New Resident Welcome

Information Guide
Welcome to the City of Zion!

We hope that this information packet is helpful to you as you transition to your new home and new neighborhood. The City employees work hard to provide the services that improve the quality of life of our residents.

Additional information can also be found on our website at

www.cityofzion.com
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City of Zion Council Members

The City of Zion Council is five member commission form of municipal government in which individually elected officials serve on a small governing board that exercises both legislative and executive powers to govern the municipality.

The commission members are elected on an at-large basis and are administratively responsible for the departments of Public Safety, Public Works, Building, Zoning & Public Property and Public Affairs. The Commissioner of Public Affairs is given the title of Mayor and presides over all council meetings.

City Council meetings are held the first and third Tuesdays of the month at 7:00pm inside Council Chambers at Zion City Hall. The meetings are open to the public. Meeting agendas and minutes are posted on the city’s website. Residents who can not attend the meeting in person will be able to view the meeting at a later date online.

Commissioner of Public Affairs
Mayor Billy McKinney
(847) 404-1959
billym@zion.il.us

Commissioner of Public Works
Mike McDowell
(847) 309-6949
mikem@zion.il.us

Commissioner of Public Safety
Richard Frierson
(847) 746-4012
richardf@zion.il.us

Commissioner of Accounts & Finance
Christopher Fischer
(847) 533-1133
Christopherf@zion.il.us

Commissioner of Building, Zoning & Public Property
Jacqueline Holmes
(847) 746-4012
jacquelineh@zion.il.us
General Contact Information

City Hall
2828 Sheridan Road
Zion, IL 60099
General Phone: (847) 746-4000
General Fax: (847) 746-4017
www.cityofzion.com
Hours: 8am—5pm, Mon - Fri

Important Contacts
Administration
City Administrator: (847) 746-4023
City Clerk: (847) 746-4012
Water Billing: (847) 746-4008
Finance Department: (847) 746-4000

Community Development
Economic Development: (847) 746-4056
Planning & Zoning: (847) 746-4097
Building Permits: (847) 746-4018
Building Inspections: (847) 746-4018

Public Works
Engineering: (847) 246-7940
Streets: (847) 746-4054

Fire/EMS
General Non Emergency: (847) 746-4038
Emergency: 9-1-1

Police
General Non Emergency: (847) 872-8000
Emergency: 9-1-1
Animal Control: (847) 746-4059

Garbage Disposal & Recycling
Advanced Disposal: (847) 623-3870

Zion Township
1015 27th Street
Zion, IL 60099
(847) 872-2811
www.ziontownship.org
Hours: 8:30am to 4:30, Mon - Fri,
Wed 9:30am to 4:30pm

Zion Benton Library
2400 Gabriel Avenue
Zion, IL 60099
(847) 872-4680
www.zblibrary.org
Hours: 9am—9pm, Mon—Thur and Sat
Closed Fridays

Zion Park District
2400 Dowie Memorial Drive
Zion, IL 60099
(847) 746-5500
www.zionparkdistrict.com
Hours: Mon—Fri: 5am to 9pm
Sat: 7am to 6pm,
Sun: 9am to 5pm

Zion Post Office
1225 Shiloh Boulevard
Zion, IL 60099
(800) 275-8777
www.usps.com
Hours: Mon-Fri 8:30am – 5:00pm
Sat 9:00am – 1:00pm
Sun Closed

Utilities
ComEd: 1-800-334-7661
North Shore Gas: 1-866-566-6004
Xfinity: 1-800-934-6489
AT&T: 1-800-331-0500
Zion Police Department

The Zion Police Department is comprised of 46 sworn officers and 4 full-time civilian employees.

The Police Department is divided into 2 divisions, Operations & Administration.

The Operations Division consists of:
- **Patrol** – Sworn officers assigned to Patrol respond to all calls for service, emergency and non-emergency, and are the most visible members of the department.
- **Community Services** – Civilian employees, assigned as Community Service Officers (CSOs), provide a wide variety of services to the community and the department. Services such as traffic direction, motorist assistance, parking enforcement and animal complaints.

The Investigations Division consists of:
- **Investigations** – Sworn officers assigned to Investigations as Detectives are responsible for conducting in-depth investigations into criminal complaints ranging from financial crimes, drug crimes to crimes of violence.
- **Records** – civilian employees who are responsible for processing all reports and citations and providing walk-in service for the department.

