



Hanover Park Crime Free Multi-Housing Program



Frequently Asked Questions

Q: I only have one unit, do I have to attend the training? A: **Yes.**

Q: Why is the seminar 8-hours and what will I learn? A: An explanation of the Village of Hanover Park residential rental ordinance and Crime Free Lease Addendum. Crime Free Addendum samples will be available at the seminar. The Seminar addresses these topics: Background checks, Understanding Crime Prevention, C.P.T.E.D. Concepts, The Application Process, Community Rules/Leases, Active Property Management, Combating Crime Problems and dealing with Non-Compliance.

Q: It is difficult for me to attend one whole session for 8-hours. A: Some seminars will be split and offered over two (2) evenings.

Q: I live out of state. Do I have to attend? A: You will need an agent, manager or designee to attend the training; however, the owner is ultimately responsible and liable.

Q: I own more than one unit how many seminars do I need to attend? A: You, your agent or designee need to attend one seminar.

Q: If I have attended a seminar in another town, will I be required to attend Hanover Park's training as well? A: If you have attended a seminar in another town within the last year, you *may* be exempt from attending Hanover Park's seminar pending approval. You still must provide a copy of the lease addendum you will be using in Hanover Park and provide the Crime Free Coordinator with a signed letter or certificate from the police department in the town which you attended the seminar.

Q: What is a Crime Free Lease Addendum and how do I get one? A: A Crime Free Lease Addendum is a form that you are required by ordinance to add to your existing lease (similar to a lease rider) that prohibit residents and their guests from engaging in criminal activity. This form must be signed by your resident when they renew their lease. A copy of the lease addendum you use needs to be provided to the Crime Free Coordinator at the training seminar you will be attending or you can e-mail your addendum to jprior@hpil.org Note: You are required to use the crime free addendum with all your future leases.

Q: Does the ordinance require a criminal background check for rental applicants? A: **No.** Thorough applicant screening is recommended and discussed in the seminar, however, the ordinance does not require criminal background checks.

Q: Does the ordinance require me to evict a tenant for one criminal incident?

A: **No.** The ordinance does require the use of a Crime Free Lease Addendum or similar wording in the body of the lease that makes criminal activity a cause for eviction.

Q: Doesn't the ordinance promote discrimination or profiling? A: **No.** The Federal Fair Housing Act, which is discussed during the seminar, has seven protected classes relating to a person's race, color, national origin, religion, sex, familial status or handicap (disability). A person's behavior is not a protected class.

Q: How can I be held responsible for the actions of my tenant? A: A rental property, regardless of size, is in fact a business operation. While the Village has the power to declare certain businesses a nuisance, it has the right and responsibility to do the same for troublesome rental properties.

Q: Will my rental license be suspended or revoked any time a crime happens?

A: **No.** Rental property that becomes excessive in nature by virtue of the type of criminal activity or amount of nuisance activity (as noted in the ordinance) that impacts the quality of life of a neighborhood will be notified. The owners who actively work with the police department in an attempt to resolve the problem should have no concern. The Village will not automatically suspend or revoke a rental license for a property that has residents or guests, who engage in criminal activity, or that meets the nuisance standard.

Q: What happens if I do not comply with the Crime Free Ordinance? A: By not complying with the ordinance you may subject yourself to being cited by the Village. If a citation is issued you will be required to appear in court and could be subject to fines. A rental license will not be issued until you become compliant with the ordinance.

Q: I rent to a family member and don't really have a lease. Do I still need to be compliant with the ordinance? A: **Yes.** You are still required to be compliant because you have a rental license. Although you are not required to have a lease for your property, you will be required to have a lease addendum.

Q: Am I able to bring my child to the seminar with me? A: **No,** children are not permitted at this seminar. Some of the material presented at the seminar is not appropriate for children under the age of eighteen (18) who could create a distraction in class.

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Sign up for the Crime Free Seminar on our website:

<http://www.hpil.org/Services/Police/Crime-Free-Multi-Housing-Program.aspx>