

# **BUILDING COMMITTEE**

MUNICIPAL COMPLEX HALL

208 E. MAIN STREET

March 19, 2026

4:00 P.M.

## **AGENDA**

1. CALL TO ORDER
2. ATTENDANCE
3. APPROVAL OF THE MINUTES OF THE SEPTEMBER 10, 2025, BUILDING COMMITTEE MEETING
4. PUBLIC COMMENT
5. DISCUSSION OF DOWNTOWN OVERLAY DISTRICT
6. DISCUSSION OF FAÇADE IMPROVEMENT PROGRAM
7. DISCUSSION OF POLICE DEPARTMENT SPACE NEEDS & PROPOSED IMPROVEMENTS
8. GENERAL DISCUSSION
9. ADJOURNMENT

ANY DISABLED PERSON REQUIRING A SPECIAL ACCOMMODATION SHOULD NOTIFY THE VILLAGE HALL PRIOR TO THE MEETING DATE FOR NECESSARY ARRANGEMENTS. 708-258-3279

**VILLAGE OF PEOTONE**  
**BUILDING COMMITTEE MINUTES**  
**Minutes of September 10, 2025**

**CALL TO ORDER, ROLL CALL**

The Building Committee was called to order at 3:00pm at the Municipal Complex Hall, 208 E. Main Street, Peotone, Illinois, by the Committee Chair, Todd Sandberg. In attendance were Trustee Hudson, Trustee Sandberg and Trustee Strba. Also present was Mayor Vieaux, Village Administrator Palmer, Village Clerk Hartwell and Lieutenant Kolosh from the Fire District.

**MINUTES**

Motion by Trustee Hudson, Seconded by Trustee Sandberg to approve the Building Committee Minutes from June 2, 2025. All voting Yes; Motion Carried.

**PUBLIC COMMENT**

None

**Discuss 2021 International Code Update with B&F Construction**

Sean Fallows with B&F Construction Code Services was in attendance and gave an overview of the Code Update Summary that was presented in the packet. The updated items included were within the International Residential Code, International Building Code, International Fire Code, International Mechanical Code, International Existing Building Code, International Swimming Pool & Spa Code and National Electrical Code. He wanted to discuss and address any problems or concerns and answer any questions there may be and if any items are to be revised he will make the changes and once finalized it will go to the Village Administrator to create an ordinance with an effective date and then it will go to the Village Board for final approval and be adopted. Once it is adopted, he will notify the State. He stated he will prepare everything and can attend the board meeting if desired.

**GENERAL DISCUSSION**

The Administrator reported that the demo permit for 528 Schroeder is moving forward and there was some discussion about copper in the plumbing code.

**ADJOURNMENT** Motion by Trustee Strba, Seconded by Trustee Hudson to adjourn the Building Committee Meeting at 12:29pm. All Voting Yes; Motion Carried.



## Board of Trustees Memo

**TO:** Members of Building Committee  
Chris Vieaux, Mayor

**From:** Nick Palmer, Village Administrator

**Date:** March 13, 2026

**Subject:** Discussion Downtown Overlay District

**For Agenda:** Building Committee Mtg – 3/19/26

Administrator sign off:

*WMP*

**Agenda item:**

**Discussion Downtown Overlay District**

**Background:**

The Village of Peotone has considered implementing an overlay district for many years. Over time a draft document has evolved into the version that is attached to this packet. An overlay district is a zoning tool that places additional, specific regulations on top of existing ("base") zoning districts to protect specific resources or promote unique development. These districts often supersede or supplement base zoning rules within defined geographic areas.

As noted in the attached Downtown Overlay District, the proposed plan seeks to preserve and enhance the historical character of central downtown Peotone, which features a diverse array of building types and architectural styles spanning several decades. This district seeks to safeguard the original structures while accommodating compatible new developments. By implementing design standards, the district aims to uphold historical integrity, elevate design quality, and maintain the human-scale development characteristics of downtown Peotone.

**The goals of the Downtown Overlay District are:**

- Foster a high-quality physical environment that preserves and reflects the downtown's historical character and function.
- Encourage commercial uses at street level whenever feasible.
- Establish a planning framework that supports the development of secondary and transitional areas harmonious in scale and form with the downtown, fostering pedestrian-friendly spaces.

The Peotone Planning & Zoning Commission has held several preliminary meetings to discuss this topic. This included:

- Prior discussions of the Overlay District in 2024
- October 15, 2025 PZC workshop on Overlay District
- Village open house on January 21, 2026
- January 21, 2026 PZC workshop continued on Overlay District
- February 18, 2026 PZC public hearing and formal consideration of Overlay District

Following the Building Committee review of the Overlay District, the goal is to bring this document to the Village Board for final approval.

**Committee action:**

Committee discussion of Downtown Overlay District

**Supporting documents:**

- Downtown Overlay District document
- Maura Rigoni Memo presented at PZC meeting on 2/18/26

## **Exhibit A**

### **§ 157.125 DOWNTOWN OVERLAY DISTRICT**

- A. Purpose
- B. Goals
- C. Boundaries
- D. Definitions
- E. Rules for Measurement Exterior Façade and Site
- F. Uses
- G. Dimensional Standards
- H. Intent of Design Standards
- I. Review Procedures
- J. Application and Process
- K. Reuse of Buildings and Site
- L. Demolition
- M. Application of Overlay District Standards
- N. Application of Village Code
- O. Downtown Overlay District Standards

A Purpose. The historical character and small-town feel and charm of downtown Peotone, which features a diverse array of building types and architectural styles spanning many decades, is an important characteristic of the Village which should be nurtured and protected. As noted in the Village's comprehensive plan, those characteristics are defined by the following contributing qualities: rich history, accessibility, strong community identity and sense of community, size, empathy, independently owned businesses, locally controlled, and safe law enforcement presence. Infill development in downtown creates unique challenges for property owners, the design community and the Village. In light of the foregoing, the Village hereby creates the Downtown Overlay District aimed at preserving and enhancing the historical character of central downtown Peotone by encouraging preservation of the original structures while accommodating compatible new developments through implementation of a set of design guidelines and standards aimed at upholding historical integrity, elevating design quality, and maintaining the human-scale development characteristics of downtown Peotone.

Requirements or recommendations included herein are methods by which the development standards specified in the Downtown Historic Overlay District regulations can be achieved.

- B. **Goals.** The overall goals of the Downtown Overlay District are to:
1. Foster a high-quality physical environment that preserves and reflects the downtown's historical character and function.
  2. Encourage commercial use at street level whenever feasible.
  3. Establish a planning framework that supports the development of secondary and transitional areas harmonious in scale and form with the downtown, fostering pedestrian-friendly spaces.
  4. Address how buildings relate one to another and to the surrounding development.
  5. Address how streets, drives and parking connect with the surrounding street network to create useful places.
- C. **Boundaries.** The boundaries of the Downtown Overlay District are set forth as those properties zoned B-1-Retail Business District on the Peotone Zoning Map and that are also within the Village's Downtown TIF District. The overlay district is created as a special area to be superimposed on the underlying B-1 district within the Downtown TIF District.
- D. **Definitions.** As used in this section 157.25 the following terms are defined as follows:
1. **Attention Getting Device:** Sign, devices, or ornamentations designed for or intended to attract attention to it for the purpose of promotion or advertising. Attention getting devices include sails/feather signs, pennants, flag, banner, spinner, streamer, or similar device.
  2. **Building Articulation:** Changes in the depth of the surface of a building face or facade such as attached columns, recessed windows or window bays, horizontal banding of decorative cornices. Articulation gives texture to the building surface.
  3. **Building Step Back:** A step-like recession in the profile of a building.
  4. **Facade, Exterior:** The front or side elevation [if a corner building] of a building that can be seen from a public right-of-way, generally parallel to the right-of-way line. A rear wall may also be considered a facade if it provides public entrance to a building and can be seen from a public right-of-way, including alleys.
  5. **Historic Structure:** A structure is considered historic if it is individually registered under either the Illinois-National Register of Historic Places, the Illinois Register

of Historic Places, under a similar County designation, or as a local landmark pursuant to a program for designating local landmarks implemented by the Village.

6. **Historically Significant Building:** A building is deemed historically significant if it meets one or more the criteria for a historic structure as outlined in this section. Additionally, if a building does not meet the definition of a historic structure but is over fifty (50) years old, it may still be designated historically significant by the Village Administrator. Criteria is as follows:
  - a. Architectural uniqueness or significance within the local context.
  - b. Association with significant events, persons, or cultural movements.
  - c. Contribution to the overall character and identity of the community.
  - d. Integrity of design, materials, and craftsmanship.
  - e. Degree of historical documentation and research available.
  - f. Relationship to the surrounding built environment and landscape.
  - g. Rarity or representation of a particular architectural style or period.
  - h. Ability to convey a sense of historical continuity and evolution over time.
7. **LED SIGN:** [Electronic message board]: Is a sign that is capable of displaying words, symbols, figures, still images, scrolling images, or moving images including video and animation, utilizing a series of grid lights that may be changed by remote or automatic means including cathode ray, light emitting diode [LED] display, plasma screen, liquid crystal display [LCD], fiber optic or other electronic media or technology.
8. **Minor Façade Alterations:** Changes or alterations to the exterior of an existing building impacting greater than ten percent (10%) and no more than forty five percent (45%) of the total façade and where the change clearly meets the design standards for the Downtown Overlay District. Examples of minor façade alterations include, but are not limited to, replacement of wall mounted light fixtures, or modifications to building trim, cornice, roof, or parapet wall.
9. **Observable Glare:** A visual condition in which there is excessive contrast or an inappropriate distribution of light sources that disturbs the observer or limits the ability to distinguish details and objects.

10. Parapet Wall: A parapet wall is a low or dwarf wall built along the edge of the roof, terrace, walkway, balcony etc.
  11. Major site improvements. Site improvements located outside of buildings impacting 10 percent (10%) or more of the net land area of the site related to parking, landscaping, signage, streetscape, fences, lighting or improvements within the public right-of-way or floodplain.
  12. Regular site maintenance. Site improvements outside of buildings associated with routine general maintenance and repairs of parking, landscaping, signage, streetscape, fences, lighting or improvements within the public right-of-way or floodplain. Examples of site improvements considered as regular maintenance include light bulb replacement, replacement of dead or dying landscaping, and signage repairs.
- E. Rules of Measurement for Exterior Facade and Site Improvements. Generally, proposed exterior facade improvements and site improvements shall be measured as the area enclosed by straight lines drawn to the extremities of the proposed improvements. An improvements calculation worksheet shall be provided to the Village Administrator upon initiating any improvements within the Downtown Overlay District, except for site improvements considered as regular maintenance, in order to determine whether review by the Village is required as provided in the section.
- F. Permitted and Special Uses. All permitted and special uses are as allowed in the Downtown Overlay District in accordance with the B-1 Retail Business Zoning District as defined in Section 157.080 of this chapter.
1. All operations of retail business and service uses shall be conducted entirely within a building. No outdoor storage of any kind shall be permitted, unless a special use for outdoor storage is approved in accordance with Section 157.189 of the Zoning Code.
- G. Dimensional Standards. The following dimensional standards are provided for properties in the Downtown Overlay District in lieu of those standards generally applicable to properties in the B-1 Retail Business Zoning District.
1. Lot Area: The minimum lot area is two thousand five hundred (2500) square feet.

2. Lot Width: The minimum lot width is twenty-five feet (25')
3. Minimum lot area per dwelling unit: The minimum lot area per dwelling unit is one thousand (1,000) square feet.
4. Front Yard Setback: There is no minimum front yard setback. New buildings shall be built to the front property line when feasible. Staggered setbacks are encouraged, but in no case shall a setback greater than fifteen feet (15') be allowed. As an exception, the front setback may be increased to accommodate privately-owned spaces that are designed to provide space for public seating, public events, public displays, public gatherings and public performances if expressly identified by the land development application and found to be sufficiently justified to meet the intent of the Downtown Overlay Design Standards. The area shall be landscaped and/or incorporate streetscape elements on a case-by-case basis. Exceptions will be processed as part of the application in the matter set forth in the development review procedures outlined in this article and section of design standards.
5. Side Yard Setback: There is no minimum side yard setback.
6. Rear Yard Setback: There is no minimum rear yard setback.
7. Height: The Maximum height is forty feet (40'). If a new building is proposed to be greater than two (2) stories, incorporation of building step backs and/or incorporation of building articulation is required.

H. Intent and Scope of Design Standards. The Downtown Overlay District design standards are set forth in subsection O below.

1. Intent. The purpose of the Downtown Overlay District Design Standards is to establish and maintain a high visual quality of appearance for the Downtown Overlay District. These Standards ensure that improvements associated with the exterior of buildings are compatible with or enhance the character of the Downtown Overlay District and blend with their surroundings. Additionally, the design standards aim to stimulate and safeguard public and private investment by setting high standards for spatial enclosure, architectural design, building materials, and appearance. They also support the preservation of historically significant buildings.

2. **Scope/Application.** All improvements within the Downtown Overlay District, including construction of new buildings, restoration or rehabilitation of historically significant buildings, building additions, facade alterations, demolition of existing buildings, installation or modification of parking, landscaping, signage, streetscape, fences, lighting, and improvements within the public right-of-way or floodplain, must adhere to the intent of the design standards established in the Downtown Overlay District Design Standards and must be approved prior to issuance of a building permit, site plan permit, or right-of-way permit. The scope of each project shall be classified under one of the following categories and shall be subject to the development review procedures outlined below and in Table 1 of this section.
  - I. **Review Procedures.**
    1. **No Review Required:** Site improvements considered as regular maintenance do not require application review.
    2. **Preliminary Review Required:** When site improvements not considered regular maintenance are proposed, a preliminary review of the exterior facade improvements is required. This review is facilitated through the completion of the Improvements Calculation Worksheet which assists in determining what level of review by the Village the proposed improvements are subject to. The review process will determine if improvements are considered limited, minor or major improvements. See Table 1 for Review Procedures.
    3. **Limited Improvements:** Exterior façade improvements that impact ten percent (10%) or less of the total facade are subject to standard building permit review.
    4. **Minor Improvements:** Minor facade alterations that impact greater than ten percent (10%) and no more than forty-five percent (45%) of the total façade, and or minor site improvements that impact ten percent (10%) or less of the net land area on the site are subject to review and approval by the Village Administrator.
    5. **Major Improvements:** Major Exterior facade improvements that impact greater than forty-five percent (45%) of the total façade and or major site improvements that impact greater than ten percent (10%) of the net land area on the site, and or

the installation of solar panels, are subject to review by the Planning and Zoning Commission, with a recommendation to the Village Board.

**Table 1 Review Procedures**

<b>Improvement Classification</b>	<b>Application Requirement<sup>1</sup></b>	<b>Formal Approval Process</b>
Regular Maintenance	None	None
Limited Improvements	Improvement Calculation Worksheet, Building Permit (if applicable)	None <sup>2</sup>
Minor Improvements	Improvements calculation worksheet, application form, fee, letter of intent, sketch plan, building elevations, schedule, supporting documents	Administrative Review
Major Improvements:	Improvements calculation worksheet, application form, fee, letter of intent, sketch plan, building elevations, schedule, supporting documents	Hearings: 1. Plan Commission [Recommendation], 2. Board of Trustees [Final approval] Certificate of Appropriateness

Notes:

1. Application Requirements per subsection (per subsection 4 & 5 below)
2. Improvements impacting 10% or less of a total facade as determined by the Village Administrator, shall not be subject to further application or procedural requirements set forth in this section.

J. Application and Process. An improvements calculation worksheet shall be required upon initiating any improvements within the Downtown Overlay District, apart from site improvements considered as regular maintenance, to determine whether review by the Village is required as outlined in this subsection. If the Village Administrator determines improvements impact ten percent (10%) or less of the total facade or site improvements are considered as regular maintenance and no review is required, such improvements shall not be subject to further application or procedural requirements set forth in this section.

1. An improvements calculation worksheet shall consist of the following:

- a. The measurement in square feet of proposed exterior façade improvements relative to the total exterior façade that can be seen from the public right-of-way, and/or
  - b. The measurement, in square feet, of proposed site improvements relative to the net land area of the site.
2. Application Requirements. Upon being advised by the Village Administrator that a particular improvement within the Downtown Overlay District constitutes either a minor or major improvement, an application for approval shall be submitted to the Village by a person having an interest in the property for which the development is requested. The application shall consist of the following:
- a. Development application form;
  - b. Letter of Intent describing the nature of the proposed development;
  - c. Sketch plan illustrating location of buildings and structures, off street parking areas, traffic circulation plans, lighting, landscaping and signs, as applicable to the project and/or impacted by the proposed improvements;
  - d. Building elevations showing building height, materials, architectural treatments and colors;
  - e. A time schedule for development;
  - f. Any supporting charts, maps, graphs, pictures or renderings of building elevations;
  - g. The Village Administrator, Plan Commission or Board of Trustees, may request additional information from the applicant prior to proceeding with review at any stage;
  - h. Waivers; Application Requirements: The Village Administrator may waive certain submittal requirements for an application if he or she finds that sufficient information is provided to render a decision. The Village Administrator has the discretion to send waivers to the Plan Commission for recommendation and Board of Trustees for approval if deemed necessary.
  - i. Professional Review Fees: The Village may seek outside consultants to review the proposed improvements. The applicant is solely responsible for any and all costs associated with the reviews.

