



Welcome

NEW RESIDENT INFORMATION PACKET





# WELCOME TO CARPENTERSVILLE!

**On behalf of the Village Board and Administrative Staff, I welcome you to the Village of Carpentersville.**

Carpentersville, first founded in 1837, is now home to approximately 38,138 residents. We continue growing and welcome many new residents and businesses to our community every year. We are always excited to be able to say that Carpentersville is THE largest community in Dundee Township and one of the largest along the Fox River.

We are very proud of our Village! We have a lot to offer, our excellent Village Services, our beautiful parks including the Raceway Woods Forest Preserve, the Fox River Shores, Kemper Park, Carpenter Park, and an excellent academic system. Carpentersville is also ideally situated at the center of the dynamic I-90 “Golden Corridor” and the Fox River Valley.

We are very fortunate to have such caring citizens within our community which makes Carpentersville such a great place to live.

Today we offer the commercial, industrial, and retail opportunities that developers compete for and the quality neighborhoods that homeowners wish for. Visit our Carpentersville Facebook Page to stay up-to-date on community events and general updates.

Welcome!

**Sincerely,**

**John Skillman  
Village President**



## Village Trustees

Jeff Frost

Humberto Garcia

Jim Malone

John O'Sullivan

Brenda Sandoval

Maria Vela

# Village FAQS:

1

## **How do I get replacement garbage carts?**

Contact Groot (847) 429-7370 if new or replacement carts are needed.

2

## **How do I initiate automatic utility payments?**

Bring a VOIDED check to the Finance Department and fill out the auto payment form, which can be found on the Village website or at the water billing service desk at Village Hall.

3

## **How do I drop my payments off during non-business hours?**

The Village of Carpentersville has two drop-box locations; 1200 L.W. Besinger Dr. and 5000 Sleepy Hollow Rd.

4

## **Who should I contact if I have a question about water pressure or a water leak?**

During normal working hours, please call the Water Division at (847) 551-3492. For after hours emergencies, please call Quad Com at (847) 428-8784

5

## **What common types of projects do I need a permit for?**

View complete list on our Village website at [www.cville.org](http://www.cville.org)

## CONTACT YOUR VILLAGE BOARD

### Village President

John Skillman  
jmskillman@cville.org

### Village Trustees

Maria Vela  
mvela@cville.org

Jeff Frost  
jfrost@cville.org

Jim Malone  
jmalone@cville.org

Humberto Garcia  
hgarcia@cville.org

John O'Sullivan  
josullivan@cville.org

Brenda Sandoval  
bsandoval@cville.org



## VILLAGE GOVERNMENT

The Village is operated under a council-manager form of government. The President and the Board of Trustees appoint the Village Manager who is responsible for the administration of all departments

## VOTER REGISTRATION

To register, residents must be 18 years or older, a United States citizen, and have lived in the Village for at least 30 days. Applicants must provide two forms of identification; (1) photo ID and (2) proof of address. Naturalized citizens registering to vote must give the name of the court, City and State, and date of naturalization.

Remember, if you have moved or changed your name, you must re-register to be eligible to vote.

You can also download an application from the Kane County Clerk's Website and mail the completed form to the County Clerks Office

## COMMITTEES AND COMMISSIONS

The Village of Carpentersville has a number of committees and commissions comprised of volunteers from within the community. Generally these commissions make recommendations to the Village President and Board of Trustees regarding actions and policies affecting municipal operations and the community.

### **Committees & Commissions**

Audit and Finance Commission  
Business Development Commission  
Special Events and Park Commission  
Planning and Zoning Commission  
Fire Pension Board  
Police Pension Board

## FOR UPCOMING MEETINGS

For upcoming Village meeting dates and times, please visit the Village website at [www.cville.org](http://www.cville.org)



---

## IMPORTANT PHONE NUMBERS

---

Village Hall Main Line	(847) 426-3439
Police and Fire Emergency	911
Non-Emergency Police	(847) 428-9141
Police Administration	(847) 551-3481
Fire Administration	(847) 426-2131
Public Works	(847) 836-2464
Code Enforcement Hotline	(847) 426-9600
Permitting/Building	(847) 551-3478
ComEd	(800) 334-7661
Groot/ Garbage	(847) 429-7370
Illinois EPAY	(877) 640-3724
Finance/ Water Billing	(847) 551-3476

# ORDINANCES TO BE AWARE OF

**Alarm Restrictions:** The Village has enacted an alarm ordinance to cut down on the number of false alarms that take the Police and Fire Departments away from other necessary duties. When an alarm system is installed, or ownership of an existing alarm system is passed onto the new homeowner, the homeowner shall obtain an alarm permit from the Police Department. The permit cost is \$20.00. You are allowed three (3) false alarms per calendar year; the fourth and fifth false alarm carry a \$50.00 fine; the sixth alarm, and any other subsequent alarm, carry a \$100.00 fine.

**Discharging Weapons:** It is unlawful to discharge any firearm, air rifle, B-B gun or pellet gun within the Village limits. It is also unlawful to discharge from a bow and arrow capable of inflicting injury to persons or damage to property within the Village limits.

**Display of Street Numbers:** Each structure that has been assigned a street number is required to display said number in a position easily observed and readable from the public right-of-way. All numbers shall be in Arabic numerals or alphabet letters at least 4-inches high with a minimum stroke width of 1/2-inch, and shall contrast with their background.

**Garage Sales:** Two garage sales are permitted per household each year. All signs advertising the sale must be placed on private property.

**Sidewalk Parking:** Parking is permitted across sidewalks and on driveway approaches (when the approach is 16 feet wide or greater) during select hours. Parking is permitted across sidewalks and on approaches from March 1st through November 30<sup>th</sup> during the hours of 9:00 p.m. until 7:00 a.m. Sunday through Thursday, and 9:00 p.m. through 9:00 a.m. on Friday and Saturday nights. During all other times, parking across the sidewalk or approach is prohibited.

**Inoperable Motor Vehicles:** All inoperable motor vehicles located anywhere outside a fully enclosed structure in the Village whether on public or private property, constitutes a nuisance and must be removed.

**No Solicitors:** The Village has an ordinance governing solicitors. "No Solicitors Invited" stickers are available at the Village Hall.

**Dogs:** It is unlawful for a dog, except when on a leash controlled by the owner or his or her agent, to use or be upon any public street, sidewalk, parkway, public area or unenclosed premises within the village. No person shall permit more than two (2) dogs over the age of three months to be or remain in or about any single family residence or more than one dog in any single family dwelling unit in any multiple family residential buildings. Townhomes are considered multiple housing buildings.

**Open Burning:** It is unlawful to build, light or ignite any bonfire, to burn any leaves, brush, refuse, waste, paper, trash or any other article or commodity which the owner or possessor thereof desires to destroy or dispose of, at anytime, anywhere in the Village. Manufactured fire pits are allowed provided only natural (no construction materials) are burned. The unit must be used on a non-combustible surface only and a t a minimum distance of 15' from any structure, and 10' from any property line. Fire pits are to not be used when wind exceeds 10 mph.

**Overnight Parking Ban:** It is unlawful to park on any street between the hours of 2:00 a.m. and 6:00 a.m. on any day.

**Snowfall Parking Ban:** It is unlawful to park on any street during or following a snowfall after an accumulation of one inch or more of snow, until the street has been plowed and cleared of snow.

# CARPENTERSVILLE PARKS & RECREATION



TREE CITY USA®

The Village of Carpentersville maintains a wide array of parks and open space amenities. A couple of parks were overhauled over the summer of 2017 including Carpenter Park and Keith Andres. Like most areas within the Village, the parks have a lot of history. The parks include many diverse amenities from intensive sporting options, scenic riverfront walkways to memorial structures.

