Krieger stated it will be taller than what exists, which is why the retaining wall is being brought back. Chair Pro-tem Kollman asked if this is being filled or if that is the existing grade. Ms. Krieger noted the location of the grade changes. Mr. Elliot explained the areas being filled around the retaining wall.

Ms. Rowe clarified that while the retaining wall will be taller, it will be set back and given additional landscaping to accommodate the neighboring properties. Ms. Krieger confirmed. Ms. Krieger noted that a portion of the retaining wall is not changing much, but the slope of the driveway is being changed to accommodate site needs.

Chair Pro-tem Kollman stated that it didn't appear there was a landscape buffer in the northeast area. Mr. Elliot noted that there is existing landscaping in that area that their team will help restore. Chair Pro-tem Kollman asked if this will require collaboration. Ms. Krieger confirmed, stating they are already in contact with adjoining property owners.

Mr. Elliot stated that much of the plan design also revolves around the water tower to avoid interfering with service.

Commissioner Neuendank asked if anything is changing with the existing utility building next to the water tower. Mr. Elliot stated it will remain as existing.

Ms. Krieger explained the lighting plans, noting that there are site pole light replacements, wall pack lights, and decorative lights along the north façade, and in-wall lights at the accessible ramp entry. Cut sheets and product information were included in the packet.

Chair Pro-tem Kollman asked for the applicant to explain their design choices and thought process regarding the aesthetics of the building as it relates to the neighborhood and the community.

Mr. Elliot explained that they kept in mind the layering of the building to reduce the volume. They wanted to bring the personal scale down to make the building approachable, especially with its close proximity to Cook Ave., even though across the street is a multi-story building. He stated this includes breaking down the windows into smaller units. Mr. Elliot wanted the second floor to be transparent. The building was designed to have a municipal feel and was not over-stylized into one architectural style. They brought in modern elements but also chose to use traditional materials like brick to add texture to the building.

The entrance to the police station received a lot of attention during the design process with the Village to create a welcoming space, a sense of place, and a building that people would know how to find. Additionally, they considered accessibility from the sidewalk up to the lobby. They studied this in several different ways and decided on this design. She explained the landing at the top of the stairs as warm and welcoming because of the use of glass and scale. Additionally, they made sure that the community space was kept close to the public entry, which helped put the pieces together.

Ms. Rowe asked if, for the benefit of the Commission and the audience, the applicant could explain how the building relates to the neighboring structures and if their choice of materials and colors took into account those features of neighboring structures for their final design.

Ms. Krieger stated that early on in the process they did visioning to look at the context of the neighborhood and the style of existing municipal facilities. There is a lot of masonry in the residential towers, in the downtown, and in other municipal facilities. For that reason, it made a lot of sense to use masonry in this design. Masonry is a common municipal material. In contrast, Ms. Krieger noted that their choice of limestone made sense to elevate the design and give a sense of place and identity. The palette is not overly saturated and is respectful to the neighborhood. There is a mix of family homes in the area that have their own unique character and design.

Mr. Elliot explained that the neighboring structures each have their own unique identity.

Chair Pro-tem Kollman asked for clarification that the limestone is the rainscreen material discussed earlier and how that relates to the site landscaping and planters. Mr. Elliot stated that a masonry block will likely be used for the planters. The area may be constructed with a concrete block along the wall. It will be in the same style and finish but not the exact same limestone rainscreen material.

Chair Pro-tem Kollman stated that the render of the limestone looks whiter than the creamier limestone material shown to the Commission. Mr. Elliot stated that this is due to the render, but the limestone will match the creamier yellow limestone shown in person. Chair Pro-tem Kollman asked where the limestone originates. Mr. Elliot believes it's similar to a Texas linen. Chair Pro-tem Kollman stated that most of Libertyville has midwestern limestone which is whiter. Ms. Krieger stated that the local limestone is also grayer. Mr. Elliot stated that they can explore these tones. He stated that the team preferred this cleaner tone during the design process. Chair Pro-tem Kollman explained that it's worth exploring and looking into the limestone choices that downtown Libertyville has used historically.

Commissioner Neuendank asked that the traditional stone and rainscreen material be listed as two different materials in the plans. Ms. Krieger acknowledged this.

Chair Pro-tem Kollman asked if there was an overall feeling derived from material choice or anything else that was inspirational for the style of architectural choice. Ms. Krieger stated that the design choice was a blend of that open feeling and connectivity while also creating privacy for the police staff, all while providing daylight. She explained that most police officers did not want an entirely glass police station because they value privacy for safety, which the architects chose to balance throughout the design.

