

**Appendix A –City Council Resolution**

Appendix A Placeholder Text

**Appendix B – MDE Approval Letter**



Appendix B Placeholder Text

**Appendix C - Zoning Regulations**

Baltimore City Code as of 4/12/2022 referenced herein.

**Baltimore City Code, Article 32, Table 11-301**

<i>TABLE 11-301: INDUSTRIAL DISTRICTS – PERMITTED AND CONDITIONAL USES</i>								
USES	DISTRICTS							USE STANDARDS
	OIC	BSC	IMU-1	IMU-2	I-1	I-2	MI	
<b>RESIDENTIAL</b>								
Dwelling (Above Non-Residential Ground Floor)		P	P					
Dwelling: Live-Work			P		CB			
Dwelling: Multi-Family		P	P					
Dwelling: Rowhouse		P						
Residential-Care Facility (16 or Fewer Residents)		P	P					Per § 14-334
Residential-Care Facility (17 or More Residents)		CB	CB					Per § 14-334
Rooming House			CB					
<b>INSTITUTIONAL</b>								
Cultural Facility			CB					Per § 14-308
Educational Facility: Commercial-Vocational	P	P	P	P	P	CB	CB	
Educational Facility: Post-Secondary	CB	CB	CB					
Educational Facility: Primary and Secondary		P	P					
Government Facility	P	P	P	p	P	P	P	
Homeless Shelter			CO					
Hospital		P	CO					
<b>OPEN-SPACE</b>								
Community-Managed Open-Space Farm	CB	CB	CB					Per § 14-307
Community-Managed Open-Space Garden	P	P	P					Per § 14-307
Park or Playground	P	P	P					
Urban Agriculture	P	P	P	P	P			Per § 14-339

**Baltimore City Code, Article 32, Table 11-301 (continued)**

	<i>OIC</i>	<i>BSC</i>	<i>IMU-1</i>	<i>IMU-2</i>	<i>I-1</i>	<i>I-2</i>	<i>MI</i>	
<b>COMMERCIAL</b>								
Animal Clinic			P	P	P			Per § 14-317
Art Gallery			P	P				
Arts Studio			P	P				
Arts Studio: Industrial	P		P	P	P			
Banquet Hall	CB		CO	P				Per § 14-302
Body Art Establishment			P	P				
Broadcasting Station (TV or Radio)	P		P	P	P			
Car Wash				P	P	P		Per § 14-304
Carry-Out Food Shop		P	P	P	CB	CB		
Day-Care Center: Adult or Child	P	P	P	P <sup>1</sup>	P <sup>1</sup>	P <sup>1</sup>	P <sup>1</sup>	Per § 14-309
Drive-Through Facility	CB			CB				Per § 14-311
Entertainment: Indoor		P	P	P				Per § 14-312
Entertainment: Live			CB	CB				Per § 14-319
Entertainment: Live (Accessory to Restaurant, Tavern, Art Studio, or Art Gallery)		CB		P				Per § 14-319
Financial Institution	P <sup>2</sup>	P	P	P				
Gas Station				CB	CB	CB		Per § 14-314
Greenhouse		P	P	P	P			Per § 14-339
Health-Care Clinic	P	P	P					
Health and Fitness Center	P	P	P					
Heavy Sales, Rental, or Service			CO	CB	CB			
Hotel or Motel	P	P	CB					
Kennel			CB	P	P			Per § 14-317
Lodge or Social Club			P	CB	CB	CB	CB	Per § 14-320
Motor Vehicle Service and Repair: Major					CB	CB		Per § 14-326
Motor Vehicle Service and Repair: Minor			CO	P	CB	CB		Per § 14-326
Nursery		P	P	P	P			Per § 14-339
Office	P	P	P	P	CB <sup>2,3</sup>	CB <sup>2,3</sup>	CB <sup>2,3</sup>	

**Baltimore City Code, Article 32, Table 11-301 (continued)**

<i>Commercial (cont'd)</i>	<i>OIC</i>	<i>BSC</i>	<i>IMU-1</i>	<i>IMU-2</i>	<i>I-1</i>	<i>I-2</i>	<i>MI</i>	
Outdoor Dining		P	P	CB				Per § 14-329
Personal Services Establishment	P <sup>2</sup>	P	P	P	CB			
Recreation: Indoor		P	P	P				Per § 14-312
Recreation: Outdoor			CB					Per § 14-312
Restaurant	P <sup>2</sup>	P	P	P	CB	CB		
Retail Goods Establishment (No Alcoholic Beverages Sales)	CB	P	P	P <sup>2</sup>	CB			
Retail Goods Establishment (With Alcoholic Beverages Sales)		P	CO	P <sup>2</sup>	CB			Per § 14-336
Tavern		P	CO	P	CB	CB		Per § 14-337
Truck Repair				P	P	P		
<b>INDUSTRIAL</b>								
Alternative Energy System: Commercial	P	P	P	P	P	P		
Boat Manufacturing, Repair, and Sales			CB	P	P	P	CB	Per § 14-303
Commercial Composting Facility				CB	CB	P		Per § 14-305
Contractor Storage Yard				CB	P	P		Per § 14-330
Food Processing: Light	P		P	P	P			
Freight Terminal				P	P	P	P	
Heliport		CB			CB	CB		
Helistop		CB			CB	CB		
Industrial Boat Repair Facility						P	P	Per § 14-323
Industrial: General				P		P	CB	Per § 14-315
Industrial: Light	P	P	P	P	P	P		
Industrial: Maritime-Dependent				P		P	P	
Landfill: Industrial						CB		Per § 14-318
Marina: Dry Storage			CB		P	P		Per § 14-323
Marine Terminal						P	P	
Materials Recovery Facility						P		Per § 14-324
Mini-Warehouse			P	P	P			



**Baltimore City Code, Article 32, Table 11-301 (continued)**

<i>Industrial (cont'd)</i>	<i>OIC</i>	<i>BSC</i>	<i>IMU-1</i>	<i>IMU-2</i>	<i>I-1</i>	<i>I-2</i>	<i>MI</i>	
Motor Vehicle Operations Facility					P	P		
Movie Studio	P		P	P	P	P		
Outdoor Storage Yard					P	P	P	Per § 14-330
Passenger Terminal			P	P	P	P	P	
Recyclable Materials Recovery Facility				P	P	P		Per § 14-333
Recycling Collection Station				CB	CB	CB		Per § 15-514
Recycling and Refuse Collection Facility				P	P	P		
Research and Development Facility	P	P	P	P	P	P	P	
Resource Recovery Facility						CB		Per § 14-335
Shipyards						P	P	
Truck Stop					P	P		
Truck Terminal					P	P		
Warehouse	P		P	P	P	P	P	
Waterfreight Terminal						P	P	
Wholesale Goods Establishment	P		P	P	P	P		
<b>OTHER</b>								
Alternative Energy System: Community-Based	P	P	P	P	P	P	P	Per § 14-306
Electric Substation: Enclosed or Indoor	P	P	P	P	P	P	P	Per § 14-340
Electric Substation: Outdoor	CB	CB	CB	CB	CB	P	P	Per § 14-340
Parking Garage (Principal Use)	P	P	CO	P	P	P	P	Per § 14-331
Parking Lot (Principal Use)	P	P	CO	CB	P	P	P	Per § 14-331
Telecommunications Facility <sup>4</sup>	CB, P	CB, P	CB, P	CB, P	CB, P	CB, P	CB, P	Per § 14-338
Utilities	CB	CB	CB	CB	CB	CB	CB	Per § 14-340
Wireless Communications Services <sup>5</sup>	CB, P	CB, P	CB, P	CB, P	CB, P	CB, P	CB, P	Per § 14-338

<sup>1</sup> Allowed only when (i) accessory to an office structure, research and development facility, or industrial use, and (ii) integrated into that structure, facility, or use to serve its employees.

<sup>2</sup> Allowed only when secondary to a primary industrial use.

<sup>3</sup> Office uses legally established as of the effective date of this Code are deemed conforming and are not required to be secondary to a primary industrial use.

<sup>4</sup> Only telecommunications base stations that comply with the stealth design standards of § 14-338 are considered permitted uses.

<sup>5</sup> Only Wireless Communication Services that are modifications to – and do not substantially change the physical dimension of – an existing telecommunications facility, are considered permitted uses.

(Ord. 16-581; Ord. 17-015; Ord. 18-171; Ord. 19-244; Ord. 19-261.)

