



# THE PRINCE GEORGE'S COUNTY GOVERNMENT

## Office of the Clerk of the Council

April 15, 2016

### MEMORANDUM

**TO: Officials, Agents and Applicants**

**FROM: Redis C. Floyd, Clerk of the Council**

**RE: Prince George's County Zoning Ethics, Disclosure Participation and Contributions Provisions – Md. Code Ann., General Provisions §§ 5-833–5-839**

The Public Ethics Law includes special provisions pertaining to Prince George's County zoning matters. These provisions address disclosure, participation and contributions.

Pursuant to direction from the State Ethics Commission, the District Council is not authorized to consider certain zoning matters transmitted by the Planning Board or Zoning Hearing Examiner **with untimely filed affidavits and/or outdated affidavit forms**. Zoning matters transmitted with untimely filed affidavits and/or outdated affidavit forms will be rejected as incomplete and returned for affidavit compliance. **New affidavit forms approved by the State Ethics Commission are as follows:**

- An Individual Applicant Affidavit (Form PG 1) (attached) or visit:  
<http://ethics.maryland.gov/wp-content/uploads/filebase/local-gov/local-gov-forms/PGNO1.pdf>
- A Business Entity Affidavit (Form PG 2), and (attached) or visit:  
<http://ethics.maryland.gov/wp-content/uploads/filebase/local-gov/local-gov-forms/PGNO2.pdf>
- An Agent Affidavit (Form PG 3) (attached), or visit:  
<http://ethics.maryland.gov/wp-content/uploads/filebase/local-gov/local-gov-forms/PGNO3.pdf>

There is also the Ex Parte Disclosure Form (Form PG 4) (attached), or visit:  
<http://ethics.maryland.gov/wp-content/uploads/filebase/local-gov/local-gov-forms/PGNO4.pdf>

**Form PG 1 should only be submitted by an individual, not a business entity.**

**Form PG 2 should be submitted by all business entities, including LLCs.**

For additional information regarding the special provisions pertaining to Prince George's County zoning matters, please refer to State Ethics Zoning Memorandum (attached), or visit:  
<http://ethics.maryland.gov/wp-content/uploads/filebase/local-gov/local-gov-forms/PG%20County%20Zoning%20Memo.pdf>

Thank you.

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