



Lake in the Hills Police Station Space Needs Assessment Update

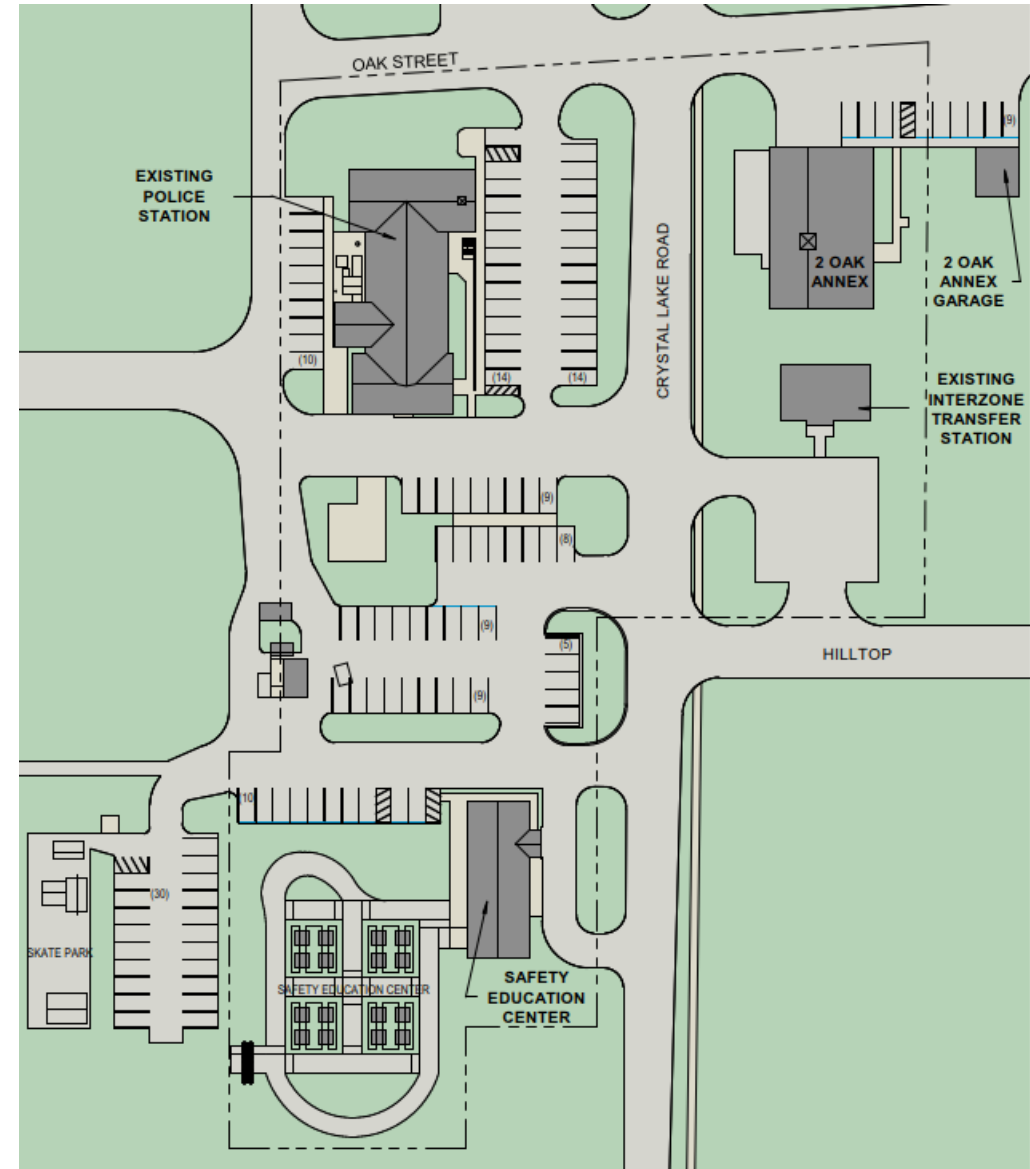


Presented by:

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Programmer/Planner

The Lake in the Hills Police Department currently occupies 17,642 square feet of space in four different structures

- Existing Police Station 12,162 sq.ft.
- Safety Education Center (SEC) 2,400 sq.ft.
- 2 Oak Annex 2,552 sq.ft.
- 2 Oak Annex Garage 528 sq.ft.

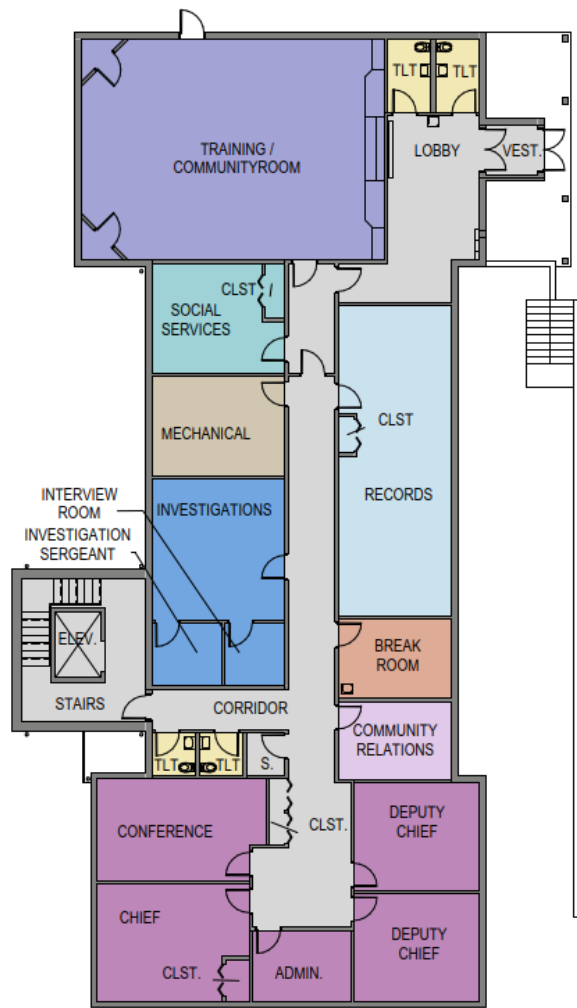




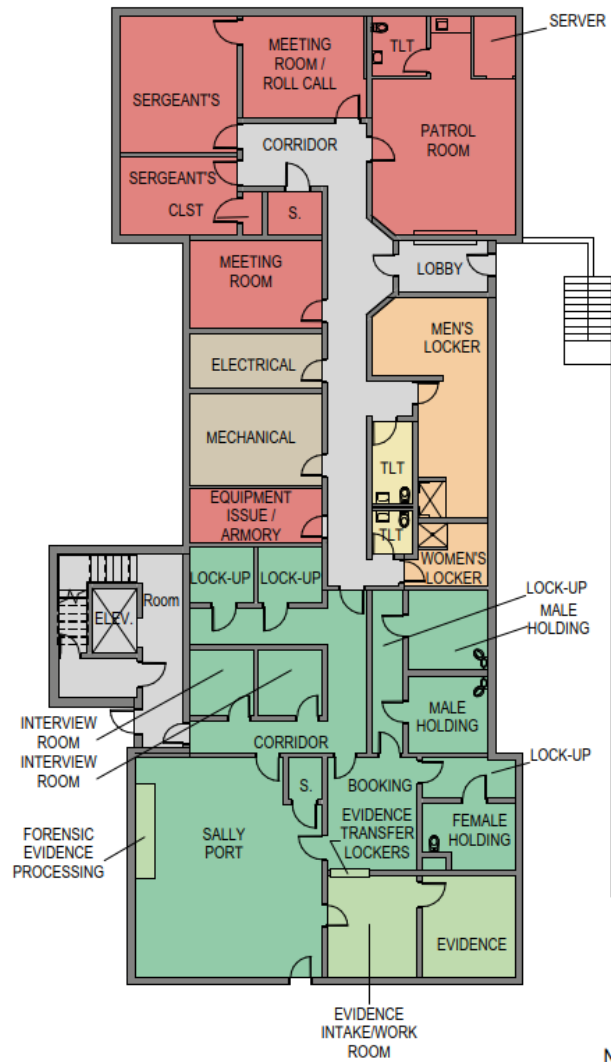
Police Station History

- Originally designed as a combined Village Hall and Police Station in 1992
- After Village Hall was relocated in 2002, the building was renovated for Police Department
- In 2017, the Lake in the Hills 911 dispatch center closed and the space was taken over by the Patrol Division

