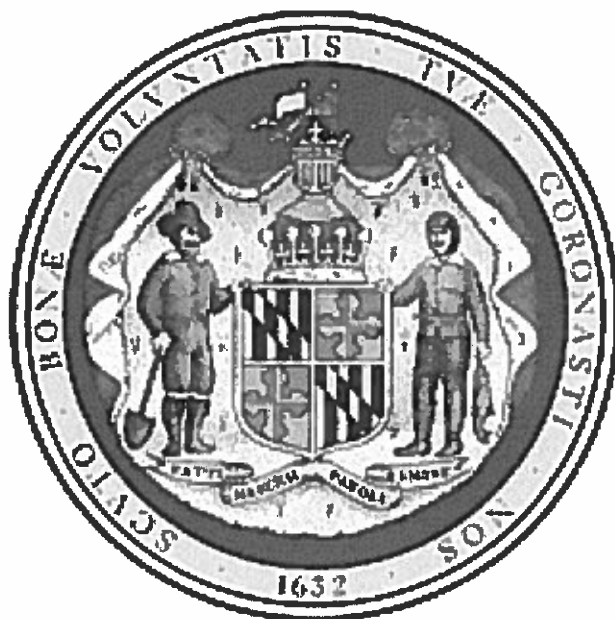


# **Board of Liquor License Commissioners**



## **City of Baltimore**

### **Chairman**

**Albert J. Matricciani, Jr**

### **Commissioners**

**Aaron J. Greenfield, Esq.**

**Dana P. Moore, Esq.**

### **Alternate Commissioner**

**Harvey E. Jones**

### **Acting Executive Secretary**

**Douglas K. Paige**

### **Deputy Executive Secretary**

**Thomas R. Akras, Esq.**

### **Chief Inspector**

**Mark Fosler**

## Introduction

The Board of liquor License Commissioners for Baltimore City (BLLC) was created by Act of the State Legislature after the repeal of the Volstead Act of 1933. Prior to prohibition, alcoholic beverage licenses were issued directly by the Clerk of what was then referred to as the Court of Common Pleas. There was little intervention on the part of the public, zoning or other authorities, and alcoholic beverage licenses were routinely issued as in the case of Trader's Licenses, marriage licenses, etc.

When the Volstead Act was repealed, it became apparent that the appropriate controls and licensing of alcoholic beverages at the retail level were necessary in the State of Maryland to insure public safety. Boards of Liquor License Commissioners were, therefore, created in all of the political sub-divisions in the State of Maryland by act of the Maryland General Assembly. Article 2B of the Annotated Code of Maryland was the enabling legislation and remains as the alcoholic beverage statute of the State of Maryland. There have been many changes in the law since 1933, and at each session of the Maryland General Assembly, new laws and statutes are introduced and passed which affect the operation of alcoholic beverage establishments in Baltimore City and throughout the State of Maryland.

The Board of Liquor License Commissioners for Baltimore City is an agency of the State. As of the 2016 Legislative Session, the Mayor and President of the City Council are charged, until 2018, with the appointment of three (3) permanent members and one (1) alternate member of the Board, one of whom (permanent member) is designated as the Chairman. As a body, the Board administers the statutes, laws, ordinances and its own Rules and Regulations regarding the operation of alcoholic beverage establishment in Baltimore City. Currently, there are approximately 1,250 alcoholic beverage establishments in Baltimore City which is a reduction from the approximately 2,200 licenses there were in 1968.

# Division Breakdown: BLLC

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## Board of Commissioners

- **General Mission: To administer and Enforce the applicable provisions of Article 2B as applied to Alcoholic Beverage and Adult Entertainment Licensing in the City of Baltimore**
- **Hold and oversee all public hearings on new applications, transfer applications, hardship extensions, violations and protects of renewal in accordance with Article 2B**
- **Vote for the approval or denial on all applications and requests for action that come before the Board and require a public hearing in accordance to Article 2B**
- **Review, approve, and amend the rules and regulations that govern Alcoholic Beverages and Adult Entertainment in the City of Baltimore**

## Administrative Division

- **Accepts and Reviews Applications for Alcoholic Beverages and Adult Entertainment**
- **Prepares Applications for Review by Executive Administration**
- **Processes Payment for all fees and fines and produces reports to be submitted to the Department of Finance and State Comptroller's Office concerning revenue**
- **Issues all alcoholic beverage and adult entertainment licenses and maintains licensee files**
- **Issues correspondence to licensees, attorneys, and applicants concerning the status of all applications**

## Inspection Division

- **Performs initial inspection of all locations for new and transfer applications and post properties in preparation for public hearings**
- **Conducts inspections of all active licensed liquor and adult entertainment establishments to ensure compliance with State and local laws**
- **Conducts special investigations and responds to all 311 Complaints concerning licensed establishments**
- **Issues violations for non-compliance with state and local laws, which are reviewed for legal sufficiency and charged**
- **Testify in all cases concerning violations initiated by agency**

# HELPFUL INFORMATION

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## **LICENSE RENEWAL**

All holders of alcoholic beverage license in Baltimore City must file a renewal application between March 1 and March 31 of every year at the Board's office at 231 E. Baltimore Street, 6th Floor.

By Law, a protest against the renewal of a license must be filed at least 30 days before the license expires on April 30th. All protests must be received at the Board's office by 4 p.m. on March 31st and must be signed by not less than ten residents, commercial tenants (who are not holders or applicants for any liquor license), or real estate owners in the immediate vicinity where the licensed place of business is located. Protests must be based on specific complaints as to the operation of the establishment.