Mr. Elliot reiterated that the team strived to make the entrance as inviting as possible while maintaining privacy for the police staff. He explained they wanted to make sure the space could de-escalate the negative character that police stations inherit, as visitors can sometimes not be happy about being there.

Chair Pro-tem Kollman asked about the solar and where that might be installed. Ms. Krieger noted the locations of areas for potential solar.

Mr. Elliot explained that they are reserving areas for potential building expansion in the future. Ms. Krieger explained that as part of the study process, the building has tightened from what was considered optimal square footage, so this provides options for expansion.

Chair Pro-tem Kollman asked about on-site retention. Ms. Krieger explained the on-site retention for the property.

Commissioner Flader asked if there is screening around the generator. Ms. Krieger confirmed they are using an outdoor wall for screening. Mr. Elliot noted that the generator will have a sound enclosure.

Ms. Rowe explained the timeline for the project consideration, noting that while most Planned Developments go through a preliminary approval process and a final approval process, the applicant has opted to combine these processes at the same time to expedite the project. She explained that the Appearance Review Commission's conditions and recommendation should be made with the assumption that they are for final approval. If the Commission provides its recommendation tonight, the project will not come back to the Appearance Review Commission. Ms. Rowe continued to explain the process and answer the Commission's questions.

Commissioner Pro-tem Kollman asked why the applicant chose to pursue this timeline. Ms. Rowe explained that the applicant preferred the shorter timeline because they had confidence in reusing an existing site for similar purpose with existing engineering conditions.

Ms. Kelly Amidei, Village Administrator, stated the Village intends to publicly bid this project, which involves a process with state statute that confines the project to strict timelines in order to reduce costs.

Chair Pro-tem Kollman asked for a public comment from Ms. Christine Koch, 624 1st Street.

Ms. Christine Koch introduced herself and her husband, Mr. Don Koch, and explained that she would like to talk about the design choices of the building with the Commission and the applicant.

On an in-person poster board, Ms. Koch showed the Commission and the audience several of the neighboring structures near the proposed development to give context. Ms. Koch expressed confusion because she did not believe that the police station design was consistent with the design choices expected of neighboring properties. Ms. Koch showed the architectural style of nearby municipalities' police stations. She expressed that she believed those styles matched the character of Libertyville better.

Mr. Dan Koch, 624 1st Street, expressed confusion with the modern design choice for the police station. He asked the Commission what their duty is in reviewing the proposed plans. He expressed that the Commission asked good questions but is curious what else the Commission may be able to do other than comment on colors and materials. Mr. Koch expressed confusion and disappointment with the proposed ADA ramp design; he stated that the ADA ramp does not appear convenient. Mr. Koch clarified that he is not criticizing the architects' design but believes it would've been better suited for a different type of use, like a school or office. He does not believe the structure fits in the neighborhood or matches the downtown. He stated that the neighboring

structures are different colors. He clarified that the building does not need to perfectly match the neighboring structures but explained that many of the buildings near the downtown are traditional, which is his preference. He also expressed disappointment in the cost of the building and felt that the costs are too expensive. He asked the Commission, finally, if they are okay with this being the final design or if they would be willing to reassess the design.

Chair Pro-tem Kollman explained that this is the Appearance Review Commission's first time reviewing this project publicly but understands that the project has been discussed in a few prior meetings.

Mr. Koch stated that he believes there has been one meeting.

Mayor Johnson explained that there have been several meetings regarding the police station redevelopment, including open houses, fire/police committee meetings, presentations by architects, and more. Mayor Johnson responded to Mr. Koch's presentation about the comparison of this proposal to other municipalities' police stations. Mayor Johnson explained that other municipalities are not as landlocked as Libertyville, so they had more options for land on which to build. She also explained that the materials are a major cost factor and there has been inflation associated with the materials. This means that while they are still trying to match the community, the materials were cost-effectively chosen to accommodate the need for policing and safety for the community while making it a fit for the community. Mayor Johnson mentioned that throughout the concept design process, the Village discussed the needs with all of the police staff while also looking at material choice and other designs in the area to find what would be most commensurate with the existing site's conditions. Mayor Johnson explained that the price of construction increased as years passed throughout the design process and inflation factored significantly in the price change.

Mayor Johnson responded to Mr. Koch's questions about the modern design choice instead of the traditional design. The Village was doing their best, with public input, to get ahead of the financial continuum in order to be fiscally responsible so that they can provide the important service of safety and policing, which they are behind on, so that they can fit in with the community. The architects tried to meet the Village's goals of budget constraints, financing, and fitting with the community.

