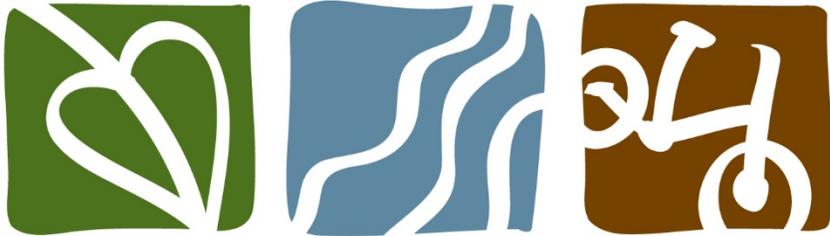


# Welcome to



# BELLEVILLE

Small community...big heart!

For new residents and businesses, Village of Belleville staff has assembled a packet of information to supplement the *Belleville Community Guide* that addresses frequently asked questions and provides other information. Also, for your convenience, please find attached specific telephone numbers and e-mail addresses for the various Village Departments. Feel free to contact any department staff member with any questions you may have.

**We look forward to having you as a Village resident.**

<b>WEBSITE:</b>	bellevillewi.org
<b>EMAIL:</b>	info@villageofbelleville.com
<b>PHONE:</b>	608-424-3341
<b>HOURS:</b>	8 a.m. to 5 p.m., Monday through Friday
<b>ADDRESS:</b>	24 W. Main Street
<b>MAILING:</b>	PO Box 79, Belleville, WI 53508

**Below are summaries of the more frequently asked questions about living in Belleville. For more information, please call, email, visit us on-line at [bellevillewi.org](http://bellevillewi.org), or visit Village Hall during regular office hours.**

**Population for the Village of Belleville:** 2,375 as of January 1, 2014. Belleville is located in two counties, Dane and Green.

## **BUILDING PERMITS & ZONING:**

A building permit is required whenever there is any alteration, enlargement or demolition of an existing building and any installation therein of electrical, gas, heating, plumbing or ventilating equipment. This would include any building construction, reconstruction, expansion or conversion.

### ***Where do I get a building permit?***

You may obtain a general permit application form from the Building Inspector or at [bellevillewi.org/Forms](http://bellevillewi.org/Forms). The Village's Building Inspection Company is General Engineering. Office hours are held at Village Hall on Thursday mornings, or you may call 608-697-7776 anytime.



### **Information needed for Accessory Buildings – Including Swimming Pools & Decks:**

1. Plans and Description of Building.
2. Survey or Plot Plan of Property.
3. Erosion Control Plan, if breaking ground.
4. Zoning Approval.

**Below are summaries of the more frequently asked questions pertaining to our Village Code of Ordinances. This is not a comprehensive listing of all the Village rules and regulations. For a complete listing of Village Codes, residents can call Village Hall for assistance on a certain topic, review the Municipal Code on-line at [bellevillewi.org/Codes](http://bellevillewi.org/Codes), or visit Village Hall during regular office hours and browse through the Municipal Code Book.**

**Boats, RV's, Campers** – Boats, boat trailers, animal trailers, snowmobiles, snowmobile trailers, and other non-motorized trailers or off-road motor vehicles cannot be parked upon any street, avenue, or public right-of-way without permission from the Police Department.

**Family Day Care** – A dwelling licensed as a day-care center by the Department of Children and Families under § 48.65, Wis. Stats., where care is provided for not more than eight children, is generally allowed in residential areas.

## **Fences – Do I need a permit to build a fence?**

**Yes** – You must first obtain a building permit from the Building Inspector. The fence must be inside the property line setback and cannot be put in an easement. If you cannot find your property lines, a survey may have to be done to find the property lines. This is the responsibility of the property owner.

### **What are height requirements?**

Generally, except as provided in Section 615-36 of the Code, a fence or wall may be erected, placed, or maintained along or adjacent to a lot line on residentially zoned property to a height not to exceed eight feet above the ground level. No fence that is located in a required front or corner side yard shall exceed a height of three feet. Where such lot line is adjacent to a nonresidential zoned property, there must be a ten-foot limit on the height of a fence along such lot line.