Existing Police Station



First Floor



Lower Level

Police Station
Area: 12,162 sq.ft

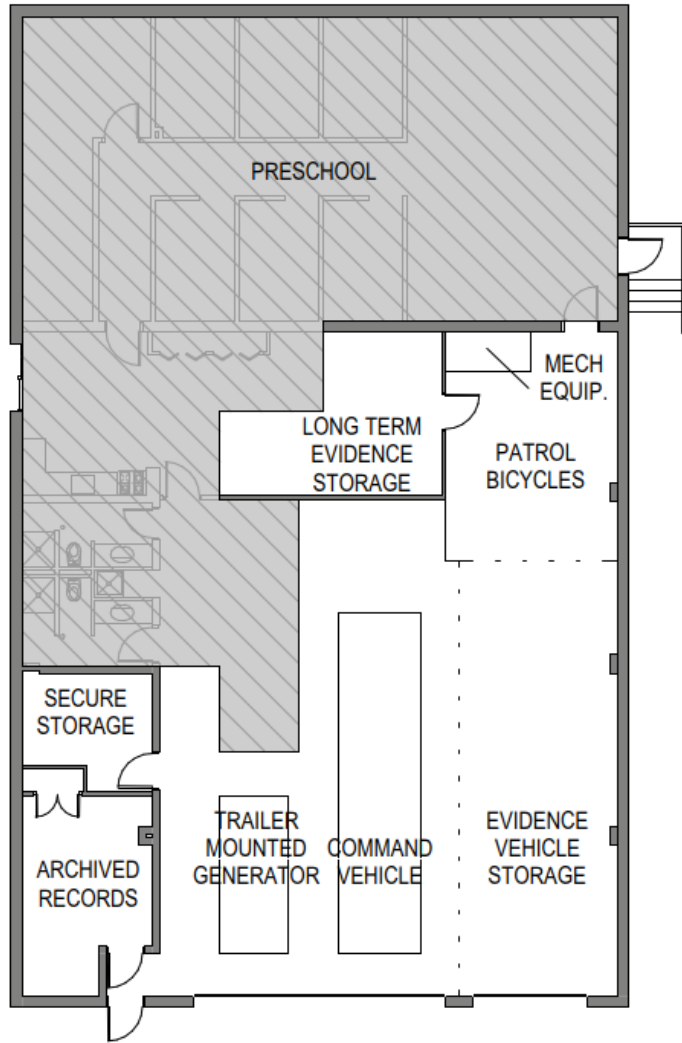
Existing Police Station



Area Used by Police Department

- 2 Oak Annex 2,552 sq.ft.
- 2 Oak Annex Garage 528 sq.ft.

Existing 2 Oak Annex and Garage



2 Oak Annex Floor Plan



2 Oak Annex Garage



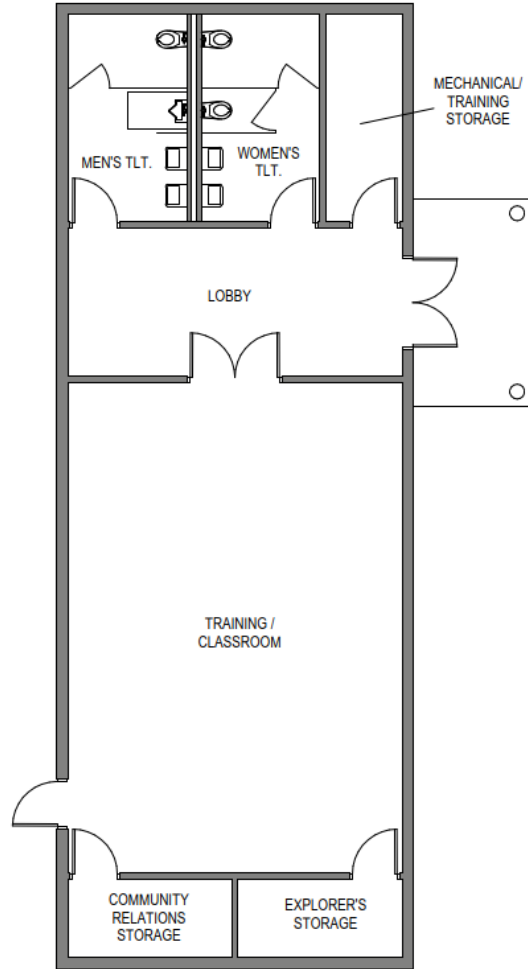
2 Oak Annex

Existing 2 Oak Annex and Garage



**Safety Education Center (SEC) Area:
2,400 sq.ft.**

Existing Safety Education Center



Floor Plan



Training / Classroom



Explorer's Storage

Existing Safety Education Center

Our Findings Show the Police Department Requires:

- 33,704 to 35,704 sq.ft. to meet the long term needs of the Police Department
- 53 Police and Staff Parking Spaces
- 40 Visitor Parking Spaces

The Department is currently using 17,542 sq.ft. and 87 parking spaces

		Sq. Ft.		Notes
		Existing	Current	
Village of Lake in the Hills				
Police Department				
Space Needs Program				
FGM ARCHITECTS				
June 12, 2019				
FGM #: 19-2668.01				
	Room/Area/Space			
A.	PUBLIC ENTRY / PUBLIC ACCESS AREAS			
1.0	Entry Vestibule	119	80	Existing Sq. Ft. includes both upper and lower levels
2.0	Lobby		300	Provide seating for (4-6)
3.0	Information Kiosk	264	40	Area for information / service kiosk
4.0	Report Writing Rooms			Incorporate into one of the Citizen Report Rooms above
5.0	Small Report Room	-	100	Seating for (4)
6.0	Large Report Room	-	250	Seating for (6-8)
7.0	Displays	-	12	Display cases
8.0	Public Toilets (2) required	78	128	Single user toilets off the lobby
9.0	Public Entry / Public Access Areas Sub-Total	461	910	
10.0	Circulation, Wall, and Mechanical Shaft Space	204	319	
11.0	PUBLIC ENTRY / PUBLIC ACCESS AREAS TOTAL	665	1,229	
B.	COMMUNITY/TRAINING ROOM			
1.0	Training Room Lobby	-	400	Allow for Training Room to be isolated from Public Lobby
2.0	Training Room / Community Room	1,016	1,200	Seating for (40) people in classroom format, dividable
3.0	Audio/Visual Equipment	-	25	Closest for Audio/Visual Equipment
4.0	Storage	37	80	General storage
5.0	Table and Chair Storage	-	150	
6.0	Credenza Storage Counter	-	100	Long counter w/storage cabinets for Community/Training Room
7.0	Kitchenette	-	150	To support Community/Training room functions
8.0	Community/Training Room Toilets	-	450	Men's: 2 toilets, 2 urinals and 2 lavs. Women's: 3 Toilets and 2 lavs.
9.0	Community/Training Room Sub-Total	1,053	2,555	
10.0	Circulation, Wall, and Mechanical Shaft Space	467	894	
11.0	COMMUNITY/TRAINING ROOM TOTAL	1,520	3,449	
C.	POLICE ADMINISTRATION			
1.0	Chief of Police Office	257	225	Desk, credenza, soft seating area, small conf. table, bookcases
2.0	Closest	17	12	
3.0	Deputy Chief - Patrol Services	221	185	"U" shaped workstation, (2) guest seats, lateral file
4.0	Closest	-		
5.0	Deputy Chief - Support Services	221	185	"U" shaped workstation with "P" top or conf. table for (4), lateral file
6.0	Closest	-	10	
9.0	Administrative Assistant's Office		120	"U" shaped workstation
12.0	Secure Files/Administrative Storage	120	100	Allow for (3) 4-drawer 42" wide lateral files and (7) 4-drawer letter files

