**Section 350.240 Municipal Licensing**

a) Municipalities that have adopted a licensing ordinance as provided under Section 3-104 of the Act and this Part shall adopt this Part by complying with Article I, Division 3, of the Illinois Municipal Code.

b) Municipalities shall issue licenses so that the expiration dates are distributed throughout the calendar year. The month the license expires shall coincide with the date of original licensure of the licensee.

c) The municipality shall notify the Department within 10 days following the date of issuance or denial of a license that the municipal license has been issued or denied. If the license is issued, the notice shall include the facility name, address, the date of issuance and the number of beds by level of care for which the license was issued. If the license is denied, the notice shall indicate the reason for denial and the current status of the licensee's (applicant's) application for a municipal license.

d) The municipality shall use the same licensing classifications as the Department, and a municipality shall not issue a license to a facility for a different classification from the license issued by the Department.

e) *The Department and the city, village or incorporated town shall have the right at any time to visit and inspect the premises and personnel of any facility for the purpose of determining whether the applicant or licensee is in compliance with the Act or with the local ordinances which govern the regulation of the facility. The Department may survey any former facility which once held a license to ensure that the facility is not again operating without a license. Municipalities may charge a reasonable license or renewal fee for the regulation of facilities, which fees shall be in addition to the fees paid to the Department.* (Section 3-107 of the Act)

(Source: Amended at 48 Ill. Reg. 2546, effective January 30, 2024)