



# Addison Police Department



Dear Manager:

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 commercial area parking lots and common areas of private property by person(s) not actively involved in conducting legitimate business. Loitering can lead to other problems such as broken glass, vandalism, and gang-related activities.

The proposal that was used to design this program evaluated the concerns of the businesses, their patrons, property owners, and the police department. While this program will not make your business or property "*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 manager 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 will be made for all person(s) who 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.

Juveniles loitering can be a problem for all businesses. We are hoping that your participation in this program will reduce the problems that you and your property managers are experiencing and also reduce the possibility of property damage, criminal activity and/or civil liability.

I would also 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.

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**. (Return to the Addison Police Department, Attention: Crime Prevention, 3 Friendship Plaza, Addison, IL 60101.)
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 Crime Prevention at (630) 543-3080. Thank you for your interest in the Private Property Loitering Program.

Respectfully,

Officer Omar Brucal #365  
Crime Prevention  
Addison Police Department  
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