



# Addison Police Department



Since 1993, the Addison Police Department, with the cooperation of private businesses and property owners, has been successfully implementing a **Private Property Loitering Program** to reduce the occurrence of loitering in common areas of private property and commercial area parking lots, by person(s) not actively involved in conducting legitimate business. Loitering can lead to other problems, such as vandalism and gang related activities.

The proposal that was used to design this program evaluated the concerns of property owners and their residents, businesses and their patrons, and the Addison Police Department. While this program will not make your property or business *'crime-free,'* we believe the following procedures will reduce the occurrence of loitering on your property and will be beneficial to all parties involved:

1. Use the Village "**Criminal Trespass**" ordinance.
2. Solicit letters for "**Permission to Enforce**" the ordinance from property/business owners where problems may occur.
3. Instruct property/business owners to call or to have the managers call when violations exist.
4. Police Officers make contact with those person(s) who are *'not actively involved in conducting legitimate business'* on the premises.
5. A **WARNING TICKET** will be issued for the first offense. A Warning Ticket file will be maintained for each location that participates in the program and arrests can be made for all person(s) that have been previously warned after the first offense. The Addison Police Department will sign the complaints against person(s) arrested after business hours.
6. Ask the property/business owners to post '**No Trespassing**' signs on the property.

We would like to stress the importance of '**No Trespassing**' signs. These signs will assist in sending a clear message *NOT* to loiter and/or *NOT* to engage in inappropriate activities. These signs may be purchased at any hardware establishment.

We are hoping that your participation in this program will reduce any problems that you and your property managers may be experiencing and will also reduce the possibility of property damage, criminal activity and/or civil liability.

To participate in the program, please take the following three (3) steps:

1. Fill out, sign, and return the enclosed **Private Property Loitering Program Form to the following address:**

Addison Police Department  
ATTENTION: Officer Marcus Rivera  
3 Friendship Plaza  
Addison, IL 60101

*If you have already filled out this form, you are signed up for the program. There is no need to sign up each year when you renew your license unless the building is sold. If you would like to verify if you are signed up, please contact Officer Marcus Rivera at (630) 693-7918.*

2. Notify *all* your managers on the property of the program.
3. Purchase and post ‘**No Trespassing**’ or ‘**No Loitering**’ signs.

If you have any questions, concerns, or need more information, please contact Officer Marcus Rivera at (630) 693-7918. Thank you for your interest in the Private Property Loitering Program.