



# Village of Spring Grove

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7401 Meyer Road Spring Grove, Illinois 60081  
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This informational guide is intended to provide you with an overview of the Village and some of the services we provide our residents. We are always open to any suggestions or input you may have to better our community, whether it involves municipal services, police protection, or community development. It is our goal to maintain our small town atmosphere through an open relationship with our residents.

## Government

The Village of Spring Grove operates under the Trustee-Village form of government. The Board consists of a President and six Trustees elected at large to serve overlapping four-year terms. Village Board meetings are held on the first and third Tuesdays at 6:00 p.m. at the Municipal Centre. Other commissions assist the Village Board in an advisory capacity, which are composed of residents. These residents contribute their time to planning, researching and analyzing issues that affect the quality of life in Spring Grove and are an integral part of Spring Grove's local government. Members of the following commissions are appointed by the Village Board:

**Architectural Review Commission.** The Architectural Review Commission reviews commercial and industrial building proposals and signage proposals. Based on their findings, the commission makes recommendations to the Village Board. The commission meets the 1st and 3<sup>rd</sup> Monday of the month at 6:00 p.m. as necessary.

**Planning & Zoning Commission.** The Planning and Zoning Commission reviews applications regarding amendments, special use permits and variances for zoning changes relating to the Spring Grove Zoning Ordinance and proposals for new subdivisions and resubdivisions. Based on their findings, the commission makes recommendations to the Village Board. The Commission meets the 1st & 3<sup>rd</sup> Wednesday of the month at 6:00 p.m. as necessary.

**Police Commission.** The Police Commission is charged with administering the testing process of promotions, and to conduct hearings on charges brought against sworn members of the Spring Grove Police Department. The commission meets as necessary.

**Police Pension Board.** The Police Pension Board is required by State Statute and is responsible for maintaining and managing the retirement assets accumulated from financial contributions by both active police officers and annual tax levy contributions. The commission meets quarterly and as necessary.

A schedule of meetings, meeting agendas and minutes are posted on the bulletin board inside the Municipal Centre as well as on-line at [www.springgrovevillage.com](http://www.springgrovevillage.com).

## Municipal Centre

The Municipal Centre located at 7401 Meyer Road, houses the Administrative, Building and Zoning, Police, Public Works and Recreation offices of the Village. The Municipal Center is open Monday through Friday, 8:00 am to 4:00 pm. The Municipal Centre is closed on Saturdays, Sundays and holidays.

# Village Departments

A staff consisting of administration, building and zoning, police and public works and recreation offices supports the community.

**Administrative.** The Administrative staff is responsible for the daily administrative and financial functions of the Village. This staff provides a number of services for the public and Village Board such as collection of fees, weed enforcement, business and voters registration and solicitation permits.

**Building and Zoning.** The Building and Zoning Department handles zoning administration, issuance of building permits, property maintenance and building code enforcement.

**Police.** The Police Department provides 24-hour police patrolling, including traffic control and property surveillance.

**Public Works.** The Public Works Department maintains Village-owned streets and rights-of-way and the perpetual caretaking of the Village's park system and open space preserves. Currently, there are 55 total miles of Village maintained streets and over 165 acres of developed park and open space.

**Recreation.** The Recreation Department offers a variety of activities for both the young and old. A program brochure is published three times a year (spring/summer, fall and winter). The brochures can be found online at [www.springgrovevillage.com](http://www.springgrovevillage.com).

## General Information

The following is a list of topics, in alphabetical order that may be of interest to residents. Please remember that this is a summary of a few Village codes. Village residents are responsible for knowing all laws of the Village. All of the laws and ordinances passed by the Village Board are compiled in the Spring Grove Municipal Code Book, which can be accessed on line at [www.springgrovevillage.com](http://www.springgrovevillage.com).

