



12 South Center Street
Bensenville, IL 60106

Main: 630.766.8200
Fax: 630.594.1105

ONLY FOR THOSE HOMES THAT REQUIRE WORK ON PRIVATE PROPERTY

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October 4, 2019

<<Property Owner Name>>
<<Property Owner Address Line 1>>
<<Property Owner Address Line 1>>
<<City>> <<State>>, <<Zip Code>>

Re: <<Common Address>>
White Pines Water Main Replacement Project
Service Line Location and Temporary Construction Easement

Dear <<Property Owner Name>>,

The Village of Bensenville, in conjunction with Christopher B. Burke Engineering, Ltd. (CBBEL), have completed our initial design for the upcoming White Pines Water Main Replacement Project. As part of this project, we intend to replace the water service line to your property. This replacement will consist of the installation of a new copper service from your back yard to the new main that will be installed in the roadway right-of-way.

Earlier this year, you may recall a couple of notifications regarding the use of drone survey and field inspections around your property. These tools have allowed the design team to come up with a route for your new service line that we feel will best minimize the impact to your property. We would like to share our plans (attached) with you at this time and hear any issues or concerns you may have with the proposed route.

In order to provide your feedback, the Village will be holding two (2) public open house meetings. These meeting date(s) and time(s) are being offered to accommodate property owner’s schedules. The Village will have Project Team representatives present to discuss your issues and concerns in a one-on-one setting. The meetings will take place at the Pine Room (531 S. Church Road) on following dates/times:

October 16, 2019 (Wednesday) from 1:00pm – 8:00pm
October 21, 2019 (Monday) from 1:00pm – 8:00pm

Because that act of installing this service line requires access to your private property, the Village is also requesting formal permission to access your property during the project in the form of a “Temporary Construction Easement” (TCE). This easement is only temporary, and will expire at the end of the project. The Village developed a standard TCE that we feel protects the property owners rights as well as warrants that the Village will restore the property to original conditions upon completion of the



project. The document also identifies that the Village of Bensenville will be paying for all the work and any repairs necessary to restore your property.

In order to include your service line installation as part of our “Final Plans and Specifications” that will be constructed as part of this project, we will need to get your approval of the proposed service line route and will also need to get an original signed version of the TCE by November 1, 2019.

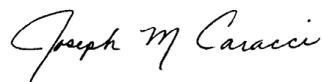
Failure to secure the TCE for your property by November 1, 2019 will be verification to the Village that you will not grant the Village the necessary access to your property and that you will take on the responsibility to install a new service line on your own.

If you have no issues or concerns with the proposed realignment of your service line and are willing to execute the TCE, please mail a signed and notarized original of TCE to:

Department of Public Works
Attn: Joe Caracci
717 E. Jefferson Street
Bensenville, IL 60106

If you would like to discuss your service line’s proposed alignment, we look forward to meeting with you at one of the open houses. If you cannot make one of the open houses, but still wish to discuss or meet, please call me at 630-350-3435 to schedule a meeting.

Sincerely,



Joe Caracci
Director of Public Works