

# WELCOME

New Resident Information Packet

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**Village Hall**



**Public Works Facility**

**VILLAGE OF CARPENTERSVILLE**

*Building a better tomorrow... today*

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**YOUR VILLAGE**

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## MISSION STATEMENT

The Village of Carpentersville is committed to providing to its citizens the best possible health, safety, and public service to allow for balanced growth with effective financial management and planning.

## VILLAGE OF CARPENTERSVILLE ELECTED OFFICIALS/BOARD OF TRUSTEES

John Skillman | Village President

Kelly Mastera | Village Clerk

Jeff Frost | Village Trustee

Brenda Sandoval | Village Trustee

Jim Malone | Village Trustee

John O'Sullivan | Village Trustee

Humberto Garcia | Village Trustee

Maria Vela | Village Trustee

## VILLAGE OF CARPENTERSVILLE DEPARTMENTS/PHONE NUMBERS

Police or Fire Emergency: 9-1-1

Village Hall: (847) 426-3439

Fire Non-Emergency: (847) 426-2131

Police Non-Emergency: (847) 551-3481

Finance/Water Billing: (847) 551-3476

Community Development: (847) 551-3478

Anonymous Code Violation: (847) 426-9600

Public Works Department: (847) 836-2464

Groot Industries (garbage company): (847) 429-7370

Illinois EPAY: (877) 640-3724

# Welcome to Carpentersville!

On behalf of the Village Board and staff, I would like to welcome you to the Village of Carpentersville. We are glad you have chosen to make Carpentersville your new home. We are a community of many cultures and backgrounds, which has merged into a friendly environment of diverse interests and a common goal.

You will notice that the Village of Carpentersville offers several amenities such as beautiful parks and forest preserves, bike trails, Fox River recreational and leisure activities, and vibrant commercial and industrial centers.

Ultimately, the Village of Carpentersville is a vivid example of a community that works to provide an excellent quality-of-life for all citizens.

I trust that this welcome packet will provide you the information you need to become familiar with our community and local government. I would also encourage you to visit our website at [www.cville.org](http://www.cville.org) to learn more. Additionally, the Village has a variety of social media pages including Facebook, Twitter, and YouTube, which provides and shares information about Village activities and other Village happenings.

I want to thank you for choosing to join the growing Carpentersville family.

Thank you,

Village President , John Skillman



**REGULAR BOARD MEETINGS ARE HELD THE FIRST AND THIRD TUESDAY OF EACH MONTH.**

**BOARD MEETINGS START PROMPTLY AT 7:00 PM IN THE VILLAGE BOARD ROOM.**

**ALL MEETINGS ARE OPEN TO THE PUBLIC.**

## **VILLAGE HALL**

1200 L.W. Besinger Dr.

Carpentersville, IL 60142

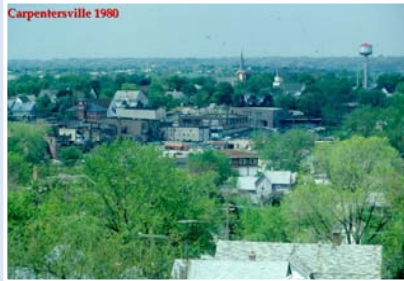
(P): (847) 426-3439

## **TEMPORARY HOURS OF OPERATION**

Monday- Friday: 8:30 a.m. - 4:30 p.m.

# VILLAGE HISTORY

Nestled on the Fox River, the Village was founded in 1896 by Charles and Daniel Carpenter. The Fox River enabled the early industrial companies of Carpentersville to generate the power they needed to manufacture products by powering mechanized equipment. The “Old Town” neighborhood of Carpentersville contains homes and other landmarks from this time period that are being preserved due to their historic value.



Like many small communities in the United States, Carpentersville experienced a population and housing boom in the 1950's. The population increase was accompanied by new housing developments and the Meadowvale Shopping Center. The west side of Carpentersville expanded during the later part of the millennium. New housing developments hosted an influx of residents seeking a suburban lifestyle with convenient access to the area employment centers.

# COMMUNITY PROFILE

Population (2016 Special Census)	38,291
Population (2010 Census)	37,691
Population (2000)	30,586
Population (percent change, 2000-2010)	23.2%
Land area in square miles	7.9
Persons per square mile	4,835
Housing units (2010)	11,583
Living in same house one (1) year and over	89.3%
Median household income (2010)	\$55,324



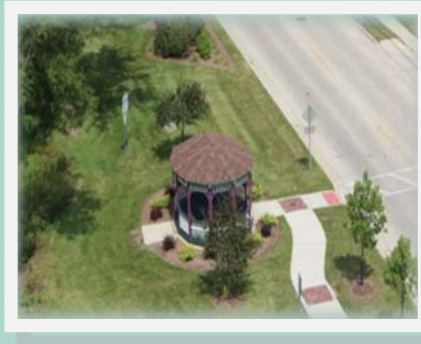
# CARPENTERSVILLE PARKS & RECREATION



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.



## 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.



## 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.



## 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.



## 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.



## 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 Village President and the Board of Trustees appoint the Village Manager who is responsible for the administration of all departments.

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 Parks Commission

Planning and Zoning Commission

Board of Fire & Police Commission

Fire Pension Board

Police Pension Board

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

## 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 (2) proof of address. Naturalized citizens registering to vote must provide 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.

If you have any questions, please contact the Village Clerk's Office at:

(224) 293-1627



# 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.



# 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 at 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.



# FREQUENTLY ASKED QUESTIONS

## How do I get replacement garbage carts?

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

## How do I initiate automatic utility payments?

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

## 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.

## 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 (847) 551-3492. For after hours emergencies, please call Quad Com (847) 428-8784.

## What common types of projects do I need permits for?

Permits are needed for fences, water heaters, furnace and air conditioning system, if you are changing the size of a window or a door larger or smaller, roofing, temporary dumpsters, siding, range hood, interior demolition and remodeling, sewer repair, patios, decks, pools over 24" in height, and temporary signage for a business. Additional types of projects may also require permits. View complete list on our Village Website at [www.cville.org](http://www.cville.org).