**Baltimore City Code, Article 32, Table 11-401**

<b>TABLE 11-401: INDUSTRIAL DISTRICTS – BULK AND YARD REGULATIONS</b>						
<b>CATEGORIES</b>	<b>SPECIFICATIONS (PER DISTRICT)</b>					
	<b>OIC</b>	<b>BSC</b>	<b>IMU</b>	<b>I-1</b>	<b>I-2</b>	<b>MI</b>
<b>MINIMUM LOT AREA</b>						
Dwelling: Live-Work, Multi-Family, or Rowhouse	N/A	300 sq. ft.	IMU-1: 300 sq. ft. IMU-2: N/A	10,000 sq. ft.	N/A	N/A
All Other Uses	None	None	5,000 sq. ft.	10,000 sq. ft.	20,000 sq. ft.	20,000 sq. ft.
<b>MAXIMUM BLDG HEIGHT</b>						
All Uses	60 feet	150 feet <sup>1</sup>	60 feet	60 feet	None <sup>2</sup>	None <sup>2</sup>
<b>MINIMUM FRONT YARD</b>						
All Uses	None	None	None <sup>3</sup>	10 feet	10 feet	10 feet
<b>MINIMUM INTERIOR-SIDE YARD</b>						
All uses	None <sup>4</sup>	None <sup>4</sup>	No interior-side yard required but, if one is provided, it must be a minimum of 10 feet	None <sup>5</sup>	None <sup>6</sup>	None <sup>6</sup>
<b>MINIMUM CORNER-SIDE YARD</b>						
All Uses	None	None	None <sup>7</sup>	10 feet	10 feet	10 feet
<b>MINIMUM REAR YARD</b>						
All Uses	None <sup>8</sup>	None <sup>8</sup>	None <sup>8</sup>	None <sup>9</sup>	None <sup>9</sup>	None <sup>9</sup>
<b>BUFFER YARD REQ'T</b>						
All Uses	None	None	Where the Landscape Manual requires a landscaped buffer yard between an industrial use and a non-industrial use, that buffer yard must be provided by the more recent use.			

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**Baltimore City Code, Article 32, Table 11-401 (notes)**

<sup>1</sup> For a residential use, the Zoning Board may allow a height higher than 150 feet as a conditional use.

<sup>2</sup> However, if any part of the building is within 50 feet of an R, OR, C-1, C -1-E, C-1-VC, C-2, or C-3 Zoning District, that part of the building is limited to a maximum height of 60 feet.

<sup>3</sup> All outdoor storage areas must be set back 10 feet from the front lot line.

<sup>4</sup> However, if the interior-side lot line abuts an R Zoning District, a minimum interior-side yard of 10 feet is required.

<sup>5</sup> However, if the interior-side lot line abuts an R or OR Zoning District, a minimum interior-side yard of 10 feet is required.

<sup>6</sup> However, if the interior-side lot line abuts an R, OR, C-1, C -1-E, C-1-VC, C-2, or C-3 Zoning District, a minimum interior-side yard of 20 feet is required.

<sup>7</sup> All outdoor storage areas must be set back 10 feet from the corner-side lot line and the front lot line.

<sup>8</sup> However, if the rear lot line abuts an R Zoning District, a minimum rear yard of 15 feet is required.

<sup>9</sup> However, if the rear lot line abuts an R, OR, C-1, C -1-E, C-1-VC, C-2, or C-3 Zoning District, a minimum interior rear yard of 30 feet is required.

*(Ord. 16-581; Ord. 17-015; Ord. 19-244.)*

**Appendix D - Solid Waste & Recycling Vendors**

BSW Division	Contractor	Service Description
Street Sweeping and Roll-off	eRevival	Electronics recycling
	Auston Contracting	Scrap tires, appliance, and scrap metal recycling
	Wheelabrator	Trash incinerator
	Clean Harbors	Household hazardous waste recycling
	Maryland Environmental Services	Freon (from refrigerators) and motor oil recycling
	Goode Company <sup>1</sup>	Scrap metal recycling
	Compost Crew <sup>2</sup>	Food waste collection and composting
Marine Operations	Waterfront Partnership of Baltimore	Waterwheel Services
	Downtown Partnership of Baltimore	Cleaning Services in the Central/Downtown District
	DemoUsa	Cleaning shorelines around the Middle Branch waterways
	Ecube Labs	Solar trash compacting stations and companion recycling stations.
	Oyster Recovery Partnership	Oyster shell recycling
Property Management	P2 Cleaning	Vacant property cleaning and cutting high grass and weeds
	Living Classrooms	Vacant property cleaning and maintenance
Routine Services	SPEC Personnel	Curbside collection of mixed refuse and recycling
	The Lazarus Rite	Curbside collection of mixed refuse and recycling
	Spindler Refuse, Inc	Mixed refuse collection
	Waste Management Recycle America	Disposal and sorting of single stream recycling collections
	World Recycling	Disposal and sorting of single stream recycling collections.
	The Goode Companies, Inc.	Mixed refuse collection
	Synagro Water Technologies	Conversion of wastewater sludge biosolids to granular fertilizer
	Valley Pets	Dead animal transportation and disposal at Greenlawn Cemetery

Notes: 1. This is a City-wide contract  
2. This contract is held by the Department of Planning

**Appendix E - School Recycling Programs**

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School	Address
Dr. Nathan A. Pitts-Ashburton Elementary/Middle School	3935 Hilton Road, 21215
Edgewood Elementary	1900 Edgewood Street, 21216
FOREST PARK SENIOR HIGH SCHOOL	3701 Eldorado Avenue, 21207
Hampden EMS	3608 Chestnut Avenue, 21211
The Tunbridge School	5504 York Road, 21212
City Schools Headquarters	200 E. North Avenue, 21202
Frederick Douglass HS	2301 Gwynns Falls Parkway, 21217
Medfield Heights Elementary School	4300 Buchanan Ave, 21211
Beechfield Ems	301 S Beechfield Avenue, 21229
Billie Holiday Elementary School	2400 W Mosher Street, 21216
Booker T. Washington Middle School School For the Arts	1301 McCulloh Street, 21217
Francis Scott Key	1425 E Fort Avenue, 21230
Green Street Academy	125 N Hilton Street, 21229
Lakeland Elem/Middle	2921 Stranden Road, 21230
Mary Ann Winterling ES	220 N Bentalou Street, 21223
North Bend Elementary Middle School	181 North Bend Road, 21229
Renaissance Academy	1301 McCulloh Street, 21217
Rosemont EMS	2777 Presstman Street, 21216
Steuart Hill	30 S Gilmor Street, 21223
The Empowerment Academy	851 Braddish Avenue, 21216
Thomas Johnson EMS	100 E Heath Street, 21230
George Washington Elementary School	800 Scott Street, 21230
Harlem Park Elementary Middle School	1401 W Lafayette Avenue, 21217
Govans Elementary School	5801 York Road, 21212
Lois T. Murray Elementary/Middle School	820 E. 43rd Street, 21212
Harford Heights Elementary	1919 N. Broadway St., 21213
The REACH! Partnership High School	2555 Harford Road, 21218
Sharp Leadenhall	1919 N. Broadway Street, 21213
Augusta Fells Savage	1500 Harlem Avenue, 21217
Leith Walk EMS	5915 Glennor Road, 21239
Walter P. Carter Elementary/Middle School	820 E 43rd Street, 21212
City Neighbors High School	5609 Sefton Avenue, 21214

