

New Liquor License Applicant:

In order to obtain a Kane County Liquor License there may be several County departments you will need to coordinate with. Following are the departments and their respective contact numbers. Please be sure to check what each department requirement is:

Kane County Zoning Department: 630-232-3480 In order for you to sell or serve alcohol, your property will probably need to be zoned for a Special Use. Please check with the Zoning Department and have your property identification number available for reference.

Kane County Building Department: 630-232-3480 If the property is new construction or is being remodeled, you should contact the Building Department to determine if you will need a Building Permit.

Kane County Health Department: 630-444-3040 If you will be dispensing and serving alcohol, you will need a permit from the Health Department.

Kane County Department of Transportation: 630-845-3799 In certain circumstances there may be impact fees related to the opening of your business. Please contact the Department of Transportation to check if such fees would apply.

Kane County Liquor Control Commission: 630-208-3834 The County Board Chairman is the Liquor Commissioner for the County. That office handles the actual liquor licensing process and applications are available either online at:

<http://www.countyofkane.org/Pages/LiquorControlCommission.aspx>

or at the Kane County Board Office, Building "A," 719 S. Batavia Avenue, Geneva, IL 60134. There are several steps required to obtain a liquor license, and all the information you will need is available in the application packet.

In addition, background checks must be conducted and BASSET training is required. A list of BASSET trainers is available on the State of Illinois Liquor Control Commission website at:

http://www.state.il.us/lcc/basset/training_class_directory.asp

or you can contact the Kane County Liquor Control Commission Office for further information. The Liquor Commission (consisting of the Liquor Commissioner and three members of the County Board) approves each license, and because there are limits on the number of licenses that are issued in each township, the full County Board may have to approve an additional license for the township where your establishment is located. The office of the Liquor Control Commission will work with you to aid you in the process.

Lastly, you should know that you need to obtain a liquor license from the State of Illinois upon the granting of your Kane County Liquor License.

If you have any questions or need additional assistance, please feel free to contact the Kane County Liquor Control Commission office at (630)208-3834.

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