Additional information related to the Zion Police Department can be found on our website at www.cityofzion.com.
Zion Fire & Rescue Department

The Zion Fire and Rescue Department is a career department consisting of 24 sworn personnel which includes the Fire Chief. The 23 shift personnel are divided into 3 shifts working a 24 hours on and 48 hours off schedule.

Keeping in line with our mission statement, The Zion Fire Rescue Department provides emergency services for fire suppression, emergency care and transport, and specialized rescue. Several of our members also participate with the Division 4 & 5 Specialized Response Team. These team members provide specialized rescue in areas of confined space rescue, high angle rescue, structural collapse, trench rescue, dive incidents and hazardous material incidents.

In addition, our department also provides extensive public education in many areas. We offer training in fire extinguishers, fire safety including E.D.I.T.H. and Stop-Drop-Roll, and special programs every year during Fire Prevention Week.

Additional information related to the Zion Fire & Rescue Department can be found on our website at www.cityofzion.com.
Building Department Information

The main objective of the Building Department is to maintain and increase the safety and quality of life that all City of Zion residents are entitled to. If you have any questions or would like to make an appointment with one of our Property Maintenance Inspectors, please call 847-746-4018, Monday through Friday, 8:00am to 5:00pm.

The following guidelines will help you avoid being ticketed for not being in compliance with city codes:

**YARD MAINTENANCE**
Grass should be kept below 8” and hedges should be properly maintained.

**PAVING/PARKING**
Driveways must be in good repair. All vehicles must be parked on the driveway and not on the lawn.

**GARAGE/YARD SALES**
Garage sales are allowed for up to three consecutive days and twice per calendar year. A permit is required for all garage sales PRIOR to the event. You can register by calling 847-746-4018 or in person at City Hall. Four (4) signs advertising the sale can be placed on the parkway within 4 blocks of the property having the sale and on the property having the sale. Signs advertising garage/yard sales are NOT ALLOWED on stop signs, street signs, utility poles, trees or any public property.

**RENTAL PROPERTY**
It is the property owner’s responsibility whether absentee residing on the property to adhere and maintain all codes. All rental property must be registered. Please contact the Building Department at 847-746-4018 to obtain the permit.
The structure of the Public Works Department provides for efficient, cooperative participation of six operating divisions: Street Maintenance, Engineering, Water & Sewer, Administration, Public Service and Fleet Operations.

With 8 personnel in the street division, 7 in the water division, 2 in the fleet maintenance and 1 in engineering, cumulatively, these divisions service more than 140 miles of streets, 55 miles of alleys, approximately 15,000 parkway trees, over 267 City owned vehicles including police and fire department vehicles, 1100 fire hydrants, 111 miles of water main, 106 miles of sanitary sewer and 95 miles of storm sewer.

**Potholes:**
Potholes are holes in the roadway that vary in size and shape. They are caused by the expansion and contraction of ground water after the water has entered into the ground under the pavement. When water freezes it expands. If it has a chance to freeze it will take up more space under the pavement and the pavement will expand, bend and crack which weakens the material pavement.

Crews repair potholes in neighborhoods throughout the city all year long. The months of December through April are considered the heart of the pothole season—when the city typically sees the highest number of potholes. However, crews work throughout the spring, summer and fall as well.

During the cold winter months we use a high-performance cold-patch asphalt material for pothole repairs. This is a temporary repair. A hot mix asphalt is used during spring, summer and fall.

Please report potholes to the Street division at 847.746.4050.

**Snow Plowing:**
Priority One: Defined as arterials, collectors, emergency routes and school routes (on school days). These streets receive more frequent plowing and/or additional deicers applied, primarily due to heavier traffic volumes. Under most conditions, these streets are plowed curb to curb and deicers applied before priority two streets begin.

Priority Two: Residential, non-primary routes (includes cul-de-sacs) which typically do not have heavy traffic volumes. Generally cleared after the priority one streets are complete. Snow is plowed curb to curb.

Priority Three: Alleys are cleared toward the end of snow events.

No parking is allowed on city streets when 2 or more inches of snow is forecast (or between the hours of 2:00 AM and 6:00 AM year round), or if 4 or more inches of snow has fallen.
Public Works Department Information

**Street Lights**
For issues with a street light on wooden poles please contact ComEd at 1.800.334.7661. For a street light on metal or concrete poles or in a newer sub-division call Public Works at 847.746.4062

**Trees**
Public Works is responsible for trimming all City owned parkway trees ONLY and for the removal of dead parkway trees.