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<b>School</b>	<b>Address</b>
Furley Elementary	5001 Sinclair Lane, 21206
Gardenville Elementary	5300 Belair Road, 21206
Hazelwood Elem/Middle School	4517 Hazelwood Avenue, 21206
Reginald F. Lewis High School	6401 Pioneer Drive, 21214
The Belair-Edison School	3536 Brehms Lane, 21213
Abbottston Elementary School	1300 Gorsuch Avenue, 21218
Armistead Gardens	5001 E Eager Street, 21205
Baltimore Design School	1500 Barclay Street, 21202
Cecil Elementary	2000 Cecil Avenue, 21218
City Springs Elementary/Middle	100 S Caroline Street, 21231
Claremont	5301 Erdman Avenue, 21205
Lakewood Elementary School	2625 Federal Street, 21213
Stadium	1400 Exeter Hall Avenue, 21218
Tench Tilghman Elementary and Middle School	600 N Patterson Park Avenue, 21205
Vanguard Collegiate Middle School	5000 Truesdale Avenue, 21206
Wolfe Street Academy	245 S Wolfe Street, 21231
Baltimore Lab School (Private School)	2220 St Paul St, 21218
Fort Worthington Elementary/Middle School	2710 E Hoffman Street, 21213
Robert W. Coleman Elementary School	2400 Windsor Avenue, 21216
Baltimore City College	3220 The Alameda, 21218
John Ruhrah	701 Rappolla Street, 21224
Western High School	4600 Falls Road, 21209
Graceland/O'Donnell Heights Elementary Middle	6300 O'Donnell Street, 21224
Arundel Elementary School	2400 Round Road, 21225
ACCE	1300 W 36th Street, 21211
Frederick Elementary School	2501 Frederick Avenue, 21223
Dr. Bernard Harris Sr. Elementary	1400 N Caroline Street, 21213
Moravia Park Elementary	6001 Frankford Avenue, 21206
William S. Baer School	2001 N Warwick Avenue, 21216
Katherine Johnson Global Academy	1101 Braddish Avenue, 21216
Bay Brook Elementary Middle School	4301 10th Street, 21225
The Green School of Baltimore	2851 Kentucky Avenue, 21213

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<b>School</b>	<b>Address</b>
Gwynns Falls Elementary School	2700 Gwynns Falls Parkway, 21216
Holabird Academy	1500 Imla Street, 21224
Wildwood Elementary Middle School	621 Wildwood Parkway, 21229
Roland Park Elementary Middle	5207 Roland Avenue, 21210
Windsor Hills Elementary/Middle School	4001 Alto Road, 21216
Commodore John Rodgers K-8 school	100 N. Chester Street, 21231
Southwest Baltimore Charter School	1300 Herkimer Street, 21223
Federal Hill Preparatory	1040 William Street, 21230
Dickey Hill Elementary Middle School	5025 Dickey Hill Road, 21207
Hilton Elementary School	3301 Carlisle Avenue, 21216
Hampstead Hills Elem / Mid	500 S Linwood Avenue, 21224
Digital Harbor High School	1100 Covington Street, 21230
Woodhome Elementary/Middle School	7300 Moyer Avenue, 21234
Fallstaff Elementary Middle School	3801 Fallstaff Road, 21215
Paul Laurence Dunbar	1400 Orleans Street, 21231
James McHenry Elementary Middle School	31 S Schroeder Street, 21223
Callaway Elementary School	3701 Fernhill Avenue, 21215
Midtown Academy	1398 W Mount Royal Avenue, 21217
City Neighbors Charter School	4301 Raspe Avenue, 21206
Baltimore Montessori Public Charter School	1600 Guilford Avenue, 21202
Creative City Public Charter School	2810 Shirley Avenue, 21215
Baltimore International Academy West	4300 Sidehill Road, 21229
Patterson Park Public Charter School	27 N Lakewood Avenue, 21224
Waverly EMS School	3400 Eilerslie Avenue, 21218
Elmer A Henderson: A Johns Hopkins Partnership School	2100 Ashland Avenue, 21205
Highlandtown Elementary/Middle School	6820 Fait Avenue Baltimore, 21244
Baltimore Collegiate School for Boys	2525 Kirk Avenue, 21218
William Paca Elementary	200 N Lakewood Avenue, 21224
Mary E. Rodman	3510 W. Mulberry Street, 21229
Arlington Elementary	3705 W Rogers Ave, 21215
Garrett Heights Elementary Middle School	2800 Ailsa Avenue, 21214
Thomas Jefferson Elementary/Middle School	605 Dryden Drive, 21229

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School	Address
Yorkwood Elementary School	5931 Yorkwood Road, 21239
The Mount Washington School	1801 Sulgrave Avenue, 21209

**Appendix F1 - Apartment Building and Condominium Recycling Plan**

## 1. Program Description

In accordance with Section 9-1711 of the Environment Article within the Annotated Code of Maryland, the City of Baltimore created the Apartment Building and Condominium Recycling (ABCR) Program which requires all property owners or managers of apartment buildings and council of unit owners of a condominium that contain 10 or more dwelling units (property owners or managers) to provide recycling collection and removal. In addition, the ABCR Program requires property owners or managers to provide annual recycling tonnage reports to the Department of Public Works, Office of Waste Diversion.

## 2. Eligible Apartment Buildings And Condominiums

There are 1,104 apartment buildings and 64 condominiums with 10 or more dwelling units that are eligible for the ABCR Program. The list of eligible apartment buildings and condominiums are provided in Appendix F2. Per Section 9-1711 of the Environment Article within the Annotated Code of Maryland, any new apartment buildings or condominiums that fall under the requirements of this section are required to implement an ABCR program within three months of commencement of the business.

## 3. Outreach And Education

Property owners or managers are responsible for notifying their tenants and residents of the ABCR recycling program. In addition, property owners and managers are responsible for providing all outreach and education materials to encourage residents and tenants to recycle. Upon request, the Office of Waste Diversion may also provide recycling literature.

## 4. Responsibilities

Entities involved in implementing the ABCR Program include:

### Mayor and City Council of Baltimore

- Adopt the MDE approved language of the ABCR Program for the 10 Year Solid Waste Plan/Recycling Management Plan amendments.

### Department of Public Works, Bureau of Solid Waste, Office of Waste Diversion

- Notify property owners and managers of ABCR Program requirements;
- Upon request, provide property owners and managers with recycling literature and resources;
- Upon request, assist property owners and managers with their recycling program;
- Provide property owners or managers with an annual Recycling Report; and
- Monitor the progress and performance of the ABCR Program via receipt of the annual Recycling Report.

### Department of Housing and Community Development

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- Provide the Office of Waste Diversion with a current and up-to-date list of apartments and condominiums; and
  - Notify the Office of Waste Diversion whenever a new apartment or condominium receives a housing permit.

**Owner or Manager of the Apartment Building or Councils of the Unit Owners of Condominiums:**

- Implement a recycling program for tenants and residents;
- Notify tenants and residents of ABCR Program requirements;
- Provide recycling outreach and education materials and recycling collection and removal services;
- Ensure recycling containers are clearly labeled and provided in easy-to-access areas adjacent to each trash collection bin or trash chute;
- Ensure recyclable materials are collected by a recycling hauler and transported to a legal recycling destination; and
- Submit the Annual Recycling Report to the Office of Waste Diversion with the requested documentation.

**5. Collection And Process Of Materials**

It is the responsibility of property owners or managers to determine how the materials will be stored, collected, and transported to recycling markets, but property owners or managers are still required to provide the following:

**Materials to Recycle**

At a minimum, owners or managers must recycle plastic, metal, glass, and paper. Regardless of the hauler, owners and managers must ensure that the recycling bin does not contain any food waste, plastic bags, hazardous materials, or any other contaminants.

**Collection of Materials**

Apartment and condominium owners and managers, except properties that are provided with City Recycling Collection services, are responsible for providing all containers, labor, and equipment necessary to fulfill ABCR Program requirements. In addition, containers for recyclable materials must be placed adjacent to trash containers or trash chutes and must be clearly labeled to indicate the appropriate materials to be placed inside for recycling. The quantity and size of recycling containers must also be sufficient for all building residents and tenants to store their recyclables. Condominiums that qualify under Baltimore City Code, Article 23, are exempt from this requirement.

**Material Processing**

Property owners or managers must ensure recyclable materials are collected and transported from apartment and condominium locations to markets or other legal recycling destinations. Residents are also responsible for placing recyclables in recycling containers prior to their removal on the scheduled pick up day.

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## 6. Annual Recycling Report

Property owners and managers with 101 or more units must prepare and submit an Annual Report for each facility covering the previous calendar year to the Office of Waste Diversion on or before February 1st of each year. Apartment and condominiums with fewer than 100 units must prepare and begin submission of annual recycling reports within 60 days from receipt of a written request for reports from the Office of Waste Diversion.

Annual Reports must be submitted electronically on a form provided by the Office of Waste Diversion and must include the name of the collection hauler, tonnages of materials collected for recycling and for solid waste disposal, and a description of the entity's efforts to educate residents about its recycling program. If recyclable materials are self-hauled to a recycling facility, then the property owner or manager must obtain scale house tickets and provide these as documentation of quantity recycled for reporting requirements. If scale house tickets are not obtainable, receipts or other proof of quantity recycled may be substituted.

All reports must be signed and certified by an authorized entity, such as the property owner or responsible agent.