**Firewood Storage** – No person may store firewood in the front yard on residentially zoned property, except that firewood may be temporarily stored in the front yard for a period of 30 days from the date of its delivery. Not more than 15% of the side and rear yard may be used for storage of firewood at any one time.

Firewood should be neatly stacked and may be stacked not closer than two feet to any lot line and not higher than six feet from grade, except adjacent to a fence where firewood can be stacked against the fence as high as the fence. "Fence" as used in this section shall not include hedges and other vegetation.

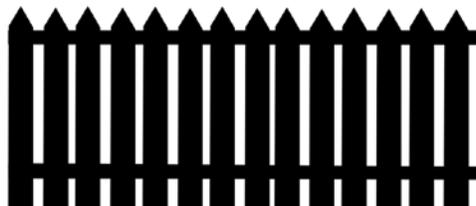
**Garage Sales & Signs** – Signs for nonprofit public, charitable or religious institutions and rummage/garage sale signs are temporarily allowed in public rights-of-way for a period not to exceed 72 hours.

**Home Based Business/Home Occupation** – The Village allows people to work out of their residential dwellings. No Village approvals are required if the home based business follows the minor home occupation code requirements. More intense home occupations are considered major home occupations and require Village approval.

**Home Owner's or Condo Associations** – Some residential subdivisions may have additional covenants and restrictions that are more restrictive than Village Codes. Village staff does not enforce such covenants/restrictions. Prior to any improvements to your residential property, the home owner is responsible for ensuring compliance with your Home Owner's Association's rules.

**Noise Concerns** – Direct noise complaints to the Police Department or if the noise is related to construction activities, the Department of Public Works. Construction activity is generally allowed between the hours of 7 a.m. – 10 p.m., seven days a week (Code Section 395-8).

**Property Maintenance** – Direct complaints about property maintenance, including but not limited to, chipped paint, broken windows, hanging gutters, weeds and long grass to Village Hall.



## **BURNING:**

### **Cooking/Recreation Fires: Outdoor Burning & Campfires**

1. Outdoor campfires for cooking, ceremonies or recreation are allowed, provided that the fire is confined by a control device or structure such as a fire ring or fire pit. Bonfires are allowed only if approved by and in accordance with provisions established by the Fire Chief.
2. Open burning of yard waste is not allowed. A permit issued by the Fire Department is required for open burning.
3. Except for barbecue, gas and charcoal grills, no burning shall be undertaken within 10 feet of any combustible material, combustible wall or partition, exterior window opening, exit access or exit unless authorized by the Fire Chief.
4. **Existing permanent fire pits and grills that were constructed prior to this enactment are exempt.**

### **Definitions:**

**BONFIRE** - An outdoor fire that has a radius of three feet or greater and/or a flame height of 18 inches or more.

**CAMPFIRE** - A small outdoor fire that has a radius of less than three feet and a flame height of less than 18 inches that is intended for recreation or cooking, not including a fire intended for disposal of waste wood or refuse.



### **Materials that may not be burned:**

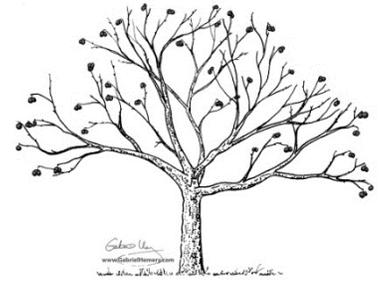
Unless a specific written approval has been obtained from the Department of Natural Resources, the following materials may not be burned in an open fire, incinerator, burn barrel, furnace, stove or any other indoor or outdoor incineration or heating device. The Village of Belleville will not issue a permit for burning any of the following materials without air pollution control devices and a written copy of an approval by the Department of Natural Resources.

1. Rubbish or garbage, including but not limited to food wastes, food wraps, packaging, animal carcasses, paint or painted materials, furniture, composite shingles, construction or demolition debris or other household or business wastes.
2. Waste oil or other oily wastes, except used oil burned in a heating device for energy recovery subject to the restrictions in Ch. NR 679, Wis. Adm. Code.
3. Asphalt and products containing asphalt.
4. Treated or painted wood, including but not limited to plywood, composite wood products or other wood products that are painted, varnished or treated with preservatives.
5. Any plastic material, including but not limited to nylon, PVC, ABS, polystyrene or urethane foam, and synthetic fabrics, films and containers.
6. Rubber, including tires and synthetic rubber-like products.
7. Newspaper, corrugated cardboard, container board, office paper and other materials that must be recycled in accordance with Chapter 505, Waste Management, of this Code, except as provided in Subsection I of this section.