## **COMPLAINTS OR CONCERNS**

Complaints or concerns relating to the manner in which an alcoholic beverage establishment is operating can be made by dialing Baltimore City's one call center 311. In addition, residents may call the Office of the Board and speak directly to the Chief Inspector Mark Fosler or the inspector assigned to your district at 410-396-4379.

## **PUBLIC HEARINGS**

Liquor Board public hearings are held on Thursdays in the Board of Estimates Room (215) in City Hall. Residents and stakeholders are encouraged to attend public hearings relating to violations, new licenses, transfers of ownership and expansions affecting their communities.

## **COMCAST CHANNEL 25 CHARM TV**

All Liquor Board public hearings are televised live on Comcast Cable Channel 25 Charm TV and rebroadcasted throughout the week.

## **LIQUOR BOARD ONLINE LIBRARY**

The Board of Liquor License Commissioners for Baltimore City (BLLC) is keeping a digital record of related documents of licensed establishments in Baltimore City. These documents, which begin with license year 2013, are now available online. If you are interested in learning more about a licensed establishment in your neighborhood relating to the class of license, hours of operation, names of owners and other related information, please visit our website at <http://llb.baltimorecity.gov>.

If you are interested in learning more about how to search for particular documents or establishments we have provided this guide: [How to Search Liquor License Documentation](#)

If you have any additional questions concerning or need any assistance related to the BLLC's Online Library, please call 410-396-4377 and any member of our office staff can provide you with assistance.

ALBERT J. MATRICCIANI, JR.  
CHAIRMAN

COMMISSIONERS  
AARON J. GREENFIELD, ESQ.  
DANA P. MOORE, ESQ.

ALTERNATE COMMISSIONER  
HARVEY E. JONES



DOUGLAS K. PAIGE  
ACTING EXECUTIVE SECRETARY

THOMAS R. AKRAS, FSO  
DEPUTY EXECUTIVE SECRETARY

STACI L. RUSSELL  
ACTING ASSISTANT EXECUTIVE  
SECRETARY

STATE OF MARYLAND  
**BOARD OF LIQUOR LICENSE COMMISSIONERS**  
FOR BALTIMORE CITY  
231 E. BALTIMORE STREET, 6<sup>TH</sup> FLOOR  
BALTIMORE, MARYLAND, 21202-3258  
PHONE: (410) 396-4377

**How to Search Liquor License Documentation**

This guide is being published to help the public find license information for a particular establishment that they are researching within the Board of Liquor License Commissioners for Baltimore City's (BLLC) Online Library. This is a quick reference and if more help is needed please contact the Liquor Board.

The **Quick Search** home page will allow you to search for any document. Please note that as a 'Guest' you are NOT required to log in. (Just ignore the Login choice at the top of the page.)

There are several ways that you can search for the information you are looking for.

**\*\*Recommended\*\*** To run a basic search using the **Search** box located in the upper right corner of the screen:

1. Enter one or more words that refer to the establishment you are looking for. For example, the name of the establishment. Separate each word with a space.
2. Click **Search**. The application will display all of the documents in which these words appear.
3. Click on the **Title** of the document and the scanned document(s) will be displayed.

To run a search using **Quick Search**:

1. From the **Document Type** menu, select the type of document you want to find.
  - a. Application
  - b. Supporting Documents
  - c. Inspector Report
  - d. License Certificate
  - e. Renewal Application
2. Use the **Quick Search** box to enter one or more words that refer to the establishment you are looking for. Separate each word with a space. The application will search for all of the documents in which these words appear.
3. Click **Search**. The application will display all of the documents that match your search criteria.
4. Click on the **Title** of the document and the scanned document(s) will be displayed.

To run a search using **Property Search**:

1. From the **Document Type** menu, select the type of document you want to find.
  - a. Application
  - b. Supporting Documents
  - c. Inspector Report
  - d. License Certificate
  - e. Renewal Application
2. Fill in one of the specific fields under **Property Search**. You can enter the **License Location/Address** or the **Trade/Business Name** or the **License Number**.
3. Click **Search**. The results will display documents (of the document type selected) that include the search criteria you have entered.
4. Click on the **Title** of the document and the scanned document(s) will be displayed.

To run a search using **Cabinet Explorer**:

1. Under **Cabinet Explorer**, click **Licenses**.
2. Select the type of License you want to research, **Standard Licenses** or **One Day Licenses**. This will return a list of all establishments. This list will appear in **Street Number**, then **Street Name** order.
3. Click on the **Address** to open the file for this establishment. All the documents for the establishment at that address will be displayed.
4. Click on the **Title** of the document and the scanned document(s) will be displayed.

#### **Some notes about Liquor License Documentation**

This Online Library contains scanned documents beginning with License Year 2013. Documentation that predates License Year 2013 can be researched at the BLLC's offices or the Baltimore City Archives Division. Moving forward, all documentation submitted to the BLLC shall be scanned by staff and uploaded to the applicable file within the On-Line Library.

The first letters of the "Title" of a document indicate the **type of document**.

- "Renew" indicates the Renewal Application for the License Year indicated.
- "Supp" indicates Supporting documentation provided by that establishment to support their application.
- "Insp" indicates an Inspection Report for the Calendar Year indicated.
- "License Cert" indicates the Certificate that was issued to the establishment for the License Year indicated.
- "App" indicates the establishment's original application for a license when they first opened for business. This will be present if the original license was issued in the 2013 License Year or later.

The order that documents are displayed in the search results can be changed by clicking on the heading of any column. Remember that numbers are always sorted before letters. The words you enter as search criteria are used to search the entire contents of each document to find a match.