Mr. Koch stated that in his experience his opinion is that the proposed materials are not inexpensive and does not feel that the architect designed the project in a cheap way. Mr. Koch does not believe that the modern design is cheaper. He expressed his opinion that a different architectural style could have been a similar cost while serving the same services. He does not believe that the building feels approachable nor accessible. He stated that the size of the building will make the design stand out in the community.

Chair Pro-tem Kollman asked if the architects could explain how the ADA features will function. He asked if there are additional ADA access points without parking on the street. Mr. Elliot stated that the ramp was included to create accessibility from the street; otherwise, it wouldn't be. He explained that there is an ADA parking space in the parking lot above the ramp, which allows an access point for drivers.

Mr. Koch asked for clarification that they would need to drive to get to the other ADA access point. Mr. Elliot confirmed. Mr. Koch asked that they would have to travel down the sidewalk along the building from the ADA space to enter the building. Mr. Elliot confirmed.

Chair Pro-tem Kollman asked for the length of this sidewalk from the ADA space. The distance is about 90 ft. He asked if this is the only accessible entrance way on the public side. Ms. Krieger confirmed.

Chair Pro-tem Kollman asked for elevation numbers of the public entrance. Ms. Krieger explained how the elevations and grades match the existing condition. Mr. Elliot stated this allows for parking underneath the property.

Commissioner Neuendank asked for confirmation that the ramp on the Cook Avenue side is for sidewalk-accessible access for the general public. Ms. Krieger confirmed and stated that the access drive is lowered to 8% for drivers.

Mr. Koch brought up the retaining wall being put up against the neighboring property on the east side of the development.

Ms. Casey Rooney, resident, introduced herself to the audience, explaining her role as Trustee and member of the police/fire commission. She explained it has been a fascinating process to watch the project develop to the unique situations and site conditions present at the property. She has spoken with neighboring properties and they have attended the meeting. Ms. Rooney explained that many of their questions have been addressed, and she noted that neighbors have expressed satisfaction with the work proposed for the retaining wall because the retaining wall is not currently in good condition. She stated that the Village is putting money into the landscaping restoration in that area, and she commends this as good work and being good neighbors. She reiterated the difficulties of designing a police station on this property because there are a lot of factors to include and complexities with police operations and the unique conditions of the site.

Chair Pro-tem Kollman asked for clarification on the site lighting plans. Chair Pro-tem Kollman asked for clarification on existing utility poles along the northeast perimeter. Ms. Krieger explained that these will be removed and indicated the locations of the light poles.

Ms. Rowe asked for clarification that 0 foot-candles will be output on the neighboring property. Ms. Krieger confirmed.

Chair Pro-tem Kollman asked if the lights are shielded. Ms. Krieger confirmed.

Chair Pro-tem Kollman asked additional questions to gauge the height and scale of the parking lot with the light poles, fencing, and retaining wall adjacent to the neighboring property.

The Commission discussed several measurements to determine the total height of the retaining wall. Ms. Krieger confirmed that this will replace the existing retaining wall.

Ms. Krieger explained that restorative landscaping will be conducted after replacement of the retaining wall.

Ms. Amidei explained that the neighbor has a setback variation which allowed them to be closer to the property. This creates a limitation in how much of a buffer can be provided.

Ms. Amidei explained that the Village is using their eastern lot to create the eastern ingress/egress and buffer to the neighborhood. The idea was to get the cars away from the street and give direct access into the parking lot. There was intention to anchor the access away from the neighbors.

Chair Pro-tem Kollman asked for clarification on the existing vs. proposed conditions. Mr. Elliot stated that the northeast perimeter retaining wall is an existing condition which they must replace. Chair Pro-tem Kollman clarified that the pavement will not be raised. Mr. Elliot confirmed. Chair Pro-tem Kollman stated that this answered his questions and asked for confirmation on the landscape restoration. Mr. Elliot confirmed. Ms. Amidei stated that the Village spoke with the neighbors and will continue to do so for landscaping needs. Chair Pro-tem Kollman asked a few more questions about where the grade will be raised. Ms. Krieger explained that the grade will be raised along the eastern drive access to gradually bring the cars up to the secure parking lot.

Ms. Amidei explained the access, parking, and driving layout for the police vehicles on the east side. Ms. Amidei explained the difference between the access drive going to the secure parking lot for staff and direct access for squad cars into the building.

Mr. Koch asked about the setback for the accessory parking structure. Ms. Krieger stated that the structure will be set back.