3. Review Not Required: Improvements impacting ten percent (10%) or less of total facade, as determined by the Village Administrator, or site improvements considered as regular maintenance shall not be subject to further development review procedures set forth in this section; however such improvements shall be designed to meet the standards set forth in this section, to be enforced as a condition of building permit, site plan permit, or ROW permit insurance, as appropriate. Interior improvements or remodels are not subject to the regulations set forth in this section.
4. Administrative review: The Village Administrator is authorized to approve, without notice of hearing or any Planning and Zoning Commission or Board of Trustees review, minor facade alterations that do not impact greater than forty five percent (45%) of the total exterior facade and minor site improvements so long as the Village Administrator finds that the proposal meets the intent of the Downtown Overlay District Design Standards. Administrative review applications shall be distributed to the Village Mayor for review prior to approval. The Village Administrator has the discretion to refer the application to the Planning & Zoning Commission for a recommendation and to the Board of Trustees for a decision, following the hearing procedures set forth in this subsection.
5. Hearing Procedures; Notice: Within thirty (30) days of submittal of complete application, the Village Administrator shall schedule the same for review, either by the Administrator (for minor facade alterations or minor site improvements, as defined above), or for the Village Planning and Zoning Commission for a recommendation and Board of Trustees for final action (for exterior facade improvements that impact greater than 45 percent of the total facade or major site improvements). Notice of the hearing shall be provided not more than 30 nor less than 15 days before the hearing, by first class mail, postage prepaid, to the applicant and to all adjacent property owners. Notice of the hearing shall also be published at least once in a newspaper with a general circulation within the Village. The notice shall state the common name, address and property index number of the property subject to the application, and a brief description of the

development and/or redevelopment, as well as the date, time and location of the public hearing. At the public hearing, the Planning and Zoning Commission shall review the request for conformance with the Downtown Overlay District Design standards set forth in subsection O. below, and shall either recommend approval, approval with conditions or denial of a Certificate of Approval relative to the improvements. Within thirty (30) days of the Plan Commission action, the Board of Trustees shall review the request and shall either approve, approve with conditions, deny the application or continue the matter to allow project modification. Where the Board of Trustees deems it appropriate to do so, it may return the matter as modified to the Plan Commission for its further review and recommendation.

K. **Reuse of Buildings and Sites.** Reusing buildings and sites is a highly efficient form of redevelopment since it uses existing materials and requires fewer new resources. It can also help revitalize historical Peotone by improving the quality and function of aging buildings. Reuse can benefit the community by making efficient use of materials and structures, preserving uniqueness and character of older buildings and improving/preserving the character of the community. Village staff will work with property owners to ensure that Village requirements do not stop the permitted reuse of existing buildings. Design objectives relative to reuse are as follows:

1. Encourage the rehabilitation of buildings in attempts to restore, repair or replace elements as necessary [in that order]. Elements that are not compatible should be removed.
2. The reuse of existing buildings should meet the requirements of the Downtown Overlay District and other Village requirements concerning landscaping, signs, lighting and site layout to the extent possible and feasible.
3. Utilize alternative approaches for reuse as addressed in the adopted Village Building Codes, as amended from time to time.
4. Use existing services and infrastructure where possible.
5. Provide for the future reuse of buildings and sites through an analysis of potential uses with consideration of internal circulation, building location and design,

utilities, drainage, parking, landscaping, tree preservation and floodplain damage prevention.

6. Whenever feasible, remove and replace existing overhead utility lines with underground facilities.
7. Discourage demolition of historically significant buildings.

L. Demolition.

1. Demolitions of historic landmarks or historically significant structures are strongly discouraged except in the following circumstances:
  - a. The structure proposed for demolition is not structurally sound.
  - b. The structure cannot be rehabilitated or reused on-site to provide for any reasonable beneficial use of the property.
  - c. The structure cannot be practically moved to another site.
2. In order for a demolition permit to issue in the Downtown Overlay District, the proposed demolition must address mitigation of any impacts associated with the visual character, historic importance of remaining structures on or adjacent to the property and architectural integrity of remaining structures on or adjacent to the property.
3. Vacant lots after demolition. Any lots left vacant after demolition shall be treated to control fugitive dust. If the lot is to remain vacant for more than sixty (60) days, said lot shall be landscaped, mulched and seeded or sodded to establish a perennial vegetative grass cover. The lot shall be maintained and kept free of debris and litter. If common walls are exposed due to demolition of adjoining buildings, the walls shall be treated to ensure that the walls do not become a visual detriment. The treatment may be temporary or permanent depending on the potential for redevelopment of adjoining parcels. Permanent alternative treatments include architectural treatment that is like the front facade of the building or stucco. The wall treatment shall be in place within ninety (90) days of the date of demolition, unless a longer period is authorized at the time of approval of the demolition plans and shall be financial responsibility of the owner of the property upon which the demolished building is located.

M. Application of Overlay District Standards. The standards established within this chapter shall be applied to the following:

1. Restoration or Rehabilitation of Historically Significant Buildings: Projects involving the restoration or rehabilitation of existing historically significant buildings should reflect the original architectural character of the building and its characteristics. The removal of historic materials or alteration of features and spaces that characterize the building shall be avoided. The introduction of any new design elements should be consistent with the traditional features of the building. The rehabilitation of existing historically significant buildings is encouraged to be in accordance with the secretary of the Interior's Standards for Rehabilitation. (<https://www.nps.gov/subjects/taxincentives/upload/regs-nps-36-cfr-67.pdf>)
2. Renovation Or Rehabilitation Of Existing Structures: Projects involving the renovation of existing structures that are not historically significant shall consider the context of the site to be compatible with the general character of the downtown area. Renovations of existing structures shall be consistent with the design criteria established in the Downtown Overlay Design Standards.
3. Building Additions: Projects involving an addition to an existing building that is not historically significant shall consider the context of the site and be compatible with the general character of the downtown area. Building additions to existing structures shall be consistent with the design criteria established in the Downtown Historic Overlay Design-Standards.
4. New Construction: Projects involving new construction shall consider the context of the site and be compatible with the general character of the downtown area. While new buildings are required to fit into their surroundings, the Village will not require uniformity of design or dictate specific architectural styles. The overall context of the downtown area includes a variety of architectural styles, and these regulations are intended to allow both flexibility and creativity in achieving compatible design solutions. All new construction projects shall be consistent with the design criteria established in the Downtown Overlay Design Standards.

- N. Applicability of Village Code. Except as specifically modified by the provisions of this section 157.125, all applicable provisions of the Village Code shall apply to the Downtown Overlay District including but not limited to building and land use provisions, off street parking and loading, landscaping and screening, signage, and lighting.
- O. Downtown Overlay District Design Standards.
1. Purpose and Concept. -The regulations established in this subsection provide certain requirements and/or guidance concerning property development in the Downtown Overlay District consistent with the purpose and overall goals of this Section. Requirements or recommendations included herein are methods by which the development standards specified in the Downtown Historic Overlay District regulations can be achieved.
  2. Using the Standards; Waivers. The Downtown Overlay District Design Standards present requirements, ideas and objectives for how to meet the goals for the Downtown Overlay District-that are flexible and practical to implement. Every element described will not apply to every development. It takes innovative thinking to provide the necessary ingredients — the financing, design and customers to create attractive, efficient places that are economic successes. Towards that end, while the standards are meant to provide guidance to the design community and a basis of development review for Village staff, the Village will be open to new ideas and flexible in interpretation of these standards. Where phrased as required or prohibited, these standards are intended as mandatory, but need not be applied exactly or literally when it is found that such application will inhibit beneficial development and redevelopment in the Downtown Overlay District. In such cases, waivers to requirements or prohibitions may be granted where found to be consistent with and in furtherance of the intent and purpose of this Section, and where a waiver does not negatively impact the architectural style of the project or the surrounding properties.
  3. Relationship of Zoning Standards to Design Standards. The design standards present requirements, ideas and objectives for how to meet the goals for the Downtown Overlay District. The standards address how buildings relate one to another and to the surrounding development. Equally important is how the streets,

drives and parking connect with the surrounding street network to create useful places. Infill development creates unique challenges for property owners, the design community and the Village. It takes innovative thinking to provide the necessary ingredients — the financing, design and customers to create attractive, efficient places that are economic successes.

4. Balancing use types and design objectives. Mixed use development is encouraged in the Downtown Overlay District to provide more localized access to goods and services within walking distances and promote economic development through high quality infill. The quality of life for residents living in our Village is influenced by access to amenities within a reasonable distance from their home. Balancing use types in Downtown Overlay District provides benefits to our citizens across the age spectrum by providing gathering places, walkability and access to basic services. Adherence to design objectives relative to achieving this balance are strongly encouraged and are as follows:
  - a. Provide basic amenities that are within walking distance of residences in or near Downtown Peotone.
  - b. Incorporate connections to schools and health care facilities and employ safety measures to protect students and clients from vehicle traffic.
  - c. Encourage diversity of housing and business types that lead to socioeconomic diversity.
  - d. Incorporate parks, open space and public gathering areas to create an essential natural refuge from the surroundings of the Village.
5. Design Requirements - Compatibility-Bulk/Form/Scale.
  - a. The scale of buildings and development or redevelopment is important to the success of the Downtown Overlay District and shall be considered. For example, small neighborhood grocery and a large supermarket may be classified as the same type of use, but the former could be appropriate for a neighborhood commercial corner while the latter would clearly not be. Traffic generation and parking are critical concerns. Architectural design and form can also improve (or detract from) compatibility. The intent on compatibility design principle is to encourage development that is cohesive

with historical Peotone by designing projects that fit the height, size and scale of surrounding sites. Planning compatible development avoids undesirable impacts such as traffic and access issues, environmental hazards, noise and nuisance activity and negative impacts on storm drainage.

- b. Consistent with a. above, design aspects including mass, form, scale, colors, height, alignment, width and horizontal rhythm shall be consistent with the Standards set forth herein and goals and intent of this Section. All other building design aspects not addressed herein shall be in accordance with B-1 Retail Business District standards.
  - c. The relationship of buildings to the streets creates the primary impression of distinctive quality in the district. Street presence can be used to create comfortable and attractive walking environments that enhance the spirit of our Village. Building articulation is one design strategy that can be used to help blend the old with the new. Most buildings within the Downtown Overlay District are two-stories in height. By incorporating architectural variations and/or building step backs, attention remains at the pedestrian level. Design objectives in this regard that must be considered are as follows:
    - i. Design building height design and scale respond to surrounding development by incorporating building step backs, setbacks, building placement and landscape buffers.
    - ii. Address negative external impacts of the development, including, but not limited to, noise, traffic, light, vibration and noxious odors by constructing landscape buffers, including trees, berms, architectural elements, walls and fences.
    - iii. Consider the extent to which larger buildings shade surrounding properties that are currently open to the sun.
6. **Building Materials:** Building materials shall be high-quality materials and compatible with those used for adjacent buildings. The following building materials are specifically prohibited from use as the primary finish, unfinished concrete, precast concrete block, vinyl or steel siding. All subsequent renovations, additions and related structures undertaken after the construction of an original

building shall be finished with materials comparable to those used in the original construction and shall be designed in a manner conforming to the original architectural design and general appearance. For existing historically significant buildings, the sheathing or insulation of another material over the facade or any wall visible from the street shall be prohibited unless deemed necessary to preserve the structural integrity of the building.

7. Entrances: Main entrances to buildings shall face and be clearly visible from the street and be recessed to maintain a coherent pattern along the sidewalk and to define the entry point. Recessed entrances shall allow operation of the door[s] without the doors extending beyond the property line into the public right-of-way.
8. Windows: Ground floor windows shall be transparent. The original size, shape and proportion of all windows on existing historically significant buildings shall be preserved. For new non-residential buildings, windows, doors and other transparent elements on first floor facades fronting streets is encouraged. Windows are not required to be installed where none existed in the original design. However, if the exterior of an existing historically significant building is being remodeled, renovated or rehabilitated, the size, shape and proportion of the original window openings shall generally be restored or maintained. Replacement windows shall generally conform to the style of the original windows used in the building.
9. Rooftop Equipment: Rooftop equipment shall be screened from ground level views with parapet walls or enclosures similar in form, material and detail to the primary structure. If solar panels are proposed the following regulations shall be applied:
  - a. A structural report must be provided to ensure the existing structure can support the proposed panels and associated equipment.
  - b. Low profile solar panels shall be used when possible.
  - c. The solar panels shall have minimal visual impact from public right-of-way.

10. Color Palette: All improvements in the Downtown Overlay District shall use a historical color palette from any major paint manufacturer. A sample of the colors shall be submitted with the application for review and approval.
11. Signage: All signage proposed within the Downtown Overlay District is subject to the regulations outlined in Chapter 153 of the Municipal Code, with the exception of the following:
  - a. LED Signs, as defined in this chapter, are prohibited within the Downtown Overlay District.
  - b. Attention getting devices, as defined in this chapter, are prohibited within the Downtown Overlay District.
  - c. Temporary signs on the exterior of any building or other structure are prohibited absent specific approval by the board of trustees as part of a special event. No sign, decal or other covering may cover more than fifty percent (50%) of any window.

To: Nick Palmer, Village Administrator Date: 2/18/2026  
From: Maura A Rigoni, AICP  
Subject: Downtown Overlay District-Text Amendment -Public Hearing Project No. 25-R0075.02

**Background:**

The Village has initiated the process of preparing a text amendment to the Village of Peotone's Zoning Ordinance establishing a Downtown Overlay District. Over the years, various revisions have been proposed. My review of the text amendment was requested to ensure consistency with current zoning regulations and to verify that the proposed revisions align with the goals and objectives of the overlay district.

The proposed text amendment was presented to the Plan Commission in November 2025 and January 2026 for discussion. Prior to the January Plan Commission meeting, the Village hosted an open house for the public to review and discuss the proposed amendment.

As you are aware, the Peotone Zoning Ordinance establishes various zoning districts, including residential, business, office, industrial, and public. Each zoning district has regulations specific to that district that address setbacks, building height, permitted uses, and special uses. The Village has considered implementing an overlay district to address specific development goals for properties currently zoned B-1 within the Downtown TIF District.

Per *The American Planning Association: Planning and Urban Design Standards*, an overlay district is defined as:

*These districts are superimposed on top of portions of one or more underlying general use-based zoning districts to allow application of additional standards addressing a special purpose (such as historic preservation or floodplain protection).*

The Downtown Overlay District aims to establish additional standards and regulations to support the preservation of properties and provide guidelines for both new development and redevelopment of those properties zoned B-1 within the Downtown TIF District footprint.

In conjunction with the adoption of the text amendment to the Zoning Ordinance, the Plan Commission is required to formally review a map amendment that officially places the overlay on those parcels within the defined boundary. This map amendment will officially identify those parcels subject to the Overlay District on the Village's official zoning map.

Below provides an overview of the proposed revisions. Please note that this is not a comprehensive list of revisions; it is a summary of the revisions worth noting. The overview also identifies changes discussed by the Plan Commission as well as those identified by the Village's Attorney. Some of the notable changes are as follows:

- The boundaries of the Downtown Overlay District are those properties zoned B-1 Retail within the Downtown TIF District.
  - There are properties zoned B-1 outside the TIF District, for which these regulations would not apply.
- Those uses currently permitted in the B-1 District would be permitted in the Overlay District with no exceptions.
- Dimensional Standards are proposed, which are more in line with the current development pattern within the defined area.

- A tiered review process is established to categorize the proposed building modifications. Each category has a defined application or submittal requirement and an approval process. Those categories are as follows:
  - No required review (routine maintenance)
  - Limited Improvements (improvements of 10% or less of the façade)
  - Minor Improvements (improvements greater than 10% less than 45% of the façade)
  - Major Improvements (improvements greater than 45% of the façade)
- The proposed text amendment encourages the reuse of buildings and sites.
- Design Guidelines are established to foster development that complements the existing character of the downtown area, whether through redevelopment or new development. Such guidelines address building scale, building materials, entrances, windows, and restrictions on LED signage.
- The term "Design Guidelines" was used because the regulations are incorporated into the municipal code and are mandatory, whereas the term "guidelines" refers to recommendations.
- The term "attention-getting device" was added to define the term when applying the signage regulations in the overlay district.
- The term "historic structure" aligns more closely with state and national programs.
- Section F, Permitted and Special Uses, was expanded to address outdoor storage.
- Regulations regarding solar panels have been incorporated, requiring the installation of panels to be considered a major improvement and therefore subject to Plan Commission review.
- A defined review procedure before the Plan Commission has been tailored for review for improvements within the Overlay District.
- The amendment addresses demolitions, which are in line with property rights. The section was modified to discourage demolition rather than outright prohibit it.
- Temporary signage regulations have been incorporated for the Overlay District.
- Please note that Section O-3 *Relationship of Zoning Standards to Design Standards* in the previously reviewed drafts has been removed as it is deemed redundant with the previous section.