**Alarms.** The Village has an ordinance in place for residential and business alarms. The Ordinance stipulates that you may have three false alarms in a fiscal year, May 1 through April 30. If you exceed the maximum allowed there will be a fee of \$150 per occurrence imposed. If you have an alarm please stop by the Police Department and fill out an emergency alarm form or download the form at [www.springgrovepd.com](http://www.springgrovepd.com).

**Animals at Large and Rabies Tags.** Domesticated animals are not permitted to run at large and are required to be on a leash when not on the owner's property and must be under the owner's direct control. Village ordinance requires that, when walking a domesticated animal in or upon any public way or other public place in the Village, you must remove from the public way or other public place any excrement which may be deposited by the animal and immediately and properly dispose of it.

All dogs must have rabies shots and tags. Dog tags may be purchased at a local veterinarian.

**Building Permits.** If you are considering any additions or improvements to your home, first check with the Building Department at 815-675-2121 ext. 207 regarding necessary building permits. Building permits are required before most interior or exterior improvements are made. This includes roofs, fences, decks, patios, pools, sheds, and other accessory structures. Speaking of pools, any swimming pool which contains 24 inches or more of

water in depth requires a permit and a 4 ft. high fence with a lockable gate surrounding the pool. Residents are also encouraged to check your subdivision covenants before applying for a building permit.

**Burning.** Open burning is prohibited within the Village except as permitted below:

- Recreational fires; not larger than 3 ft. x ft. x 3 ft., and excludes leaves, grass or shrubbery clippings;
- Grills and barbecues;
- Leaves, brush and yard waste – April, May, October and November. **WEEKENDS ONLY**, dawn to dusk;

Visit [www.springgrovevillage.com](http://www.springgrovevillage.com) for additional regulations on burning.

**Community Events.** The community offers several events throughout the year.

- **Annual Easter Egg Hunt.** Bring the family for our annual Easter Egg Hunt held at the Richmond Burton Community High School. This activity is held two Saturdays before Easter and is open to children 10 years of age and younger.
- **Memorial Day Parade and Ceremony.** A short procession parade beginning at 9:00 a.m. from the Spring Grove Fire Department to Horse Fair Park followed by a short ceremony to honor our fallen soldiers.
- **Friday Night Fish Boil.** Our annual fish boil to benefit renovations at Hatchery Park is held in June. Bring the family and friends to Horse Fair Park to enjoy boiled fish and potatoes and grilled chicken and ribs.
- **Fourth of July Parade and Celebration.** Beginning with a parade down Main Street at noon our celebration continues to Horse Fair Park where you can bring the whole family and enjoy a fun filled day of food, drinks, games, pony rides, music and much, much more. Our annual celebration is held every year *on* the Fourth of July.
- **Spring Grove Golf Day.** Location and time are determined yearly with the ladies being held the 2<sup>nd</sup> Thursday in August followed by the men's outing which is held the 3<sup>rd</sup> Thursday in August.
- **Annual Tree Lighting Festival.** Our annual tree lighting celebration is held the 1<sup>st</sup> Saturday in December. Bring the whole family to Horse Fair Park and visit with Santa and his elves as we light the Christmas tree. Enjoy hot chocolate, cookies, crafts and music while visiting with friends and neighbors.

**Curfew in the Village.** The Village follows the State law, which states that from Sunday through Thursday, curfew is 11:00 pm for youths under seventeen. Curfew is midnight on Friday and Saturday. There are exceptions made for individuals who are going to/from any school, political, or religious event, when this purpose is evident.

**Dead Animal Collection/Wild Animals.** The Public Works Department will pick up any deceased animals located in the street or on Village rights-of-way. Call the Public Works Department at 815-675-2121 ext. 300 for this service. For wild animals, call the McHenry County Animal Control at 815-459-6222. The village makes it a priority to preserve open space when possible. These areas are oftentimes home to coyotes, fox, deer and other wild animals. These animals are creatures of the State, and are not regulated by the Village of Spring Grove. The U.S. Fish and Wildlife Service website, [www.fws.gov](http://www.fws.gov), has additional information on habitat conservation and other relevant issues.