Commissioner Neuendank stated his opinion that he is not supportive of the accessory canopy parking structure at this time because official plans have not yet been provided about the materials, height, and lighting. Ms. Rowe asked if it would be okay if the applicant came back at another time with the accessory canopy structure plans separately. Commissioner Neuendank confirmed. He would like to see the updated plans before providing a recommendation.

Chair Pro-tem Kollman asked if the parking lot exits to the north currently. Ms. Amidei confirmed that the parking lot does not exit to the north and explained that there is a future plan for pedestrian connection.

Mr. Koch stated that there is an ADA ramp at the north exit. Ms. Amidei explained that the Village does not prefer that exit because it exits onto an alley. Ms. Amidei explained the plans for future pedestrian access shown on the landscape plan.

Mr. Koch asked for the grade and elevation numbers for the retaining wall on the First Street side. The applicant discussed these numbers with Mr. Koch to give clarity on the proposal.

Chair Pro-tem Kollman decided to give a chance to have each Commissioner speak if there are any unresolved questions or comments.

Commissioner Villiard did not have any additional questions or comments.

Commissioner Enochs stated his opinion that there is not a standardized architectural style in that area, which leads him to be supportive of the project. He stated that the project is a significant improvement compared to what exists.

Commissioner Galo stated that he is supportive because the new design is significantly better than the existing building.

Commissioner Enochs expressed concerns about how the design and scale of the building may change if future expansions are made, as discussed earlier.

Commissioner Neuendank expressed his support for the project and believes the design fits into the neighborhood, with the exception of the parking structure being presented at another time.

Commissioner Flader expressed his support for the project and believes a lot of thought was put into the project. He would like to see consideration of a different color tone for the limestone to avoid a color that stands out too much.

Chair Pro-tem Kollman stated that he does not have concerns about the proposal and feels like the vertical elements are reflective of the Liberty Theater design and the materials are reflective of that. He believes that there could be some more fine-tuning in terms of the material selection and final choices. He also believes that there should be additional consideration given to the compatibility of the materials. Chair Pro-tem Kollman expressed concerns about the retaining wall and the neighboring property, stating that it is difficult to visualize and that there could be more thought and fine-tuning given to that area to make sure the plans develop smoothly. He expressed concerns about the steepness of the grade for the retaining walls, access drives, and ADA access points, and stated that consideration should be given to these points. Overall, he is supportive of the project and acknowledges the effort put into the project.

Mr. Andy Herrmann, resident, introduced himself, explaining his role as a Trustee, stating that he has lived in this exact area, and expressed his support of the design of the Libertyville Police station. He believes it will be a great addition.

Commissioner Neuendank began to make a draft motion. He explained that he would've liked to see more detail in the project because of the expedited timeline for preliminary and final approval, but he understands the tight deadlines at hand and the need to strike that delicate balance. He brought forward several conditions that came up during discussion and asked staff for confirmation on how to incorporate those into the motion.

Commissioner Neuendank made a motion, seconded by Commissioner Enochs, to recommend the Plan Commission/Zoning Board of Appeals approve the application for new building facades, landscaping, and lighting at 200 E. Cook Ave, subject to the following conditions:

- 1. The accessory parking canopy structure shall not be included as a part of the recommendation and shall require separate review and approval if pursued.*
- 2. The landscape plan shall be revised to address parking lot screening through fencing and/or landscaping, specifically at the southeast corner near the three parking stalls and along the north and east perimeters near the retaining wall. Revisions shall address staff*

comments in the October 20, 2025, ARC report.

3. *All louvers, metal doors, and overhead or garage doors shall be finished in a color consistent with the adjoining wall material.*
4. *Rooftop mechanical screening shall be finished in black or brown to match the brick or principal building material.*
5. *The limestone used for the site retaining walls shall be similar in appearance to that proposed for the principal structure. A rubbed finish shall be applied to the retaining wall. The applicant shall consider how the wall visually transitions and blends with the adjacent residential properties.*
6. *The grading and retaining wall design shall be coordinated with the adjacent property owners to ensure smooth grade transitions, adequate setbacks, and appropriate landscape restoration between properties.*
7. *The plans shall be in compliance with staff conditions as outlined in the October 20, 2025, ARC Report.*

Motion carried 6 - 0.