## 7. Program Implementation

Formal notification of mandatory collection and removal of recyclable materials in apartments and condominiums were provided via letter in February 2013. In addition, the Recycling Office will notify and provide new apartment buildings and condominiums with 90-days to comply with ABCR Program requirements.

## 8. Program Monitoring

The Baltimore City Bureau of Solid Waste, Recycling Office will monitor the ABCR Program by confirming program compliance through receipt of the Annual Recycling Report. If the Annual Recycling Report falls below a 35% recycling rate, then the Office of Waste Diversion may request to meet with the property owner or manager to discuss methods to improve their recycling program. Failure to submit an Annual Recycling Report will result in a written letter by the Office of Waste Diversion notifying the property owner or manager of their violation of the ABCR Program. The property owners or managers shall submit the Annual Recycling Report within 60 days of notification by the Office of Waste Diversion.

## 9. Program Enforcement

The Office of Waste Diversion will notify property owners and managers of the implementation requirements in accordance with Sections 9-1703 and 9-1711 of the Environment Article, Annotated Code of Maryland. Properties that fail to initiate corrective actions to any identified deficiencies within 60 days

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of notification by the Office of Waste Diversion will be reported to the Department of Housing and  
Community Development.

## **Appendix F2 - List of Eligible Apartments and Condominiums**



Name	Address
10 West Chase Street LLC	10 W Chase St
100 West University Associates	100 W University Pkwy
1111 Light Street LLC	1111 Light St
28 E. Mt. Vernon Place, LLC	28 E Mount Vernon Pl
2905 North Charles Street Limited Liability Company	2905 N Charles St
312 N Paca Street, Inc	312 N Paca St
3401 Ashburton, LLC	3401 Oakfield Ave
3503 N Charles Street, LLC	3503 N Charles St
3623 Seven Mile Lane, LLC	3621 Seven Mile Lane
3716 Elm Avenue, LLC	3716 Elm Ave
4206 Roland, LLC.	4206 Roland Ave
501 St. Paul Street, L.L.C.	501 Saint Paul Pl
520 Park Avenue Business Trust	520 Park Ave
600 Broadway Apartments, LLC	607 S Broadway
901 Associates, LLC	901 W University Pkwy
951 Fell Street Limited Partnership	951 Fell St
Ambassador Apartments L.L.C.	3811 Canterbury Road
Ashburton Apartments, LLC	2742 N Rosedale St
Ashland Park View LLLP.	1705 E Eager St
Baltimore Condo 2-8 LLC	118 N Howard St
Baybridge Lexington, LLC	114 E Lexington St
Belvedere Towers Gardens Associates, LLC	1190 W Northern Pkwy
Blue Ocean Nottingham South LLC	700 Nottingham Road
Bolton MCU, L.P.	1100 Bolton St
Bolton North, Lc	1600 W Mount Royal Ave
Bond St. Associates Mid City Developers Inc.	1601 E Eager St
Bond Street Associates	900 N Caroline St
BWC 125 W Saratoga Street, LLC	125 W Saratoga St
Caral Gardens Associates	400 Colleen Road
Carolina Apartments, LLC	108 W University Pkwy
Cathedral Court, LLC	900 Cathedral St
Center Of More Abundant Life, Inc., The	3915 Callaway Ave
Charles & Blackstone Apartments L.L.C.	3333 N Charles St

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Name	Address
Christ Church Harbor Apts. Inc	600 Light St
City Arts Limited Partnership	440 E Oliver St
CJM, LLC	4 E 32nd St
Clipper Redevelopment Company, LLC	2010 Clipper Park Road
Consolidated-Fountainview LLC	3612 Fords Lane
Corbet Co., Inc., The	100 W 39th St
Corp Of The Roman Catholic Clergyman	5704 Roland Ave
CPC Retail, LLC	1600 Whetstone Way
Cross Country Apartments, LLC	3301 Clarks Lane
Cross Country Limited Partnership	3114 Parkington Ave
CRP South Charles Op, LLC	1901 S Charles St
CW Properties Limited Partnership	110 W 39th St
De Soto Apartments, LLC	3409 Greenway
Executive Apartments, LLC	7011 Park Heights Ave
Falls Court Apartments, LLC	1130 Fallshill Dr
Fells Point Station, LLC	1621 Bank St
Fordleigh Associates, LLC	3800 Fordleigh Road
Ftp Centerpoint, LP	20 N Howard St
G.S. Housing, Inc.	1651 E Belvedere Ave
Gallageher Mansion, Inc.	431 Notre Dame Lane
General Greene Limited Partnership	1200 Greenmount Ave
Green Acres Apartments LLC	6715 Park Heights Ave
Greenwich Gardens Inc	5100 Greenwich Ave
Gwynn Properties, LLC.	1600 N Hilton St
Hamilton Springs LLC	4808 Hamilton Ave
Harbor Court Associates	550 Light St
Hollins House LLC	1010 W Baltimore St
Homeland Garden Apartments, LLC	221 E Northern Pkwy
Horizon House Apartments Limited Partnership	1101 N Calvert St
Ivymount Associates	2201 Rogene Dr
JCK Investment, LLC	6650 Belair Road
Jenkins Memorial Inc., The	3300 Benson Ave
K And S Management, LLC	2126 Maryland Ave

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Name	Address
KF Patterson Owner, LLC	101 S Ellwood Ave
Lakewood Apartments	1401 N Lakewood Ave
Lane Knightsbridge, LLC (etal)	5906 Park Heights Ave
Lankford, Charles A	1501 Guilford Ave
Lemko Housing Corp	603 S Ann St
Liberty Grace Development, LLC	3915 Liberty Heights Ave
Loch Raven Venture III, LLC	1557 Waverly Way
Loyola College In Maryland, Inc.	100 W Cold Spring Lane
Loyola College In Maryland, Inc.	14 W Cold Spring Lane
M On Madison, LP	301 W Madison St
Manor West Limited Partnership	3615 Fords Lane
Mayor And City Council (Fee)Redwood Apartments, LLP (LHD)	11 S Eutaw St
Melrose Apts. Inc	100 E Melrose Ave
Memorial Development Partners, LP	301 McMechen St
Moravia Park Community Development Corporation	6000 Moravia Park Dr
Mt. Washington Manor, LLC	2709 Hanson Ave
Mw Bartol, LLC	6111 Berkeley Ave
New Shiloh Baptist Church Incorporated	1901 Elgin Ave
Orchard Mews-Baltimore Limited Partnership	522 Orchard St
Park Crescent Apartments, LLC	6537 Falkirk Road
Penn North Plaza, Inc.	1520 W North Ave
Penn Square Limited Partnership	2614 Pennsylvania Ave
Preston Associates, LLC	218 E Preston St
R & D Nottingham LLC	901 Nottingham Road
Railway Express, LLC.	1501 Saint Paul St
Redwood Square Apartments Limited Partnership	412 W Redwood St
Renaissance Gardens, Inc	4311 Pimlico Road
Renaissance Place LLC	301 W Franklin St 21201
Rosemont Gardens, LLC	2408 Winchester St
Rwn-Colonnade Hotel LLC	4 W University Pkwy
Sage Park Heights, LLC	7211 Park Heights Ave
Sail Cloth Apartment Associates ,LLC	121 S Fremont Ave
Schnader Properties, Inc.	5101 Harford Road

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Name	Address
Seminole Apartments, LLC	4300 Seminole Ave
Short, Harry C (Tr)Short, Jane M (Tr)	4005 White Ave
St Joachim House, Inc	3310 Benson Ave
St Marys Roland View Towers Inc	3838 Roland Ave
Stanrho, LLC	3901 Clarks Lane
Target City Associates	1630 E Monument St
The Betty Obrecht Ghezzi Trust	4 Upland Road
Tindeco Wharf, LLC	2809 Boston St
Triangle Realty &Construction Co, The	4000 Glengyle Ave
United Presbyterian Ministries Of Md, Inc	524 N Charles St
Venable Apartments Ii, Inc.	1030 E 33rd St
The Waban Corp.	4901 Gunther Ave
Wabash Manor, LLC.	3800 Wabash Ave
Walker Mews Apartments	6225 York Road
Walker Non-Profit Housing Corporation	711 Walker Ave
Wells Crp. Building, LLC	2 E Wells St
West Read, LLC	12 W Read St
Wyman Court Apartments	3522 Beech Ave
Wyman Towers, LLC	3100 Saint Paul St

**Appendix G1 - Special Events Recycling Plan**

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## 1. Background

Consistent with Environment Article, §9-1712, Annotated Code of Maryland, Baltimore City works with agencies that issue event permit approvals for special events using public streets, public facilities, or public parks for their event, serve food or drink, and are expected to have 200 or more persons in attendance, to stipulate the event organizer to do the following:

- Provide recycling receptacles adjacent to each trash receptacle at the special event.
- Ensure that all recycling receptacles are clearly distinguished from trash receptacles by color or signage.
- Provide the labor and equipment necessary to facilitate recycling at the special event.
- Ensure material placed in recycling receptacles are collected and delivered for recycling.
- Pay any costs associated with recycling at the special event.