### **Burn barrels:**

No person shall use or maintain a burn barrel in the Village of Belleville.

## **PARKS:**



### ***Where are the parks located?***

- **Community Park** is next to Lake Belle View off Highway 69 north.
- **Library Park** is located at the intersection of Highway 69 and Highway 92 across the street from the Police and Fire Department and is circled by East Main Street, South Park Street, East Pearl Street and South Vine Street. The park features the Old Library building and a fountain.
- **Blaser Park** is located on the north side of the Village off Highway 69 at the intersection of Karl Avenue and Jon Street.
- **Sugar River Park** is located southeast of the Village, near the Wastewater Plant on Remy Road.
- **Greenview Park** is located on the south end of the Village, on Blaser Drive.

### ***Is it possible to reserve one of the parks?***

Yes, call 424-3341 to check availability. You will need to complete a Permit for Park Use application.

### ***What is the fee for park use?***

There is a use fee of \$25 for Village residents, and \$35 for non-Village residents. Also, a security deposit of \$100 will be requested at the time of your reservation. Damage to parks will be charged to your security deposit and applicant will be responsible for any additional cost of damage.

### ***What are the hours for parks?*** 6 a.m. – 10 p.m.

### ***Can I bring my pet?***

Yes, but pets must be leashed at all times and owner must remove all fecal matter.

### ***What are the rules for using a park?***

- No overnight camping.
- Motor vehicles are restricted to roads, drives and parking areas.
- No vehicle shall be operated in a park in excess of 15 miles per hour (unless otherwise posted).
- No thru traffic is allowed during ball games.
- Proper disposal of trash and recyclables is required.
- Picnic tables, benches or other park equipment cannot be removed from park. If picnic tables are removed from under shelters, they must be placed back by same party.
- Bill posting is not allowed.
- No person shall shoot or throw stones, arrows or missiles in or into any park or at the geese.
- No driving of posts or stakes in any park without Public Works approval. After approval, the applicant is responsible to contact Diggers Hotline 1-800-242-8511 one week prior to event for location of all buried utilities. Flags must be removed at the end of the event.
- Do not feed or harass the geese.

## BELLEVILLE POLICE DEPARTMENT

31 East Main Street  
(608) 424-3129



### Office Hours

Monday	7 a.m. to 1 p.m.	and 2 p.m. to 6:30 p.m.
Tuesday	9 a.m. to 1 p.m.	and 2 p.m. to 6:30 p.m.
Wednesday	9 a.m. to 1 p.m.	
Thursday	9 a.m. to 1 p.m.	and 2 p.m. to 6:30 p.m.
Friday	9 a.m. to 1 p.m.	and 2 p.m. to 6:30 p.m.

### Information Regarding Select Services

#### Bicycle Licensing

Bikes may be registered at the Belleville Police Department. The cost is \$1.00 per tag, which is attached to the bike. A database is maintained, and found bikes with tags can be traced to the owners.

#### Curfew

Curfew for anyone under age 18 is 11 p.m. (See *Village Ordinance 331-1* for exceptions to the curfew and penalties for curfew violations.)

#### Parking Rules

- Calendar Parking Regulations are enforced November 15 through April 1. (See *Village Ordinance 493-17* or "Winter Information".)
- There is a 48-hour parking limitation throughout the Village. Vehicles that are parked longer than 48 hours are subject to a parking citation. (See *Village Ordinance 493-11(A)*.)
- Other parking violations include Parking Against Traffic (including parking backwards in angled parking spaces) and Parking of Restricted Vehicles. (See *Village Ordinance 493-23* for the vehicles that are restricted from street parking, which include trailers, boats, off-road vehicles, and other types.)
- The fine for parking violations is \$20 per occurrence and doubles to \$40 after ten days. Vehicle license registrations can be suspended and new license registrations denied for owners not paying parking citations within 28 days.