SUPPLEMENTAL REVIEW MEMORANDUM

To: Applicant, Village of Libertyville

Date: November 6, 2025

Subject: **200 E. Cook Avenue – Municipal Police Station**
Request for Special Use Permit for Planned Development and simultaneous Concept Plan and Final Plan related to the Planned Development request

Prepared By: Village Staff

This Memorandum is supplemental to the Development Review Committee (DRC) Staff Report dated 11/6/2025. Please refer to the DRC staff report for any comments that should be addressed prior to Village Board consideration, in connection with the current request for approval of a Special Use Permit Planned Development and the Planned Development Concept Plan and Final Plan.

The comments in this memorandum are being provided to summarize items that were noted by Village staff which will require attention **prior to issuance of a Site Development Permit** for the potential development. These comments are provided for the Applicant's reference only at this time and should be considered supplemental to any comments included within the DRC Report referenced above. **Comments included within this Memorandum are considered items that would not have a direct impact on the actions requested by the Plan Commission or the Village Board, but they will need to be addressed as the project advances.**

The provision of this Memorandum or any specific comment herein shall not be construed as an assumption of positive recommendations and/or approvals from Staff or any Village Boards or Commissions. Subsequent permit issuances are subject to obtaining proper Village Board approvals as may be required.

This Memorandum is not intended as a comprehensive review of the construction documents. Additional review comments should also be anticipated at time of permit submittal.

ENGINEERING DIVISION

- 1. Stormwater Management** – The following items shall be addressed prior to issuance of a site development permit:
 - a. In addition to staff review, engineering review of the site plans has been conducted by the Village's consultant. Please be sure to address all comments in the attached review letter dated October 28, 2025, prepared by Kimley-Horn and Associates, Inc.
 - b. Sheet CSK-01 shows that fire truck access would occur through the drive aisle that is to be constructed over the proposed underground detention. Design documents will need to demonstrate that the underground detention product will structurally support the proposed heavy traffic loading.

- c. In accordance with Appendix P, the outlet control structure shall be designed with consideration to future access for maintenance and minimizing risks of potential clogging within the restrictor orifice.

2. Utility Plan – The following items shall be addressed prior to issuance of a site development permit:

- a. The plans don't appear to be in complete agreement with Village records regarding the existing utilities in the right-of-way. A GIS exhibit is attached for reference, showing the approximate location of known facilities based on our records.
- b. The demolition plans appear to identify three existing water service connections to be removed. Staff is unable to verify that the existing connections shown on the plan are accurate. Additionally, the plans do not identify the location of existing sanitary service connections, which will also need to be abandoned at the main. It should be noted that the contractor is responsible to perform any field-verification measures needed to properly abandon existing services.
- c. Staff would recommend that the new water service connection be made on the new (relocated) 10" main, to the west of the new valve shown at the connection to existing main near the north end of the building. As the connection location is currently proposed, water service to the Police Station facility would need to be shut down any time Public Works needs to service the water tower facility. By connecting on the west side of the new valve, closer to where the existing building connection is located, there would be more flexibility with maintaining water service to the Station during future water tower servicing and operations.

3. General – The following items shall be addressed prior to issuance of a site development permit:

- a. The demolition plan should call out all existing surface and underground improvements that will remain with appropriate notes indicating "to remain" and/or "to be protected during construction."
- b. For all existing utilities that are to be relocated, the relocation plans should be provided for review. This includes Village facilities and dry utilities. All information for relocation of Village facilities shall be depicted on the civil plans. Dry utility relocation plans should also be submitted for review when they are available.
- c. In addition to a Village water tower, the north end of the property is occupied by numerous private franchise utilities with corresponding lease agreements and/or easement rights. Coordination will need to occur with all stakeholders to ensure access and rights are being upheld so as not to violate the terms of existing leases and/or easements.
- d. It should be verified if any additional or relocated easements on the property are needed or appropriate based on the redevelopment. If so, draft easement documents should be provided for review.
- e. The Village requires that all fences be placed a minimum of 2.0 feet away from all sidewalks for pedestrian safety.
- f. The proposed access drive configuration on Cook Ave should be evaluated and potentially modified to keep the existing street light, in order to preserve the current staggered street light layout.
- g. Show the slope of the apron at Cook Avenue.
- h. Public sidewalk panels shall be provided through the driveways on Cook Ave and First St, and crosswalk striping should not be shown in these locations.
- i. The plans show removal of existing access walkways on the east side of the water tower and the west side of the adjacent utility building, and no replacement walkways are shown to service these locations. Access walkways should be provided to these areas.

- j. It is noted that the public sidewalk along First St. has been designed with intermittent landings, while slopes have been maintained below the 5% maximum. The landings appear unnecessary, and a consistent sidewalk slope through this area should be considered.
- k. Please provide top-of-wall elevations for the ramp along the west side of the building. This ramp may require a handrail due to its length and height.