To the extent possible, the event organizer must also consider the collection of food scraps for recycling. If food scrap collection is provided at the special event, the special events organizer must provide separate containers for organic and non-organic recyclables.

## 2. Special Event Sites

All participating public sites in the special events recycling program (SERP) are provided in Appendix G2. In addition, every block within the city may receive a “block party permit” which makes every block a potential special event site. Special events held on any local, state, or federally owned streets are also included the SERP.

Note: Recycling at a State-owned or federally owned site must follow the respective State or Federal agency’s recycling plan, if available. If no State or federal recycling program is available, then the special event organizer must set up a recycling program in accordance with the SERP. Recycling at municipally owned sites must follow any additional regulations established by the City of Baltimore.

## 3. Materials and Obligations

Special events organizers may use one or more of the following methods to ensure materials are collected and delivered for recycling:

- Self-hauling the materials to a Baltimore City recycling drop-off location;
- Contracting with a recycling hauler to collect the materials and deliver them for recycling; or
- Receiving prior agreement for the site owner to use an existing recycling collection system available at the site.

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## 4. Stakeholders

The following stakeholders will be involved in the SERP:

### Bureau Of Solid Waste

Responsible for overseeing the Office of Waste Diversion activities and assuring that all properties that potentially host events falling under the recycling mandate in §9-1712 are included in the SERP.

### Office of Waste Diversion In Cooperation With The Baltimore City Department Of Transportation, Special Events And Street Vendors Section

Responsible for communicating the requirements of the law to prospective special events organizers and owners/operators of publicly owned sites in the City of Baltimore. The special event recycling guidelines can be found in Appendix G3 and the special events applicant checklist can be found in Appendix G4.

### Special Events Organizer

Responsible for providing recycling bins and ensuring collection for recycling in accordance with the requirements in the previous Section 3 beginning on the date that this recycling plan is adopted.

## 5. Program Monitoring

The Bureau of Solid Waste, Office of Waste Diversion and special events organizers will monitor progress and performance of the SERP. Recycling at events subject to the SERP will be ensured as follows:

- Special events permit issued for use of City of Baltimore sites will include a statement on the permit application that recycling is required for events subject to the SERP.
- The application form will require a certification that the special event organizer will provide for recycling in accordance with the requirement of the SERP.
- Special events permit issued by the City of Baltimore will include provisions for compliance with the SERP.
- A fact sheet or other informational document outlining the requirements of the SERP will be distributed with each special event permit issued the City of Baltimore.
- The special event organizer is responsible for monitoring the implementation of recycling at the special event.
- Special event organizers must oversee placement of labeling of recycling receptacles and collection and recycling of recyclables.
- Performance of any recycling contractor engaged for compliance with the SERP must be monitored by the special events organizer.
- The special event organizer must promptly act to correct any deficiencies in the contractor's performance.

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## **6. Program Enforcement**

The Baltimore City Office of Waste Diversion will review submitted Special Events Recycling Plans to ensure recycling containers are provided adjacent to every trash can. Event organizers that do not provide a recycling plan that meets the provided requirements will not be able to receive a special event permit.



**Appendix G2 - Special Event Location List**

**City Owned Special Event Location List**

<b>Zip Code 21201</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Pearlstone Park	1001 N. Howard Street	21201
McKeldin Square	101 E. Pratt Street	21201
Howard and Center Park	310 W. Centre Street	21201
Saint Mary's Park	606 N. Paca Street	21201
Mt. Vernon Square Park	699 Washington Place	21201
Little Lithuania Park	836 Hollins Street	21201
B&O Slope Park	Intersection of Mt. Royal Avenue and Dolphin Street	21201
<b>Zip Code 21202</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Ambrose Kennedy Park	1002 Harford Avenue	21202
Fayette and I-83 Park	101 N. Frederick Street	21202
Robert C. Marshall Recreation Center	1201 Pennsylvania Ave	21202
McKim Park	1251 E. Fayette Street	21202
Rash Field	300 Key Highway	21202
Pratt Street Pavilion	399 E Pratt Street	21202
Henry H. Garnet Park	415 W Lafayette Avenue	21202
Holocaust Memorial Park	50 Market Place	21202
Shot Tower	701 E. Fayette Street	21202
Walter P Carter Recreation Center	820 E. 43rd St	21202
Johnston Square Park	Intersection of E. Biddle Street and Homewood Avenue	21202
<b>Zip Code 21205</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Madison Square Park	1050 N. Caroline Street	21205
Druid Hill Park	2700 Madison Avenue	21205
Bocek Park	3000 E. Madison	21205
Carroll F. Cook Community Center	5061 E. Eager Street	21205
Chick Webb Recreation Center	623 Eden Street	21205
Eden and Eager Park	911 N. Eden Street	21205

<b>Zip Code 21206</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Gardenville Recreation Center	4517 Hazelwood Ave	21206
Herring Run Recreation Center	5001 Sinclair Lane	21206
Silverbell Park	5100 Silverbell Road	21206
Barbara and Parkwood Park	5101 Mayview Avenue	21206
Radecke Park	5602 Radecke Avenue	21206
Burdick Park	6300 Walther Avenue	21206
Bucknell and Moores Park	Intersection of Bucknell Road and Moores Run Drive	21206
Moore's Run Park	Intersection of Cedgate Road and Cedonia Avenue	21206
<b>Zip Code 21207</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
The Rawlings-Fulton Club House	2900 Hillside Road	21207
<b>Zip Code 21209</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Asbury Park	1317 Asbury Road	21209
Woodberry Woods	Greenshire Road and Edgehurst Road	21209
Western Run Park	Western Run Drive and Bonnie View Drive	21209
<b>Zip Code 21210</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Stoney Run Park	Linkwood Road and W. Cold Spring Lane	21210
<b>Zip Code 21211</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Hoes Heights Park	1040 W 43rd Street	21211
Roosevelt Park	1201 W. 36th Street	21211
Roosevelt Recreation Center	1221 W. 36th St	21211
Medfield Recreation Center	1501 Woodheights Ave	21211
Woodberry Park	2200 Druid Park Drive	21211
Elm Park	3416 Elm Avenue	21211
Jones Falls Trail	3900 Clipper Road	21211
Pleasant Place Park	3901 Pleasant Place	21211
Buena Vista Park	4001 Buena Vista Avenue	21211

Hooper and Rockrose Park	Intersection of Clipper Road and Rockrose Avenue	21211
<b>Zip Code 21212</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Alhambra Park	5201 Alhambra Avenue	21212
Govans Multipurpose Center	5225 York Road	21212
Deweese Park	5501 Ivanhoe Avenue	21212
Deweese Recreation Center	5501 Ivanhoe Avenue	21212
Willow Avenue Play Lot	603 Willow Avenue	21212
Kimberleigh Wilson Play Lot	Intersection of Kimberleigh Road and Richwood Avenue	21212
Evesham Park	Intersection of Marjorie Lane and Reverdy Road	21212
<b>Zip Code 21213</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Oliver Park	1300 E. Federal Street	21213
Caroline and Hoffman Park	1351 N. Eden Street	21213
Madison Square Recreation Center	1400 E. Biddle St	21213
Collington Square Recreation Center	1409 Collington Ave	21213
Oliver Recreation Center	1600 N. Spring St	21213
Lafayette and Aiken Park	1800 Aiken Street	21213
Rita Church Community at Clifton Park	2101 St. Jo Drive	21213
Collington Square Park	2131 E. Hoffman Street	21213
Fort Worthington Recreation Center	2710 E. Hoffman Street	21213
Elmley Avenue Park	3347 Clifftmont Avenue	21213
Bonview Park	3831 Bonview Avenue	21213
Herring Run Park	Insection of Belair Road and Parkside Drive	21213
Lower Herring Run Park	Intersection of Brehms Lane and Parkside Drive	21213
Luzerne Avenue Park	On Luzerne Avenue in between E. Biddle Street and E. Chase Street	21213
<b>Zip Code 21214</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Harford Senior Center	4920 Harford Road	21214
Perring Parkway Pioneer Drive	Pioneer Drive and Crozier Drive	21214
<b>Zip Code 21215</b>		