### ***Motions for your Consideration***

*Recommend the Village Board (approve/deny) the proposed text amendment to establish the Downtown Overlay District, creating Section 157.125, Exhibit A.*

*Recommend the Village Board (approve/deny) the proposed map amendment establishing the Downtown Overlay District, for those properties identified in Section 157.125 C-Boundaries.*



## Board of Trustees Memo

**TO:** Members of Building Committee  
Chris Vieaux, Mayor

**From:** Nick Palmer, Village Administrator

**Date:** March 13, 2026

**Subject:** Discussion Facade Improvement Program

**For Agenda:** Building Committee Mtg – 3/19/26

Administrator sign off:

**Agenda item:**

Discussion Facade Improvement Program

**Background:**

Along with the approval and implementation of a Downtown Overlay District, the Village of Peotone is also seeking to create a formal Facade Improvement Program. These two efforts are intended to work to strengthen the economic development climate and quality of life in Peotone.

The Village of Peotone Facade Improvement Program is designed to promote the continued use and maintenance of commercial buildings in the downtown area by helping property owners and tenants rehabilitate and restore eligible structures. Reimbursement grants are provided to owners or tenants in recognition of the positive impact that individual building improvements can have on the overall appearance, quality, and vitality of the downtown.

The attached document is a near final draft of this facade improvement program and which is undergoing one last review by the Village attorney.

**Committee action:**

Committee discussion of Facade Improvement Program

**Supporting documents:**

- Facade Improvement Program DRAFT document



## **Village of Peotone Facade Improvement Program**

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### **PROGRAM PURPOSE**

The Village of Peotone Facade Improvement Program is designed to promote the continued use and maintenance of commercial buildings in the downtown area by helping property owners and tenants rehabilitate and restore eligible structures. Reimbursement grants are provided to owners or tenants in recognition of the positive impact that individual building improvements can have on the overall appearance, quality, and vitality of the downtown.

### **GRANT ELIGIBILITY**

To be eligible for a Facade Improvement Program reimbursement grant, a building must be used in whole or at least 50% for commercial purposes and must be located within the target area. Retail uses are preferred. The target area coincides with the Downtown Tax Increment Financing (TIF 1) district located in the Downtown Overlay District.

Property owners or business tenants who will make at least \$1,000 in qualifying improvements are eligible to receive a matching grant. (A description of qualifying and ineligible improvements is provided under the "Eligible Improvements" section of this document.)

### **FUNDING GUIDELINES**

Grants are available to make certain improvements to a building's facade. A facade is defined as any building or structural elevation fronting a public roadway or viewable from a right-of-way (including alley and courtyard facades), for the purposes of this program. The grant reimburses up to 50% of the total project's construction cost, not to exceed \$100,000 per project. Rebates and other forms of economic incentives may be utilized in conjunction with the grant reimbursement at the Village's discretion. Funding amount can be influenced by the scope of the project, facade orientation, building use, and other factors.

While architectural services by a licensed architect are encouraged, they are not required to participate in the program. The Village reserves the right to require the services of an architect for any project. If the Village approves the project, the architect may provide bidding and construction plans and documents, as well as construction supervision. Only architectural services directly related to the approved facade improvements will be reimbursed. No more than 10% of the reimbursable amount for the overall project may be allocated to architectural services.

**APPLICATION REVIEW PROCESS**

Interested parties should schedule a pre-application meeting with staff prior to preparing any materials for submittal. Following said meeting, the applicant may complete and submit a grant application form. Submittal requirements are set forth on the application form, including the requirement for two bids to be submitted for each item in the scope of work. The Village may enlist the services of an architect or construction manager to provide an independent review of the bids to provide an opinion as to whether the proposed costs are fair and reasonable. These expenses would be incurred by the Village and paid for by the TIF (provided improvements are TIF eligible) and/or Business Development District (BDD). In addition, staff may request material samples to gain a better understanding of the proposed colors. Information provided by the applicant will be used as the basis for preparation of the staff report to the Village Board.

The Village retains the right to, **in its sole discretion**, approve an entire request, to approve portions of a request, suggest and/or ask for changes/additions to a request before approving, or to deny any request or portion thereof. Staff will prepare a report offering a brief introduction to the project, a review of the various aspects of the proposal, and a suggested recommendation based on an evaluation of the proposed work against the Village's Downtown Overlay District Design Standards. For projects with a significant cost or scope of work, Village staff may coordinate with the Building Committee to form a recommendation based on project's potential contribution to the TIF/BDD/Downtown Overlay District's goals. The report will then be presented to the Village Board for approval.

Every project will be evaluated for its preservation value, the extent/scope of work proposed, and its potential to contribute to the program purpose. The staff report will be presented and consider various aspects in the following method:

1. Introduction to the project and proposal
2. Analysis of proposal
  - a. Preservation value
    - i. Service of the building
    - ii. Historic significance  
(While historic preservation is not the primary goal with the facade improvement program, it is important to consider the historic character of the building)
  - b. Extent/scope of work proposed
    - i. Discuss each aspect of the project  
(Utilize photographs and descriptions submitted by the applicant to explain and evaluate the project)
    - ii. Evaluate adherence to the Downtown Overlay District Design Guidelines as set forth in the Historical Overlay District.
  - c. Economic contribution to the program purpose

- i. Building use following improvement project
    - a. Contribute to economic vitality of downtown (i.e. retail and/or otherwise drawing potential customers to the area in a manner that creates synergy with other downtown businesses)
    - b. Historical character
  - ii. Impact on block/neighborhood
3. Summary
  - a. Highlight any aspects of the project that are desirable or unique
  - b. Funding proposal
4. Recommendation

#### **PROCESSING TIMELINES**

Upon receipt of a complete application, with all required attachments, and once staff has determined all comments have been satisfactorily addressed, a petition will be scheduled for the next available Village Board meeting. Typically, scheduling occurs within 30 days. The Village Board meets in regular session the second and fourth Monday of each month.

Upon Village approval, the applicant and Village enter into a formal agreement, establishing the scope of work and approved reimbursement amount. The Agreement is signed by the Village and the applicant, after the Village Board has approved the project. Grant project work may commence after the Agreement is signed and necessary building permits are obtained.

#### **GRANT REIMBURSEMENT**

If costs exceed the original estimates, the property owner or tenant will be responsible for the full amount of the excess. The Village cannot reimburse more than the total amount specified in the Agreement. Any work commenced prior to Village Board approval and signing of the Agreement will not be eligible for reimbursement funding, unless after-the-fact approval is granted by the Village Board. No assurance is given that after-the-fact approval will be granted. The applicant has one year to complete the work from the date of approval. Owners or lessees may request a six-month extension provided there is a demonstrated hardship.

Grant reimbursement will occur upon completion of the improvements and after proof of payment has been received. If the applicant is doing his/her own labor, funding will be reimbursed only for material costs. The Village may enlist the services of an architect or construction manager to provide an independent review of the construction costs to provide an opinion as to whether the costs are commensurate with prevailing construction costs and consistent with the contractor bids. These expenses would be incurred by the Village and paid from the TIF District and/or BDD.

.Once completed, the applicant must maintain, and may not alter or change the improvements for a period of five years unless a request for modification is presented to the Village Board and approved prior to commencing such work.

Property which previously received funding under the grant may not seek for repairs, replacement, or other alteration to work completed through the facade improvement program for a period of seven (7) years.

Reimbursement grants are subject to Federal and State taxes and are reported to the Internal Revenue Service on Form 1099. Property owners and tenants should consult their tax advisor for tax liability information.

#### **ELIGIBLE IMPROVEMENTS**

Contact staff at (708) 258-3279 with inquiries or to schedule a pre-application meeting.

**VILLAGE OF PEOTONE  
COMMUNITY DEVELOPMENT  
DEPARTMENT**

**FACADE GRANT APPLICATION**

APPLICANT:

<b>PROPERTY INFORMATION:</b>		
CURRENT TENANT (BUSINESS NAME)	ADDRESS	
PIN	USE	ZONING
<b>APPLICANT INFORMATION:</b>		
PRIMARY CONTACT	MAILING ADDRESS	CITY, STATE, ZIP
EMAIL:	PHONE:	OTHER# (CELL, ETC.):

<b>OTHER APPLICANTS &amp; INTERESTED PARTIES:</b>				
RELATIONSHIP	NAME	COMPANY	MAILING ADDRESS	PHONE# AND FAX#
Owner				
Contractor				
Architect				
Agent/ Attorney				

<b>IMPROVEMENT INFORMATION:</b>	
ESTIMATED COST OF IMPROVEMENTS <sup>***</sup>	REQUESTED AMOUNT OF GRANT <sup>++</sup>

<sup>\*\*\*</sup> Please reference the checklist which states estimates must be itemized and include a brief description explaining the scope of work for each improvement itemized.

<sup>++</sup> The maximum grant amount is 50% of the total project cost, not to exceed \$100,000 in reimbursements or incentives per project. See program description for eligible improvements.

*I hereby affirm that I have full legal capacity to authorize the filing of this application and that all information and exhibits herewith submitted are true and correct to the best of my knowledge. The owner invites Village representatives to make all reasonable inspections, investigations and take pictures of the subject property during the processing period of this request.*

*I understand that this is a voluntary program. I also understand that the Village has the right and discretion to approve or deny any project or portions thereof.*

*I authorize the use of any pictures involving this project by the Village of Peotone.*

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF OWNER, REQUIRED IF NOT APPLICANT

\_\_\_\_\_  
DATE

**FACADE GRANT APPLICATION REQUIREMENTS:**

*Schedule a pre-application meeting with Staff at 708-258-3279 prior to filling out the application.*

*Review Facade Improvement Program Description*

*Pre-application meeting with Planning Staff. (Staff Initials \_\_\_\_\_ Date \_\_\_\_\_)*

*One (1) original completed facade grant application form.*

*Historic photograph (photocopy is acceptable) of the facade(s) to be improved, if available.*

*Current photograph(s) of facade and particular area(s) to be enhanced.*

*Submit in digital format (TIF, GIF, or JPEGs are acceptable formats & photographs should be saved individually)*

*Brief narrative description of the project.*

*This should include a description of the building's current status and the area(s) to be repaired/restored, proposed work to be performed, and the general methodologies to be employed (i.e. chemical cleaning, painting, window replacement, etc.) Please make sure the narrative provides a thorough description.*

*Three (3) sets of drawings of the proposed work (to scale). All reduced copies must be legible.*

- Architectural renderings not required but encouraged in order to provide a good understanding of the proposed finished product.*
- Drawings may not be necessary for projects such as tuck pointing or painting.*

*One (1) electronic copy of the drawings.*

*Acceptable formats include PDF, TIF, GIF or JPEGs. One (1) .pdf file is preferred.*

*Two (2) different contractor's estimates.*

- Estimates must include only the work proposed for the facade. Eligible work is listed in the explanation of the program.*
- The estimate must include a brief description and methodology of the work to be done (include drawings if necessary). It can not simply be a list of items. If the narrative description of the project adequately details the contractor's work and methodology, this aspect does need to be included to meet this required application item.*

*Existing and proposed service/use of the building.*

*Required signatures.*

*Signature of the owner is required, if the applicant is not the owner.*

*Submitted permit application?*

*No        If, yes, please indicate date submitted & what type \_\_\_\_\_.*

*Color/material samples, if requested by staff at pre-application meeting.*



## Board of Trustees Memo

**TO:** Members of Building Committee  
Chris Vieaux, Mayor

**From:** Nick Palmer, Village Administrator

**Date:** March 13, 2026

**Subject:** Discussion of Police Department -- Space Needs & Proposed Improvements

**For Agenda:** Building Committee Mtg – 3/19/26      Administrator sign off: *WNP*

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**Agenda item:**

**Discussion of Police Department Space Needs & Proposed Improvements**

**Background:**

In June 2024, the Village Board authorized a contract with TRIA Architecture to conduct a village space needs & facilities assessment. This work included the Village Hall, Police Department, and Public Works facilities. In April 2025, Tria presented a final Assessment and Space Needs Analysis that was presented to the Village Board at the April 28, 2025 board meeting.

The Police Department has been one area of focus for updates and improvements. Specifically the entry way from the garages into the Police Station and also the squad room where the officers on the street complete their office work and complete other critical tasks.

At the committee meeting, staff would like to begin a discussion on the proposed work for the Police Department and discuss next steps for procurement should the Board decide to move forward with rehab in these areas.

The Village has allocated \$30,000 in the FY 27 budget for improvements in the Village Hall and Police Department.

**Committee action:**

Committee discussion of Police Department Space Needs & Proposed Improvements

**Supporting documents:**

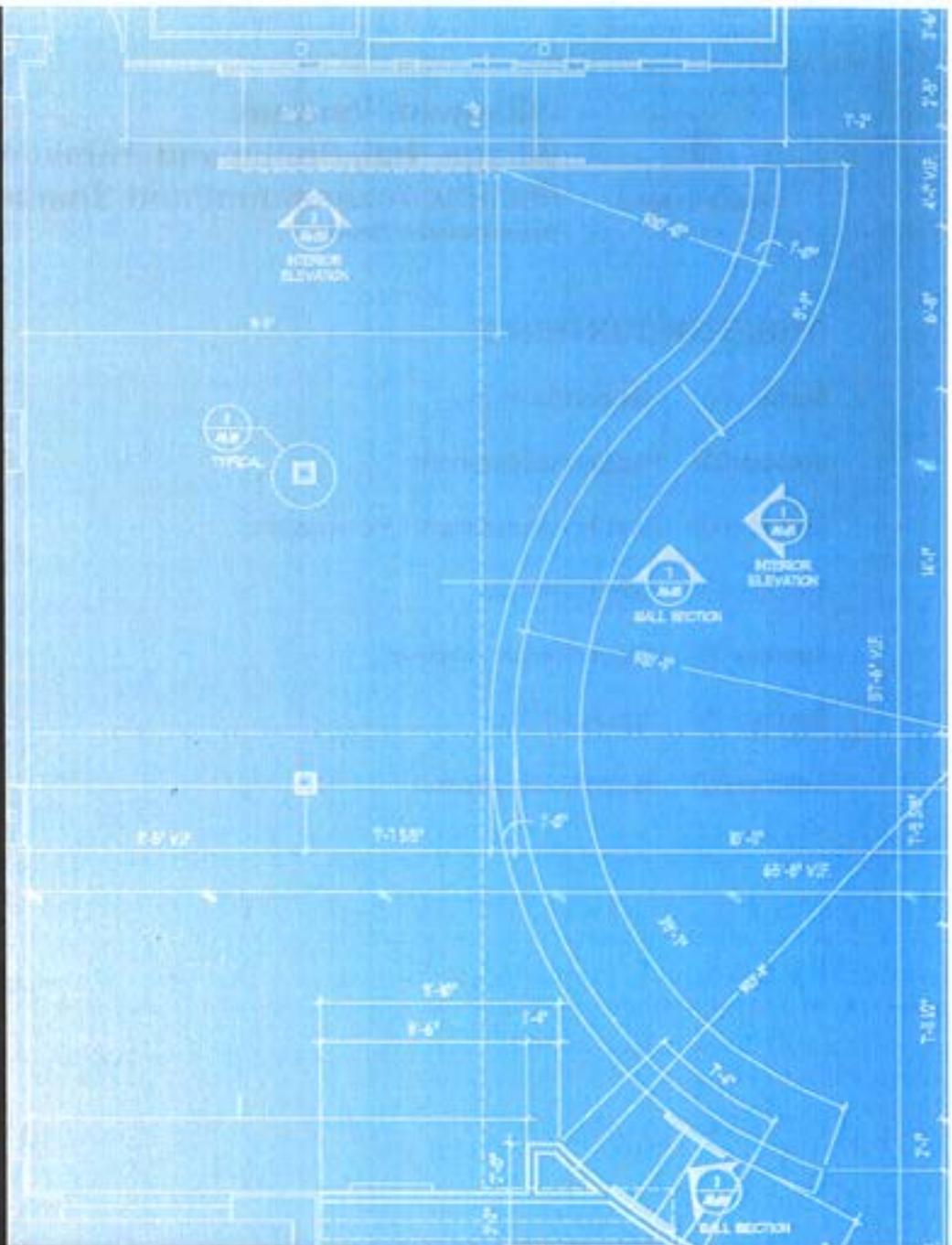
- TRIA – Village Hall, Police & Public Works Facility Assessment and Space Needs Analysis (April 28, 2025)





Village of Peotone

Project Number: 24-043



# Village Hall, Police and Public Works Facility Assessment and Space Needs Analysis

April 28, 2025



**Village of Peotone**  
**Village Hall, Police and Public Works**  
**Facility Assessment and Space Needs Analysis**  
Project Number: 24-043

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Section 02 Facility Assessment

Section 03 Facility Assessment Photographs

Section 04 Existing Plans

Section 05 Space Needs Analysis

Section 06 Concept Plan

Section 07 Budget Comparison





**Village of Peotone**  
**Village Hall, Police and Public Works**  
**Facility Assessment and Space Needs Analysis**  
Project Number: 24-043

## **REPORT SUMMARY**



Illinois Office | Corporate Headquarters: 901 McClintock Drive, Suite 100, Burr Ridge, Illinois 60527  
Indiana Office: 436 Sand Creek Drive N, Suite 105, Chesterton, Indiana 46304  
Company Main: 630.455.4500 Fax: 630.455.4040  
[www.TriaArchitecture.com](http://www.TriaArchitecture.com)



April 28, 2025

**VIA REPORT**  
(3) Page(s) Inclusive

Nick Palmer, Administrator  
Village of Peotone  
208 E. Main Street  
Peotone, IL 60468

Re: Village of Peotone  
Village Hall, Police, and Public Works Facility Assessment and  
Space Needs Analysis  
Architect's Project Number: 24-043  
**Report Summary**

Dear Mr. Palmer:

Tria Architecture has completed the attached Facility Assessment and Space Needs Analysis of the existing buildings used by three Village of Peotone Departments; Village Hall, Police, and Public Works. Village Hall and Police are under one roof with Public Works in a separate facility.