4. Permits and/or plan reviews will be required from the following outside agencies:

a. IEPA Water Construction and Operating Permit

Before a Village permit can be issued, the Applicant shall submit IEPA Water Construction Permit application documents for our review and execution.

b. IEPA Sanitary Construction Permit

Before a Village permit can be issued, the Applicant shall submit IEPA Sanitary Permit application documents for our review and executions, or provide documentation to confirm that an IEPA sanitary permit is not necessary.

c. Lake County Public Works Department (LCPW)

The final Architectural floor plans and Plumbing drawings will need to be provided for review to the Lake County Public Works Department (LCPW). The Applicant is required to provide information to LCPW to determine the amount of any applicable Lake County Sanitary Connection Fee for the redevelopment of the property. The Applicant may contact LCPW directly at 847.377.7500. LCPW will need to sign applicable areas of the IEPA Sanitary Permit application. LCPW determination of connection fees is required before a building construction permit can be issued.

d. IEPA NPDES Permit (for construction disturbance greater than 1 acre)

FIRE DEPARTMENT

1. Provide an updated auto-turn diagram showing the ladder truck entering the site from Cook Avenue and proceeding clock-wise around the site.
2. An unobstructed hydrant is required within 150 feet of the Fire Department Connection (FDC). Show the intended hydrant for this FDC location.



October 28, 2025

Village of Libertyville
200 East Cook Avenue
Libertyville, IL 60048

Attention: Mr. Jeff Cooper. PE

Subject: ***200 E Cook Ave. – Village Police Station
Libertyville, Lake County, IL
Engineering Review No. 1***

At the request of the Village of Libertyville, Kimley – Horn and Associates, Inc. has completed a review of the above referenced project. The purpose of this review was to evaluate the provided engineering plan for conformance of the proposed development with respect to the Lake County Watershed Development Ordinance (WDO) and Village adopted Appendix P.

The following item was provided for review:

- Engineering Plans Libertyville Police Station, prepared by FGMA Architect, dated October 8, 2025
- Libertyville Police Station Stormwater Report, prepared by Eriksson Engineering Associates, Ltd., dated October 8, 2025.

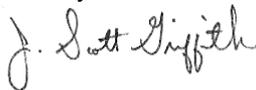
It is our understanding that the provided documents were reviewed as part of the Planning and Zoning phase of the development. We have reviewed the material provided and offer the following comments required to be addressed prior to final permit issuance:

1. The proposed site improvements will hydrologically disturb greater than one acre, therefore a National Pollution Discharge Elimination System permit from the Illinois Environmental Protection Agency will be required prior to the issuance of a Watershed Development Permit.
2. We agree with the approach of stormwater detention being designed to the standard of the Village of Libertyville adopted Appendix P. It should be noted that the proposed runoff volume reduction should be designed to address the new impervious surface associated with this project and not the total impervious area.
3. Calculations should be provided demonstrating that all proposed storm sewers have the capacity to convey the 10-year peak critical flow rate under free flow conditions. It should be noted that all storm sewer proposed as part of the stormwater management system should be a minimum 12-inch diameter per the requirements of the WDO. The calculations should include sub-area delineations, all applicable hydrologic parameters and hydraulic grade line calculations for the proposed storm sewer system. This should be revised as necessary.
4. Calculations should be provided demonstrating how off-site tributary area is being safely conveyed through the proposed development.

5. Overland flow calculations should be provided demonstrating the development can safely convey the peak flow rate associated with the 100-year critical rainfall event while meeting the freeboard requirements of the WDO. Alternatively, if the tributary area is less than 20-acres, the 100-year peak flow can be conveyed via adequately sized storm sewer.
6. The stormwater storage system detail should be enhanced to show how Runoff Volume Reduction will be addressed as part of the overall system. It should be noted that per Appendix P guidelines, the maximum void space for aggregate used is 33% and is associated with a CA-7 or approved equivalent stone. This should be revised or clarified in the calculations provided.
7. A detail of the proposed outlet control structure should be provided.
8. The soil erosion and sediment control plan should be updated to include the following:
 - a. Lake County Construction Sequencing notes should be added to the plans.
 - b. The location of all temporary stockpile locations should be noted on the plan set to verify they are adequately protected.
 - c. Additional inlet protection within First Street and Cook Avenue should be installed to address sediment tracking into and existing the site.
9. Prior to permit close out, the following items will be required:
 - a. As-Built survey demonstrating the project has been in conformance with the approved plan set.
 - b. Provide a signed and recorded maintenance plan that clearly identifies all the maintenance activities, the frequency at which the activities are performed, and the funding source for all maintenance activities will be required.
10. Additional comments may be provided upon receipt and review of the requested information.