#### Pet Rules

Village residents are limited to owning no more than three dogs and three cats. All animals must be licensed. Licenses may be purchased at Village Hall. (See *Village Ordinance 191-3* for details, including proof of vaccination requirements.) Pets must be leashed at all times when off the owner's property. Pet owners must remove animal feces left in any public area.

#### Property Check

Residents may request the Police Department check their residence periodically while they are away. A Premises Check form is attached and may be picked up and completed at the Police Department.

## **PUBLIC WORKS:**

*Office Hours 7:30 am – 4:30 p.m., Monday – Friday*

Located at 20 River Street

### **REFUSE/RECYCLING:**

#### **When is garbage picked up?**

Every Wednesday of the month by Pellitteri Waste Systems. A calendar is enclosed.

#### **If a holiday falls on pick up day, when should I put out the garbage/recyclable containers?**

Garbage/recycling will be picked up the day after the holiday. New Year's Eve and Christmas Eve are not considered holidays, so garbage/recycling will be picked if it is a regular pick up day.

#### **When are recyclables picked up?**

Every other Wednesday.

#### **When do I have to have garbage/recyclables to the curb?**

Before 7 a.m. of the scheduled collection day.

#### **Where should I put the garbage/recyclable containers?**

Please place your containers with the lid opening towards the street with a minimum of three feet between each container and other objects (car, tree etc.).

#### **What should I do if I have garbage or recycling that doesn't fit in the carts?**

If you need a larger trash cart, see the order form that was delivered with your cart or contact Pellitteri.

You may place extra recycling in clear bags next to your cart. Please make sure the bags are clear.

Note: You **MUST** have a cart out in order for Pellitteri to stop.

#### **What should I do if my cart pickup is missed?**

Call Pellitteri at 1-800-400-4285 or (608) 257-4285 or email them at [info@pellitteri.com](mailto:info@pellitteri.com).

### **RECYCLING & SPECIAL WASTE:**

#### **How do I dispose of white goods?**

"White goods" are refrigerators, washers, dryers, stoves, freezers, air conditioners, dishwashers, central heating/cooling units, water heaters, etc. Please make a list of the items you want to discard, including the type of material they are made out of. Then call Pellitteri at (608) 257-4285. They will give you instructions and schedule your pick-up on the next available date. If you have large amounts of material to discard please visit their website or call them about temporary dumpster services. All appliances must be placed at the curb in one piece, except DOORS should be removed for safety.

#### **Is there a fee?**

Yes, this fee must be paid to Pellitteri before the item will be picked up. Check with Pellitteri for fee information.

**How do I dispose of bulky garbage?**

To dispose of bulky garbage like furniture, call Pellitteri at (608) 257-4285. They will give you instructions and schedule your pick-up on the next available date. A fee will be charged. Or you can wait until spring or fall clean up day. Watch the website for details.

**What do I do with waste oil? (No charge)**

Take waste oil to the drop-off site (see below for hours and location). It can be put in the receptacle by the dumpster marked **waste oil only**. (NO paints, antifreeze, solvents, gas, paint thinners, or other flammable liquids or pesticides can be accepted.) Call Dane County Clean Sweep at 243-0368.

**How can I dispose of electronic goods?**

The Village of Belleville now has a drop-off site for electronic goods that will later be picked up and disposed of correctly by Pellitteri Waste Systems. Call 424-3666 before going to the site.

Location: Public Works Garage, 20 River Street

Drop-Off Times: Monday thru Friday between 7:00 a.m. and 3:00 p.m.

**YARD WASTE:****Lawn waste:**

Grass clippings and leaves may not be blown or placed in the street.

**When is brush pick up?**

Brush is collected the first and third Monday of each month, year round.

**What size brush can I put at the curb?**

Brush must be six inches in diameter or smaller and cut into lengths that one person can lift.

**What if I want to cut a tree, large branches or a large amount of brush?**

Contact the Public Works Department at 424-3666 before you do to make arrangements. An hourly fee for equipment and labor will be charged.

**Does the village pick up leaves?**

Leaves are picked up every Monday, in the fall. Leaves must be in bags and placed at the curb.

Bags with grass, sticks, garden refuse and stones, etc. in them will not be taken. The leaves are used for farm bedding and compost.