**Village Hall and Police:**

The Village Hall and Police facility previously housed a domestic water pumping station at the rear of the building. The pump station has been closed but still occupies space within the building. This space could be better utilized by the Village.

The first-floor level of the building is comprised of four different floor elevations without an accessible route connecting them. With these various level changes, the building is not ADA compliant without modifications. There is also a basement below the Village Hall and a second floor above the police station that are not accessible. Most of the exterior doors into the building have a step up from the adjacent sidewalk making these entries not accessible.

The building's infrastructure is old and out of date. The mechanical systems lack centralized controls, and the Roof Top Unit is beyond the end of its life expectancy and does not function properly. The electrical panels are out of date and the generator is also beyond its life expectancy. There is no fire alarm system in the building. There are also multiple domestic water services into the building that all lack proper backflow prevention.

The exterior of the building is in poor condition in many areas. On the east side of the building, at the bottom of the ADA ramp, there is significant masonry spalling that needs to be repaired with additional masonry restoration needed throughout the building. Several steel lintels have significant rust showing and the wood windows have rotted

**TRIA ARCHITECTURE**

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along with the wood fascia boards. The wood siding on the stair to the second floor is damaged and the soffit on the second floor roof has pulled away from the framing. An EPDM roof was installed directly over an old asphalt roof. There are loose seams in the membrane, and poorly installed flashing elements.

The Police Department lacks secure parking spaces for officers and a Sally Port. Suspects are brought into Booking directly from the public sidewalk. There are two holding cells, but neither are designed to provide the required female or juvenile cells separated from the male cells. The Sergeant's Office doubles as the circulation from the front of the police station to the garage, detective's office and day room. After hours, officers must go through the Board Room to get from the rear of the station to the front where the holding cells are located. The Detective's Office and the Squad Room share the same space. Officers do not have a private and secure space to question suspects, meet with victims, or interview witnesses. There is a male locker room off the garage but no accommodation for a female officer.

At the Village Hall the front entrance is accessible via an exterior ramp from the public sidewalk. However, there is not an accessible route from Village Hall into the Board Room without going outside, which does not meet the equal access requirements of the ADA. The two single-user restrooms in Village Hall are not accessible with only the single-user restroom in the Board Room being accessible. The Village Manager's Office is separated from the remainder of the Village Hall staff since it is located off the Board Room. The Village Hall lacks a true Conference Room space forcing staff to either use the meeting table in the open office space or use the Board Room. There is no space to hold a private meeting. The second exit from the Board Room is locked to prevent unauthorized access to the Police Department, however, this prevents egress in an emergency.

#### **Public Works:**

The Public Works facility was recently converted from a commercial use to the current Village Public Works facility. The building and site are in good condition.

The building lacks a female restroom and adequate locker rooms for male and female staff. The Garage can house the vehicles currently owned by the Village but there is no room for additional vehicles or equipment inside the building.

#### **Summary:**

The Village Hall and Police Building is in poor condition. The Mechanical, Electrical, and Plumbing systems are outdated, ineffective and need to be replaced. The building's many different floor levels make accessibility a challenge. The exterior building envelope needs restoration. There are significant challenges to interior circulation within the Police Department. Both the Village Hall and Police lack spaces and elements that are commonplace in modern facilities as well as some that are required by code. The organization of the Police Department does not promote efficient and safe workflow for

#### **TRIA ARCHITECTURE**

Nick Palmer, Administrator  
Village of Peotone  
Village Hall, Police, and Public Works Facility Assessment and Space Needs Analysis  
Project Number: 24-043  
**Report Summary**  
April 28, 2025  
Page 3 of 3

officers. Significant additions and renovations are needed for the existing building to serve the Village in the future, or a new facility should be constructed.

The Public Works Building is in good condition, but some expansion should be planned for in the future to accommodate potential female employees and future growth in the Public Works fleet as development grows in Peotone.

Sincerely,



**TRIA ARCHITECTURE, INC.**  
Ronald E McGrath, AIA, LEED AP  
Principal Architect, Director of Governmental Design

REM/rm

File Name: 24043LTR040725-SUMMARY.docx

**TRIA ARCHITECTURE**

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**Village of Peotone**  
**Village Hall, Police and Public Works**  
**Facility Assessment and Space Needs Analysis**  
Project Number: 24-043

# **FACILITY ASSESSMENT**



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## Village of Peotone - Village Hall and Police Facility Assessment



Item/Picture ID	Photo (Y/N)	Department	Location	Description	Priority Code to Resolve (Urgent, Short Term, Medium Term, Long Term)	Construction Division	List Generated From Architect, Engineer, Owner	Units of Measure	Estimated Quantity	Estimated cost (Total)	Notes
1	Y	Police	General	One staff toilet in Booking and one staff toilet in Chief's Office	LT	1	Architect	SF	150	\$87,500.00	Relocate space in garage for staff restroom
2	N	Police	General	After hours - at access between Booking/Vestibule and Squad Room through Board Room	LT	1	Architect	SF	250	\$112,500.00	New Sergeant's offices in an addition
3	N	Police	Vestibule 23	Furniture/Equipment in ADA clear floor space	ST	12	Architect	ALW	1	\$0.00	Draft to relocate
4	Y	Police	Office 21	IT equipment is not secured	ST	27	Architect	SF	150	\$87,500.00	Add IT room
5	Y	Police	Storage 22	Vault door sticks	ST	10	Architect	ALW	1	\$2,500.00	
6	Y	Police	Sergeant's Office	Steps at door from Office 21 - Not ADA	LT	14	Architect	ALW	1	\$50,000.00	Included in above
7	N	Police	Sergeant's Office	Floor is not level throughout room	LT	3	Architect				
8	N	Police	Detective's Office/Squad Room	Chairmen worn and damaged	MT	6	Architect	LF	47	\$21,500.00	
9	Y	Police	Detective's Office/Squad Room	Office space and Squad Room in one space	LT	1	Architect	SF	250	\$112,500.00	Separate Detective's Office Addition
10	Y	Police	Mechanical Closets	Old Electrical Panels	MT	26	Architect	ALW	1	\$105,000.00	
11	N	Police	Holding Cells	No two-way audio on cameras in cells	ST	28	Architect	EA	2	\$9,500.00	
12	N	Police	Holding Cells	No toilets or sinks in cells	ST	22	Architect	EA	2	\$25,000.00	
13	N	Police	Holding Cells	Locks don't open in an emergency	ST	8	Architect	EA	2	\$15,000.00	Three locks to five alarm
15	N	Police	Holding Cells	One cell used for storage	LT	1	Architect	ALW	1	\$0.00	Require to use as a Cell
16	Y	Police	Gender 27	HVAC vents in floor outside cells	LT	23	Architect	ALW	1	\$12,500.00	
17	Y	Police	Gender 27	Cover panels on wall are not secured	ST	10	Architect	EA	2	\$2,400.00	
18	Y	Police	Mechanical Room	Floor Finish Damaged	LT	8	Architect	SF	38	\$380.00	
19	Y	Police	Booking	Space around inside of exterior door is tight - Door prisoners are brought in through	MT	1	Architect	ALW	1	\$2,500.00	
20	N	Police	Booking	Steps at exterior door - not ADA - Door prisoners are brought in through	LT	31	Architect	ALW	1	\$15,000.00	
21	N	Police	Booking	No Sally Port	LT	1	Architect	SF	500	\$225,000.00	In Addition

Note: Items in blue are part of the proposed 5 year plan.

BestPicture ID	Photo (Y/N)	Department	Location	Description	Priority Code to Retrive (Urgent, Soon Term, Medium Term, Long Term)
22	N	Police	Corridor 17	Storage in Corridor	ST
23	N	Police	Armory/Temporary Evidence	Steps at door - not ADA	LT
24	N	Police	Armory/Temporary Evidence	Door to Corridor is too short	LT
25	N	Police	Armory/Temporary Evidence	Armory doors not secure - no lock and glass in door	BT
26	Y	Police	Armory/Temporary Evidence	Armory is access passage to garage	LT
27	N	Police	Armo Storage	Toilet and sink in storage room	LT
28	N	Police	Vestibule 36	Storage in Vestibule	BT
29	N	Police	Corridor 17	Squad Room and Board Room doors	LT
30	N	Police	Toilet 34	Toilet Room is not ADA Compliant	LT
31	N	Police	Evidence Bay	Residential door without lock	BT
32	N	Police	Evidence Bay	HVAC ductwork for Chief's Office leaks into Evidence Bay	BT
33	N	Police	Evidence Bay	Gun cleaning workstation within Evidence Bay	LT
34	Y	Police	Garage	Overhead doors are worn	MT
35	N	Police	Locker Room	HVAC vents into garage	LT
36	Y	Police	Evidence Hubbing	Top of perimeter walls open	LT
37	N	Police	Evidence Hubbing	Room is not temperature controlled	MT
38	N	Police	Storage 13	Door with it not ADA Compliant	LT
39	N	Police	Corridor 27	Access directly from Board Room to Corridor outside cells with steps - not ADA	LT
40	Y	Police	Second Floor Records Storage	Portable AC unit - No heat	BT
41	Y	Police	Second Floor Toilet	Mold on water closet	BT
42	N	Police	Second Floor	No ADA access	LT
43	N	Police	This out	HVAC systems are distribution- functioning (do not meet code) Lighting is obsolete / inefficient and ineffective - very little emergency lighting and exit lighting not effective	MT
44	N	Police	This out	Pumbing system is old and beyond life expectancy	BT
45	N	Police	This out		MT
46	N	Police	Garage	Drainage is bad	BT

Construction Division	List Generated From Architect, Engineer, Owner
1	Architect
31	Architect
8	Architect
8	Architect
1	Architect
1	Architect
1	Architect
8	Architect
22	Architect
8	Architect
23	Architect
1	Architect
8	Architect
23	Architect
1	Architect
23	Architect
8	Architect
1	Architect
23	Engineer
26	Engineer
27	Engineer
27	Engineer

Units of Measure	Estimated Quantity	Estimated cost (Total)	Notes
1	ALW	\$0.00	Staff to relocate
1	ALW	\$10,000.00	
1	EA	\$10,000.00	
2	EA	\$0.00	COMPLETED
200	SF	\$7,500.00	Move Armory to temp evidence holding
1	ALW	\$0.00	COMPLETED
1	ALW	\$0.00	Staff to relocate
1	ALW	\$20,000.00	Modify doors
80	SF	\$36,000.00	
1	EA	\$3,500.00	
1	ALW	\$7,500.00	
1	ALW	\$7,500.00	Relocate to garage
7	EA	\$70,000.00	
1	ALW	\$10,000.00	
1	EA	\$10,000.00	Closing off door creates a dead-end corridor at Holding Cells
1	ALW	\$10,000.00	
1	ALW	\$5,000.00	Owner to consultant an environmental engineer
1	EA	\$75,000.00	Add an ADA lift
1	Let	\$350,000.00	This work could be phased
1	Let	\$60,000.00	
1	Let	\$125,000.00	
1	Let	\$25,000.00	

Item/Picture ID	Photo (Y/N)	Department	Location	Description	Priority Code to Revise (Urgent, Short Term, Medium Term, Long Term)
47	N	Police	Thru out	Access Controls are non-existent	ST
48	N	Police	Thru out	There is no Fire Alarm system	ST
49	N	Police	Water Service	There is no backflow device on water service	ST

Construction Division	List Generated From Architect, Engineer, Owner
23	Engineer
26	Engineer
22	Engineer

Units of Measure	Estimated Quantity	Estimated cost (Total)	Notes
1	Lot	\$43,000.00	
1	Lot	\$75,900.00	
1	EA	\$10,900.00	

Police Sub-Total \$1,830,760.00

50	Y	Village Hall	Open Office	Meeting space is not private and in middle of Open Office	LT
51	N	Village Hall	Toilets	Toilet Rooms are not ADA compliant	LT
52	N	Village Hall	Star 45	Storage in egress passage	ST
53	N	Village Hall	Star 45	Stairs are narrow	LT
54	N	Village Hall	Star 45	Guardrail is not code compliant	LT
55	N	Village Hall	Star 45	Handrail is missing	LT
56	N	Village Hall	Board Room	Access from Village Hall to Board Room has stairs - not ACA	LT
57	N	Village Hall	Board Room	Board Room has only one exit	LT
58	N	Village Hall	Board Room	Stairs from Village Hall are not code compliant	LT
58	N	Village Hall	Storage 9	Exposed live junction box	U
59	Y	Village Hall	Storage 7	Water damage on floor and walls	MT
60	N	Village Hall	Storage 7	Door has stairs - not ADA	LT
61	N	Village Hall	Corridor 3	Downway is too short	LT
62	Y	Village Hall	Basement	Signs of water infiltration at base of foundation wall	ST
63	Y	Village Hall	Basement	Concrete masonry unit foundation wall cracking and has shifted out of plane	ST
64	Y	Village Hall	Basement	Cracking in wood timber beam - recommended for structural review	ST
65	N	Village Hall	Basement	No ADA access	LT
66	N	Village Hall	General	Wood doors in wood frames throughout building	MT
67	N	Village Hall	Thru out	There is no Public address system	MT
68	N	Village Hall	Thru out	The HVAC system is beyond its life expectancy and obsolescent	MT

600	SF	\$240,000.00	Seating for 12 people in addition
150	SF	\$67,500.00	Combina into one solar room
1	ALW	\$0.00	Staff to relocate
85	SF	\$60,000.00	
1	ALW	\$15,000.00	
1	ALW	\$2,500.00	
1	ALW	\$75,000.00	Add an ADA lift
1	EA	\$7,500.00	Lock added to door prevents exiting thru second door
1	EA	\$25,000.00	Replace stairs
1	EA	\$750.00	
1	ALW	\$2,500.00	
1	ALW	\$75,000.00	Add an ADA lift
1	EA	\$10,000.00	
1	ALW	\$10,000.00	
1	ALW	\$15,000.00	Recommended Owner hire a structural engineer to review
1	EA	\$75,000.00	Add an ADA lift
1	ALW	\$50,000.00	
1	Lot	\$16,800.00	
1	Lot	\$200,000.00	This work could be phased

Item Picture ID	Photo (Y/N)	Department	Location	Description	Priority Code to Resolve (Urgent, Short Term, Medium Term, Long Term)	Construction Division	Let Generated From Architect, Engineer, Owner	Units of Measure	Estimated Quantity	Estimated cost (Total)	Notes
69	N	Village Hall	General	RTU rattles inside building when starts. RTU serves Board Room and Squad Room only - not used except for extreme temperatures.	MT	23	Architect				Included in above
70	N	Village Hall	General	Several split system HVAC units	MT	23	Architect				Included in above
71	N	Village Hall	Office 33	HVAC is pulled from Board Room	MT	23	Architect				Included in above
72	N	Village Hall	Ticket 32	HVAC is pulled from Board Room	MT	23	Architect				Included in above
73	N	Village Hall	Thru out	There is no Fire Alarm system	ST	26	Engineer	1	Lot	\$25,000.00	
74	N	Village Hall	Thru out	There is no Access Control system	ST	23	Engineer	1	Lot	\$20,000.00	
75	N	Village Hall	Thru out	Multiple water services that should be combined. No backflow device on any of the services.	MT	22	Engineer	1	Lot	\$34,000.00	
76	N	Village Hall	Thru out	Lighting is obsolete and inefficient - very little emergency lighting and exit lights	MT	26	Engineer	1	Lot	\$35,000.00	
77	N	Village Hall	Thru out	Electrical system needs upgrades and panel replacements	MT	26	Engineer	1	Lot	\$45,000.00	

Village Hall Sub-Total \$1,106,550.00

78	Y	Exterior	North Elevation	Steps at door to Police Vestibule	LT	32	Architect	1	ALW	\$10,000.00	
79	N	Exterior	North Elevation	Rust on door and frame to Police Vestibule	MT	8	Architect	1	EA	\$4,000.00	
80	N	Exterior	North Elevation	Door does not latch on closer hinge alone at Police vestibule	ST	8	Architect	1	EA	\$1,500.00	
81	N	Exterior	North Elevation	Rust on lintels at all windows	ST	5	Architect	6	EA	\$7,200.00	Sand and paint
82	Y	Exterior	North Elevation	Steps at door to Booking	LT	32	Architect	1	ALW	\$10,000.00	
83	N	Exterior	North Elevation	Rust on door and frame to Booking	MT	8	Architect	1	EA	\$4,000.00	
84	N	Exterior	North Elevation	Rust on lower	MT	23	Architect	1	EA	\$2,500.00	
85	N	Exterior	North Elevation	Tuckpointing needed at frame band	MT	4	Architect	5	SF	\$175.00	
86	N	Exterior	North Elevation	Uneven concrete walk at door to Board Room	ST	3	Architect	50	SF	\$500.00	
87	N	Exterior	North Elevation	Tuckpointing needed in face brick	ST	4	Architect	100	SF	\$2,500.00	
88	N	Exterior	North Elevation	Rust on handrail at stair near Village Hall Entry	MT	5	Architect	1	EA	\$1,500.00	Sand and paint
89	N	Exterior	North Elevation	Clipping speed at Village Hall door not ADA compliant	ST	8	Architect	1	EA	\$1,200.00	
90	N	Exterior	North Elevation	Rust on lintel at Village Hall Entry	MT	5	Architect	1	EA	\$1,200.00	Sand and paint