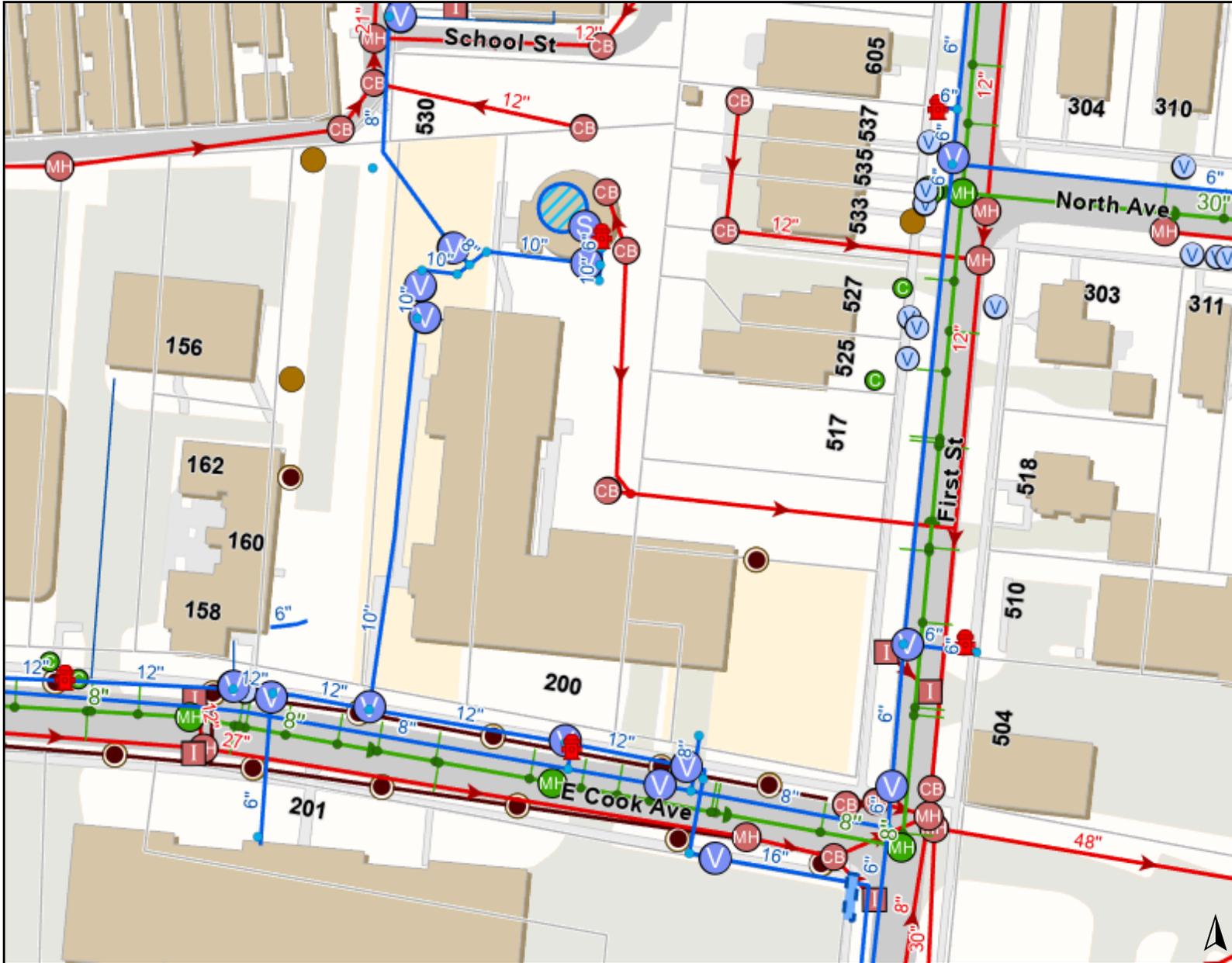
Please do not hesitate to contact me via phone (815.529.3553) or email at Scott.Griffith@kimley-horn.com with any questions.

Sincerely,



Scott Griffith, P.E.
Kimley-Horn and Associates, Inc.

