



Charles County Board of License Commissioners

Guy N. Black, Chairman
William "Bill" Winters, Vice Chairman
Matthew Darden
Kathleen C. Quade
Frederick G. Scott

Danielle Mitchell
Associate County Attorney

Lisa Bailey, Clerk

RULES AND REGULATIONS OF THE BOARD OF LICENSE COMMISSIONERS FOR CHARLES COUNTY, MARYLAND

ADOPTION DATE: 05-28-2020

EFFECTIVE DATE: 05-29-2020 at 5:00 P.M.

REVISION DATE: 06-10-2021

TEMPORARY BOARD RULE #2020-02

Board of License Commissioners Rule 4.103 – Open Air Exception a/k/a Outside Service Area, is hereby SUSPENDED and REPLACED as follows:

1. An alcoholic beverage licensee with on sale privileges who seeks to expand their licensed premises to include a defined Outside Service Area shall register with the Board of License Commissioners by completing the BOLC Temporary Outside Service Area Registration Form.
2. The prohibition on Outside Services Areas for alcoholic beverage licensees with a Class B-N (nightclub) license is hereby suspended.
3. A diagram of the Outside Service Area and photographs of the Outside Service Area with surrounding area that depicts proximity to street and parking area shall accompany the BOLC Temporary Outside Service Area Registration Form.
4. The Outside Service Area shall be bounded in a manner to restrict access so that the sale and consumption of alcoholic beverages can be restricted and controlled, by a barrier in any form, at least 4 ft. tall. If the Outside Service Area abuts a traffic lane, a barrier sufficient to act as a roadblock for vehicular traffic must be installed.
5. Licensees utilizing an Outside Service Area are subject to inspections by appropriate government officials and use of the alcoholic beverage license in the Outside Service Area may be revoked by the Board of License Commissioners if it is determined that alcohol beverage consumption in the Outside Service Area is a detriment to the peace, safety and welfare of the community.
6. Compliance with the permitting requirements implemented by Charles County Government Department of Planning & Growth Management, or equivalent agency in the Towns of La Plata and Indian Head for those Licensed Establishments located in the either town, is a condition of use of the alcoholic beverages license in an Outside Service Area.

7. Licensees with an existing approved Outside Service Area need not complete the BOLC Temporary Outside Service Area Registration Form unless the Licensee is seeking to expand the previously approved Outside Service Area.
8. Compliance with all other applicable requirements for restaurants and bars contained in any federal, state and/or local executive order is a condition of use of the alcoholic beverages license in an Outside Service Area.
9. All other regulations pertaining to holders of alcoholic beverage licenses in Charles County shall remain in full force and effect unless explicitly modified hereby.
10. This Rule remains in effect through December 31, 2021.

DRINK RESPONSIBLY. DON'T DRINK AND DRIVE.



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TEMPORARY OUTSIDE SERVICE AREA REGISTRATION FORM

Corporate/L.L.C. Name: _____
Trade Name: _____
Business Address: _____
Contact Phone Number and Email Address _____

Registration is made by the undersigned Licensee under the provisions of Temporary Rule 2020-02, of the Rules & Regulations of the Charles County Board of License Commissioners, to serve alcoholic beverages on adjacent outside grounds until such time as the State of Emergency by the Governor of Maryland is rescinded, or the Board of License Commissioners revokes the approval granted under Temporary Board Rule 2020-02.

- (1) Attach diagram indicating dimensions of outside area, type/location of barrier, number/location of tables & chairs.
- (2) Attach photograph of Outside Service Area, to include surrounding area.
- (3) Hours of Operation in Outside Service Area: _____
- (4) Is the Outside Service Area attached to the premises with a facility entrance/exit? Yes NO
- (5) Does the License Establishment have a health permit to serve food? Yes NO
- (6) Is the Outside Service Area located on public right-of-way (i.e., sidewalk)? Yes No

We/I agree to adhere to the regulations outlined in Temporary Board Rule 2020-02, applicable regulations contained in Executive Order 20-05-27-01, and all other applicable Rules and Regulations of the Charles County Board of License Commissioners.

- *It is the responsibility of the Licensee to obtain all the required permits and approvals from all applicable agencies and government authorities (i.e., Health Department, Planning & Zoning, Fire Marshal, Town officials if located in Indian Head or La Plata, etc.).*
- *Outside Service Areas which are located on public right-of-way may require additional approval by the County and/or municipality (Town of La Plata, Town of Indian Head).*
- *By submitting this completed form, you are approved by the Board of License Commissioners to utilize your alcoholic beverages license in an Outside Service Area. The Board reserves the right to conduct inspections and require modifications to your Outside Service Area at a future date.*

EMAIL COMPLETED FORM TO LISA BAILEY AT BAILEYL@CHARLESCOUNTYMD.GOV

(Print License Holder's Name)

(Signature of License Holder)

(Date)

For Office Use Only: Received By CCBOLC - Date:

Approved By PGM - Date: