Community Development
Department

RENTAL LICENSING

The Village of Streamwood operates a Residential Rental Licensing program. All residential units that are rented must comply. Annual registration is required, most properties also require annual inspections, and certification of completion of a Crime Free Housing Seminar will be required (See information below). Licenses are renewed on a calendar year basis and expire December 31st of each calendar year.

Rental Licenses – General Conditions:

1. Applications are available in the Community Development Department and online.
2. There are two separate forms: Multi-family Licensing and Single-family licensing.
3. Single-family licensing is for any property singly held and includes townhouses and condominiums.
4. Multi-family properties are for traditional rental apartment buildings.
5. Renewal applications are typically sent out the first week of November. All rental licenses expire on December 31st each year. A new rental license application received after November 1st will expire on December 31st of the following year.
6. Licensing fees are $155.00 paid at the time of application. Renewal licenses are also $155.00; however, if paid late (after December 31st), the fee is $205.00 and does increase every 30 days.
7. Certification verifying completion of the Crime Free Housing Initiative Seminar will be required. The Village of Streamwood will accept certification of completion of a Crime Free Housing Training Seminar dated within the last 5 years if a landlord has already obtained certification from another community located in Cook, DuPage, Kane, Lake, McHenry, or Will Counties.
8. If all required information and payment are received and an inspection is scheduled, a Temporary Certificate will be Issued. The Temporary Certificate is valid for 4 months.

Specific Inspection Requirements for Rental Properties:

1. All inspections should be scheduled so that the tenant is present. If the tenant will not be present, the owner must have a signed Rental Consent Form (available in the Community Development Department and online).
2. Re-inspections will be conducted by appointment, after the first re-inspection or missed appointment. A $75.00 fee will be assessed prior to scheduling the re-inspection.
3. Units that do not pass an inspection within the 4-month temporary period will no longer be allowed to be rented and may face court proceedings.

Required Elements for Rental Properties:

The following essential items are required for all rental units:

1. Smoke detectors are required in all sleeping rooms, and one on each level. Carbon monoxide (CO) detectors are required within 15 feet of each sleeping room.

2. All mechanical systems (i.e. plumbing, mechanical and electrical) shall be operational. Furnaces may need to be serviced and a receipt for the work presented to the inspector.
3. Screens are required in all windows.
4. Additional items may be required to be corrected based on an inspection of the specific property.

Crime Free Housing Initiative:
The Village of Streamwood adopted a crime free housing initiative program. The following requirements must be satisfied by rental license applicants before being issued a Rental Residential License.

All applicants for a rental license must attend and satisfactorily complete a Village of Streamwood Crime Free Initiative Seminar before they can be issued a license. Seminars are available online through the Village's website.

The Village of Streamwood will also accept certification of completion of a Crime Free Housing Training Seminar dated within the last 5 years if a landlord has already obtained certification from another community located in Cook, DuPage, Kane, Lake, McHenry, or Will Counties.

If the owner of a residential rental property does not reside in Cook, DuPage, Kane, Lake, McHenry, or Will Counties, they are required to appoint a management company or a designated agent that does reside in one of these designated counties.