Room/Picture ID	Photo (Y/N)	Department	Location	Description	Priority Code to Resolve (Urgent, Short Term, Medium Term, Long Term)
91	Y	Exterior	North Elevation	Wood soffit at Village Hall entry is water stained	LT
92	N	Exterior	North Elevation	Rust on handrail at ramp near Village Hall entry	MT
93	N	Exterior	East Elevation	Rust on handrail at ramp near Village Hall entry	MT
94	N	Exterior	East Elevation	Missing ADA extension on handrail at ramp near Village Hall entry	LT
95	Y	Exterior	East Elevation	Face brick and mortar damage at bottom of ADA ramp	ST
96	Y	Exterior	East Elevation	Cracked gutter	ST
97	N	Exterior	East Elevation	Rust on lintels at all doors	MT
98	N	Exterior	East Elevation	Rust on door and frame at door to Police Chief's office	MT
99	N	Exterior	East Elevation	Touchpoining needed on face brick	ST
100	Y	Exterior	East Elevation	Deformed lintel at overhead door to garage	ST
101	Y	Exterior	East Elevation	Concrete at garage apron is worn and spalling	MT
102	N	Exterior	East Elevation	Overhead door damaged at garage	MT
103	N	Exterior	East Elevation	Step at door to Records storage - not ADA	LT
104	N	Exterior	East Elevation	Touchpoining needed at window sill at Records Storage	ST
105	N	Exterior	East Elevation	Rust on door and frame at door to abandoned Chinese Room	MT
106	N	Exterior	East Elevation	Step at door to abandoned Chinese Room - not ADA	LT
107	N	Exterior	East Elevation	Step at overhead door to pump room - not ADA	LT
108	N	Exterior	East Elevation	Deformed lintel at overhead door to pump room	ST
109	Y	Exterior	East Elevation	Wood trim in room and weathered at overhead door to pump room	ST
110	N	Exterior	South Elevation	Cracked face brick and mortar at pump room	ST
111	Y	Exterior	South Elevation	Cracks in stucco finish	ST
112	Y	Exterior	South Elevation	Wood soffit and fascia are rotting	ST
113	N	Exterior	South Elevation	Touchpoining needed at face brick	ST
114	N	Exterior	South Elevation	Step at door to Police Cemetery - not ADA	LT
115	N	Exterior	South Elevation	Unfixed metal brackets on wall	MT

Construction Division	List Generated From Architect, Engineer, Owner
6	Architect
3	Architect
5	Architect
5	Architect
4	Architect
7	Architect
5	Architect
8	Architect
4	Architect
5	Architect
3	Architect
8	Architect
32	Architect
4	Architect
8	Architect
32	Architect
32	Architect
5	Architect
6	Architect
4	Architect
4	Architect
6	Architect
4	Architect
32	Architect
5	Architect

Units of Measure	Estimated Quantity	Estimated cost (Total)	Notes
1	ALW	\$3,000.00	
1	EA	\$1,500.00	Sand and paint
1	EA	\$2,500.00	Sand and paint
2	EA	\$10,000.00	Muddy or replace handrails
150	SF	\$7,500.00	
1	EA	\$7,500.00	
12	EA	\$14,000.00	Sand and paint
1	EA	\$4,000.00	
200	SF	\$5,000.00	
1	EA	\$10,000.00	Recommended Owner hire a structural engineer to review
1025	SF	\$12,300.00	
1	EA	\$10,000.00	
1	ALW	\$10,000.00	
10	SF	\$250.00	
1	EA	\$4,000.00	
1	ALW	\$10,000.00	
1	ALW	\$10,000.00	
1	EA	\$10,000.00	Recommended Owner hire a structural engineer to review
1	ALW	\$7,500.00	
200	SF	\$10,000.00	
1	ALW	\$7,500.00	
1	ALW	\$4,500.00	
200	SF	\$5,000.00	
1	ALW	\$10,000.00	
1	ALW	\$250.00	Remove brackets

Rev/Picture ID	Photo (Y/N)	Department	Location	Description	Priority Code to Resolve (Urgent, Short Term, Medium Term, Long Term)
116	N	Exterior	South Elevation	Roofs and pipes in ground extend above top of grade - big hazard	ST
117	N	Exterior	West Elevation	Wood soffits and fascia are rotting	ST
118	N	Exterior	West Elevation	Tuckpointing needed at face brick	ST
119	N	Exterior	West Elevation	Cracks in stucco finish	ST
120	N	Exterior	West Elevation	Control joint failing	ST
121	Y	Exterior	West Elevation	Concrete masonry units exposed on exterior	MT
122	Y	Exterior	West Elevation	Wood framed windows are rotting	ST
123	N	Exterior	West Elevation	Step at door is Sergeant's office - not ADA	LT
124	Y	Exterior	West Elevation	Wood siding at stair is failing	MT
125	N	Exterior	West Elevation	Rust on hole at door to Sergeant's office	MT
126	N	Exterior	West Elevation	Uneven concrete walk at door to stair	MT
127	Y	Exterior	South Elevation	Soffit failing at second floor	ST
128	N	Exterior	West Elevation	Emergency Generator is missing its end of the emergency	MT

Units of Measure	Estimated Quantity	Estimated cost (Total)	Notes
1	ALW	\$2,500.00	Block off area
1	ALW	\$12,000.00	
250	SF	\$6,250.00	
1	ALW	\$7,500.00	
1	EA	\$500.00	
1	ALW	\$695,000.00	Chaf walls
1	EA	\$2,500.00	
1	ALW	\$10,000.00	
1000	SF	\$75,000.00	
1	EA	\$4,000.00	
50	SF	\$500.00	
800	SF	\$18,000.00	
1	LT	\$120,000.00	When loads are deemed necessary for emergency operation.

Exterior Sub-Total \$1,131,875.00

1	ALW	\$70,000.00
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Site Sub-Total \$20,000.00

178	LF	\$8,800.00
1	ALW	\$765,000.00

Salt Barn Sub-Total \$258,600.00

10600	SF	\$318,000.00
1	ALW	\$7,500.00

32	Architect
----	-----------

6	Architect
7	Architect

7	Architect
7	Architect

129	N	Site	General	No secure police parking	LT
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130	N	Salt Barn	General	Wood skirting is weathered and worn	MT
131	N	Salt Barn	General	Metal wall panels are rotting	MT

132	N	Roof	Roof	EPDM roofing over old asphalt roof	LT
133	N	Roof	Roof	Loose seams in EPDM roofing	ST

Barcode ID	Photo (YN)	Department	Location	Description	Priority Code to Resolve (Urgent, Short Term, Medium Term, Long Term)	Construction Division	Lot Generated From: Architect, Engineer, Owner	Units of Measure	Estimated Quantity	Estimated cost (Total)	Notes
134	Y	Roof	Roof	Poorly installed flashing	ST	7	Architect	1	ALW	\$5,000.00	
135	Y	Roof	Roof	Debris on roof	ST	7	Architect	1	ALW	\$0.00	COMPLETED
136	Y	Roof	Roof	Abandoned satellite dish on roof	MT	7	Architect	1	ALW	\$0.00	Staff to remove
137	Y	Roof	Roof	Lack of proper drainage from shingle roof at parapet wall	MT	7	Architect	1	ALW	\$15,000.00	
138	Y	Roof	Roof	Wood soffits, fascia and trim are rotting at shingle roof edges	ST	6	Architect	1	ALW	\$12,000.00	
139	N	Roof	Roof	Weathered and rotting wood structure on roof	ST	6	Architect	1	ALW	\$2,500.00	
140	N	Roof	Roof	Organic growth on roof	MT	7	Architect	1	ALW	\$2,500.00	Improve roof drainage
141	N	Roof	Roof	No splash block at downspout discharge	ST	7	Architect	2	EA	\$500.00	

Roof Sub-Total \$343,000.00

Total for all items: \$4,710,805.00

Total for 5 Year Plan Items: \$1,508,650.00



## Village of Peotone - Public Works Facility Assessment



ItemPicture ID	Photo (Y/N)	Department	Location	Description	Priority Code to Resolve (Urgent, Short Term, Medium Term, Long Term)	Construction Division	Let Generated From (Architect, Engineer, Owner)	Units of Measure	Estimated Quantity	Estimated cost (Total)	Notes
1		Public Works	Office Area	No female restroom	LT	32	Architect	SF	SF	\$12,500.00	
2		Public Works	Garage	No locker room with shower	LT	22	Architect	700	SF	\$175,000.00	Male and female locker rooms
3		Public Works	Garage	No room for growth in garage	LT	0	Architect	1060	SF	\$12,000.00	All garage bays full currently
<b>Total for all items:</b>										<b>\$399,500.00</b>	



**Village of Peotone**  
**Village Hall, Police and Public Works**  
**Facility Assessment and Space Needs Analysis**  
Project Number: 24-043

# **FACILITY ASSESSMENT PHOTOGRAPHS**



Illinois Office | Corporate Headquarters: 901 McClintock Drive, Suite 100, Burr Ridge, Illinois 60527  
Indiana Office: 436 Sand Creek Drive N, Suite 105, Chesterton, Indiana 46304  
Company Main: 630.455.4500 Fax: 630.455.4040  
[www.TriaArchitecture.com](http://www.TriaArchitecture.com)

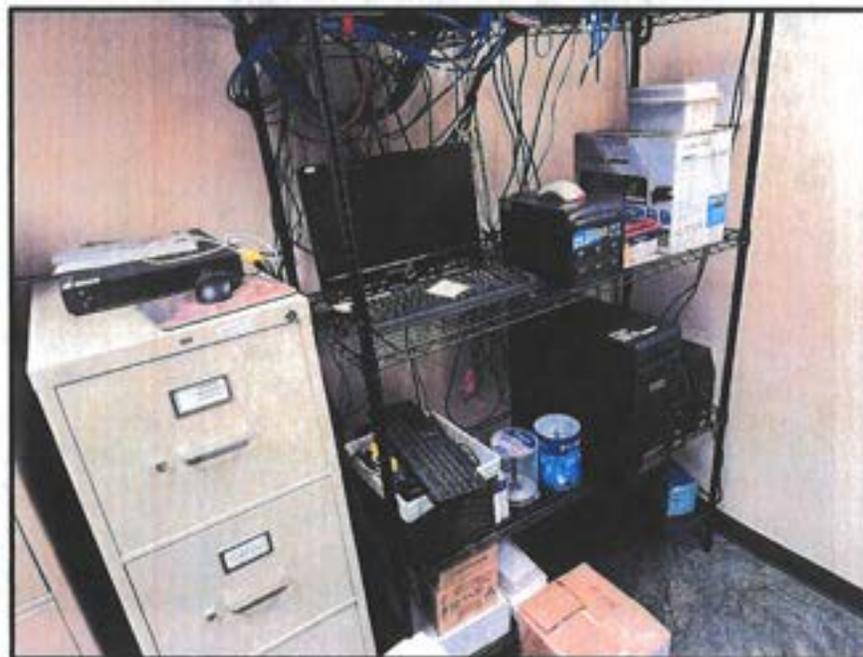


**Village of Peotone**  
**Village Hall, Police and Public Works**  
**Facility Assessment and Space Needs Analysis**  
Project Number: 24-043

**Facility Assessment Photographs**



*Figure 1 - Item 1*



*Figure 2 - Item 4*





**Village of Peotone**  
**Village Hall, Police and Public Works**  
**Facility Assessment and Space Needs Analysis**  
Project Number: 24-043



Figure 3 - Item 5



Figure 4 - Item 6





# Village of Peotone Village Hall, Police and Public Works Facility Assessment and Space Needs Analysis

Project Number: 24-043

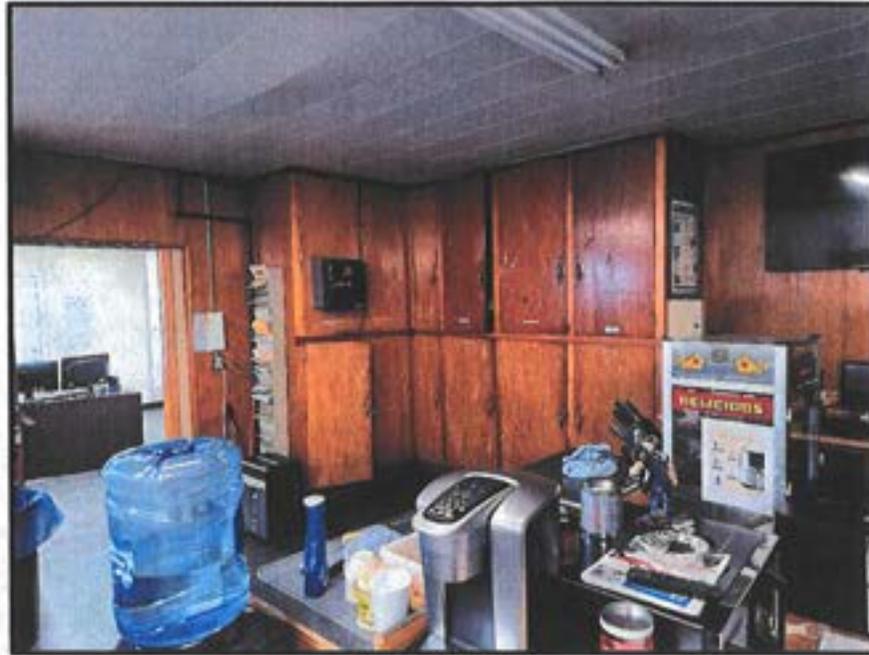


Figure 5 - Item 6

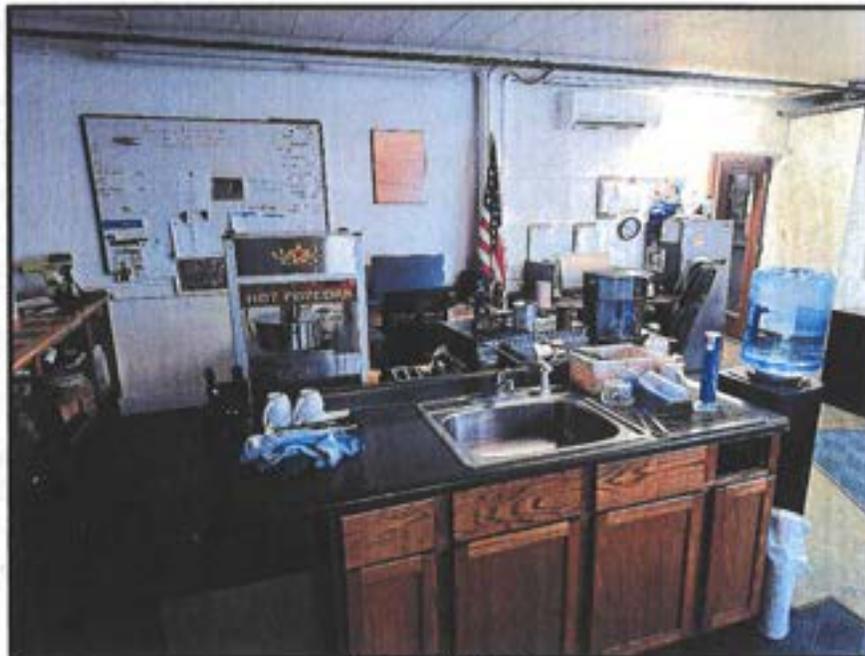


Figure 6 - Item 6



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# Village of Peotone Village Hall, Police and Public Works Facility Assessment and Space Needs Analysis