Space Needs Findings

Information Used to Prepare Space Needs Analysis

Police Department and Village Staff Interviews

- 27 meetings with individuals and groups representing the Police Department

General Information

- Existing Building Drawings

Police Department Information

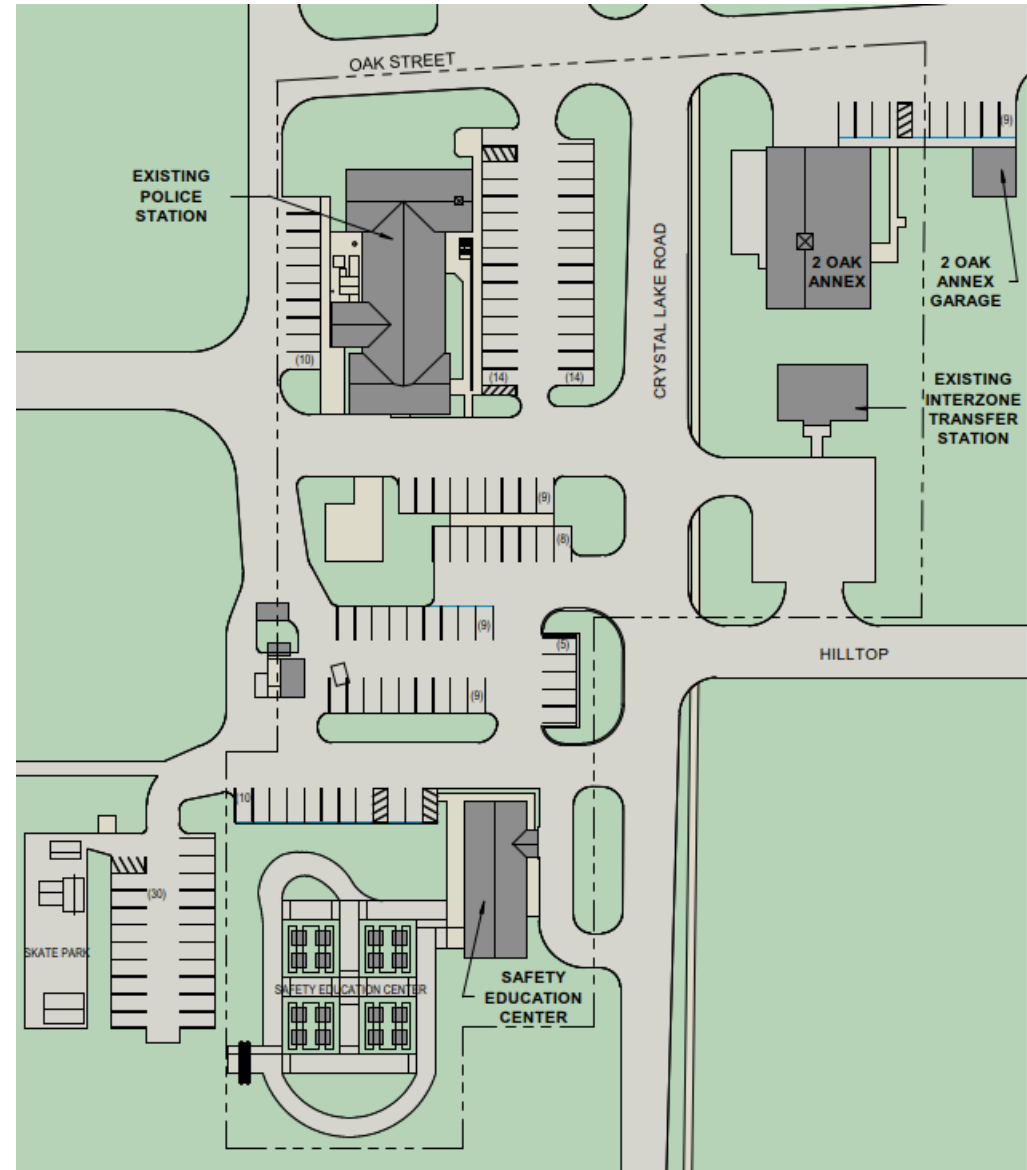
- Staff Organization Chart
- Functional Organization Chart
- Standard Operating Procedures
- Police Department Vehicle List
- Inventory of Existing Equipment

Village Information

- Lake in the Hills 2002 Comprehensive Plan, Amended April 25, 2013

Site and Parking Issues

- There is not enough parking when there are training and Community events



Space and Functional Issues

Site and Parking Issues

- Police vehicles, staff, and public parking are all comingled
- There is no secure Police and Staff Parking



Space and Functional Issues

Site and Parking Issues

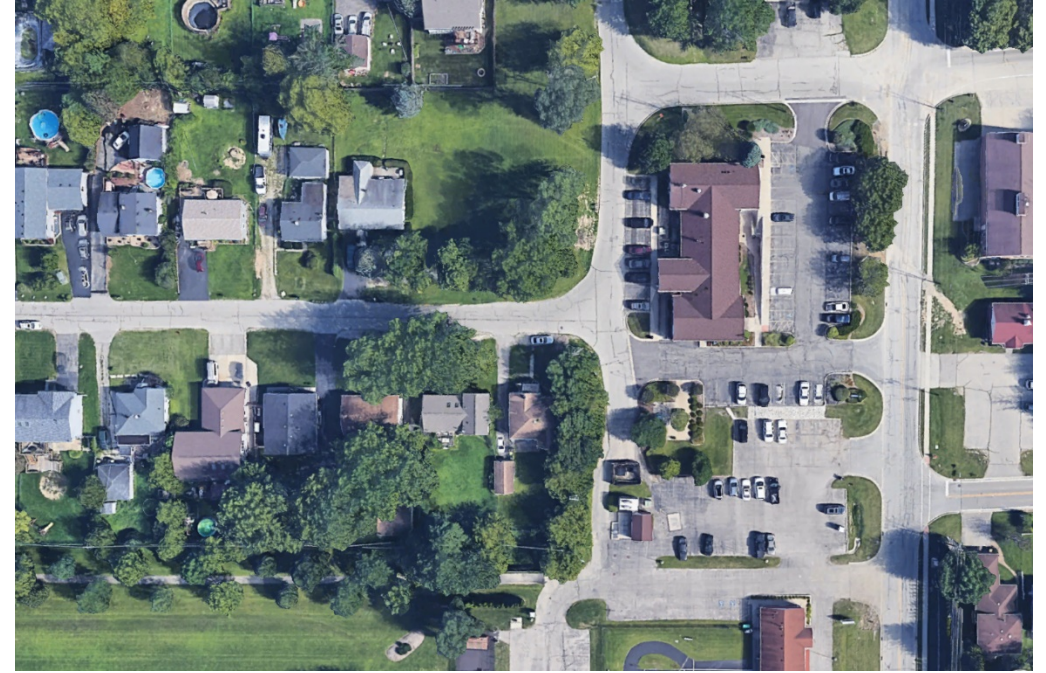
- Parking on a hill is difficult for visitors



Space and Functional Issues

Site and Parking Issues

- Parking lot drives are cut-throughs into the neighborhood



Space and Functional Issues

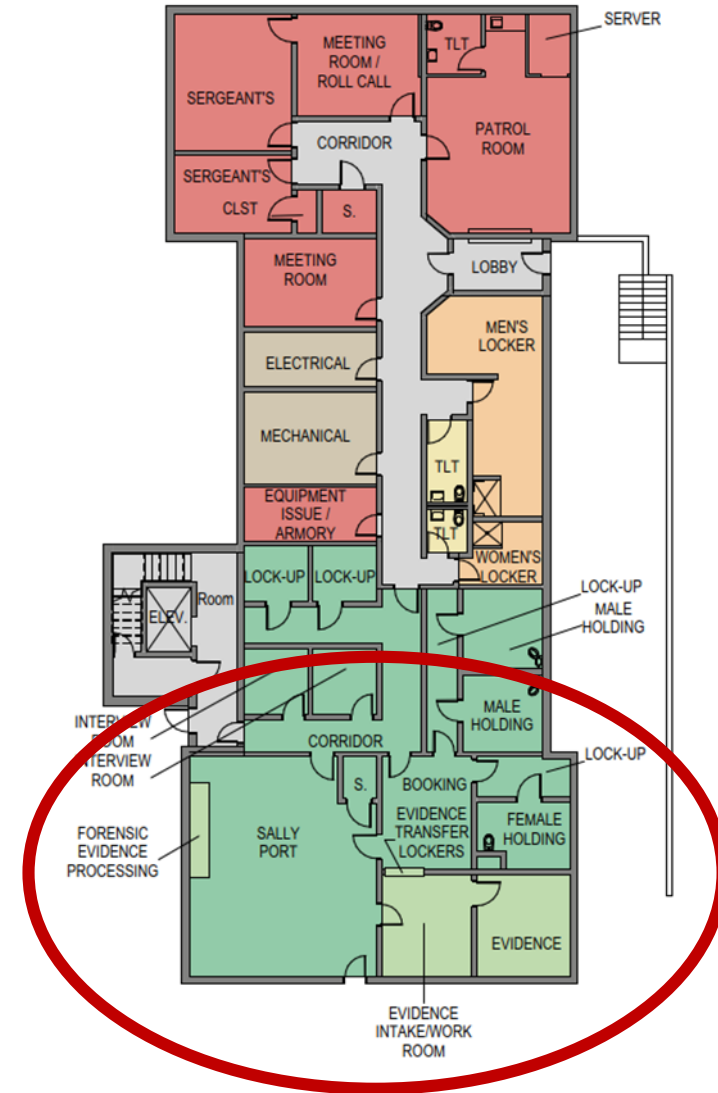
Site and Parking Issues

- Upper and lower entries are confusing



Space and Functional Issues

Evidence Processing & Storage Issues



Space and Functional Issues

Evidence Processing & Storage Issues

- More evidence storage space is required
- Legally, Police Departments are to retain evidence for long periods of time, in some cases, forever.