## Timothy R. McNamee Memorial Park

Riverfront park located on Washington Street on the east side of Carpentersville. Residents and visitors come here to enjoy access to the walk-up canoe launch, shaded gazebo, fishing platforms, or various waterfront benches. The park is named in remembrance of Timothy R. McNamee, a prominent local attorney who was deceased in 1987.



## Triangle Park

Located at the intersection of Main Street and South Washington Street. The park remains an open space area adjacent to the busy business district of Old Town. Resident and visitors typically use this park as open space to relax or utilize the picnic tables when the weather is clear.



## John "Jack" Hill Memorial Park

Located on the west riverbank of the Fox River on Lincoln Avenue. The park was memorialized to commemorate the late John "Jack" Hill, a former member of the Illinois House of Representatives. Residents and visitors typically visit the park to fish in the Fox River, picnic on the tables, or reflect on the riverfront benches.



## Carpenter Park

Located in the geographical center of the Village of Carpentersville, Carpenter Park hosts nearly twenty acres of open space and recreational activities. Carpenter Park was the first park established when the Village was incorporated in 1850's. Events such as the "Rock the Fox" music festival, summer movie series, Fall Fest, and other activities are held at Carpenter Park.



## Keith Andres Park

A woodland area located near Dundee Crown High School on the Village's east side. Recently, the park was upgraded with a bike trail and skills area. The park memorialized the late Keith Andres, the first Carpentersville resident to lose his life in the Vietnam War.



# UTILITY BILLING

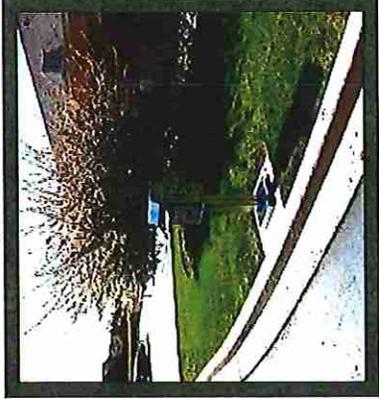
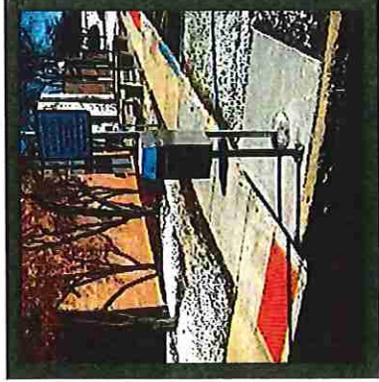
Residents may pay their water bill at Village Hall with cash, check, credit, debit, or money order. Residents may pay water bills over the phone by calling (888) 254-4523, on the Village of Carpentersville website, and at the Meadowdale Currency Exchange.

(view water billing schedule on pg. 10)

## DROP BOX LOCATIONS:

1200 L.W. Besinger Dr.

5000 Sleepy Hollow Road



## TRASH & RECYCLING

The Village of Carpentersville contracts residential trash, recycling and yard waste collection. Collection costs are consolidated with the water and sewer bi-monthly bill.

### BULK ITEMS

Every week, each resident may place up to 1 bulk item out for collection at no charge. Every item after that requires a garbage sticker. Garbage stickers may be purchased at Village Hall for \$2.50 each, and the Currency Exchange for \$3.00 each.

No electronics or white goods excepted.

### YARD WASTE: April 1 - November 30

Our contracted company provides weekly yard waste collection for all single family residents from April 1 through November 30. All yard waste must be placed in biodegradable paper bags. Biodegradable paper bags must not exceed 33 gallons in size and 50 pounds in weight. Residents may request a separate yard waste cart for a seasonal fee and a one-time drop off charge by simply calling Groot Industries.



