

Board of License Commissioners (Liquor Board)



The BUZZ

Not Just Another News Letter

The Buzz provides licensees and community members with industry updates, topics of interest and rules & regulations of the BOLC.



Terence Sheppard, Director

DIRECTOR'S CORNER

The Board of License Commissioners (BOLC) is responsible for the issuance of alcoholic beverage licenses and has the authority to administer and enforce the provisions of the Alcoholic Beverages Article of the Annotated Code of Maryland and the local Rules and Regulations. The BOLC for Prince George's County consists of five (5) members, comprised of a Chair and four (4) Commissioners. In addition, an attorney is appointed by the Board.

Under the purview of the Board, the administrative staff is responsible for the following:

- Processing new liquor license applications and requests such as: ownership transfer, change of name, extension of premises, officer changes, change of license type, etc.
- Maintaining license records and handling all correspondence with licensees.
- Scheduling and facilitating public hearings for licenses and violations.

The inspection staff is responsible for enforcement of liquor laws as set forth in the Annotated Code of Maryland, Alcoholic Beverages I, Titles 1-8, 26 and Prince George's County Rules and Regulations established by the Board of License Commissioners. Liquor inspectors are managed by the Chief Liquor and Deputy Chief Liquor Inspectors.

WELCOME TO OUR TEAM

Please join the Board of License Commissioners in welcoming Oretha Bridgwaters-Simms as our new Board Chair. She succeeds Daphne Turpin-Forbes, who recently resigned to pursue other professional endeavors. Oretha Bridgwaters-Simms, a resident of Prince George's County, retired from the Prince George's County Public School System where she served as Teacher, Guidance Counselor, Principal, Regional Director, Regional Assistant Superintendent, and Executive Officer.

Mrs. Bridgwaters-Simms has served in several leadership roles and held positions on many boards including Vice Chair of the Maryland State Human Relations Commission; former Chair of the Prince George's Community College Board of Trustees; former Chair of Maryland State Advisory Council for the Gifted and Talented Education; judge for Destination Imagination; trainer for the Accelerated Principals Academy; former Secretary for Harriet's List; and facilitator for the Conflict Resolution Center in the Town of Glenarden.

Mrs. Bridgwaters-Simms' leadership and commitment to her community goes far beyond her service as an educator. Her leadership has made indelible marks on organizations such as Alpha Kappa Alpha Sorority, Inc., with a roster of over 600 members.

Please help the BOLC welcome Mrs. Bridgwaters-Simms as she settles into her new role as Chair of the Board of License Commissioners.

Good Bye From All Of Us!



On March 28, 2023, the Board of License Commissioners (BOLC) held a farewell ceremony to honor Mrs. Daphne Turpin Forbes as she stepped down as Chair for the (BOLC) after serving four (4) years in the position. During her tenure, she developed multiple programs to focus on key issues within the BOLC and Prince George's County community. Mrs. Turpin Forbes served the citizens of Prince George's County with the upmost integrity, professionalism, honesty, and equality.

Mrs. Turpin Forbes was responsible for leading the Board while overseeing hearings, lawful matters, and setting high standards. She played a pivotal role in fostering the Board's effectiveness both inside and outside the Hearing Room. The Chair was responsible for ensuring that hearings were governed professionally, efficiently, and fairly while applying BOLC's rules and regulations, and the State of Maryland Alcoholic Beverage laws.

We thank Mrs. Turpin Forbes for her service and dedication to the BOLC and Prince George's County. Her guidance on how to build and maintain a successful brand along with her leadership skills helped move the BOLC forward in setting and meeting our mission and agency goals.

We wish her the best in her future endeavors and she will be missed.

We Are Alcohol Aware

On November 16, 2022, the staff of the Board of License Commissioners (BOLC) participated in an Alcohol Awareness Training. The training was conducted by certified trainer J.S. Murray. This course has been certified by the Maryland State Comptroller's, Office of the Treasury, Alcohol and Tobacco Division. The BOLC had 100% participation and every employee received an Alcohol Awareness Certificate.

Serving drinks may seem glamorous and fun, but it's also serious business.

Alcohol is the most used substance in the U.S. That's where alcohol awareness training programs come in. The intent of the alcohol awareness training was to educate BOLC staff concerning local alcohol laws and safe alcohol serving techniques. The BOLC's end goal is to ensure that all licensed establishment staff (i.e., servers, bartenders, managers, or anyone handling alcohol) acquire the training and knowledge to sell and serve alcohol in a responsible way and within the legally defined regulations.



FACT CHECK

R.R. NO. 4 – RECORDS OF EMPLOYEES:

Licensees shall maintain on the premises records containing the legal names, aliases, addresses, ages, and social security numbers of all persons employed by them. Such records shall be open for inspection at any time by duly authorized representatives of the Board, all Police Departments, and other governmental agencies. Employees shall be defined to mean all permanent full and part-time employees as well as all temporary or casual laborers who handles alcoholic beverages.