Project Number: 24-043



Figure 7 - Item 9



Figure 8 - Item 10





# Village of Peotone Village Hall, Police and Public Works Facility Assessment and Space Needs Analysis

Project Number: 24-043

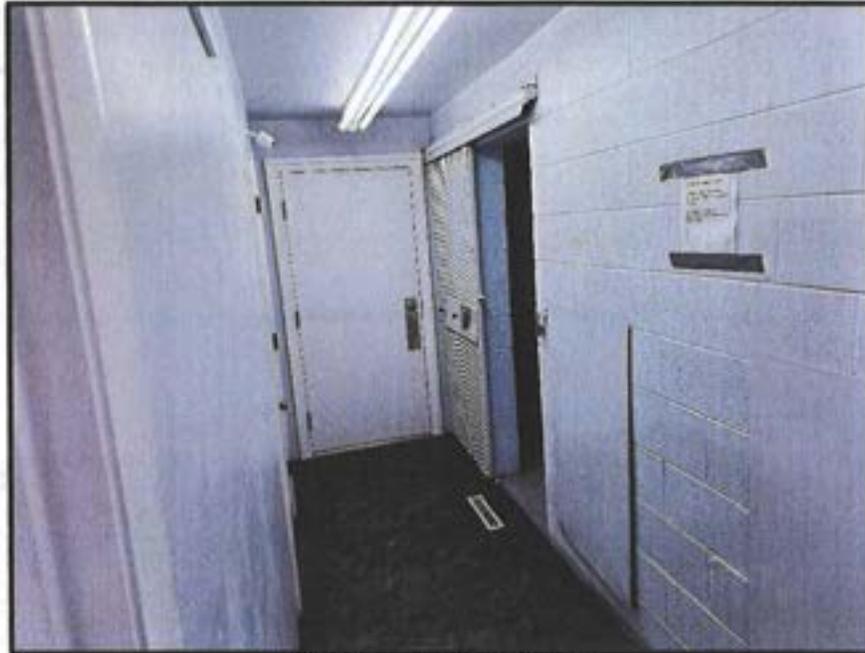


Figure 9 - Items 16 and 17

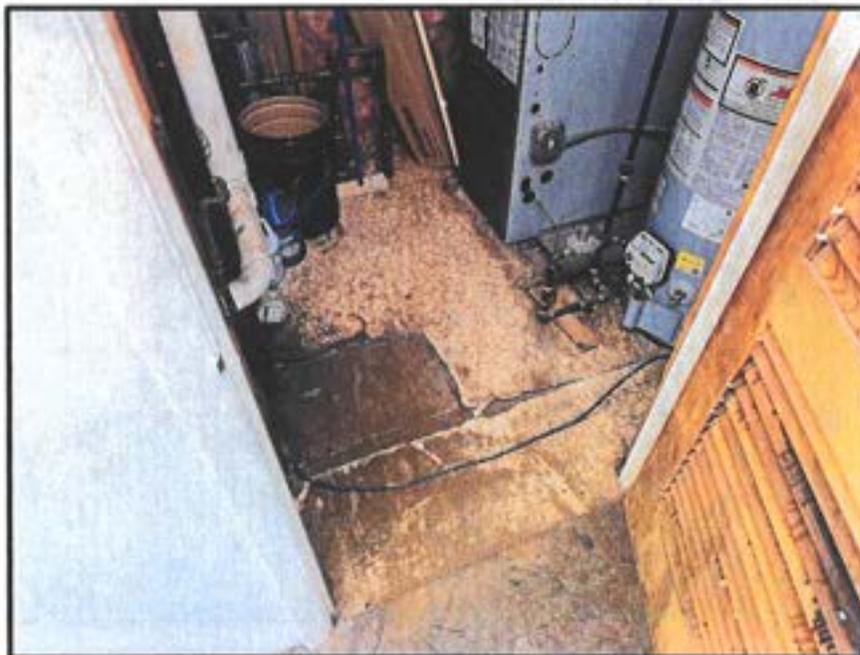


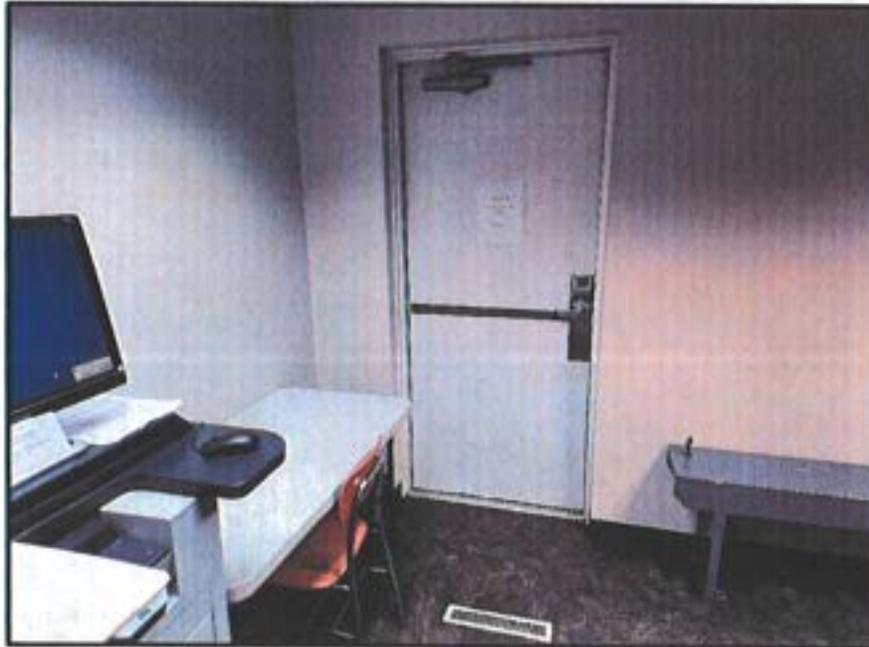
Figure 10 - Item 18



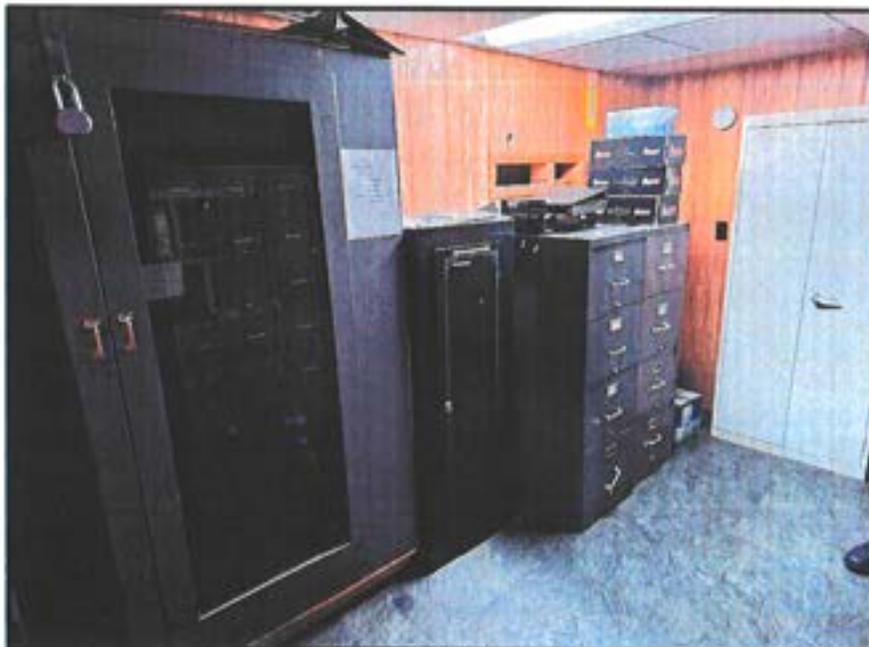
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**Village of Peotone**  
**Village Hall, Police and Public Works**  
**Facility Assessment and Space Needs Analysis**  
Project Number: 24-043



*Figure 11 - Item 19*



*Figure 12 - Item 26*





# Village of Peotone Village Hall, Police and Public Works Facility Assessment and Space Needs Analysis

Project Number: 24-043



Figure 13 - Item 34

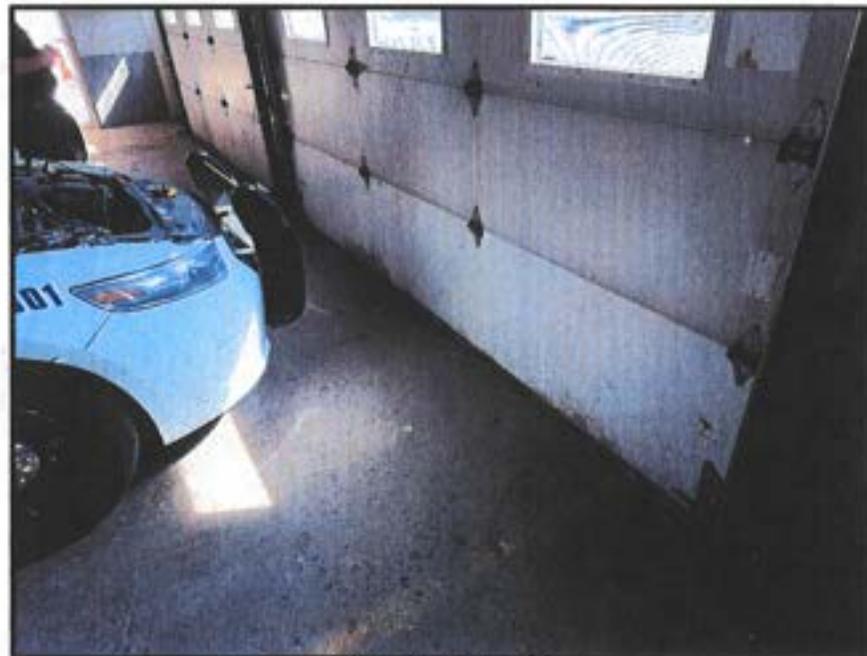


Figure 14 - Item 34



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# Village of Peotone Village Hall, Police and Public Works Facility Assessment and Space Needs Analysis

Project Number: 24-043



Figure 15 - Item 36

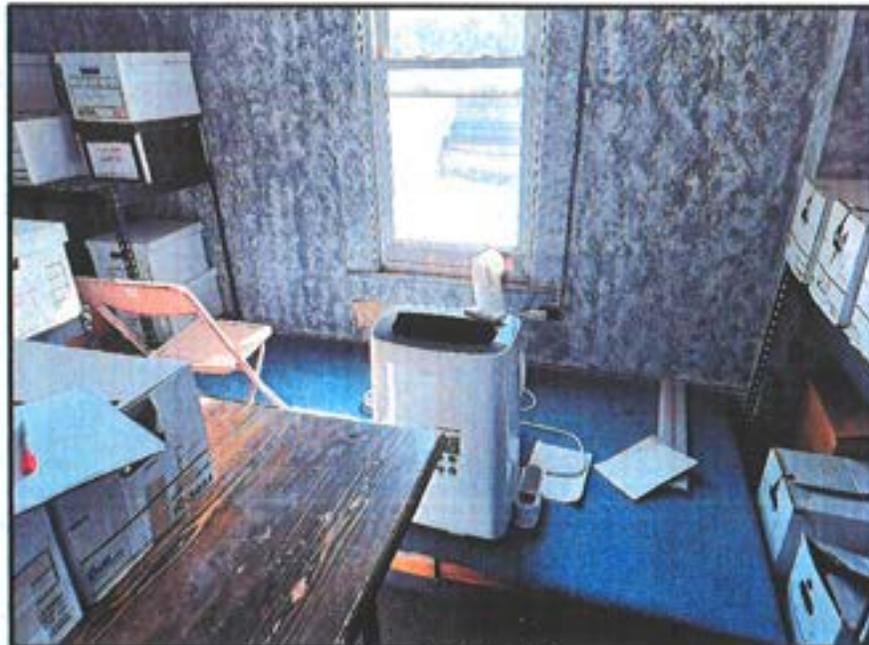


Figure 16 - Item 40





# Village of Peotone Village Hall, Police and Public Works Facility Assessment and Space Needs Analysis

Project Number: 24-043



Figure 17 - Item 41



Figure 18 - Item 50



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**Village of Peotone**  
**Village Hall, Police and Public Works**  
**Facility Assessment and Space Needs Analysis**  
Project Number: 24-043

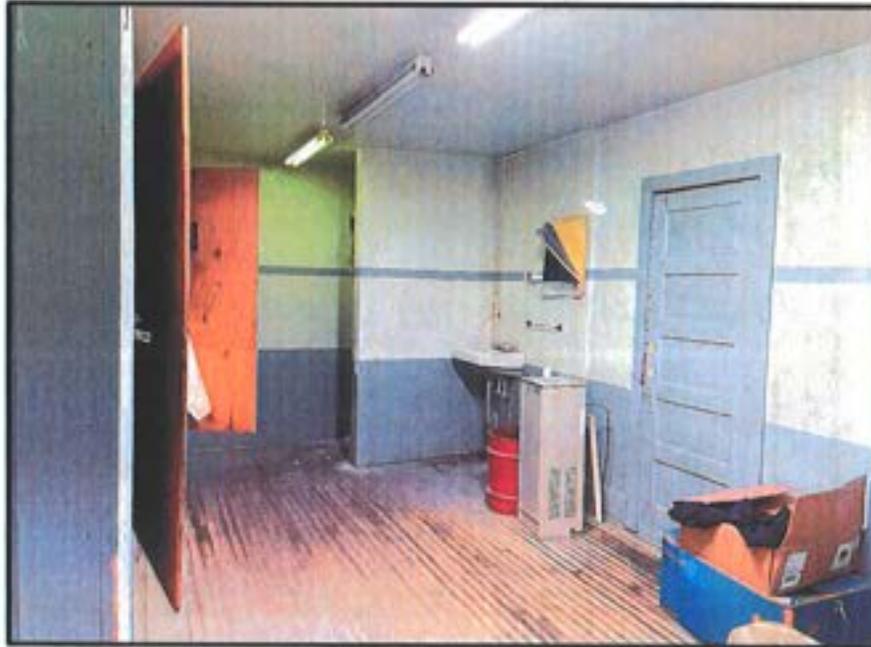


Figure 19 - Item 59

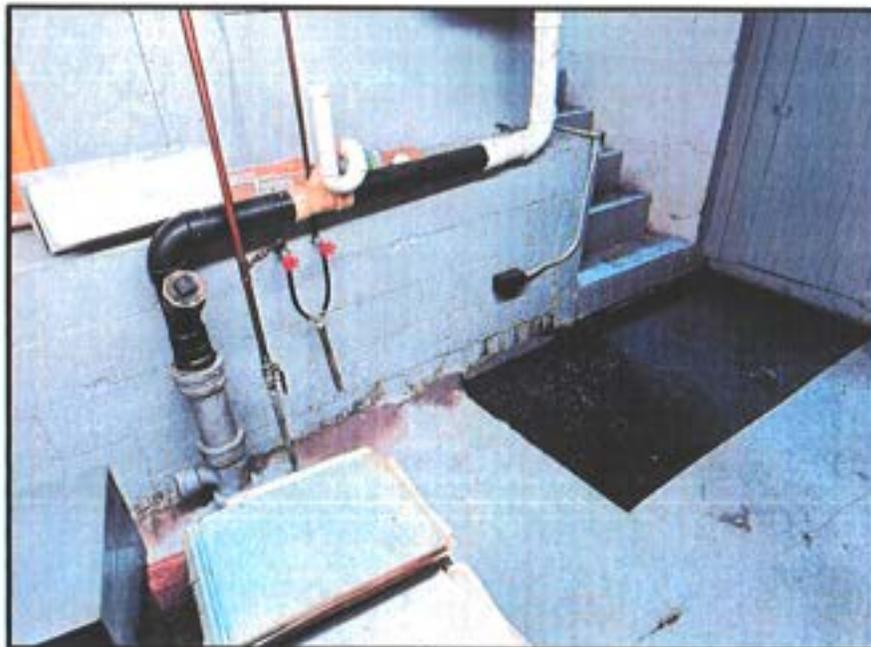


Figure 20 - Item 62





**Village of Peotone**  
**Village Hall, Police and Public Works**  
**Facility Assessment and Space Needs Analysis**  
Project Number: 24-043