**Where can I drop off yard waste on my own?**

Residents can bring leaves, grass clippings, yard raking and garden refuse to the compost drop-off site at no charge. See below for hours and location. This material will be spread on farm fields. No stones or sticks can be placed with these materials. All bags or boxes must be emptied and taken back home. No kitchen waste will be accepted.

**Location & Open Hours:** 531 E. Pearl Street

- **January, February, March, November and December: CLOSED** for the season.
- **April, May, September and October:** Open every Monday night 5–7 p.m. and every Saturday from 9-10 a.m.
- **June, July and August:** Open every Monday night 5-7 p.m. and the **THIRD** Saturday 9-10 a.m.
- If a **holiday** falls on a Monday, the facility will be open the first work day following the holiday.



## **TAXES & ASSESSMENTS:**

### **TAXES:**

Real Estate Taxes may be paid in full or by installments. The first installment must be paid on or by January 31st. Real Estate Taxes of \$99.99 or less must be paid in full. Taxes may be paid by mail, in person at the Village Hall, online, or in our night deposit box. Second installment must be paid to the County Treasurer on or before July 31st.

Regular office hours are Monday-Friday 8 a.m. to 5 p.m. We will be open 7 a.m. to 7 p.m. during the last week in December. Exact dates and holiday hours and information about how your bill is calculated will be mailed with your bill during the next tax season. Visit the Dane County or Green County Treasurers web sites to print copies of tax bills and receipts, and for billing information.

### **ASSESSMENTS:**

An **assessment** is the value placed upon your property by the Village's assessor, which is Associated Appraisal. This value determines what portion of the local property tax levy will be carried by your property. Each property is described in books called assessment rolls that are open for examination at Village Hall during regular office hours. Assessed values may also be viewed at the Village's web site at [bellevillewi.org/Links](http://bellevillewi.org/Links) (click on Associated Appraisal Consultants Inc.).

The law requires that property be valued from actual view or from the best information that can be practicably obtained. Each year's assessment is a "new" assessment. The assessor is not obligated to keep the same assessment year after year but rather has a duty to keep all property at market value. Therefore, the assessor may change your assessment because of building permits or sales activity even though an actual inspection of the property has not been made.

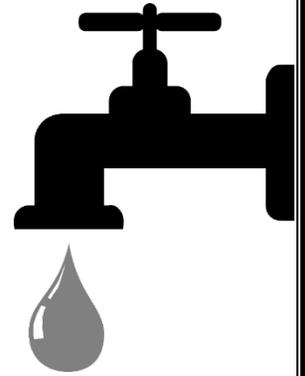
The **Board of Review** meets during the 30-day period beginning with the 2nd Monday in May and you will receive your tax bill in December. The time to check your assessment is after the assessment is completed in March or April so you may appear before the Board of Review if you wish. Shortly after you receive your December tax bill, the cycle will start over with a new assessment on your property as of January 1.

It is highly recommended that you make an appointment to meet with the assessor prior to the Board of Review to examine your assessment records. "**Open book**" refers to a period of time before Board of Review when the completed assessment roll is open for examination. The assessor will be present at Village Hall for at least 2 hours while the assessment roll is open. The Village will publish and post a notice around the Village and on its web site specifying the open book date at least 15 days before the first day the assessment roll is open for examination.

When you meet with the assessor, review the records for your property and discuss how your assessment was made. Time spent discussing your assessment with the assessor may eliminate the need for a formal appeal to the Board of Review. Instructional materials on appealing your assessment to the Board of Review will be available at the open book. At open book, the assessor is allowed to make any changes that are necessary to correct the assessment roll.

If a property owner denies entry to view the property, the assessor will send a certified letter requesting admittance to the property to view it. If the property owner still refuses admittance, the assessor will value the property using the best evidence available. **Furthermore, the property owner will not be able to appear before the Board of Review.** Most actions of appeal require that the assessor be allowed entry to view the property.

## **UTILITIES (Water & Sewer):**



### **About Water and Sewer Payments**

#### ***When are the water/sewer bills due?***

They are due the 20th of each month.

#### ***What month am I paying for?***

The previous month (i.e. the bill due on June 20th is for May water/sewer use).

#### ***Where can I pay my bill?***

You may pay your bill at Village Hall, 24 W. Main Street weekdays 8 a.m. - 5 p.m. or drop it in the drop box in front of the building at any time.