**Emergency Warning Sirens.** On the first Tuesday of every month, the Village tests the outdoor emergency warning siren system. The system will be activated at approximately 10:30 a.m. and will sound a solid blast siren for three minutes.

**Fireworks.** Unlicensed fireworks use or display violates Village ordinance. Any such activity may result in arrest and/or fines. The community hosts its annual 4<sup>th</sup> of July Celebration each year on the 4<sup>th</sup>. Bring the whole family to Horse Fair Park for this fun filled day.

**Garage Sales/Yard Sales.** The Village does not require a permit to have a garage or yard sale. However, signs shall not be installed prior to 12 hours in advance of the sale; must be removed immediately following the completion of the sale; and shall not exceed 6 sq. ft. in area. No more than one garage sale sign is permitted on a given lot except for a corner lot in which one sign may be displayed to each public street upon which it has frontage.

**Garbage, Recycling and Yard waste.** The Village has contracted with Flood Brothers Disposal (630-261-0400) to provide residential refuse, recycling, and landscape waste collection. Please contact Flood Brothers to establish an account. Visit our Garbage, Recycling and Landscape Waste webpage to find information on frequently sought topics, such as when your garbage day is, how to dispose of yard waste, electronic recycling, etc.

**History.** The Village Spring Grove was originally established in 1847 under the name of Blivin Mills. In 1883, the name was changed to Spring Grove because of its many springs and groves of trees. The village was incorporated on October 6, 1902. Spring Grove was predominately an agricultural community; in fact, the first upright silo constructed in North America was built in 1873 on a small farm located in Spring Grove. A memorial marker and replica stands today in Lyle Thomas Park to pay tribute to this historical site. If you would like to know more about the history of spring Grove, you may purchase a booklet from the Village office for \$20.

**Home Occupations.** Home occupations are more abundant than ever as computer technology allows employees to work from the comforts of their own home. While the Village does not register home occupations, there are regulations with provisions to ensure that the home occupation is compatible for the residential zoned district to maintain and preserve the character of our residential neighborhoods. For additional information on home occupation regulations please visit our website, [www.springgrovevillage.com](http://www.springgrovevillage.com), or call the Building and Zoning Officer at 815-675-2121 ext. 207.

**House Watch.** The Police Department provides this service for vacationers. Take advantage of this program and feel secure that your home is guarded while you are away. Once a request is in effect, officers stop to physically check doors and windows. Stop by the Police Department to fill out a House Watch form or download it from their website at [www.springgrovepd.com](http://www.springgrovepd.com). Any questions contact the Police Department at 815-675-2596.

**Library.** As a resident of the Village, you are eligible for free services at the Nippersink District Library. The library is located at 5418 Hill Road in Richmond. The library houses an extensive collection of books, magazines, music, videos and audiobooks. Additional services provided by the library include public access computers, story hours, reading programs and reference services. For more information on the library visit their website at [www.nippersinklibrary.org](http://www.nippersinklibrary.org).

**Mailbox Replacement.** Unfortunately, during the snowplowing season, mailbox damage may occur from our snowplows. It is the policy of the Village that only mailboxes that are directly struck by a village snowplow during snow removal operations will be replaced by a standard post and box when conditions permit. Any mailbox damaged by the weight of the plow discharge (snow exiting the end of the plow) will not be eligible for replacement. If your mailbox is struck, a temporary replacement will be provided until repairs can be made in the spring. In instances where the post and/or box are damaged due to discharge of snow, temporary mailboxes are available for use but must be returned when the property owner makes the necessary repairs or by April 30. The Village will not be responsible for the full replacement cost of mailboxes, including custom mailboxes. Residents who choose to replace their own mailbox can ask for a reimbursement of up to \$50. Reimbursement will not be given until proper documentation has been provided to the Village to show proof of repair. If your mailbox is damaged, contact the Public Works Department at 815-675-2121 ext. 300.

For mailbox instructions, please refer to the US Post Office.