Facility Name	Property Address	Zip Code
Edgecombe Park	2601 Edgecombe Circle North	21215
Irvin Luckman Park	2809 Glen Avenue	21215
Hyde Park	3214 Wylie Avenue	21215
Garrett Park	3560 3rd Street	21215
Pall Mall and Shirley	3902 Pall Mall Road	21215
Shirley Avenue Park	4001 Reisterstown Road	21215
Penhurst Park	4004 Penhurst Avenue	21215
Towanda Park	4126 Towanda Avenue	21215
Classen and Park Heights Park	4307 Reisterstown Road	21215
James D. Gross Recreation Center	4600 Lanier Ave	21215
Jack Paulsen Park	4700 Reisterstown Road	21215
C.C. Jackson	4910 Park Heights Ave	21215
C.C. Jackson Rec Wing	4910 Park Heights Avenue	21215
Garrison and Denmore Park	4910 Park Heights Avenue	21215
Powder Mill Park	5001 W Northern Parkway	21215
Winner Avenue Park	5400 Winner Avenue	21215
Cotwood Place Traffic Island	Intersection of Cotwood Place and Hilldale Place	21215
Greenspring Avenue Park	Intersection of Druid Park Avenue and Greenspring Avenue	21215
Queensbury Park	Intersection of Spaulding Avenue and Queensberry Avenue	21215
Cottage Avenue Park	Park Heights Avenue between Violet Avenue and Springhill Avenue	21215
Keyworth Avenue Park	Rear of 2610 Keyworth Avenue	21215
<b>Zip Code 21216</b>		
Facility Name	Property Address	Zip Code
Easterwood Park	1522 N. Bentalou Street	21216
Wilbur H. Waters Park	1600 N. Dukeland Street	21216
Hanlon Park	2731 N. Longwood Street	21216
Alexander Odum Park	3111 Presstman Street	21216
Cahill Performing Arts Center	4001 Clifton Ave	21216
Helen Mackall Park	600 Braddish Avenue	21216

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Rosemont Park	840 N. Franklinton Road	21216
Elgin Park	Gwynns Falls Parkway between N. Dukeland Street and Poplar Grove Street	21216
Windsor Hills Park	Intersection of Duvall Avenue and Lawina Road	21216
Franklinton Park	Intersection of N. Franklinton Road and N. Rosedale Street	21216
Windsor Mill Park	Intersection of Windsor Mill Road and Lyndhurst Avenue	21216
<b>Zip Code 21217</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Harlem Inner Block Park 103	1120 Harlem Avenue	21217
Mount Royal Recreation Center	120 W. Mosher St	21217
Robert C. Marshall Park	1201 Pennsylvania Ave	21217
Harlem Inner Block Park 102	1201 W. Lanvale Street	21217
Harlem Inner Block Park 113	1211 Harlem Avenue	21217
Harlem Inner Block Park 90	1215 W. Lafayette Avenue	21217
Harlem Inner Block Park 101	1300 Harlem Avenue	21217
Lillian Jones Recreation Center	1310 N. Stricker St	21217
Rutter's Mill Park	1402 Rutter Street	21217
Harlem Inner Block Park 87	1511 W. Lafayette Avenue	21217
Shake and Bake Family Fun Center	1601 Pennsylvania Avenue	21217
F. Scott Fitzgerald Park	1627 Bolton Street	21217
Cumberland and Carey Park	1641 N. Carey Street	21217
Wilson and Etting Park	1701 Division Street	21217
Harlem Inner Block Park 85	1725 W. Lafayette Avenue	21217
Harlem Inner Block Park 96	1801 W. Lanvale Street	21217
Harlem Inner Block Park 84	1808 1/2 W. Lanvale Street	21217
Robert and McCulloh Park	1901 McCulloh Street	21217
Pennsylvania Triangle Park	2002 Pennsylvania Avenue	21217
John Eager Howard Recreation Center	2100 Brookfield Ave	21217
Madison and Whitelock Park	2325 Madison Avenue	21217
Arnold Sumpter Park	240 Laurens Street	21217
Maisel Street Park	2600 Madison Avenue	21217
Parkview Recreation Center	2610 Francis St	21217

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Canton Soccer Park	3201 Toone Street	21217
McMechen and Etting Park	520 McMechen Street	21217
Newington Avenue-Triangle Park	699 Newington Avenue	21217
Harlem Inner Block Park 97	702 N. Mount Street	21217
Maple Leaf Park	709 W. North Avenue	21217
Harlem Inner Block Park 104	711 N. Arlington Avenue	21217
Reservoir Hill Park	751 Reservoir Street	21217
Lafayette Square Park	816 N. Arlington Avenue	21217
Harlem Inner Block Park 86	823 N. Mount Street	21217
Saint Katherine's Park	Intersection of Druid Hill Avenue and Presstman Street	21217
Mount Royal Terrace Park	Intersection of Mt. Royal Terrace and Reservoir Street	21217
Pauline Fauntleroy Park	Intersection of N. Stricker Street and N. Parrish Street	21217
Park Avenue Meridian Park	Intersection of Park Avenue and Wilson Street	21217
Harlem Inner Block Park 89	Intersection of W. Lafayette Avenue and N. Carey Street	21217
Harlem Inner Block Park 112	N. Woodyear Street and Harlem Avenue	21217
Douglas R. Morrison Park	Near the intersection of Brevard Street and Park Avenue	21217
<b>Zip Code 21218</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Andover and North Hill Park	1116 Andover Road	21218
Coldstream Park	1401 Fillmore St	21218
Coldstream Recreation Center	1401 Fillmore St	21218
Adams Park	1530 Montpelier Street	21218
Barclay Park	2201 N. Calvert Street	21218
King & Kennedy Park	2209 Hunter Street	21218
Greenmount Recreation Center	2304 Greenmount Ave	21218
Mund Park	2323 Greenmount Avenue	21218
Clifton Park	2801 Harford Road	21218
Montebello Park	2920 Harford Road	21218
Waverly Mini Park	2932 Independence Street	21218
Wyman Park	3100 N. Charles Street	21218

Hillen Triangle	3201 Hillen Road	21218
Mullan Park	4000 Old York Road	21218
Chestnut Hill Park	601 Chestnut Hill Avenue	21218
Cecil Kirk Community Center	909 E. 22nd Street	21218
32nd Street Park	Intersection of E. 32nd Street and Guilford Avenue	21218
Hadley Square Park	Intersection of E. 39th Street and Hadley Square East	21218
Bishop Square Park	Intersection of N. Charles Street and Bishops Road	21218
Montpelier & 30th Street Park	Montpelier Street and 30th St Park	21218
<b>Zip Code 21222</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Saint Helena Playground	Parnell Avenue and Ralls Avenue	21222
<b>Zip Code 21223</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Harlem Inner Block Park 114	1100 Edmondson Avenue	21223
Sarah Ann Park	1117 Sarah Ann Street	21223
Harlem Inner Block Park 127	1122 1/2 W. Franklin Street	21223
Vincent St. Park	122 N. Vincent Street	21223
Franklin Square Park	1301 W. Lexington Street	21223
Harlem Inner Block Park 125	1302 W. Franklin Street	21223
Betty Hyatt Park	1710 E. Baltimore Street	21223
Harlem Inner Block Park 121	1724 W. Franklin Street	21223
Harlem Inner Block Park 120 Lot 100	1814 Lauretta Avenue	21223
Warwick Avenue Park	2 N. Warwick Avenue	21223
Catherine Street Park	2311 Ashton Street	21223
Shiple Hill 2	2516 W. Lombard Street	21223
Shiple Hill 1	2533 W. Baltimore Street	21223
Union Square Park	31 S. Gilmor Street	21223
Stricker and Ramsey Park	401 S. Stricker Street	21223
Samuel F.B. Morse Recreation Center	424 S. Pulaski St	21223
Harlem Inner Block Park 122	513 N. Mount Street	21223