Space and Functional Issues

Evidence Processing & Storage Issues

- Evidence intake processing is too small, working conditions are very difficult



Space and Functional Issues

Evidence Processing & Storage Issues

- Evidence processing and identification work is performed in the sally port
- Photography of evidence is performed on the floor of the sally port



Space and Functional Issues

Evidence Processing & Storage Issues

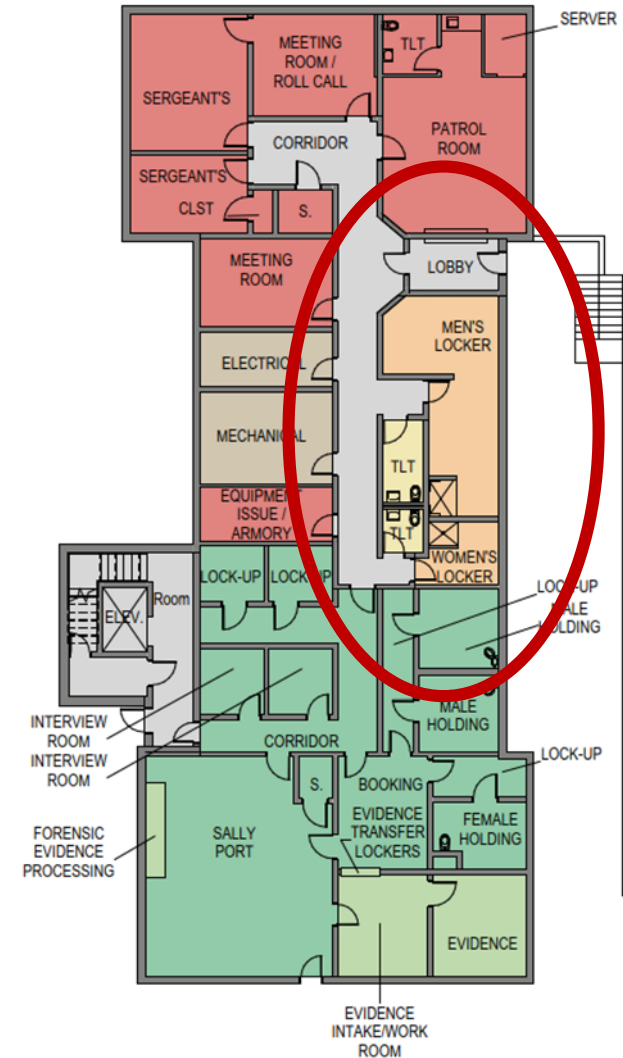
- There is no dedicated evidence packaging space
- Evidence locker access is located in booking



Space and Functional Issues

Locker Room Issues

- Locker rooms are located off public hallway
- Toilets are located outside the locker rooms
- Toilets are shared with public
- Toilets rooms do not meet current accessibility codes



Space and Functional Issues

Locker Room Issues

- Locker rooms are too small
- Locker rooms do not meet current accessibility codes



Space and Functional Issues

Locker Room Issues

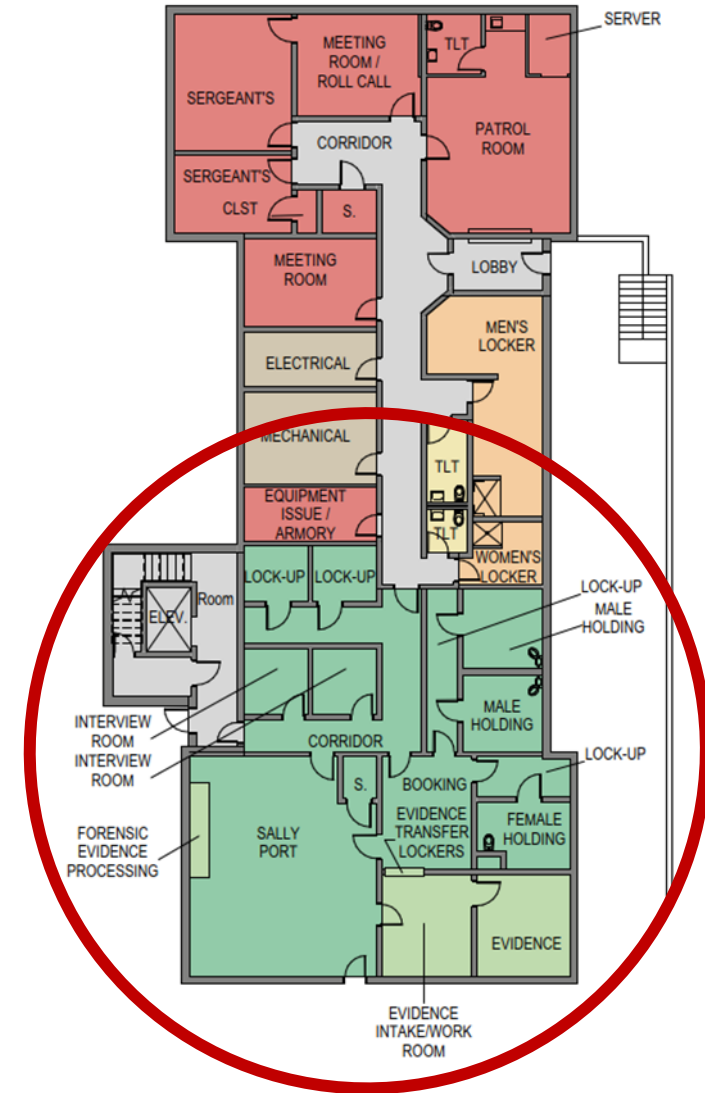
- Locker are too small to store gear properly
- There are not enough lockers



Space and Functional Issues

Holding Facility Issues

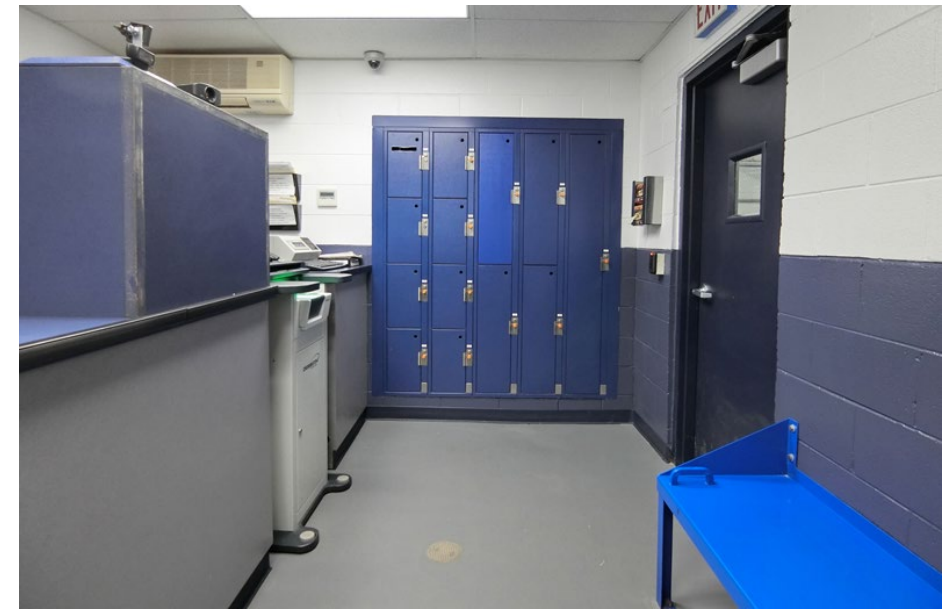
- Sally Port shares space with evidence processing
- Evidence transfer lockers are located in booking
- Staff have to travel through holding area to move between floors
- Corridors to access holding cells are very narrow