**Masonry mailboxes** and posts require a permit to be obtained from the Village prior to installation. The permit fee for Masonry mailboxes is \$50.

**Mulch Available.** During the summer, the Public Works Department has free mulch available to Spring Grove residents. You may pick it up at Lyle Thomas Park, 7816 Blivin Street, at the end of the parking lot. Sorry, we do not deliver mulch.

**Parking on Village Streets.** The Village prohibits parking on Village streets other than on designated parking shoulders on Blivin and Main Street, from 2:00 am to 6:00 am. Residents with special issues, such as driveway paving, resurfacing or repair or a large gathering that would require extra parking should contact the Police Department at 815-675-2596.

**Parks and Recreation.** The Village offers many parks throughout the community as well as a recreation program in conjunction with the Village of Richmond and Burton and Richmond Townships. You can view the current recreation brochure on the village's website, [www.springgrovevillage.com](http://www.springgrovevillage.com).

Lyle Thomas Park is home to one of four canoe launches/landings along the Nippersink Creek. The Nippersink Creek Canoe Trail is one of the most beautiful canoe trails in Northern Illinois. Other recreational activities in and around Spring Grove are biking and hiking paths, camping, boating, fishing, horseback riding, snowmobiling, ice skating, baseball, football, soccer and volleyball. Many of these activities can be found at the local and surrounding parks such as Spring Grove Park, Thelen Park, Horse Fair Park and the beautiful Chain O' Lakes State Park and Glacial Park.

**Post Office.** The Spring Grove Post Office is located at 2410 Westward Drive. Their phone number is 815-675-2161.

**Property Taxes.** Yearly tax bills are sent to your home in May payable in 2 installments: June and September. Your current tax bill reflects approximately 2.25% - 2.50% of the sale of your home. The following is an approximate breakdown of how your taxes are distributed: Library District – 2%, Conservation District – 3%, Township – 3%, Village – 4%, Fire District – 6%; County – 10% and Schools – 72%.

If for any reason you do not receive your tax bill please contact the County Treasurer's Office at 815-344-4260 or contact your township supervisor with any questions you may have.

**Rights-of-Ways.** The Village maintains a road right-of-way of approximately 60 feet in width throughout the community. The right-of-way is generally a paved portion, a concrete curb, (or gravel or grass shoulder), and grass ditches. The entire design and construction adhere to strict Department of Transportation standards specifically engineered to handle movement of motor vehicles and proper drainage of water along the roads.

Plantings and other items such as boulders and fences could cause blockage or hazards that interfere with designed use of the right-of-ways. If you plan to do any work in these areas please contact the Public Works Department at 815-675-2121 ext. 300 before you begin to avoid any hardship.

**Senior Transportation Program.** Richmond Township provides curb service to Spring Grove seniors, 55 or older, for a nominal fee. Please contact the Richmond Township Supervisor at 815-678-0077 for more information or to schedule an appointment.

**Sign Repair/Installation.** If you notice that traffic sign or street sign has fallen down or is missing, please contact the Public Works Department at 815-675-2121 ext. 300.

**Snow Plowing and Removal.** The Public Works Department is responsible for snow removal on all village-owned streets. Other units of government maintain Routes 12 & 173, Spring Grove Road, Blivin Street, Main Street east of Richardson Road, Richardson Road and Wilmot Road. Major streets, roads and intersections are cleared first. Primary connector streets are cleared next, followed by cul-de-sacs and dead end streets. Visit the Village's website for more specific information.

Driveway, private road, and parking lot snow clearing should be conducted in such a way no snow from private property is left on the paved portion of the municipal roadways. This can create potentially hazardous conditions for motorists and increases overtime necessary for plow drivers to replot impacted areas. If your driveway is configured so there is no place to plow all your snow onto your own property, any snow that has been pushed onto the municipal roadway as a result of your driveway plowing must be cleared from the roadway immediately after your driveway is cleared. In addition, the snow must be pushed at least three (3) feet from the edge of the curb or edge of pavement. Please note that Public Works crews have been instructed to report any violations to the Spring Grove Police Department for enforcement action.