**Water Main Breaks**
Most water main breaks occur during the cold winter months. This is especially true if we get little or no snow to insulate the ground. If you spot a water main break please call us immediately at 847.756.4060. If after hours report the break to the Police department non-emergency number 847.872.8000/

**Sanitary Sewers**
The Water division has a sewer cleaning program in place and routinely cleans the sanitary sewer lines. This is a preventative maintenance to assure our customers of clean running lines.

Any sanitary sewer backups should be reported to us before calling a plumber or contract. The problem may be associated with the main sewer line. Call us at 847.746.4060 during regular working hours of 7:00 AM through 3:30 PM. The water division has a person on-call 24 hours a day.

Should the backup occur after hours please call the non-emergency number at the Police department 847.872.8000 and they will get a hold of the on-call person.
Garbage, recycling and yard waste collection is provided by Advanced Disposal.

Curbside garbage service
- Pickup once per week in 96 gallon carts provided by Advanced Disposal.
- Place cart curbside by 6:00 a.m. of your scheduled collection day within 3 ft. of road.
- All garbage must be in cart to be collected.
Items NOT accepted for pick-up include: tires, liquid and hazardous waste.
Replacement carts are available at City Hall for $50.

Curbside recycling service
- Pickup once a week.
- Place cart curbside by 6:00 a.m. of your scheduled collection day.
Carts must be three feet away from trash cart and mailboxes.
Replacement recycling carts are available through Advanced Disposal. Call 847-623-3870 or order.

Curbside yard waste service
- Pickup once a week between April 1st – November 30th.
- Trash must be at curbside by 6:00am of your scheduled collection day.
- Yard trash must be bagged in paper lawn bags, weighing no more than 50 pounds.
- 50 pound limit per item.
- Branches must be less than 4 feet long and no more than 2 inches in diameter.
Items NOT accepted: sod, dirt and garden timbers.

Curbside bulk item service
- Bulk items are picked up on an on-call basis per week.
- Please call one day in advance of requested pick up.
- Bulk waste must be at curbside by 6:00 a.m. the day of collection.
- Items over 50 pounds must be scheduled.
- Items accepted: furniture, bulk trash. Call for additional information.
- Items NOT accepted: car parts.
To schedule a pick up, call Advanced Disposal at 847-623-3870.

There will be no pickup on the following holidays:
Routes will be pushed back one day following a holiday.
Utility Billing Information

The City of Zion is divided into three (3) sections for billing purposes. A customer will receive a bill every three (3) months for water, sewer, and waste. The following pages will provide you with a time frame of when you can expect to receive your utility based upon your street name.

The following is our billing procedures:
- Water meters are read between the 1st & 15th of the month.
- Bills are prepared and mailed out the last day of the month.
- The penalty date is twenty (20) days from the billing date.

Three (3) days after the penalty date, termination of service notices are mailed out to all unpaid accounts. Please call (847) 746-4008 if you have questions about your bill or dispute any amount shown on the bill, or should you need additional time to pay your bill. Payments after the due date incur a penalty of 5% of the water and sewer portion of your bill.

Paying Your Bill
For your convenience, you can pay your bill in the following ways:
- In person at City Hall during normal hours of operation (A fee applies to all credit/debit card transactions)
- Mail your payment to City Hall with check, money order, cashier’s check. Do not send cash. (Free)
- Electronic Bill Pay through your Financial Institution (Free but enrollment is required)
- Enrollment in Automatic Bill Payment (Free)
- PSN Online Payment Network (A fee applies to all credit/debit card transactions)
- Dropbox located outside the main door at City Hall for payments when City Hall is closed.

Bills are considered paid when they are received at City Hall, not the date they are mailed. The City is not responsible for late payment because of mail delivery.

For questions about your payment options, please call 847-746-4008.
## Utility Billing Information by Street

Residents who live on any of the streets below can expect your bill the first week of: December, March, June & September