Space and Functional Issues

Holding Facility Issues

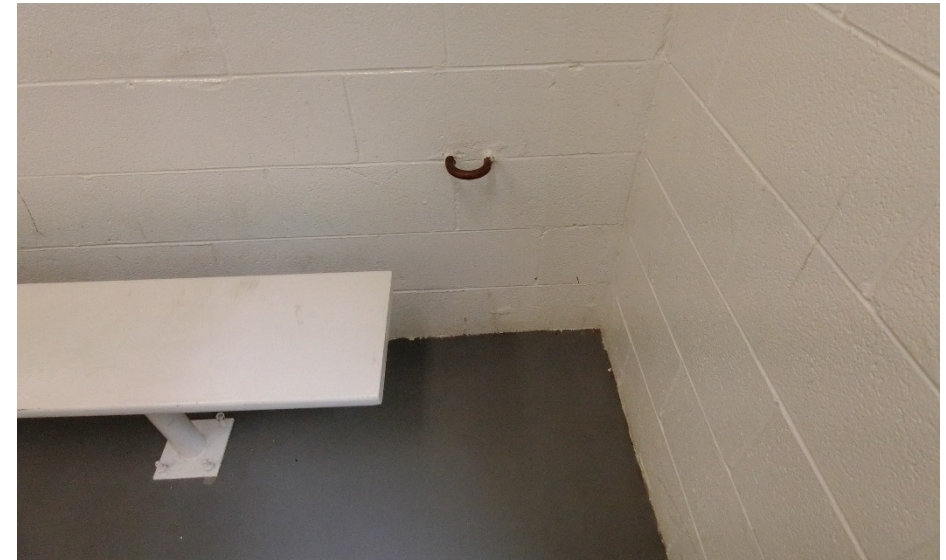
- Booking room is very small and there is not enough space for an officer to maneuver if a detainee becomes violent
- Can only process one prisoner at a time



Space and Functional Issues

Holding Facility Issues

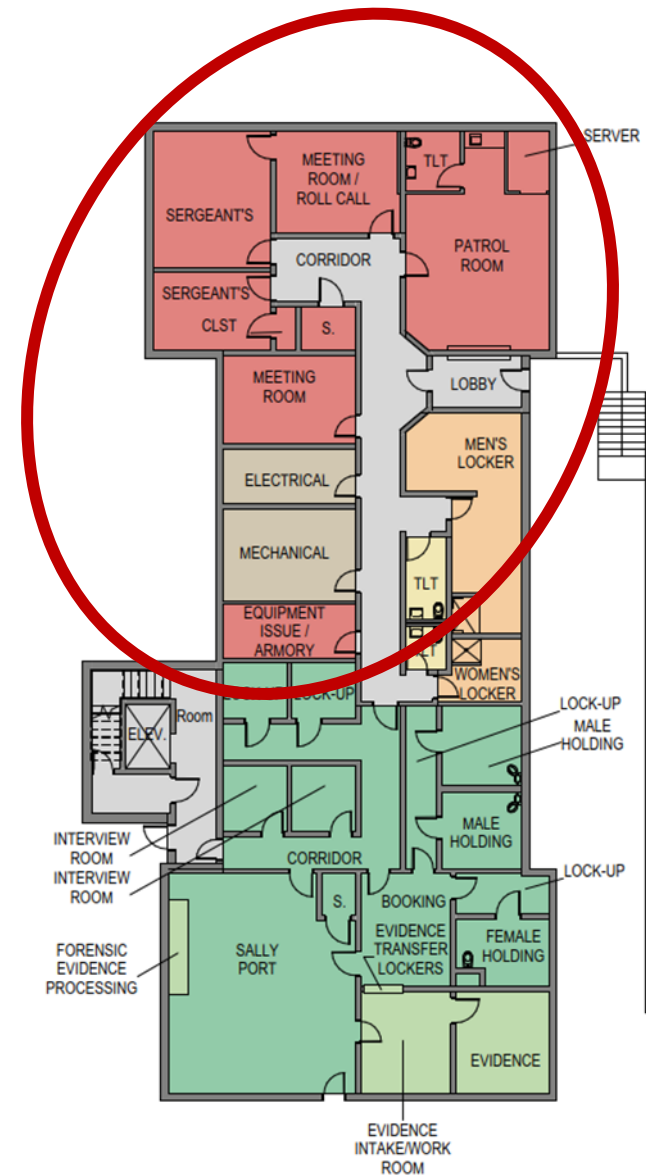
- Holding cells are not anti-ligature (hanging) design



Space and Functional Issues

Patrol Issues

- Patrol officer work space is very small
- Patrol is isolated from administration, investigations, and records



Space and Functional Issues

Patrol Issues

- Patrol office functions as report writing, roll call, break room, and evidence packaging area



Space and Functional Issues

Patrol Issues

- Equipment issue and the armory is combined into one space, typically, they are separated
- The space is very narrow making equipment issue difficult



Space and Functional Issues

Patrol Issues

- There is not enough storage, so functional areas have been converted into storage rooms

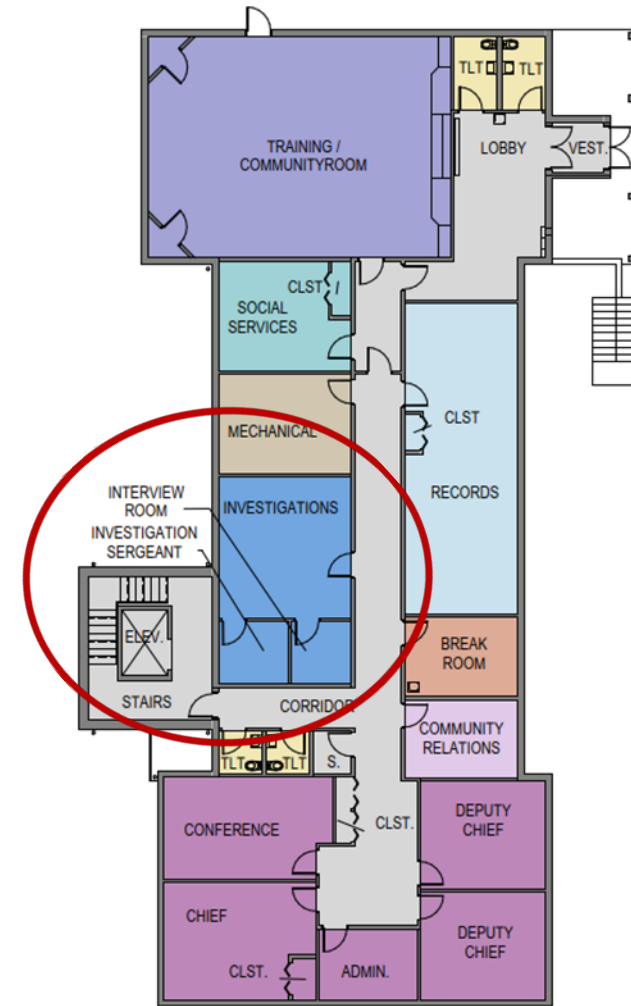


Interview Room Converted into Storage Room

Space and Functional Issues

Investigations Issues

- Investigations is isolated from patrol
- Interview room access is off main corridor
- No provisions for soft interview room
- No provisions for computer forensics
- No major case meeting / work room



Space and Functional Issues

Investigations Issues

- Investigators workstation are very small
- Workstations are too close together making phone work difficult



Space and Functional Issues

Investigations Issues

- Investigations Sergeant's Office is very small



Space and Functional Issues

Investigations Issues

- Investigations interview room is very small
- Interview room allows interviewee to view investigator's workspace
- Interview room is not soundproof
- Only one interview room available



Space and Functional Issues

Investigations Issues

- Investigations interview room is very small
- Interview room allows interviewee to view investigator's workspace
- Interview room is not soundproof
- Only one interview room available