Kindly forward this information to any parties responsible for snow clearing at your property in order to help us to keep our municipal roadways safe during the winter season. Thank you for helping us in our efforts!

**Solicitors/Handbills.** It is unlawful for any solicitor to engage in solicitation upon any public right-of-way or property within the Village without first having obtained a license to do so from the Village. If someone comes onto your property for the purpose of soliciting, you should request they show proof of a license issued by the Village. "No Solicitors Invited" placards are available at the Municipal Centre, which should be placed in a window near the front door or on the front door. If one comes to your door and you are concerned, please call the Police Department at 815-675-2596. The distribution of handbills is also prohibited without a license.

**Street Light Repairs/Outages.** All streetlight repairs and outages are handled by ComEd, unless you live in the Thousand Oaks and Heartland Crossing subdivisions, then they are handled by the Homeowners Association. You may contact ComEd to report problems or outages at 1-800-334-7661. You may also contact the Village to report a streetlight repair or outage at 815-675-2121 and we will contact ComEd on your behalf.

**Utility Locates.** If you are planning on doing any excavating in your yard (such as putting up a fence, installing a swing set, building a deck, or adding new trees and shrubs), you must call the J.U.L.I.E. hotline at 800-892-0123 to have your utilities located. This is for your own safety and that of professional and non-professional excavators.

**Vehicle Stickers.** All residents and businesses of the Village are required to purchase a vehicle sticker annually for each car, truck and motorcycle operated and/or housed in the Village overnight. Vehicle stickers must be purchased and displayed by October 1<sup>st</sup> of each year to avoid a late penalty. New residents and those replacing vehicles have 30 days to purchase their sticker.

**Voter Registration.** Spring Grove residents can register at the Municipal Centre. You must provide two forms of identification, one with your current address another showing your full legal name.

**Voting/Polling Places.** Spring Grove residents will vote at one of the following locations depending on their township and precinct. Subdivisions are *italicized* following the location of the polling location.

- **Burton Township Precincts 1, 2 & 3** polling place: Spring Grove Fire House at 8214 Richardson Road: *Breezy Lawn, Fox Woods, Orchard Bluff Estates, Preservation Oaks, Red Oak Estates, Spring Hill Trails, Springdale Trails (East of Bonner Lane), Stone Creek Crossing, Walnut Ridge and Wilmot Farms.*
- **Richmond Township Precinct 1** polling place: Nippersink Public Library at 5418 Hill Road: *Forest Ridge and The Preserve.*
- **Richmond Township Precinct 2 and 4** polling place: Village of Spring Grove (off Route 12): *English Prairie, Fieldstone Ridge, Green Ridge, Highland Estates, North Ridge, Nottingham Woods, Oak Valley Estates and Hills, Pine Meadows, Sanctuary Estates, Springdale Trails (West of Bonner Lane), Spring Grove Estates, Spring Meadows, Spring Oaks, Stonegate, Thousand Oaks and White Tail Crossing.*

**Water and Sewage Disposal.** All residences are served by private wells and septic systems. There are some residential properties along Route 12 and Blivin Street that have sewer systems.

**Weed Control.** The Village has a strict ordinance in place to control lots becoming overgrown. All lots in the Village are monitored on a timely basis and therefore grass and weeds should not exceed twelve inches in height on vacant lots or eight inches on improved property. Trees, bushes, flowers or other native plants are not regulated by this ordinance. Problems or questions can be addressed by calling 815-675-2121.