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Harlem Inner Block Park 120 Lot 77	517 Kirby Lane	21223
Harlem Inner Block Park 123	529 N. Gilmor Street	21223
James McHenry Recreation Center	911 Hollins Street	21223
Gwynns Falls Park	Ellicott Driveway between Edmondson Ave and Frederick Avenue	21223
Lower Gwynns Falls Park	Intersection of Frederick Avenue and S. Dukeland Street	21223
<b>Zip Code 21224</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Patterson Park	100 S. Linwood Avenue	21224
O'Donnell Square Park	1021 S. Linwood Avenue	21224
Dypski Park	1225 S. Ellwood Avenue	21224
Janney Street Park	140 N. Janney Street	21224
Boston Street Pier Park	2601 Boston Street	21224
Virginia S. Baker Recreation Center at Patterson Park	2601 E. Baltimore St	21224
Saint Casimir's Park	2719 O'Donnell Street	21224
Hatton Senior Center	2825 Fait Avenue	21224
Canton Waterfront Park	3001 Boston Street	21224
Ellwood Avenue Park	420 N. Ellwood Ave	21224
Joseph E Lee Park	6200 E Pratt Street	21224
Fort Holabird Park	6401 Beckley Street	21224
Mora Crossman Recreation Center	701 Rappolla St	21224
<b>Zip Code 21225</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Farring Baybrook Park	1200 Church Street	21225
Reedbird Park	201 Reedbird Avenue	21225
Farring-Baybrook Recreation Center	4501 Farring Court	21225
Patapsco/Cherry Hill Recreation Center	844 Roundview Rd	21225
<b>Zip Code 21226</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Curtis Bay Recreation Center	1630 Filbert St	21226
Fort Armistead Park	4000 Hawkins Point Road	21226
Curtis Bay Park	4416 Curtis Avenue	21226

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<b>Zip Code 21228</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Harlem Inner Block Park 126	1201 Edmondson Avenue	21228
Harlem Square Park	1500 Edmondson Avenue	21228
<b>Zip Code 21229</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Violetville Park	1095 Joh Avenue	21229
Saint Joseph's Park	230 Mc Curley Street	21229
Hilton Park	2950 Phelps Lane	21229
Fred B. Leidig Recreation Center	301 S. Beechfield Ave	21229
Franciis X. Gallagher Park	3350 Dulany Street	21229
Harlem and Dennison Park	3421 Harlem Avenue	21229
Mary E. Rodman Recreation Center	3600 W. Mulberry Street	21229
Kevin and Woodridge Park	4210 Woodridge Road	21229
Yale Heights Park	603 Bethnal Road	21229
Edgewood/Lyndhurst Park	835 Allendale St	21229
Edgewood-Lyndhurst Recreation Center	835 Allendale St	21229
Uplands Park	Intersection of Edmondson Avenue and Nottingham Road	21229
Irvington Park	Intersection of Martingale Avenue and India Avenue	21229
Daisy Field	Intersection of N. Hilton Street and Edmondson Avenue	21229
Flowerton Road Park	Kevin Road between Flowerton Road and Colborne Road	21229
Rokeby Road Park	Kevin Road between Rokeby Road and Flowerton Road	21229
Saint Charles Park	On Melbourne Road in between Gibson Road and Markham Road	21229
<b>Zip Code 21230</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Ella Bailey Recreation Center	100 E. Heath Street	21230
Gateway Park	101 Key Highway	21230
Solo Gibbs Park	1044 Leadenhall St	21230
Solo Gibbs Recreation Center	1044 Leadenhall St	21230

Henry Street Park	1240 Henry Street	21230
Carroll Park	1500 Washington Boulevard	21230
Latrobe Park	1529 E. Fort Avenue	21230
Desoto Park	1600 Desoto Road	21230
Locust Point Recreation Center	1627 Fort Ave	21230
Hollins Ferry and B&O Park	2300 Hollins Ferry Road	21230
Atlantic Avenue Park	2304 Atlantic Avenue	21230
Morrell Park	2415 Tolley Street	21230
Paca Street Park	2640 S. Paca Street	21230
Morrell Park Recreation Center	2651 Tolley St	21230
Lakeland Park	2761 Wegworth Lane	21230
Indiana Avenue Park	2810 Indiana Street	21230
Middle Branch Park	2913 Waterview Avenue	21230
Lakeland Recreation Center	2921 Stranden Rd	21230
Federall Hill Park	300 Warren Avenue	21230
Riverside Park	301 E. Randall Street	21230
Baltimore Rowing and Water Resource Center	3301 Waterview Avenue	21230
Cherry Hill Senior Center at the Rowing Center	3301 Waterview Avenue	21230
Conway Street Park	601 W. Conway Street	21230
Penn and Melvin Street Park	655 Melvin Drive	21230
Florence Cummings Park	Intersection of Nevada Street and Alaska Street	21230
Mount Olivet & Phelps Lane Park	Intersection of North Mount Olivet Lane and Phelps Lane	21230
Swann Park	Intersection of W. McComas Street and S. Hanover Street	21230
<b>Zip Code 21231</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
City Springs Park	1600 E. Lombard	21231
Castle Street Park	2025 E. Fairmount Avenue	21231
<b>Zip Code 21234</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Keyes Park	3401 Taylor Avenue	21234
North Harford Park	6800 Hamlet Avenue	21234

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Woodhome Recreation Center	7310 Moyer Ave	21234
<b>Zip Code 21239</b>		
<b>Facility Name</b>	<b>Property Address</b>	<b>Zip Code</b>
Northwood Recreation Center	1517 Winford Rd	21239
Chinquapin Run Park	5315 Northwood Drive	21239
Mount Pleasant Park	6001 Hillen Road	21239
Mount Pleasant Woods Park	6100 Hillen Road	21239
Woodbourne Avenue Park	Hillen Road between Woodbourne Avenue and Northbourne Road	21239
Pentwood Park	Intersection of Loch Raven Blvd and Pentwood Road	21239

### State-Owned Special Event Locations

Facility Name	Property Address	Zip Code
Northwest Park	2101 W. Rogers Avenue	21209

### Federally Owned Special Event Locations

Facility Name	Property Address	Zip Code
Fort McHenry National Monument and Historic Shrine	2400 E. Fort Avenue	21230

**Appendix G3 – Special Event Guidelines**



CITY OF BALTIMORE  
Special Events and Street Vendors Section  
200 Holliday Street, Lobby, Counter 4, Baltimore, MD 21201

### SPECIAL EVENT GUIDELINES & FAQ

This guidelines document is intended to clarify the special events process for the public, provide greater predictability and answer common questions.

#### *What is A Special Event & When Can the Special Event Application be Used?*

Events including but not limited to: races, walk-a-thons, parades, church processions, festivals and concerts, leafleting, fairs and bazaars, exhibitions, outdoor plays, carnivals, circus. Furthermore, special events are—as the name implies—special, and not daily repetitious events or reservations of public space. Special events are planned, temporary activities open to the general public and taking place in the Right of Way or a City park.

#### *What is a block party?*

A block party is an event that is intended for the residents on the immediate block of the event, is organized by an applicant residing on the block, is closed to the general public and does not exceed 200 participants, is on a local residential street, ends before 9pm and where there are no sales of alcohol. Where all of these requirements are met, applicants can use the [block party application](#) found on the Department of Transportation's website.

#### *What is Not a Special Event?*

Extension of private dining services or restaurant seating by a private business applicant is not a special event. The Department of Transportation's Minor Privilege Office handles requests for extension of outdoor seating into the Right of Way. Curb lane closures for conferences or meetings are not special events. Additionally, private events are not special events. A private event is one that is not open to the general public. Examples are pavilion rentals, picnics and weddings. Private events may not be held in the Right of Way.

Events in private facilities such as concert halls, arenas, stadiums or stadium lots, or similar buildings and facilities where gathering events take place are not considered "special events."

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**What About Farmer's Markets?**

Applicants looking to establish a new farmer's market or obtain approval for an annual renewal of an existing market must complete the [Farmer's Market application](#). If your farmer's market is in a City Park or one of the properties under the jurisdiction of the Department of Recreation and Parks you will be granted or denied approval from the Department of Recreation and Parks as part of the application review process. The Department will ensure that there is no conflict for the use of the space.

**Where Do I Apply?**

Baltimore City now offers a one-stop shop for special event permits. Applicants for all special events, including outdoor events on city streets, private lots, sidewalks or parks, should apply at the Department of Transportation's [Special Events Office](#) on the first floor at 200 N. Holliday Street – Counter 4.