#### ***What options do I have for paying my utility bill?***

##### ***Am I able to pay with credit card?***

Yes, through GovPayNow. Visit 24 W. Main Street (for utility and tax payments) or go to Police Department at 31 E. Main Street (for citations), weekdays 8 a.m. - 5 p.m. To pay online 24 hours a day, visit [www.govpaynow.com](http://www.govpaynow.com).

##### ***What is GovPayNow?***

Customers who wish to make payments to the Village of Belleville using credit or debit cards may do so through GovPayNow (SM). GovPayNow accepts major credit and debit cards for payments twenty-four hours a day, seven days a week on-site, online at [www.govpaynow.com](http://www.govpaynow.com). Cardholders pay a fee to GovPayNow at the time of their transaction. Customers can use MasterCard ®, Visa®, American Express ® and Discover ® to pay utility bills, tax bills and citations. For more company information call GovPayNow toll free 888-561-7888 or visit their website.

##### ***Does the village have direct payment plans for water bills?***

Yes, fill out an authorization for direct payment and submit to the Village of Belleville. A form is in this packet.

##### ***How does the Direct Payment Plan work?***

You authorize payments to be made from your checking or savings account. Your payments will be made automatically on the due date, which is the 20th of the month. The authority you give to charge your account will remain in effect until you notify us in writing to terminate the authorization.

##### ***How will I know when the payment will be taken out of my account and how much?***

All water bills are due on the 20<sup>th</sup> of each month. Payment will be taken out the closest working day to the 20<sup>th</sup> of the month. Proof of payments will appear on your bank statement.

## **VILLAGE GOVERNMENT:**

**Is the Village of Belleville Municipal Code available on the Village Website?** – Yes. Visit [bellevillewi.org/codes](http://bellevillewi.org/codes).

**Who are All the Elected Officials in the Village and how can I reach them?**

Correspondence to the Village Board may be sent to Village Hall, where the Trustees have mailboxes, or route to [info@villageofbelleville.com](mailto:info@villageofbelleville.com).

	<u>Term Expires:</u>
Roger Hillebrand (President)	2017
Maxine Ward (Trustee)	2018
Debra Kazmar (Trustee)	2017
Terry Kringle (Trustee)	2018
Daniel Rung (Trustee)	2017
Gary Ziegler (Trustee)	2018
Geoff Wilbourn (Trustee)	2017

**If I am interested in serving on a Committee, how do I apply?** – We always welcome new committee members and volunteers! The Village has several committees and commissions on which citizens may serve. You may not necessarily need to be a Belleville resident. These bodies provide a great way to learn more about and have a say in the functioning of village government, and meet new people. If you are interested, please drop off information about your background and your area of interest to Village Hall, or send to [info@villageofbelleville.com](mailto:info@villageofbelleville.com). Reappointments are typically in April of each year, but vacancies may occur between expiration of terms.

**Where can I find meeting agendas and/or minutes for the various Committees?** –

All agendas are posted at the Village Hall, Post Messenger Recorder, UB&T, Belleville Community Bank, Sugar River Bank, Belleville Post Office, and Belleville Public Library. Current and past meeting agendas and minutes are available on the Village Website at [bellevillewi.org/meetings](http://bellevillewi.org/meetings).



## **VOTING INFORMATION:**

**I am registered to vote in another community. Do I need to re-register in the Village of Belleville?**

– Yes, you will need to register in the Village of Belleville. A form is enclosed in this packet.

**Where and how do I register to vote?**

- You can register anytime Monday – Friday, 8 a.m. – 5 p.m. in-person at Belleville Village Hall, 24 W. Main Street. **Bring proof of current residence.**
- You can register by mail (Registration Form available on Village Website or from the Government Accountability Board Website: [www.elections.wi.gov](http://www.elections.wi.gov)). **Include proof of current residence.**
- You can register at Village Hall on Election Day. **Bring proof of current residence.**



**Where do I Vote?** – All wards vote at Belleville Village Hall, 24 W. Main Street.

Polls are open 7 a.m. to 8 a.m. **You must show a photo ID**, such as a Wisconsin driver's license, to prove who you are when you request an absentee ballot or a ballot at the polls.

