



## CAROL STREAM CRIME FREE MULTI-HOUSING PROGRAM FREQUENTLY ASKED QUESTIONS

**Q: I only rent one unit; do I have to attend the training seminar?**

A: Yes

**Q: What will I learn during the seminar?**

A: The seminar addresses these topics: Background Checks, Understanding Crime Prevention, CPTED Concepts, The Application Process, Community Rules/Leases, Active Property Management, Combating Crime Problems, and Dealing with Non-compliance. We will also explain the Carol Stream residential rental ordinance and Crime Free Lease Addendum.

**Q: When will seminars be held, and do I have to attend all eight hours?**

A: Seminars will be scheduled to meet the needs of the community. This will include seminars during business hours, as well as, evening and Saturday sessions.

**Q: I live out of state. Do I have to attend?**

A: You will need to appoint a local agent, manager, or designee to attend the training and oversee the property; however, the owner is ultimately responsible and liable. A local agent can simply be a friend or family member granted management rights.

**Q: I own more than one unit. How many seminars must I attend?**

A: You, or your designee, only need to attend one seminar.

**Q: If I attended a Crime Free seminar in another town, will I be required to attend a Carol Stream seminar as well?**

A: The requirement to attend may be waived at the discretion of the Crime Free Housing Coordinator, granted you can provide proof of attendance from the police department in the town that you attended a seminar. You will still be required to provide a copy of the Crime Free Lease Addendum you will be using in Carol Stream.

**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 prohibits residents and their guests from engaging in criminal activity. This form must be signed by all your residents when they enter or renew their lease. The addendum you will use requires the approval of the Crime Free Housing Coordinator. An example will be made available during the seminar for your future use.

**Q: Does the ordinance require a criminal background check for rental applicants?**

A: No. Thorough applicant screening is recommended and discussed at 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, which makes criminal activity a cause for eviction. Owners may be held accountable; however, if the property becomes a “nuisance” as defined by the ordinance.

**Q: How can I be held accountable for the actions of my tenant?**

A: A rental property, regardless of size, is in fact a business operation. Under the Residential Rental License ordinance, the Village maintains the right and responsibility to declare troublesome rental properties a nuisance.

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

A: No. The Carol Stream Police Department will make every effort to work with property owners in an effort to resolve problems as they arise. Owners who actively work with the police should have no concern. Owners will be notified if incidents at their property become excessive by virtue of the type and/or frequency of activity.

**Q: Doesn't the ordinance promote discrimination or profiling?**

A: No. The Federal Fair Housing Act, which is discussed in the seminar, has seven protected classes relating to a person's race, color, national origin, religion, sex, familial status or disability. A person's behavior is not protected. The Residential Rental License ordinance complies with all State and Federal laws.

**Q: What happens if I don't comply with the Residential Rental License 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 and court costs.

Contact the Crime Free Housing Coordinator  
with additional questions.  
(630) 668-2167