Space and Functional Issues

Investigations Issues

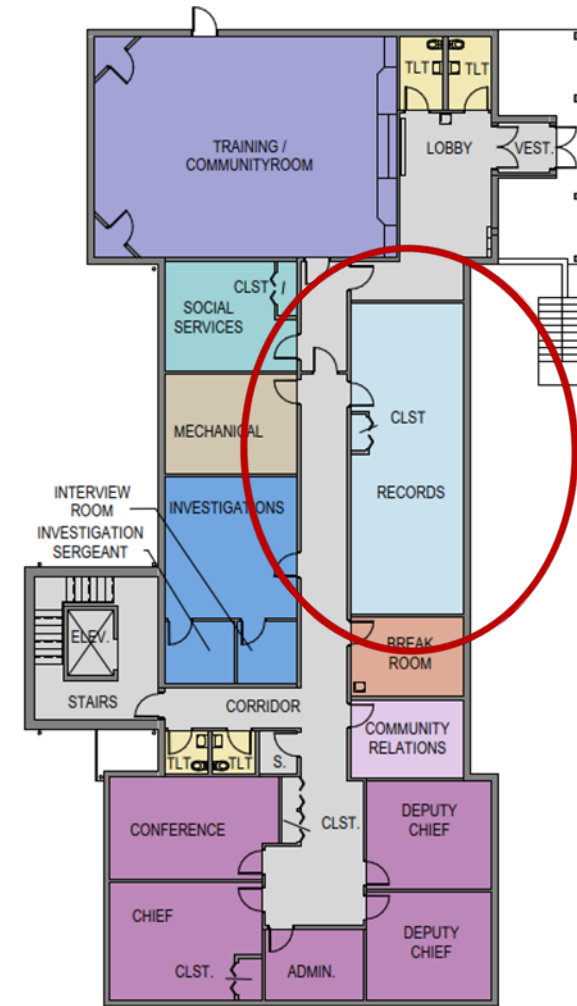
- Inadequate equipment storage



Space and Functional Issues

Records Issues

- Records supervisor is losing office



Space and Functional Issues

Records Issues

- Records supervisor is losing office
- It is difficult to see the entry vestibule from the reception window



Space and Functional Issues

Records Issues

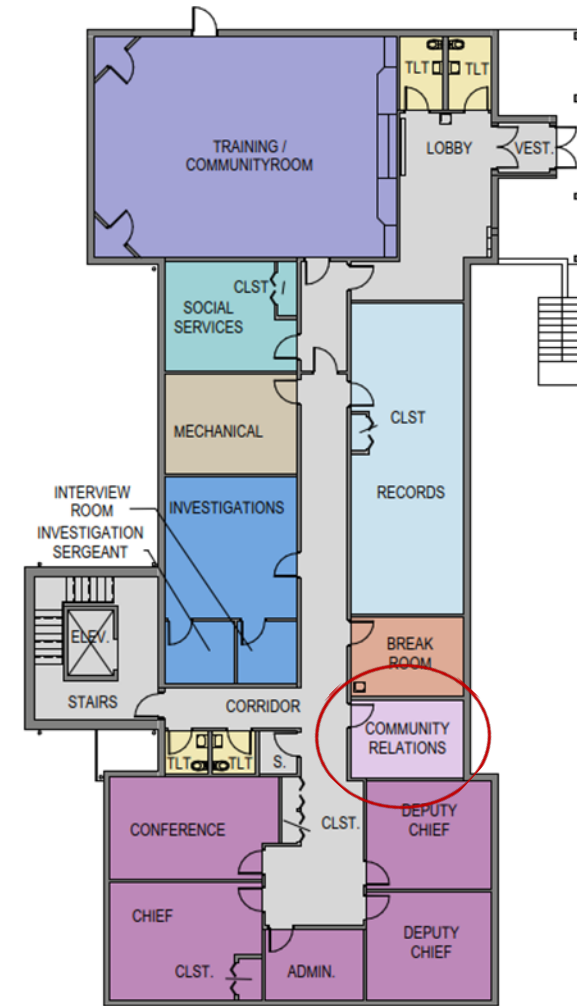
- Workstations are very small. Records clerks process many documents on a daily basis and require large workstations to be efficient



Space and Functional Issues

Community Relations Issues

- Currently located in investigations, but will be relocated to office (records supervisor office)
- One of the fastest growing initiatives in policing



Space and Functional Issues

Community Relations Issues

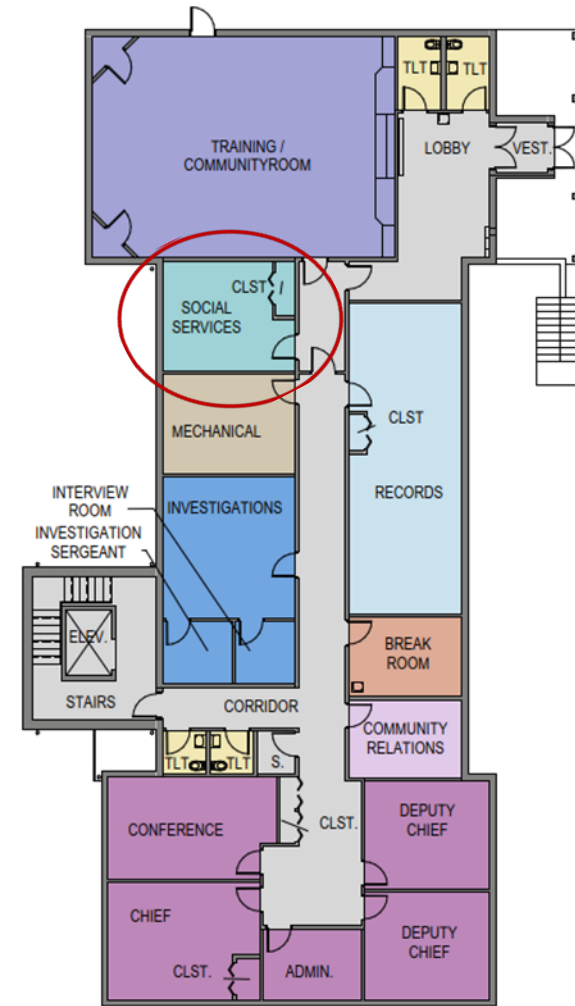
- Uses Community Room and Safety Education Center for public events
- Requires more storage



Space and Functional Issues

Social Services Issues

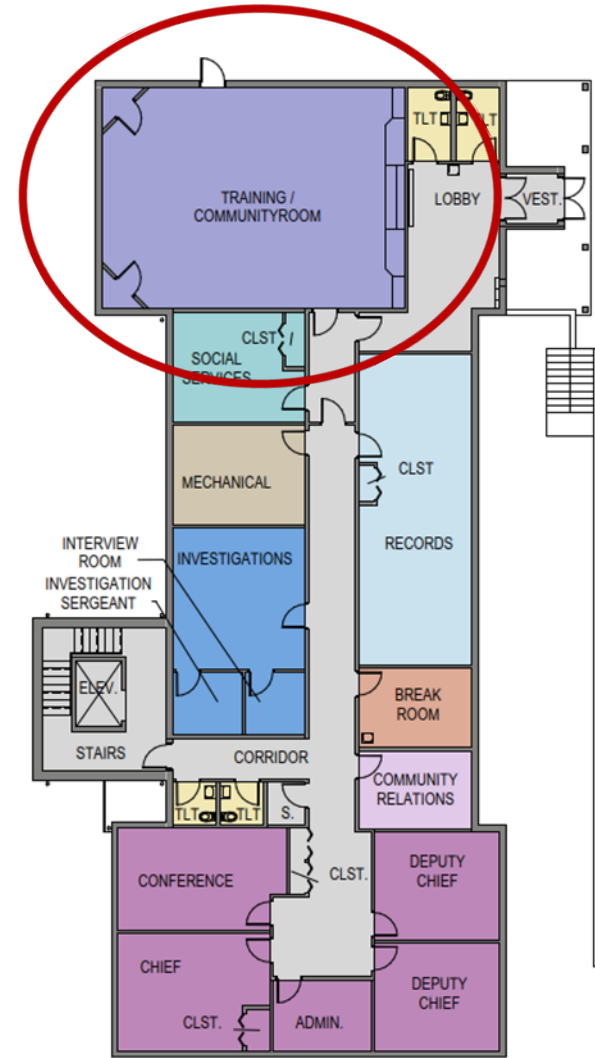
- Social services office is located in very public location, which is not ideal for privacy when working with victims or persons in need of counseling