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Legend

myGIS Layers

Hydrant



Water Fitting



Water Valve



Water Service Valve



Water Network Structure



Water Casing



Water Lateral



Water Main



Water Structure



Sanitary Manhole



Sanitary Fitting



Sanitary Cleanout



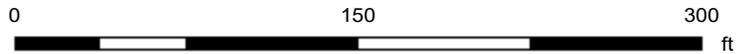
Sanitary Lateral



Sanitary Main



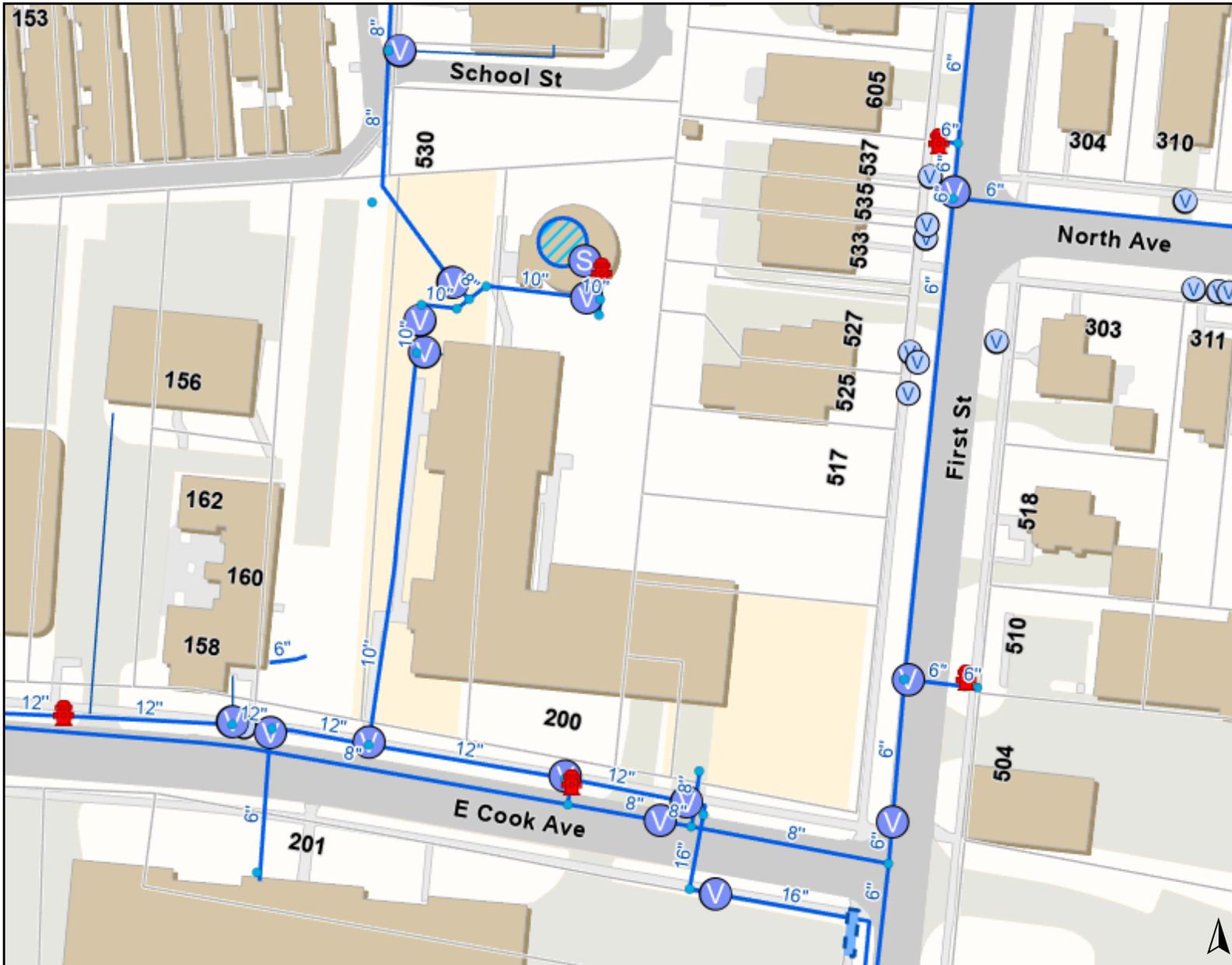
Storm Catch Basin



Print Date: 11/6/2025

Notes

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Legend

myGIS Layers

Hydrant



Water Fitting



Water Valve



Water Service Valve



Water Network Structure



Water Casing



Water Lateral



Water Main



Water Structure



Print Date: 11/6/2025

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