**Weekly Village News.** The Village issues a weekly e-Newsletter. To sign up for our e-Newsletters please email Laura Frumet at [lfrumet@springgrovevillage.com](mailto:lfrumet@springgrovevillage.com)

# Contact Information

## Village of Spring Grove Phone Numbers

Municipal Centre .....	815-675-2121
Police Department .....	815-675-2596

## Village of Spring Grove Websites

24-7 Government Access .....	<a href="http://www.springgrovevillage.com">www.springgrovevillage.com</a>
Police Department .....	<a href="http://www.springgrovepd.com">www.springgrovepd.com</a>

## Emergency Numbers

Spring Grove Police and Fire .....	911
McHenry County Sheriff .....	815-338-
Poison Control Center .....	800-942-5969

## Fire Protection District Phone Number and Website

Spring Grove .....	815-675-2450
	<a href="http://www.springgrovefire.com">www.springgrovefire.com</a>

## Drivers Services Department Phone Number and Website

Woodstock & Lake Zurich .....	312-793-1010
	<a href="http://www.cyberdriveillinois.com">www.cyberdriveillinois.com</a>

## Education Phone Numbers and Websites

Nippersink School District #2 .....	815-678-4242
	<a href="http://www.nippersinkdistrict 2.org">www.nippersinkdistrict 2.org</a>
Spring Grove Grade School .....	815-678-6750
Richmond Grade School .....	815-678-4717
Nippersink Middle School .....	815-678-7129
Richmond Burton High School District #157 .....	815-678-4525
	<a href="http://www.rbchs.com">www.rbchs.com</a>
McHenry County Community College .....	815-455-3700
	<a href="http://www.mchenry.edu">www.mchenry.edu</a>

## Library District Phone Number and Website

Nippersink .....	815-678-4014
	<a href="http://www.nippersinklibrary.org">www.nippersinklibrary.org</a>

## Medical Services Phone Numbers and Websites

Northwestern Medicine McHenry Hospital .....	<a href="http://www.nm.org">www.nm.org</a>
Hospital (McHenry) .....	815-344-5000
Hospital (Woodstock) .....	815-338-2500
Mercy Health System .....	<a href="http://www.mercyhealthsystem.org">www.mercyhealthsystem.org</a>
Clinic (McHenry) .....	815-344-4499
Immediate Care (McHenry) .....	815-578-2020
Hospital (Harvard) .....	815-943-5431
Advocate Health Care .....	<a href="http://www.advocatehealth.org">www.advocatehealth.org</a>
Hospital (Barrington) .....	847-381-9600



### Other Government Entity Phone Numbers and Websites

Burton Township .....	www.burtontwp.com
Burton Township Road Commissioner .....	815-675-6510
Burton Township Supervisor .....	815-675-9139
Burton Township Tax Assessor .....	815-355-5021
McHenry County .....	815-334-4000
McHenry County Conservation District .....	www.co.mchenry.il.us
McHenry County Conservation District .....	815-3338-6223
McHenry County Conservation District .....	www.mccdistrict.org
Richmond Township .....	www.richmond-township.com
Richmond Township Road Commissioner .....	815-678-4196
Richmond Township Senior Transportation .....	815-678-0077
Richmond Township Supervisor .....	815-678-0077
Richmond Township Tax Assessor .....	815-678-2014
State of Illinois .....	www.illinois.gov

### Sport Organizations Websites

Richmond/Spring Grove Baseball and Softball .....	www.rsgbaseballandsoftball.org
Northern United FC (soccer) .....	www.northerunitedfc.org
Richmond Wrestling Club .....	www.richmondwrestling.club
Stateline Comets Football .....	www.statelinecometsfootball.com
Stateline Comets Cheerleading .....	ww.slccheer.com

### Transportation Phone Numbers and Websites

McHenry County Division of Transportation .....	815-344-4960
McHenry County Division of Transportation .....	www.co.mchenry.il.us/departments/dot
Illinois Tollway .....	www.illinoistollway.com
Metra .....	www.metrarail.com
O'Hare International Airport .....	www.ohare.com

### Utility Phone Numbers

ComEd Electric .....	800-334-7661
Frontier Telephone, Internet, and Cable .....	877-462-8188
Flood Brothers Disposal .....	630-261-0400
J.U.L.I.E. .....	800-892-0123
Nicor Gas .....	888-642-6748
Mediacom Cable, Internet, and Telephone .....	800-824-6047