

BOARD OF LICENSE COMMISSIONERS FOR ANNE ARUNDEL COUNTY



INFORMATION TO BE SUBMITTED FOR ALCOHOLIC BEVERAGE LICENSE

(CHANGE IN CLASS)

1. Original and Five (5) copies of the Application form that has been completed by each applicant and the owner of the property and notarized.
2. Check for \$600.00 made payable to Anne Arundel County. This covers the cost of the hearing, advertising, and the sign for posting of the property.
3. Original and Five (5) copies of the location map clearly showing location of the tract of land within the County.
4. Original and Five (5) copies of the metes and bounds description of the said tract.
5. Original and Five (5) copies of a detailed site plan to scale, prepared by a registered land surveyor or engineer, depicting the location, heights, floor area and square footage of all buildings or structures, parking, number of parking spaces, and any other physical features inherent or proposed on the property.
6. Original and Five (5) copies of a registered survey showing distance from nearest place of worship and school. (This is only for off-sale licenses)
7. Original and Five (5) copies of a registered survey showing distance from all **residentially zoned property**. (This is only for music, Entertainment, and dancing license).
8. Original and Five (5) copies of the Review Form for Alcohol Beverage License for the Office of Planning Code Enforcement.
9. Original and Five (5) copies of the building floor plans detailing all building areas from which alcoholic beverages are to be sold, served or stored, showing improvements or interior details as to the layout of the various areas, along with indications of seating capacities, number of employees, etc.