- ◆ *This Rule and Regulation is critically important because licensees should be aware that evening managers need to have access to these files when requested.*

R.R. NO. 67 – ALCOHOLIC BEVERAGE TASTING LICENSES:

The annual fee for the tasting license is:

Beer Tasting License	\$120.00
Beer and Wine Tasting License	\$120.00
Beer, Wine and Liquor Tasting License	\$220.00



The hours of operation for an alcoholic beverage tasting license are to be in conjunction and in accordance with the hours of the various classes of licenses as provided for in the Alcoholic Beverages Article of the Annotated Code of Maryland.

The bottles of alcoholic beverages to be sampled - once opened - must be accurately and specifically marked indicating that these bottles are for sampling purposes only.

The licensee shall not provide more than:

3 ounces from each brand of beer to any one patron

1.5 ounce from each brand of wine product to any one patron.

½ ounce of liquor from any given brand and not more than 1.5 ounces from all brands to any one patron.

The age and sobriety of any person tasting or sampling alcoholic beverages must be in accordance with the provisions of the Alcoholic Beverages Article of the Annotated Code of Maryland and the local Rules and Regulations and all restrictions apply.

Under no circumstances are these samples to be consumed off the licensed premises. Alcoholic beverage tasting is for consumption "On" the licensed premises only.

- ◆ *This Rule and Regulation is critical because many licensees may not be aware of the ounces permitted for tasting, product labeling requirements and the maximum consumption by any one patron.*

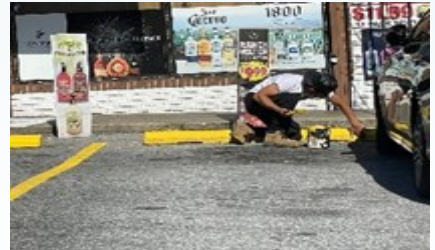
OPERATION CLEAN CREATES AWARENESS

Upcoming events that the BOLC want you to know!!

“OPERATION CLEAN” was such a success, it’s coming back!!

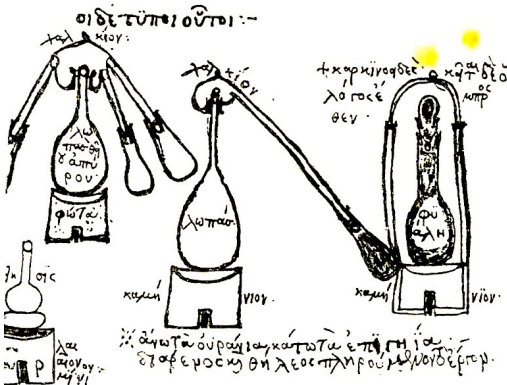
Operation Clean is a Board of License Commissioner’s effort to ensure licensed liquor establishments are operating within County and State standards, regarding trash and debris on the premises, as well as an over abundance of signage on the property. The focus of this operation was liquor stores operating in Prince George’s County.

Liquor Inspectors examined the outside grounds of the premises in search of trash, debris and over abundance of signage that can be seen from the outside (front glass) of the establishment. This effort was in support of the County Executive’s Growing Green Initiative for the beautification of Prince George’s County. Establishments found not in compliance were given an opportunity to make corrections within 15 days.



“Operation Clean” will take place in the upcoming months. **Stay Tuned!**

THE HISTORIAN



Rum, Tequila, Vodka, Whiskey and Brandy are types of liquor call spirits, made by the process of distilling. This process is separating the components or substances from a liquid mixture (sour mash) by using selective boiling and condensation, usually inside an apparatus known as a still. Some of the oldest records of a still goes back to late 3rd Century in Greece. Alchemist Zosimos of Panopolis from the Byzantine Greek had this still.



This is an average still today, more complicated and yields over a thousand times more as the one from the 3rd century. The process of distilling liquor remains similar, just with more modern equipment.

What's the 411? A Chat with the Administrative Staff

The administrative staff for the Board of License Commissioners (BOLC) has a mosaic of responsibilities. As the front line of the office, we are often an applicant's first source of information or point of contact. While answering our multi-line telephone calls, we are able to streamline the application process so that applicants and licensees are prepared before they come into the office. During those first encounters we educate potential licensees on the appropriate licenses for their business. We also provide guidance to applicants throughout the application process which helps us establish a rapport that is often useful in the future.

The administrative staff also has the responsibility of documenting and maintaining sensitive information. A few of these instances include generating monthly updates on the BOLC's website, maintaining personal and confidential files for each licensee and stockholder, maintaining a log of criminal history checks, revenue, Entertainment Permits, Special Sunday Off Sale Permits, hearing postings and recording minutes of Board Hearings that are later prepared for dissemination through our website. The administrative staff also prepares the monthly agendas for both the daytime and evening hearings and ensures that monthly advertisements are sent out to notify the public of establishments applying for a liquor license in their community and their scheduled Board hearings. Additionally, we are tasked with the submission of monthly reports to the State of Maryland of the issuance of retail licenses and violation reports.