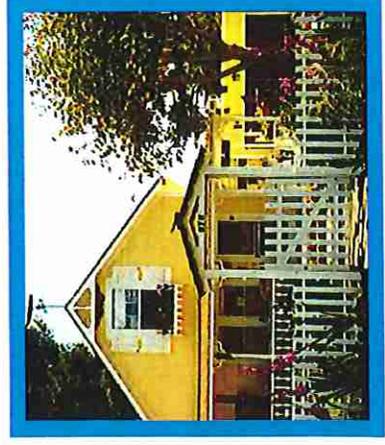
# BUILDING PERMITS

Building permits are required to construct, modify, or repair structures. Most permits are NOT over the counter. If you are thinking of constructing, modifying, or repairing your home, please consult with a member of Community Development located at Village Hall, or by calling (847) 551-3478. Permit applications are available on the Village website at [www.cville.org](http://www.cville.org).

## **DO YOU HAVE A HOMEOWNERS ASSOCIATION (HOA) ?**

When applying for a permit, you may need additional permission from your HOA.

Community Development will need a letter from your HOA to complete the permit application.



# Carpentersville Demographics

Carpentersville encompasses 9 square miles and is located in the far northwest suburbs of Chicago. Carpentersville has a diverse population with a wide range of cultures, races, and ethnicities.

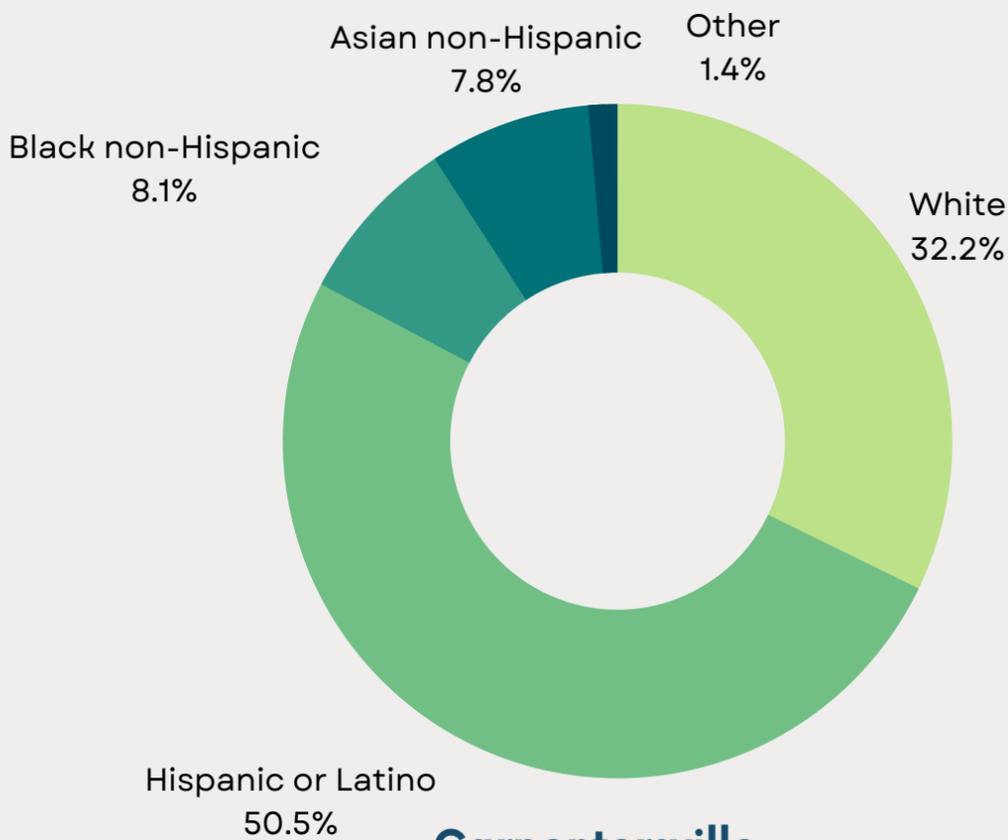
## Population

Carpentersville has a population of 38,138 residents



## Median Age

The median age of a Carpentersville resident is 30.6



Carpentersville Demographics

## Total Households

There are 10,824 households in Carpentersville



## Median Household Income

The median household income of Carpentersville residents is \$62,620

