

## LICENSES, PERMITS & ZONING INFORMATION

### PERMITS AND LICENSES

This page serves as a hub for all permits and licenses issued by Macoupin County. Some permits and licenses listed here are only for the unincorporated parts of the county (not in city or village limits). Please make sure if the property in question is within city or village limits you contact that city or village for their permit or license requirements.

ZONING - Please be aware that the unincorporated parts of the county (not in city or village limits) have NO zoning. Please contact the city or village a property may be in to find out their zoning requirements.

### BUILDING PROGRAM PERMIT

- Who application should be submitted to and contact info:

Aaron Coe GIS Manager – 217-854-3181 Ex. 5050 – [aaron.coe@macoupincountyil.gov](mailto:aaron.coe@macoupincountyil.gov)

- Cost for permit: \$100.00

- Required in only unincorporated Macoupin County

- Who may need to apply: Any new construction that requires a septic system

- More information can be found at: <https://www.macoupincode.com/BuildingPermitandPTAX.pdf>

### BUSINESS LICENSE

- Who application should be submitted to and contact info: County Clerk's office (See website link below).

Phone: 217-854-3214 ext. 918

Email: [elections@macoupincountyil.gov](mailto:elections@macoupincountyil.gov)

- Cost for permit: \$5.00 for those who file the application in person. \$10.00 for those who file through the mail.

- Required in all of Macoupin County

- Who may need to apply: The following types of companies that conduct business in Macoupin County must file: Sole proprietorships, General partnerships, and Professional services corporations.

- More information can be found at:

[http://macoupincountyclerk.com/clerk\\_extensions/assumed\\_name\\_business.php](http://macoupincountyclerk.com/clerk_extensions/assumed_name_business.php)

## FIREWORK PERMIT

- Who application should be submitted to and contact info: County Clerk's office (See website link below).

Phone: 217-854-3214 ext. 918

Email: elections@macoupincountyil.gov

- Cost for permit: \$20.00 per display date

- Required for unincorporated Macoupin County

- Who may need to apply: All supervised public firework displays in all unincorporated parts of the County.

- More information can be found at:

[http://www.macoupincountyclerk.com/clerk\\_extensions/fireworks\\_permits.php](http://www.macoupincountyclerk.com/clerk_extensions/fireworks_permits.php)

## FOOD PROGRAM PERMIT

- Who application should be submitted to and contact info: Director of Environmental Health, Kristen Crabill.

Phone: 217-839-4114

Email: kcrabill@mcphd.net

- Cost for permit:

High Risk \$110.00

Medium Risk \$90.00

Low Risk \$75.00

Temporary Permit \$25.00

- Required in all of Macoupin County

- Who may need to apply: All food establishments in Macoupin County require a permit from the Health Department to operate.

Examples include: Long Term Care (nursing homes, assisted living), hospitals, schools, restaurants, taverns, gas stations, and grocery stores. All temporary food events and festivals also require a permit.

- More information can be found at: <https://mcphd.net/environmental-services/food-service-and-retail-food-sanitation/>

#### LIQUOR LICENSE

- Who application should be submitted to and contact info: County Clerk's office (See website link below).

Phone: 217-854-3214 ext. 918

Email: [elections@macoupincountyil.gov](mailto:elections@macoupincountyil.gov)

- Cost for permit:

Annual License for \$600, except for clubs or organizations, which is \$150

Temporary liquor licenses are \$5.00

- Required for unincorporated Macoupin County

- Who may need to apply: Qualified businesses in the unincorporated areas of Macoupin County as well as those selling liquor at an event in unincorporated Macoupin County

- More information can be found at:

[http://www.macoupincountyclerk.com/clerk\\_extensions/liquor\\_licenses.php](http://www.macoupincountyclerk.com/clerk_extensions/liquor_licenses.php)

#### PRIVATE SEWAGE PROGRAM PERMIT

- Who application should be submitted to and contact info: Director of Environmental Health Kristen Crabill.

Phone: 217-839-4114

Email: [kcrabill@mcphd.net](mailto:kcrabill@mcphd.net)

- Cost for permit:

Private Septic System Permit \$300.00

Septic Contractors License \$75.00

- Required in all of Macoupin County. Exception for private septic system permit if public sewer is available.

- Who may need to apply: The private sewage program requires all contractors in Macoupin County and surrounding counties to obtain a private sewage contractors license from the Health Department. Homeowners must also obtain a license for all septic system installations and repairs.

- More information can be found at: <https://mcphd.net/environmental-services/private-sewage-disposal-systems/>

#### RAFFLE LICENSE

- Who application should be submitted to and contact info: County Clerk's office (See website link below).

Phone: 217-854-3214 ext. 918

Email: [elections@macoupincountyil.gov](mailto:elections@macoupincountyil.gov)

- Cost for permit: \$5.00

- Required for unincorporated Macoupin County

- Who may need to apply: Groups required include, but are not limited to Religious Organizations, Fraternal Groups, Veterans Organizations, Labor Organizations, Business Groups, Educational Organizations, and Groups aiding those suffering extreme financial hardship holding a raffle

- More information can be found at:

[http://www.macoupincountyclerk.com/clerk\\_extensions/raffle\\_licenses.php](http://www.macoupincountyclerk.com/clerk_extensions/raffle_licenses.php)

#### WATER PROGRAM PERMIT

- Who application should be submitted to and contact info: Director of Environmental Health Kristen Crabill.

Phone: 217-839-4114

Email: [kcrabill@mcphd.net](mailto:kcrabill@mcphd.net)

- Cost for permit:

Private Well Permit \$100.00

Well Sealing \$100.00

Geothermal Well \$250.00

- Required in all of Macoupin County

- Who may need to apply: The private water well system requires a water well permit to be obtained from the Health Department to drill a new water well and/or all geothermal wells. A permit is also required prior to sealing an abandoned well.

- More information can be found at: <https://mcphd.net/environmental-services/well-water/>

## WIND ENERGY SITING PERMIT

- Who application should be submitted to and contact info: County Board via County Clerk's office.

Phone: 217-854-3214 ext. 918

Email: [elections@macoupincountyil.gov](mailto:elections@macoupincountyil.gov)

- Cost for permit:

\$125,000 for a plan review deposit

\$5,000 consideration fee

Upon approval of permit, \$500 per megawatt

- Required for all Macoupin County

- Who may need to apply: For anyone considering construction of a Wind Energy Conversion system

- More information can be found at: <https://www.macoupincode.com/windpermit.html>