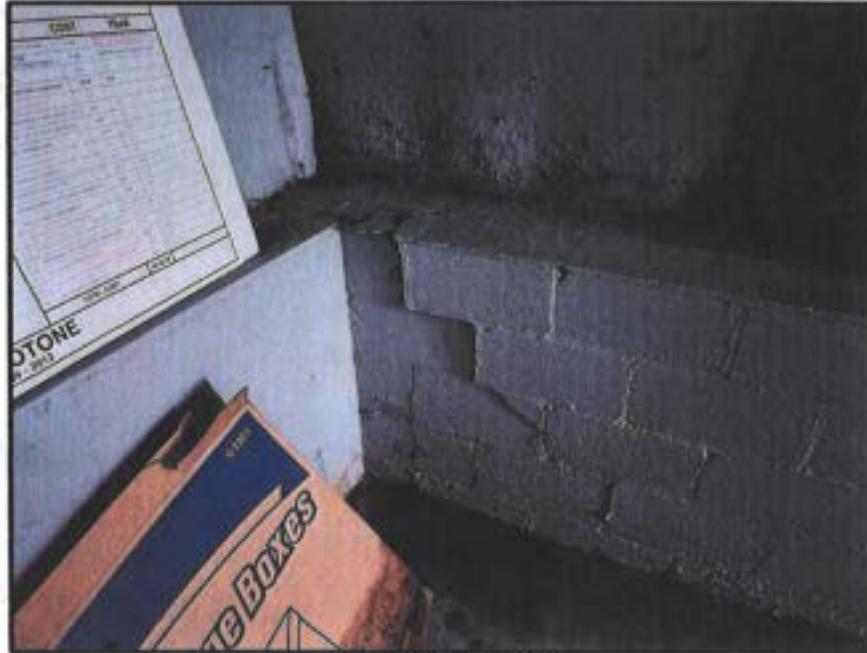


Figure 21 - Item 63

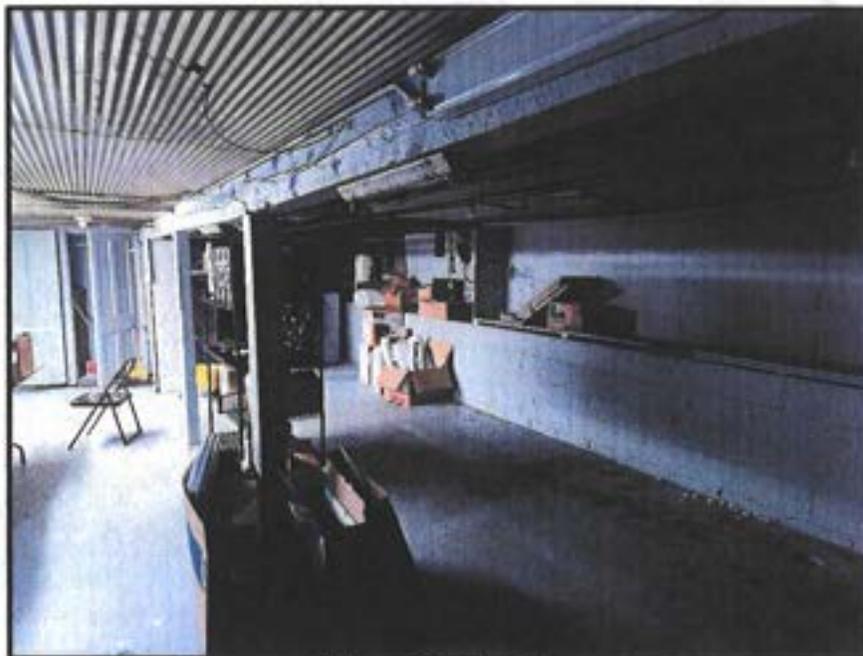


Figure 22 - Item 64

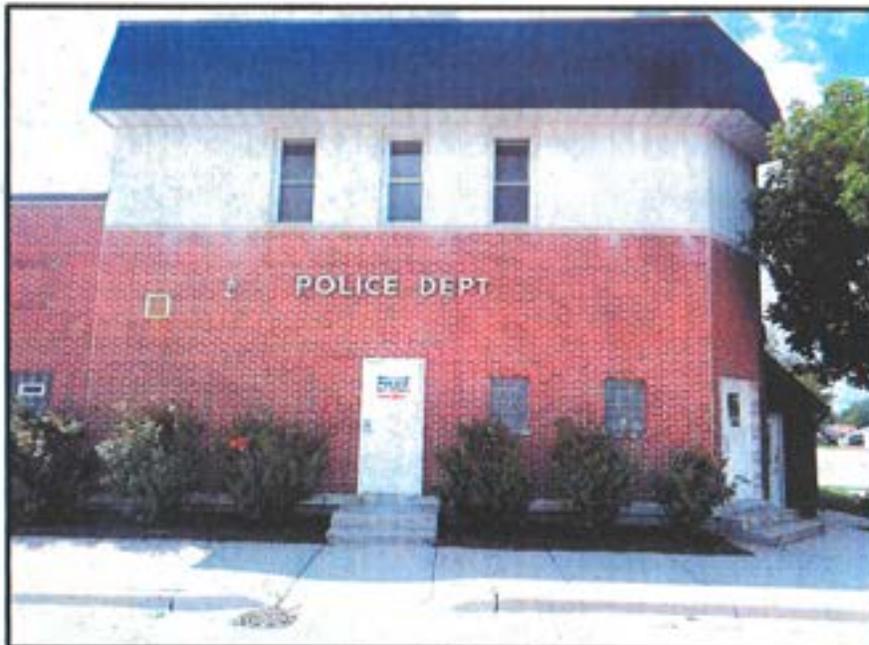




**Village of Peotone**  
**Village Hall, Police and Public Works**  
**Facility Assessment and Space Needs Analysis**  
Project Number: 24-043



*Figure 23 - Item 78*



*Figure 24 - Item 82*





**Village of Peotone**  
**Village Hall, Police and Public Works**  
**Facility Assessment and Space Needs Analysis**  
Project Number: 24-043

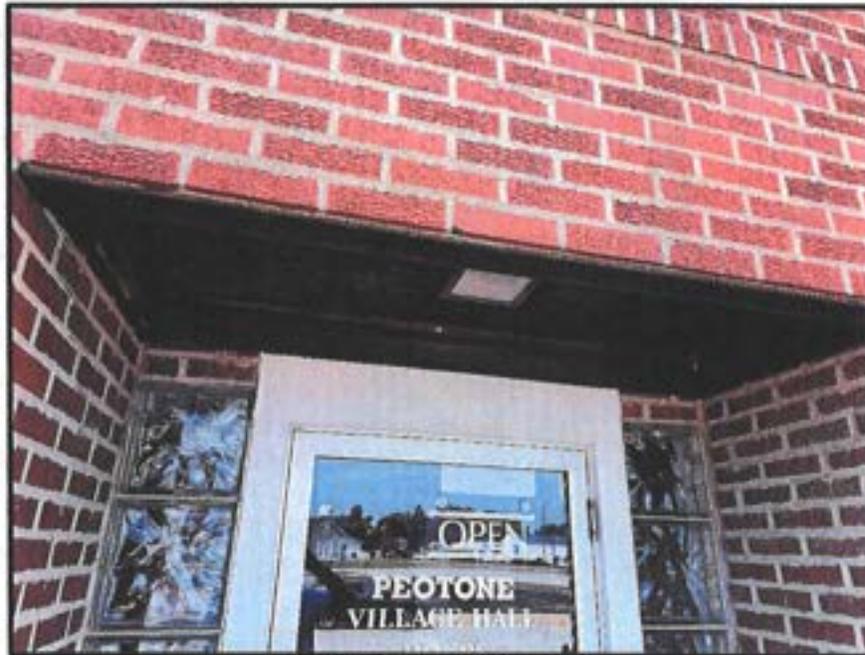


Figure 25- Items 90 and 91

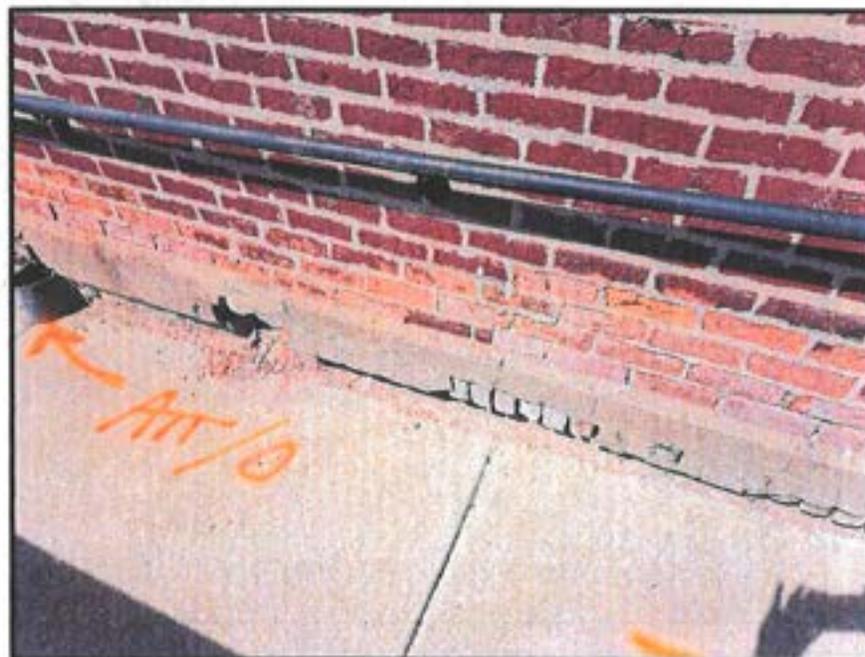


Figure 26 - Item 95





**Village of Peotone**  
**Village Hall, Police and Public Works**  
**Facility Assessment and Space Needs Analysis**  
Project Number: 24-043



Figure 27 - Item 96



Figure 28 - Item 100





# Village of Peotone Village Hall, Police and Public Works Facility Assessment and Space Needs Analysis

Project Number: 24-043



Figure 29 - Item 101



Figure 30 - Item 109





**Village of Peotone**  
**Village Hall, Police and Public Works**  
**Facility Assessment and Space Needs Analysis**  
Project Number: 24-043



*Figure 31 - Item 111*



*Figure 32 - Item 112*





# Village of Peotone Village Hall, Police and Public Works Facility Assessment and Space Needs Analysis

Project Number: 24-043



Figure 33 - Item 121

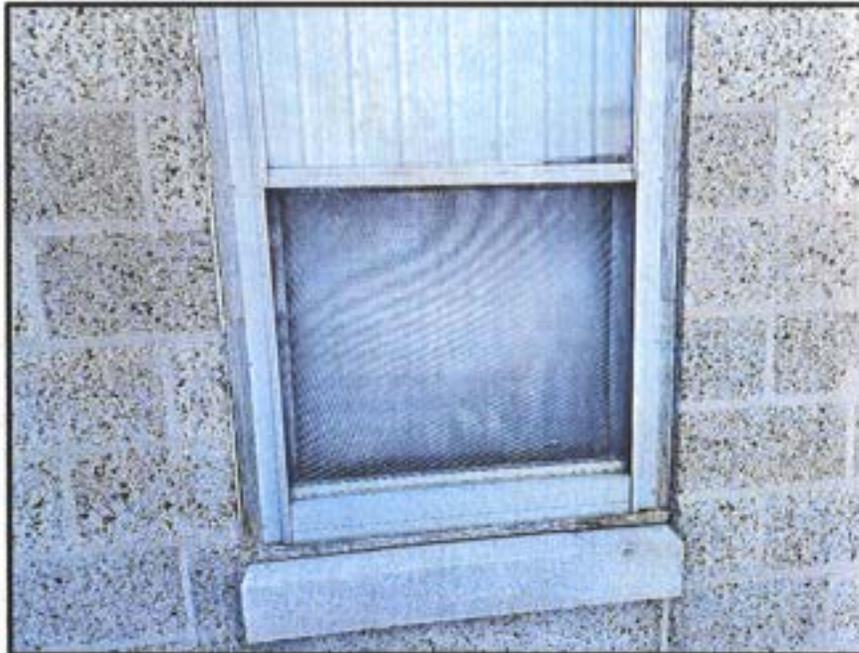


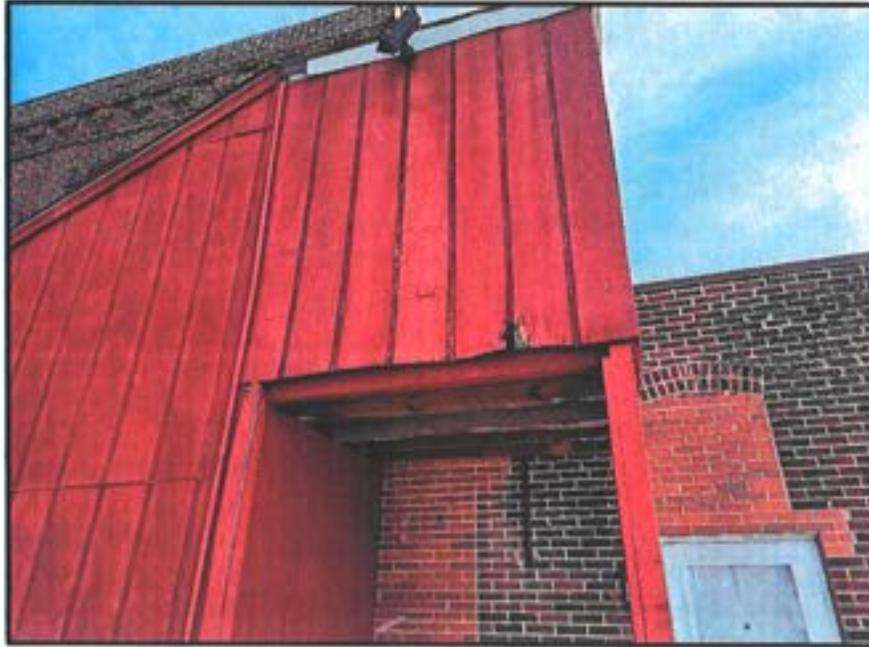
Figure 34 - item 122



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**Village of Peotone**  
**Village Hall, Police and Public Works**  
**Facility Assessment and Space Needs Analysis**  
Project Number: 24-043



*Figure 35 - Item 124*



*Figure 36 - Item 127*





# Village of Peotone Village Hall, Police and Public Works Facility Assessment and Space Needs Analysis

Project Number: 24-043



Figure 37 - Item 134

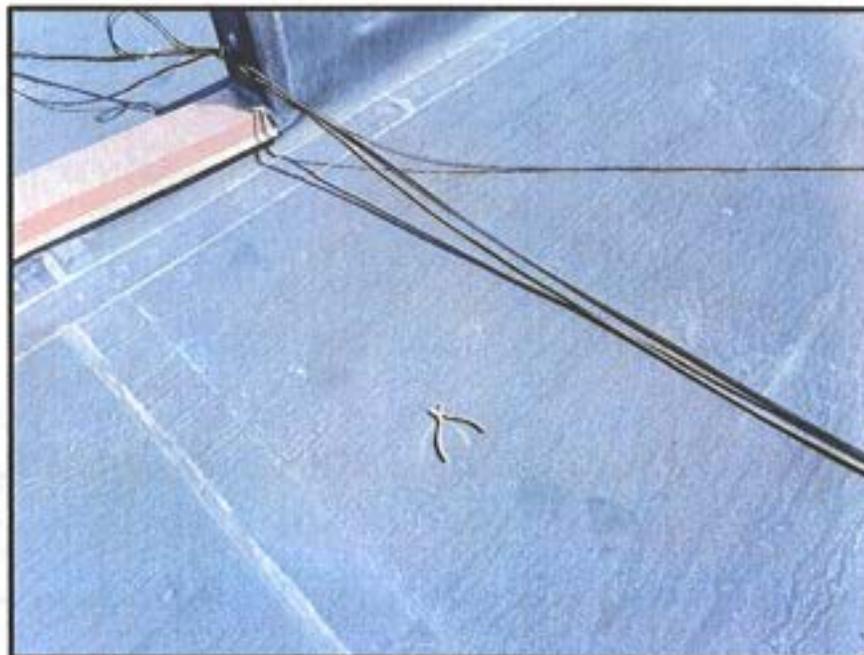


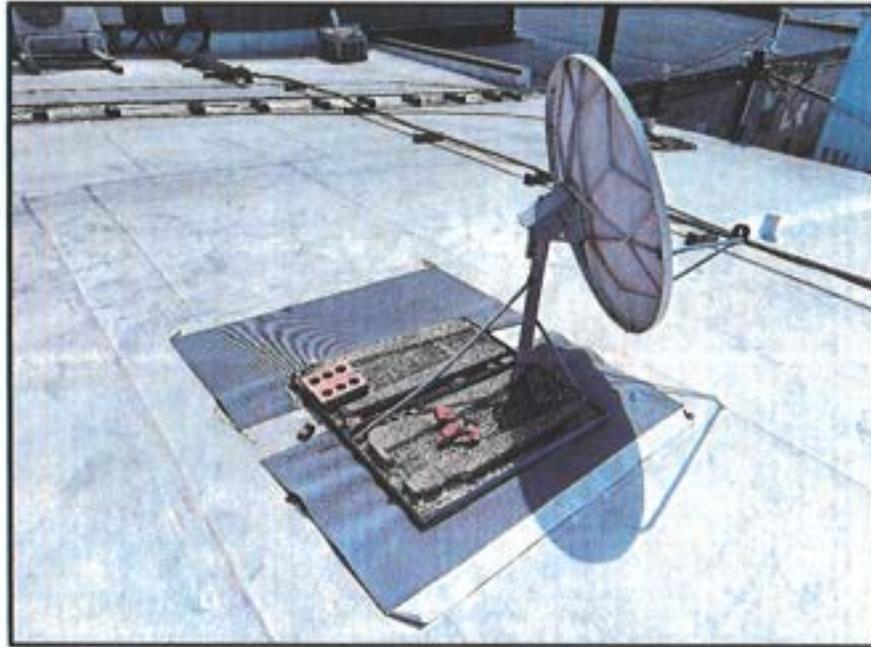
Figure 38 - Item 135



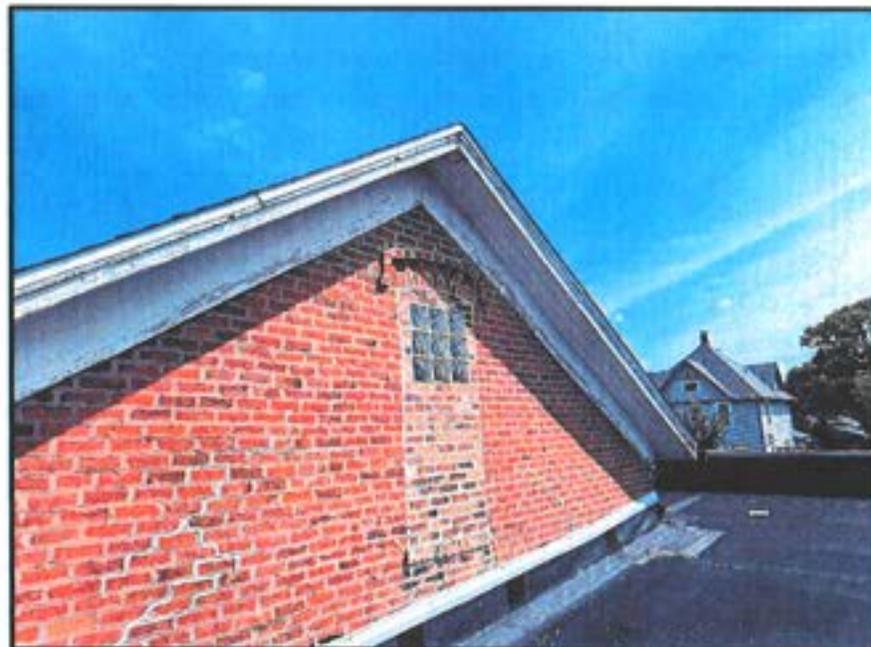
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**Village of Peotone**  
**Village Hall, Police and Public Works**  
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*Figure 39 - Item 136*