Space and Functional Issues

Training Issues

- Uses training room and Safety Education Center
- Not enough parking when hosting classes



Space and Functional Issues

Training Issues

- Training room does not have enough support spaces, including toilets, break area, lobby space, storage



Space and Functional Issues

Training Issues

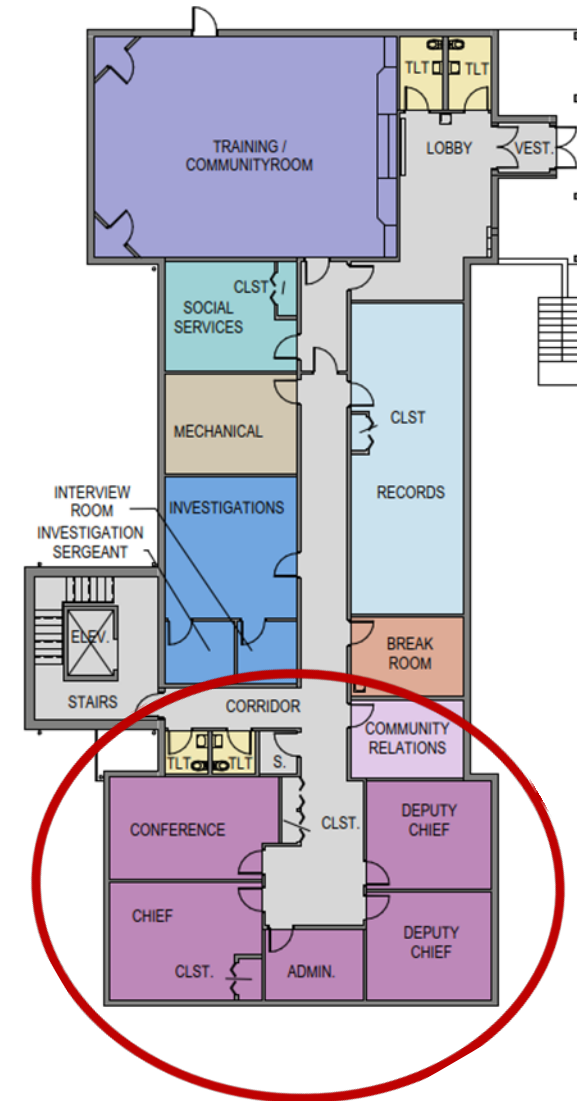
- No dedicated defensive tactics space (mat room). The Police Department uses the Safety and Education Center for this type of training which is not ideal as floor padding needs to be set up and the walls are not padded.



Space and Functional Issues

Administration Issues

- Isolated from patrol



Space and Functional Issues

Administration Issues

- Sensitive information file storage is an issue. Many files are located in offices or in the stairwell instead of a central location



Sensitive information files located in stairwell

Space and Functional Issues

Reuse Considerations

- Building was built in 1992 with an stair and elevator addition added in 2002
- Since 2002, no major work was performed on the building with exception of fixing a watermain break under the building



Can the Existing Building be Reused?

Reuse Considerations

- Current building codes will require the building to be updated to critical facility standards for structural loads (wind and seismic)
- Building will need to meet current energy and accessibility codes
- The building will require extensive remodeling / renovation to correct building infrastructure including plumbing and HVAC



Can the Existing Building be Reused?

Reuse Considerations

- The building will require major work and an addition to allow it to function as a modern police station
- Adding an addition will be difficult due to the configuration of the building
- The building will require extensive remodeling / renovation to correct building infrastructure including plumbing and HVAC



Can the Existing Building be Reused?

Conclusion

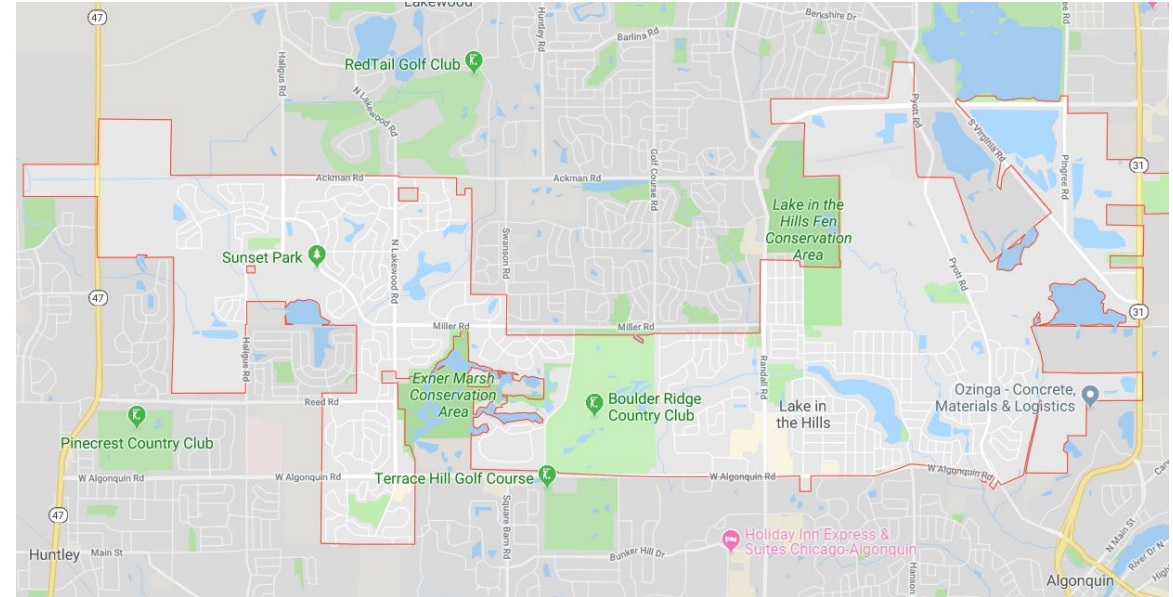
- We do not believe the Village will gain much value by attempting to reuse the existing building



Can the Existing Building be Reused?

To answer the question if the existing site can be used for a new police station, we have to ask the following question:

Is this the best location for a police station in Lake in the Hills?



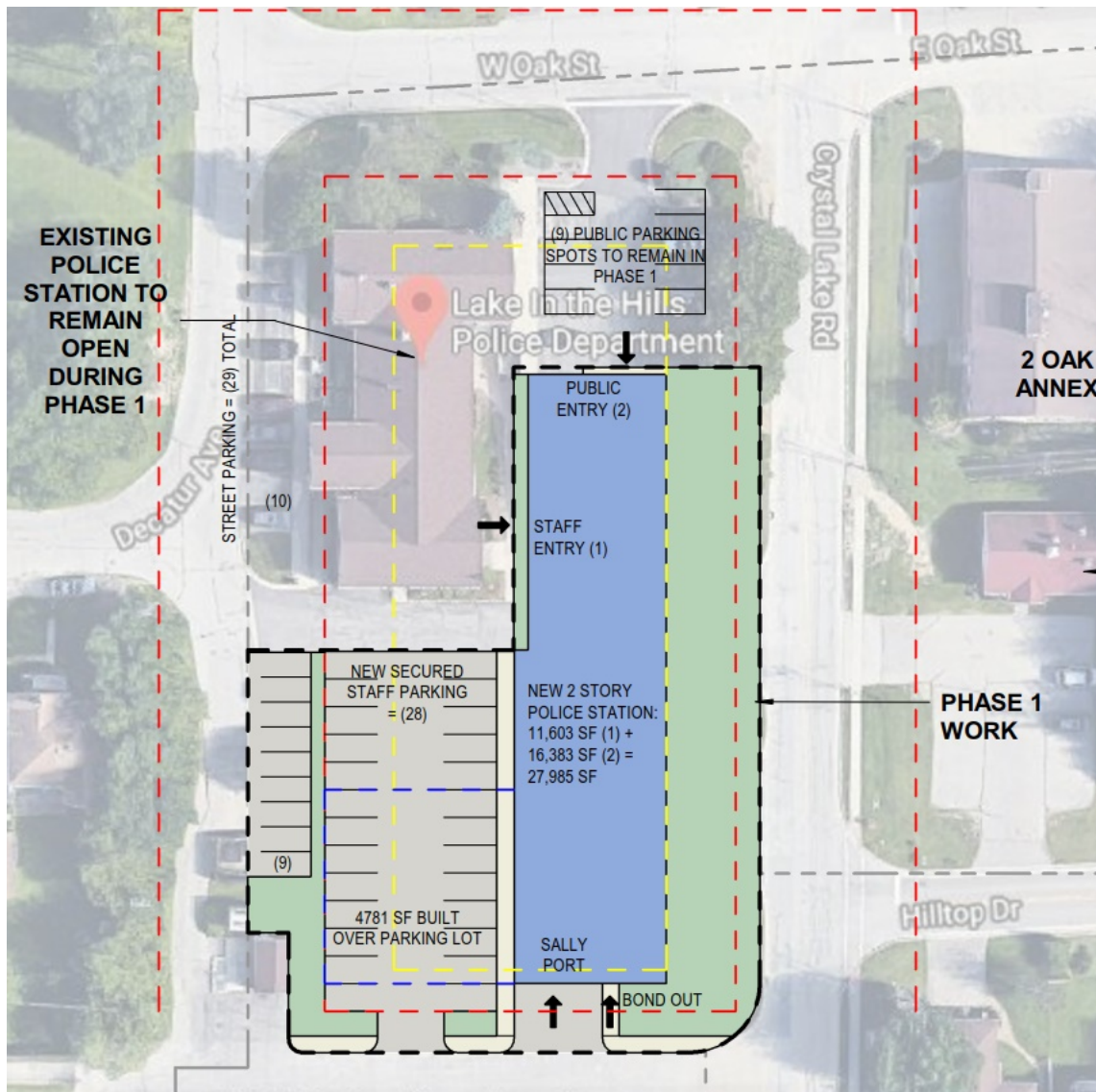
Can the Existing Site be Used?