<table>
<thead>
<tr>
<th>Street</th>
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<tbody>
<tr>
<td>Bethel</td>
<td>Ebenezer</td>
<td>Holdridge</td>
<td>Quail</td>
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<tr>
<td>Bethesda</td>
<td>Edina</td>
<td>Jay</td>
<td>Schooner</td>
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<tr>
<td>Birddale Ct</td>
<td>Elim</td>
<td>Kensington</td>
<td>Sheridan</td>
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<tr>
<td>Bluebird</td>
<td>Elisha</td>
<td>Lake Front</td>
<td>Southport</td>
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<tr>
<td>Butterfield</td>
<td>Elizabeth</td>
<td>Lytham St.</td>
<td>St Anne’s Ct.</td>
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<tr>
<td>Cardinal</td>
<td>Emmaus</td>
<td>Midday</td>
<td>Sunnyside</td>
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<tr>
<td>Colgate</td>
<td>Enoch</td>
<td>Muirfield Dr.</td>
<td>Sunset</td>
</tr>
<tr>
<td>Countrywood</td>
<td>Eshcol</td>
<td>Pelican</td>
<td>Sunshine</td>
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<tr>
<td>Dawn</td>
<td>Ezekiel</td>
<td>Pheasant Run</td>
<td>Swan</td>
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<tr>
<td>Daybreak</td>
<td>Harbor Ridge</td>
<td>Portsmouth</td>
<td>Tallgrass</td>
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<tr>
<td>Deborah</td>
<td>Heather</td>
<td>Prestwick St.</td>
<td>Wembley</td>
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<tr>
<td>Dusk</td>
<td>Hilltop</td>
<td>Primrose</td>
<td>Wren</td>
</tr>
</tbody>
</table>
Utility Billing Information by Street

If you live on the any of the streets below can expect your bill the first week of: January, April, July, October

<table>
<thead>
<tr>
<th>Carol Ln</th>
<th>Galilee</th>
<th>Hebron</th>
<th>Sharon Place</th>
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<tbody>
<tr>
<td>Clover Lane</td>
<td>Gideon</td>
<td>Hermon</td>
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<tr>
<td>Ezra</td>
<td>Gilboa</td>
<td>Horeb</td>
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<tr>
<td>Gabriel</td>
<td>Gilead</td>
<td>Jethro</td>
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</tr>
</tbody>
</table>

If you live on the any of the streets below can expect your bill the first week of: February, May, August, November

<table>
<thead>
<tr>
<th>16th</th>
<th>Calvary</th>
<th>Kedron</th>
<th>Phillip</th>
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</thead>
<tbody>
<tr>
<td>17th</td>
<td>Camp Logan</td>
<td>Kenosha Rd</td>
<td>Ravine</td>
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<tr>
<td>18th</td>
<td>Carmel</td>
<td>Lebanon</td>
<td>Rebecca Dr</td>
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<tr>
<td>19th</td>
<td>Channey</td>
<td>Lewis</td>
<td>Reed</td>
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<tr>
<td>20th</td>
<td>Coolidge</td>
<td>Liberty Ln</td>
<td>Ridge</td>
</tr>
<tr>
<td>21st</td>
<td>Credence</td>
<td>Logan</td>
<td>Salem</td>
</tr>
<tr>
<td>23rd</td>
<td>Crissy</td>
<td>Lorelei</td>
<td>Sarah</td>
</tr>
</tbody>
</table>
# Utility Billing Information by Street

If you live on any of the streets below can expect your bill the first week of: February, May, August, November

<table>
<thead>
<tr>
<th>Street</th>
<th>February</th>
<th>May</th>
<th>August</th>
<th>November</th>
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<tbody>
<tr>
<td>Cypress</td>
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<td>Lowery</td>
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<td>Sedge</td>
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<td>26th</td>
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<td>Douglas</td>
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<td>Luckie</td>
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<td>Shetland</td>
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<td>Foxglove</td>
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<td>Luke</td>
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<td>Shiloh</td>
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<td>29th</td>
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<td>Franklin</td>
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<td>Lydia</td>
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<td>30th</td>
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<td>Freedom Ct</td>
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<td>Marguerite</td>
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<td>Stonebridge</td>
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<td>31st</td>
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<td>Greenbay</td>
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<td>Mark</td>
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<td>Tartan</td>
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<td>32nd</td>
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<td>Gregory</td>
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<td>Martha</td>
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<td>Thistle</td>
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<td>Harmony</td>
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<td>Matthew</td>
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<td>Tickseed</td>
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<td>9th</td>
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<tr>
<td>Hill Dr.</td>
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<td>Michigan</td>
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<td>Timothy</td>
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<tr>
<td>Anderson Trail</td>
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<td>Aster Dr</td>
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<td>Miriam</td>
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<td>Barnhart</td>
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<td>Industrial</td>
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<td>Oak Forest</td>
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<td>Joanna</td>
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<td>Brighton Ct.</td>
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<tr>
<td>Kakos</td>
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<td>Peace Ln</td>
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Emergency Assistance Information

**Zion Township** is a unit of government that does not duplicate services provided by the city, county, state, or any other taxing body. The most valuable service we provide is directly connecting residents to the resources they need.