*Figure 40 - Item 138*





**Village of Peotone**  
**Village Hall, Police and Public Works**  
**Facility Assessment and Space Needs Analysis**  
Project Number: 24-043

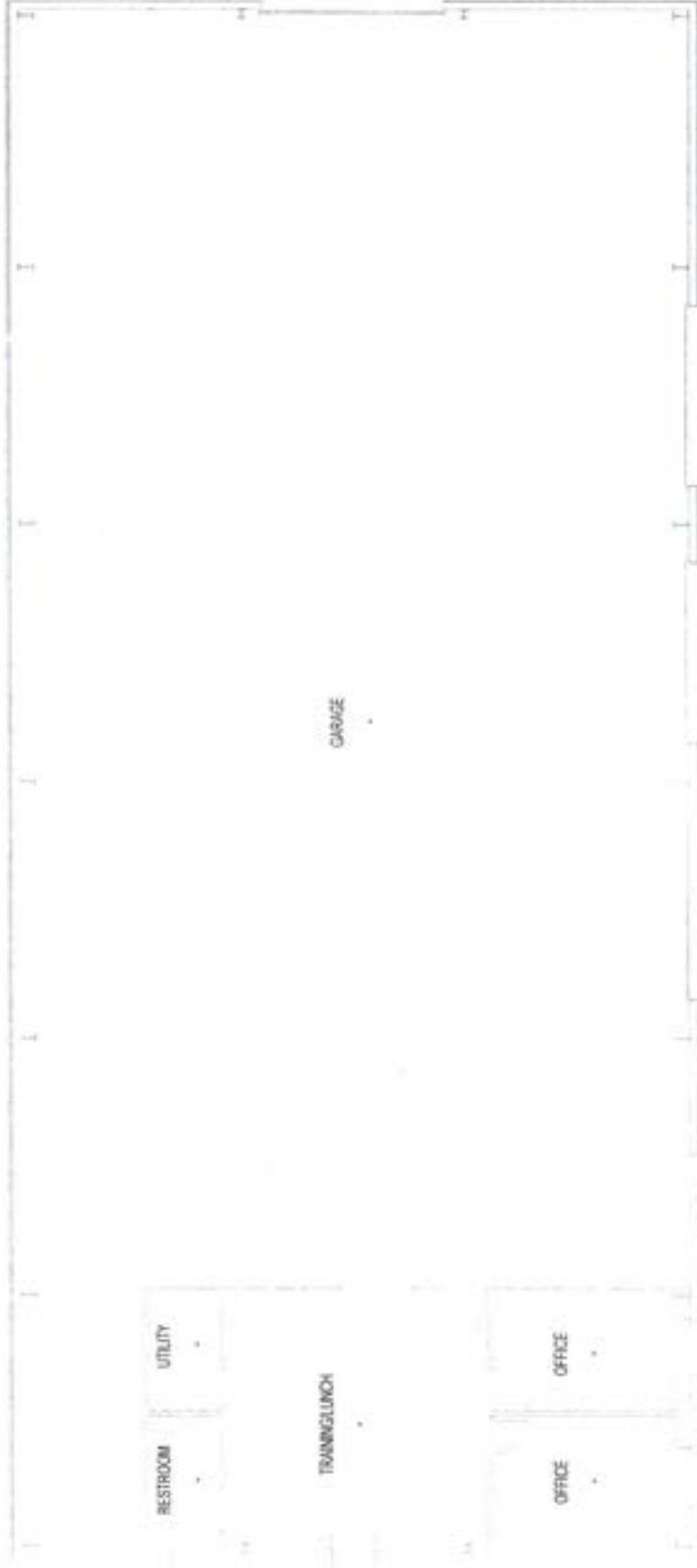
## **EXISTING PLANS**



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VILLAGE OF PEOTONE

**TRIA** ARCHITECTURE

EXISTING PUBLIC WORKS PLAN

APRIL 28, 2025





**Village of Peotone**  
**Village Hall, Police and Public Works**  
**Facility Assessment and Space Needs Analysis**  
Project Number: 24-043

# SPACE NEEDS ANALYSIS



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**SPACE NEEDS ANALYSIS:**

**Village of Peotone - Village Hall, Police and Public Works Departments**  
 Division and Room Size Analysis



Room Type:	Current S.F.:	Goal S.F.:	Notes:
<b>Police Department</b>			
Vestibule 23	58	0	Share with Village Hall
Reception 24	102	150	
Complaint Room	0	500	Off vestibule, not secure
CSL Office 21	190	200	Closer to lobby
Sergeants 20	215	250	2 desks
Detectives' Office	0	250	2 desks
Lieutenant's Office	0	250	
Men's Office Restroom	0	50	
Women's Office Restroom	0	50	
Chief's Office 35	218	250	
Chief's Toilet 34	44	50	
Vestibule 36	42	0	
Detectives / Squad Room 19	483	483	Separate rooms, size is for Squad Room Only
Training	0	0	Use Village Hall Multi-Purpose Room
Locker 11	147	0	
Men's Locker	0	750	20 lockers
Women's Locker	0	250	5 lockers
Fitness Room	0	900	6 Hammer Strength Machines
Ammo Storage 14	43	43	Needs to be more secure
Armory 15	128	128	Needs to be more secure
Weapon Cleaning	0	250	
Sally Port	0	800	
Booking 25	223	250	Reorganize room for better flow
Toilet 26	36	50	
Interview Room	0	100	Adjacent to Booking
Interview Room	0	100	Adjacent to Booking
Corridor 27	88	150	Make cell corridor wider
Holding Cell 28	49	70	Men's Cell
Holding Cell 29	50	70	Men's Cell
Women's Cell	0	70	
Juvenile Cell	0	70	
Group-Holding Cell	0	350	10 people, short term holding
Evidence Intake	0	100	
Evidence Processing	0	150	
Evidence Holding 12	69	200	
Garage 8	2,363	2,363	3 double bays
Garage 10	1,658	0	
Evidence Bay 16	384	400	
IT Room	0	150	
Corridor 17	154	154	
Mechanical 18	85	300	
Mechanical 30	38	75	
Storage 7	230	230	Raised area, not ADA compliant
Storage 9	131	131	
Storage 13	41	41	
Storage 22	43	43	
Storage	0	500	Additional Storage
Stair 46	52	0	
Corridor 47	83	0	
Toilet 48	69	0	

## SPACE NEEDS ANALYSIS:

### Village of Peotone - Village Hall, Police and Public Works Departments

Division and Room Size Analysis



Room Type:	Current S.F.:	Goal S.F.:	Notes:
Uniform Storage 49	121	150	
Storage 50	161	0	
Storage 51	22	0	
Records 52	275	500	With complete HVAC system
Storage 53	81	0	
Kitchen 54	150	0	
<b>Sub-Total Police</b>	<b>8,326</b>	<b>12,371</b>	
Grossing Factor	1,371	1,856	
<b>Total Police Area</b>	<b>9,697</b>	<b>14,227</b>	

Village Hall			
Vestibule 39	80	250	Shared with Police
Reception 40	112	250	2 desks, s reception windows
Board Room 31	975	2,000	Board Room/Community Room/Training Room
Toilet 32	46	0	
Men's Restroom	0	50	Public access
Women's Restroom	0	50	Public access
Mayor's Office	0	250	
Village Administrator's Office 33	118	250	
Clerk's Office 38	112	150	
Finance Office 41	98	150	
Community Development Office 42	78	150	
Trustee's Office	0	150	
Open Office 37	444	250	
Toilet 43	28	50	
Toilet 44	27	50	
IT Room	0	150	
Pump Room 1	373	373	
Records 2	39	39	
Records 5	467	467	
Corridor 3	31	31	
Chlorine 4	26	0	
Mechanical 6	40	300	
Stair 45	46	0	
Basement 56	1,050	0	
Conference Room	0	500	12 people, adjacent to Board Room
Storage	0	1,000	
Break Room	0	200	
<b>Sub-Total Village Hall</b>	<b>4,190</b>	<b>7,110</b>	
Grossing Factor	665	1,067	
<b>Total Village Hall Area</b>	<b>4,855</b>	<b>8,177</b>	

**SPACE NEEDS ANALYSIS:**

**Village of Peotone - Village Hall, Police and Public Works Departments**  
 Division and Room Size Analysis



<u>Room Type:</u>	<u>Current S.F.:</u>	<u>Goal S.F.:</u>	<u>Notes:</u>
<b>Public Works Department</b>			
Garage	5,261	6,321	4 large trucks, 1 bucket, 1 mini dump, 1 sweeper
Office	138	138	
Office	138	138	
Training/Lunch	393	393	
Toilet Room	58	58	Single user
Utility Room	58	58	
Women's Toilet Room	0	50	
Locker Rooms	0	700	Both male and female
<b>Sub-Total Public Works</b>	<b>6,046</b>	<b>7,856</b>	
Grossing Factor	344	786	
<b>Total Public Works Area</b>	<b>6,390</b>	<b>8,642</b>	



**Village of Peotone**  
**Village Hall, Police and Public Works**  
**Facility Assessment and Space Needs Analysis**  
Project Number: 24-043

# CONCEPT PLANS

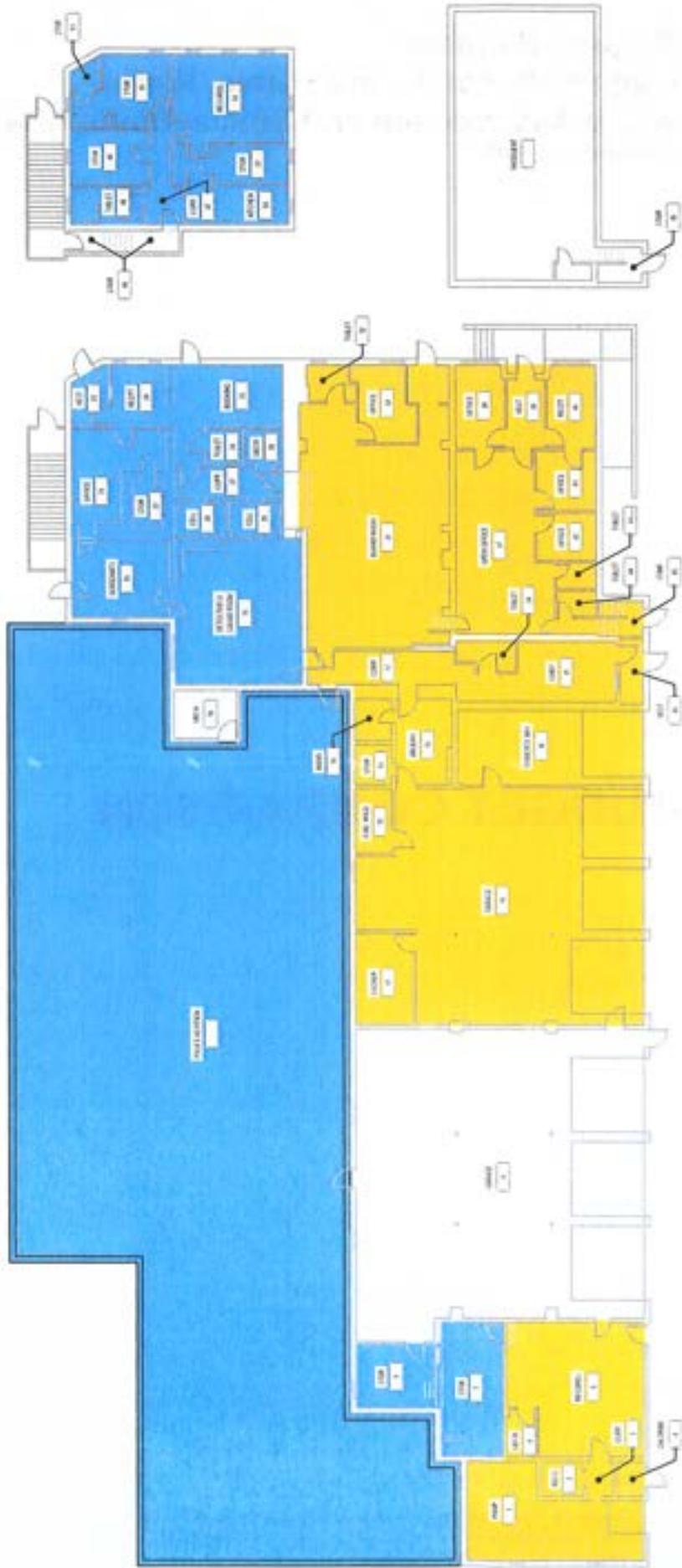


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**Village of Peotone**  
**Village Hall, Police and Public Works**  
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# BUDGET COMPARISON



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# Budget Estimate Options

Village of Peotone  
 Village Hall and Police Space Needs Assessment

Architect's Project #: 24-043



Item	Quantity	Unit	Unit Cost	Sub-Totals	Budget Totals
<b>SCENARIO 1 - 5 YEAR REPAIRS</b>					
5 Year Repairs (See Facility Assessment)	1	ALW	\$1,508,650.00	\$1,508,650.00	\$1,508,650.00
				Scenario 1 Subtotal	\$1,508,650.00
				Design Contingency (10%)	\$150,865.00
				Construction Contingency (10%)	\$150,865.00
				O&P (15%)	\$271,557.00
				<b>SCENARIO 1 BUDGET TOTAL</b>	<b>\$2,081,937.00</b>
<b>SCENARIO 2 - ALL REPAIRS</b>					
All Repairs (See Facility Assessment)	1	ALW	\$4,710,805.00	\$4,710,805.00	\$4,710,805.00
				Scenario 1 Subtotal	\$4,710,805.00
				Design Contingency (10%)	\$471,080.50
				Construction Contingency (10%)	\$471,080.50
				O&P (15%)	\$847,944.90
				<b>SCENARIO 2 BUDGET TOTAL</b>	<b>\$6,500,910.90</b>
<b>SCENARIO 3 - REPAIRS AND RENOVATIONS</b>					
Repairs (See Facility Assessment)	1	ALW	\$3,177,375.00	\$3,177,375.00	\$3,177,375.00
Police Renovations	4,748	SF	\$300.00	\$1,424,400.00	\$1,424,400.00
Village Hall Renovations	3,650	SF	\$250.00	\$912,500.00	\$912,500.00
				Scenario 2 Subtotal	\$5,514,275.00
				Design Contingency (10%)	\$551,427.50
				Construction Contingency (10%)	\$551,427.50
				O&P (15%)	\$992,569.50
				<b>SCENARIO 3 BUDGET TOTAL</b>	<b>\$7,609,699.50</b>
<b>SCENARIO 4 - REPAIRS, RENOVATIONS AND ADDITIONS</b>					
Repairs (See Facility Assessment)	1	ALW	\$3,177,375.00	\$3,177,375.00	\$3,177,375.00
Police Renovations	4,748	SF	\$350.00	\$1,661,800.00	\$1,661,800.00
Village Hall Renovations	6,972	SF	\$300.00	\$2,091,600.00	\$2,091,600.00
Police Addition	7,852	SF	\$450.00	\$3,533,400.00	\$3,533,400.00
Site Work	1	ALW	\$250,000.00	\$250,000.00	\$250,000.00
				Scenario 3 Subtotal	\$10,714,175.00
				Design Contingency (10%)	\$1,071,417.50
				Construction Contingency (10%)	\$1,071,417.50
				O&P (15%)	\$1,928,551.50
				<b>SCENARIO 4 BUDGET TOTAL</b>	<b>\$14,785,561.50</b>

# Budget Estimate Options

Village of Peotone  
 Village Hall and Police Space Needs Assessment

Architect's Project # 24-043



SCENARIO 5 - NEW BUILDING					
Demolition	11,961	SF	\$10.00	\$119,610.00	\$119,610.00
New Police Building	14,227	SF	\$450.00	\$6,402,150.00	\$6,402,150.00
New Village Hall Building	8,177	SF	\$400.00	\$3,270,800.00	\$3,270,800.00
Site Work	1	ALW	\$500,000.00	\$500,000.00	\$500,000.00
Scenario 4 Subtotal					\$10,292,560.00
Design Contingency (10%)					\$1,029,256.00
Construction Contingency (10%)					\$1,029,256.00
O&P (15%)					\$1,852,660.80
<b>SCENARIO 5 BUDGET TOTAL</b>					<b>\$14,203,732.80</b>

Note: Budget estimates do not include:

1. Soft costs (A/E Fees, geotechnical studies, topographic surveys, etc....)
2. Hazardous material sampling, identification, or remediation
3. Furniture and loose equipment