Whether providing administrative support for the inspection team or maintaining working relationships with the Board, licensees, attorneys who may represent a license holder, the State of Maryland Comptroller's Office, and the Prince George's County Office of Finance Treasury Division and the community, the administrative staff strives to always provide great customer service and create a conducive working environment.

KNOW WHAT YOU KNOW

NEW OR UPDATED POLICIES

The Board of License Commissioners (BOLC) serves a quasi-judicial function in administering and enforcing the Alcoholic Beverage Laws of the State of Maryland and the Rules and Regulations of the BOLC. Over the past few months the BOLC drafted new and revised several Rules and Regulations that have been approved. Below is the list of new/revised Rules and Regulations:

RR #10— Public Nuisance

RR #44—Residency

RR #80—Growler/Crowler Permits

To download the new Rules and Regulations you may go to the BOLC website at <http://bolc.mypgc.us> or contact our office at 301-583-9980.

COMPLIANCE: IT'S THE LAW

Pursuant to Sections 6-304 and 26-2707 of the Alcoholic Beverages Article of the Annotated Code of Maryland, a licensee or any of his/her employees or agents, may not sell, serve, furnish or allow the consumption or possession of any alcoholic beverages at any time to any person under the age of **twenty-one (21)** years.

During the 2022 calendar year, the BOLC conducted underage compliance check. Forty-nine (49) businesses passed the compliance check by verifying the underage purchaser's age and refused to sell alcoholic beverages to minors.

ASK & ANSWERED



Q1: How do I apply for an Alcoholic Beverage License? Where do I start?

A: Applicants must be a resident and a registered voter in the State of Maryland.

Step 1 – Applications may be found at the BOLC’s website at: <http://bolc.mypgc.us>

Note: Application must be TYPED and fully completed.

Step 2 – Click on New Application Process and select New/Transfer Application.

Step 3 – Submit a copy of a floor plan or interior layout design of the establishment.

Step 4 – Submit a copy of 2 forms of ID (refer to page 1 of the Rules & Regulations)

Step 5 - Submit the application fee of \$700 in the form of a Money Order, Cashier’s Check or Certified Check payable to Prince George’s County. (Cash, Business and Personal Checks will not be accepted)

Step 6- Complete a Criminal Background application in the State of Maryland.

Q2: I’m having an event, is BYOB or BYOL permitted in Prince Georges County? (Pursuant to 26-2501 of the Annotated Code of Maryland)

A: **NO:** A person, including an owner or operator of an establishment may not serve, keep, or allow to be consumed by a customer, alcoholic beverages from supplies that the customer purchased, reserved, or otherwise brought to the establishment from supplies purchased or otherwise brought to the establishment by the owner or operator of the establishment or an agent of the owner or operator.

Q3: What class of alcoholic beverage license is best for my establishment?

A: Types of classes of licenses available:

Class A- Liquors Stores (Not permitted to issue this class of license since 1996 per the Annotated Code of Maryland)

Class B- Restaurant, Lounges, Hotels, Entertainment Facility (Stadiums)

Class C- Veteran, Fraternal Organizations, Golf Courses, Country Clubs

Class D- Taverns, Salons, etc.

Q4: How do I get a mobile liquor license?

A: The county does not issue mobile liquor licenses; however, you may contact the State of Maryland Alcohol and Tobacco Commission at 410-260-7314 to enquire about their policy on mobile liquor license.

Q5: How do I know if an establishment is applying for an alcoholic beverage license in my community?

A: The BOLC advertises in both the Prince George’s Post and Gazette newspapers at least two (2) weeks prior to a scheduled hearing. Citizens may also check the BOLC website for monthly agendas. Bulletins are also posted on the establishment requesting alcoholic beverage license in each community.

Q6: How do I submit a letter of support or a letter of opposition for an establishment applying for an alcoholic beverage license in my community?

A: Citizens/Communities/Attorneys may submit a letter to BLC@co.pg.md.us at least two (2) weeks prior to the hearing date.

Q7: Where do I go to obtain a criminal background check?

A: Applicants applying for an alcoholic beverage license must use the LiveScan form obtained from the BOLC office or website with the BOLC agency authorization code. After completing the form, applicants can go to any fingerprinting service in the State of Maryland to have their criminal background check completed.

For listings, please visit: <https://www.dpssc.state.md.us/publicservs/fingerprint.shtml>

Q8: How do I or the community protest a renewal of an alcoholic beverage license?

A: Citizens must submit a written letter protesting the renewal of the alcoholic beverage license supported by a signed petition (must be a registered voter of the State of Maryland) to the BOLC no later than March 1st. Following the submission of the letter, a public hearing will be scheduled.