**Who can request and receive an absentee ballot?**

Any qualified elector who registers to vote. The request is made to the municipal clerk in writing by using the Application for Absentee Ballot (GAB-121) or by letter requesting an absentee ballot which provides substantially the same information required on the application form. In either case, the elector making the request must sign the "application." (If a request is made for more than one person residing at the same address, each person must sign the request.). Absentee voting deadlines will be published in the paper before each Election Day. **You must include a copy of your photo ID.**

**If I am interested in running for Village President or Village Trustee, where do I find information?** – You can obtain the paperwork and instructions from the Village Clerk's office, the Village Website at [bellevillewi.org/elections](http://bellevillewi.org/elections), or from the Government Accountability Board Website [www.gab.wi.gov](http://www.gab.wi.gov) annually in December.

**For more information about voting in Belleville:** [bellevillewi.org/Elections](http://bellevillewi.org/Elections).

## **LICENSE INFORMATION:**

**What type(s) of license(s) does the Village require and is there a fee? –**

- \*Operator's License (Bartender)\* \$30 Regular or \$15 Provisional

**Note:** \*Most operator licenses are renewed biannually\*. Forms are available on the Village Website or at Village Hall, 24 W. Main Street.

## **PUBLIC RECORD REQUEST INFORMATION:**

**How do I make a request for Open Records?** – All "Open Record" requests for public information should be made in writing to the Village Clerk's Office, attention: Village Clerk.

**Is there a fee?** – Yes. The Village of Belleville charges \$.25 a page. Additionally, if the cost of locating the record(s) is \$50 or more, the exact cost of the record request will be billed to the requestor.

## WINTER & WEATHER INFORMATION

**Sidewalks:** Must be cleared of snow and ice within 24 hours after each snowfall. Snow may not be thrown or placed in the street.

**Weather warning sirens:** One siren is located in the Village. The weather warning siren is used only for tornado warnings and is tested the first Wednesday of the month at noon. If you hear it at any other time, take cover immediately as a tornado has been spotted moving towards Belleville. Two other great ways to find out about emergencies are to purchase a weather alert radio if you don't already have one and subscribe to a wireless email alerting system to receive alerts on your cell phone. Visit: <http://dane.alertingsolutions.net>.

### **Village of Belleville calendar parking regulations: Alternate side parking is in effect yearly November 15 - April 1**

Motor vehicles and trailers are **NOT** permitted on village streets between midnight and 7 a.m. unless they are parked on the even numbered side of the street on the even numbered calendar date and on the odd side on the odd numbered calendar date. Odd and even numbers are determined by the date after midnight.

Snow is **NOT** a requirement for this ordinance to be enforced. It is recommended that you not park on the street if at all possible during this time.

### **Calendar Parking Regulations**

Alternate side parking is only in effect between midnight and 7 a.m., except as follows:

- Vine Street from Main Street to Pearl Street between midnight and 5 a.m.
- Green Street from Main Street to Pearl Street between midnight and 5 a.m.
- Frederick Street from Main Street to Pearl Street between midnight and 5 a.m.
- Parking is permitted on Main Street from Vine Street to Frederick Streets



*Photos courtesy of Jean Kringle*



**BELLEVILLE POLICE DEPARTMENT**  
**REQUEST FOR VACATION / EMPTY PROPERTY CHECK**

Date leaving: \_\_\_\_\_ Date returning: \_\_\_\_\_

Address: \_\_\_\_\_

Owner: \_\_\_\_\_

Owner can be reached? No Yes – Phone \_\_\_\_\_

Emergency contact: Name \_\_\_\_\_ Phone \_\_\_\_\_

Keyholder: Name \_\_\_\_\_ Phone \_\_\_\_\_

Persons expected/authorized to be on premises:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Grass mowed or driveway shoveled? No Yes

Existing damage to windows, doors, or fence? No Yes – Description: \_\_\_\_\_

Vehicles in driveway? No Yes – Description/plate: \_\_\_\_\_

Lights left on or on a timer? No Yes – Location, times: \_\_\_\_\_

Pets left on premises? No Yes – Description, location: \_\_\_\_\_



<u>Date/Time</u>	<u>Officer</u>	<u>Observations</u>
_____	_____	_____
_____	_____	_____
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