The Township’s Emergency Assistance program provides Zion residents with up to $400 towards a qualifying emergency. Residents can receive Emergency Assistance up to three times, but must be more than 18 months apart. 1st time applicants qualify for up to $400, 2nd time applicants qualify for up to $250 and last time applicants qualify for up to $150. A confidential financial session must be completed to qualify.

Examples include: a utility disconnection notice, a 5-day eviction notice, in jeopardy of losing your home, a job but at risk of losing it due to transportation issues, need for work related supplies, etc.

Note: There are some requirements for EA, but if not qualified, the Zion Township staff will assist in connecting to other available resources. For an application, please contact the Zion Township office at 847-872-2811 or email info@ziontownship.org.
Important Resident Information

City Stickers
All residents are required to register their motor vehicle, motorcycle or motor bicycle with the City of Zion. The cost to register each vehicle is $50 and the registration is valid for two years. City stickers go on sale every odd year (2019, 2021, 2023, etc). New residents will have 30 days to register their vehicle(s).

Current Fees are as follows:
- Regular passenger plates: $50.00
- B-Plates (trucks): $50.00
- RV Plates: $50.00
- Motorcycles: $20.00
- Seniors 65—69: $25.00 (Must show Drivers License)
- Seniors 70 and older: Free (Must show Drivers License)
- Active Military: Free (Must show Drivers License) & valid military ID
- Disability Plates: $1.00 (Must show vehicle registration)

Temporary disability placards do not qualify for discount.

On-Street Parking
No parking is allowed on city streets when 2 or more inches of snow is forecast (or between the hours of 2:00 A.M. and 6:00 a.m. year round). It is unlawful to park any vehicle on any public street when there is 4 inches or more of snow has fallen. Any motor vehicles parked in violation shall receive a ticket, and may be towed away. The owner of the vehicle shall pay towing fees charged for the towing service before the vehicle is released.

Home Based Occupations
A business license is required for all home based businesses. The annual fee is $20 and the license is valid for one year.

Leaf Collection
Advanced Disposal Services will vacuum loose leaves from your parkway on your regularly scheduled garbage day during the first two weeks of April ONLY—starting April 1st and continue through to April 13th. Advanced Disposal Service will also start collecting leaves and other yard waste placed in bags or cans April 1st and continue until November 30th.

Between October 29 Advanced Disposal will vacuum loose leaves from your parkway beginning October 29th and continue until November 23rd. Leaves should be raked within 5 feet of the curb, but not into the street. Leaves deposited by either wind or rake more than 5 feet from the curb cannot be collected due to the reach of the vacuum arm. Leaf piles MUST be clean of any garbage or debris.

Crews cannot vacuum piles off parkways if there is a vehicle parked in front of it. Once past, crews will not return for any reason. LEAVES WILL NOT BE VACUUMED UP IN THE ALLEY.
School District Information

Zion is served by two elementary school districts, one high school district and one community college district.

**ELEMENTARY SCHOOL INFORMATION**

**Zion Elementary School District #6**
2800 29th Street
Zion, IL 60099
(847) 872-5455
www.zion6.org

Schools:
- Shiloh Elementary School
- West Elementary School
- Beulah Park Elementary
- East Elementary School
- Central Middle School

**Beach Park School District #6**
11315 W. Wadsworth Road
Beach Park, IL 60099
(847) 599-5005
www.bpd3.org

Schools:
- Newport Elementary School
- Oak Crest Elementary School
- Howe Elementary school
- Kenneth Murphy Elementary School
- Beach Park Middle School

**HIGH SCHOOL INFORMATION**

**Zion Benton Township High School District #126**
3901 W. 21st Street
Zion, IL 60099
www.zbths.org

Schools:
- Zion Benton Township High School
- New Tech High School

**COMMUNITY COLLEGE INFORMATION**

**Community College District #532**
College of Lake County
19351 W, Washington Street
Grayslake, IL 60030
www.clcillinois.edu

Schools:
- College of Lake County
- University Center of Lake County
Voter Registration

If you move within Lake County, you must provide written notification of your new address and sign the request:

- Mail notification including your name, old and new address, date of birth and your signature or,
- Complete the back of your Voter’s Certificate of Registration Card including your signature.

If you move to Lake County from another county or another state, you must complete a new registration application.

The Lake County Clerk's office is required to verify the accuracy of the voter rolls. This is accomplished by mailing notices to confirm the respective at the address on file. For more information about Voter Registration, please contact the Lake County Clerk’s Office.

Physical Address: 18 N County Street, Room 101Waukegan, IL 60085
Phone: 847-377-2410
Fax: 847-984-5827
Email: VoterRegistration@lakecountyil.gov