Potential Solution Assumptions

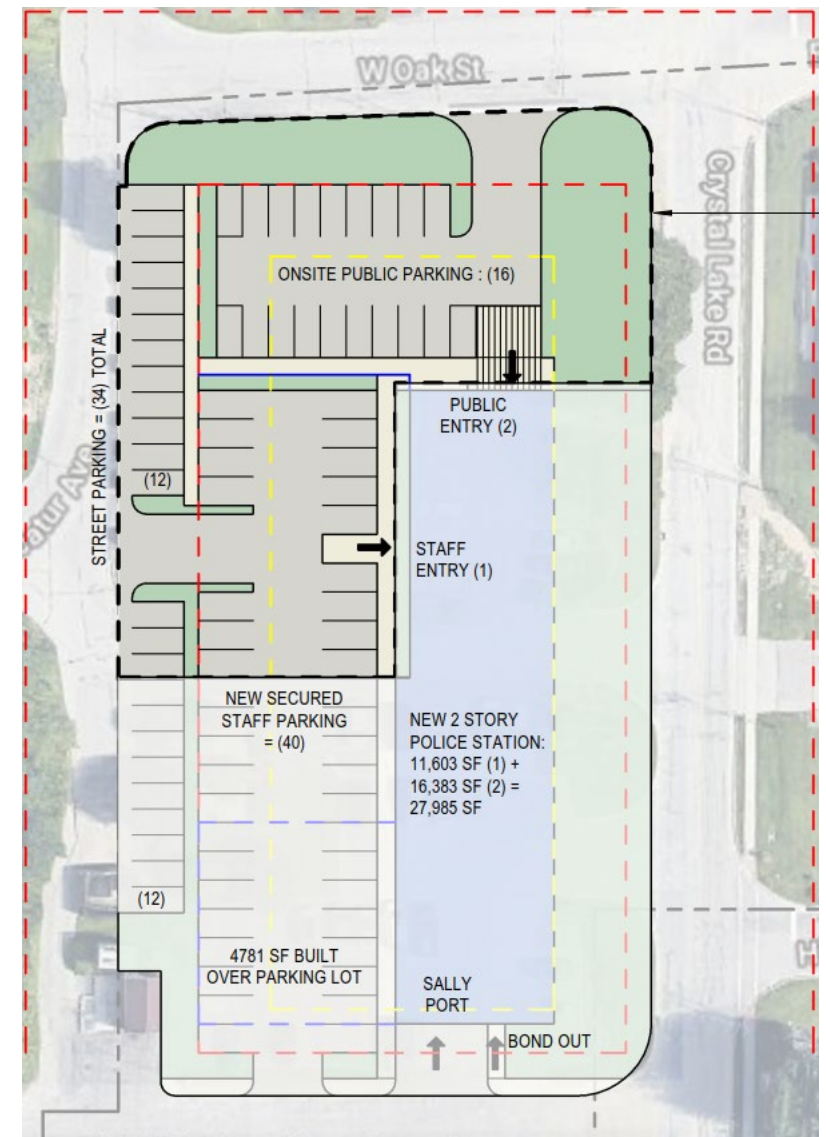
- Site boundaries are shown in red dotted line
- Existing police station to stay operational during construction
- Variations to zoning setbacks will be allowed



Can the Existing Site be Used?



Phase I – Build New Police Station

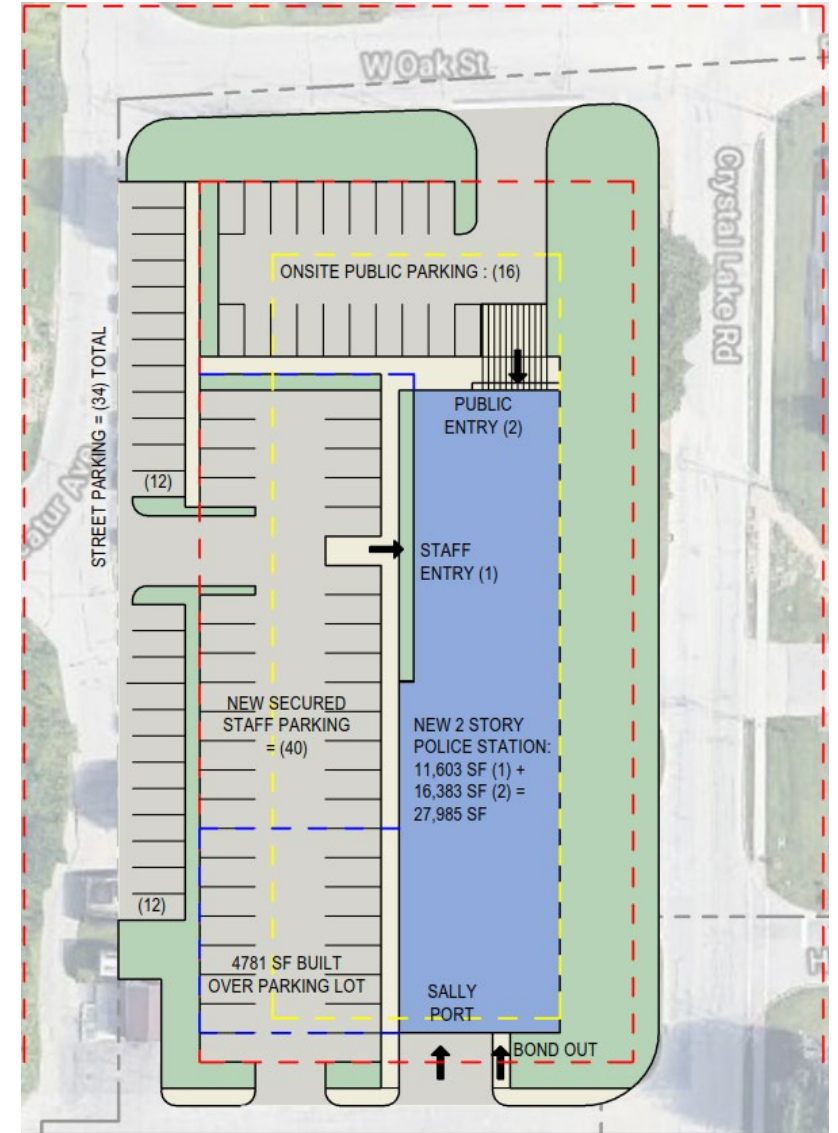


Phase II – Demolish Existing Police Station

Can the Existing Site be Reused?

Findings

- The site is too small to support the required parking. Will the Village allow 34-37 street parking spaces?
- To maximize parking, the new police station will need to be long and linear, which may be less efficient
- Zoning variations will be required
- Stormwater detention will need to be underground or located offsite



Can the Existing Site be Reused?

Next Steps

- Develop solution for Village Hall Site
- Prepare budgets for potential solutions
- Prepare report



Next Steps



Questions

FGM ARCHITECTS

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