**Q: How Do I Apply?**

All Special Event Permit applications must be submitted in person by the event organizer at the Special Events Office. Applications submissions by fax, email, mail are not accepted and will be returned if received. At submission you will receive a consultation with a Special Event Coordinator for your event who will walk you through the application to help you ensure it is complete and answer any questions you may have. Incomplete applications will not be accepted. Applications are not accepted nor considered complete without full payment of all required application fees. Applications submitted by a 3<sup>rd</sup> party who is not the event organizer will not be accepted. Out of state organizers of large events should contact the Special Events Office to discuss with the events coordinator before applying.

**What Do I Need to Apply?**

There is a [Special Event application checklist](#) you should use that helps identify what things are required or not needed based on the type of event you are planning. See below. If you are planning a block party, you will need a physical street address (not a P.O. Box) and a valid government issued identification card showing your address as the applicant.

**What About Large and First Time Events?**

Organizers of large and new events are required to participate in an Interagency Coordination of Events (ICE) meeting which will be scheduled and coordinated by the Office of Special Events and are held at the Abel Wolman Municipal Building at 200 N. Holliday Street. ICE meetings are always on a Wednesday.

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**What Are the Application Processing Timelines and Deadlines?**

Applicants are encouraged to submit applications anywhere between 3 to 4 months before their event. The earlier you apply the lower the application fee. **Absolutely no applications will be accepted less than 6 weeks before the event date.**

**When Are Security Plans Required?**

Any special event involving the sale or consumption of alcohol will always require a security plan to gain approval from the Police Commander. A security plan will likely be required whenever conditions exist that affect public safety, security, or the conduct of usual daily activities. For more information see the [Police Department Special Events Security Plan Guidance](#) document on the Department of Transportation’s website.

**When Am I Required to Pay?**

Costs and payment for special events include pre event and post event payments. Applicants are required to pay all application processing and inspection fees at the time of application and cannot submit an application without payment. After the event, fees for the delivery of City goods or services to facilitate the event are required within 30 days of receipt of invoice from the City of Baltimore; these services may include waste disposal, electrical work and public safety personnel and equipment from the Fire or Police Department. **Any event or event organizer with outstanding fees due to the City of Baltimore will not be permitted to have a future event until the outstanding balance is paid in full.**

**What are Special Event Fees and Costs?**

Costs of events are broken into two categories: 1) application & processing fees and 2) the cost of City services provided to facilitate your event. Below is a table of relevant processing and service costs. Additional costs for equipment requested by event organizers are outlined in the Equipment Request Application

Filing Costs			
Item or service	cost	Item or service	cost
Block Party application filing (>8 weeks prior)	\$50	Equipment Request filing (>8 weeks prior)	\$50
Block Party application filing (6-8 weeks)	\$65	Equipment Request filing (8-6 weeks)	\$65
Block Party application filing (4-6 weeks)	\$80	Equipment Request filing (6-4 weeks)	\$80
Special Event application filing (>10 weeks prior)	\$80	Food Facility License (for each food vendor)	\$50
Special Event application filing (10-8 weeks)	\$125	Fire Department Review Fee (required for every permit except Park events)	\$45
Special Event application filing (6-8 weeks)	\$250	Noise Exemption	free
Parks event application filing and processing (>8 weeks)	\$75	Park events security deposit (varies by location)	varies
Parks event application filing and processing (8-6 weeks)	\$175	Park events daily impact fee (varies by location)	varies
Fire Department tent inspection for tents over 400sq feet (fee is one time, not a per-tent fee.)			\$150

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**Service Costs**

<b>Item or service</b>	<b>cost</b>
Fire Marshal (\$55 per hour where required as determined by Fire Dept based on size, footprint, capacity, etc...)	\$55 hour
Fire Dept. EMS ambulance and crew (hourly charge where service requested by organizer)	varies
Police Detail (price established by Police Department varies based on: alcohol service, event size, footprint and location)	varies
Temporary zoning variance permit (price varies based on square footage of event area)	varies
Electrical work (\$20--\$25 per 5 kilowatt depending on event type)	varies
Amusement device such as moon bounces, ride & slides, bounce houses & concessions, water slides etc. (per device)	\$30
Waste Removal, Stages or Equipment (see price list on equipment request application. varies by item, quantity and size)	Varies

**Does Baltimore Provide Support for or Encourage Special Events and Cultural Events?**

Two of the goals of Mayor Stephanie Rawlings-Blake are to: 1) increase economic activity from tourism and entertainment and attraction offerings and; 2) to increase the number of citizens who rate the City as being rich in cultural opportunities. To this end, the City of Baltimore supports and provides for special events in a number of ways. We believe that small community and neighborhood events help strengthen the bonds between our residents and neighbors and the fabric of our communities. The Department of Transportation has a separate block party application for communities and neighborhoods that are looking to have an event on a residential block and meet certain criteria. The block party application is a reduced fee application; it is simpler and less expensive to file and complete this instead of the special events application. *This incentive is a reduction or savings to residents for block parties of \$215.*

To help reduce the cost and encourage event organizers looking to provide festivals, concerts and other cultural events in Baltimore, the City has purchased the tents, generators, stages, bike racks, recycling bins and other items necessary for events and provides them at significantly discounted prices to organizers. Except in rare cases where electrical wiring is required, applicants are encouraged to use City generators. The City switched from providing electrical services to providing generators as a cost savings to applicants and the City. For example, previously, a 2 day event had cost an applicant \$11,000 for wiring but by switching to generators it now costs around \$2,400 for twelve generators for two days each (hours to be determined by the Department of Transportation).

The City offers a further 50% reduction in price on equipment items for events where there is a Baltimore City based non-profit sponsor (proof of 501(c)(3) status at the time of application required). This discount does not apply to public safety services such as Fire and Police delivered during an event. The 50% discount only applies to events sponsored by a non-profit that are open and free to the public.

For example, the savings and City rate for key special event equipment items for non-profit event organizers is:

- 10x10 Tent/canopy—first 10 free (if picked up by applicant)
- 10x15 Tent/canopy—first 10 free (if picked up by applicant)

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- Electric generators (including overnight security and refueling where needed)—\$50
  - Where City tents are used, no tent inspection fee or additional permit is required. This is just one way that the City of Baltimore is taking steps to help local neighborhoods and special event organizers looking to increase the number of safe, culturally diverse and attractive events in the City.

For the complete list of equipment and reduced prices see the [Equipment Request Application](#).

#### **What Do I Need to Know About Equipment Rentals?**

You can submit an equipment request at the special events counter when applying for your event. If City equipment is not available for your event date, you still have the option of purchasing or renting the desired equipment from one of the many companies that service the area. No equipment applications are accepted less than 4 weeks before the event date.

#### **What Do I Need to Know About Public Safety Costs for Special Events?**

Required police presence at special events serves to ensure public safety and integrity of events taking place in Baltimore City. This service also constitutes one of the largest cost components for special events in the City and should be considered when planning your event. The determination about both the need for a police detail and the level required is made by the Police Department. While a number of complex factors interact to produce this requirement, the following are standard contributing factors: the size of your event, historical data on the event regarding need or calls for service, presence of alcohol at your event, number of participants, number of intersections and street closures required. Where the determination is made and Police security participation required at your event it will be at the following rate: of \$ 45 an hour for officers, \$52 an hour for sergeants and \$ \$59 and hour for lieutenants. Please note there is a 4 hour minimum for police services. Guidelines you should anticipate and plan for are: 2 security guards per 100 guests, 2 Police officers for every 500 guests and 1 Police Lieutenant for 2 or more Police Sergeants.

#### **How Do I Apply for Events on the Baltimore City Convention Center Campus?**

Applicants looking to organize events on the streets surrounding the Convention Center are required to contact the Convention Center’s Director of Building Services and applications must be cosponsored by the Convention Center.

#### **What Are the Requirements for Erecting Tents and Other Temporary Structures?**

Temporary structures erected for less than 6 weeks and that are 400 square feet or greater including connecting areas or spaces with common means of egress or entrance require obtaining a permit from the Special Events Office. Tents that are greater than 400 square feet require the following documents drawn to scale: 1) a site plan indicating the location of the temporary

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structures, 2) section drawing, 3) tied on drawing(s) which shows how to securely fix the temporary structure to the ground. Signed and sealed construction drawings may be required for any non-tent structure over 400 square feet.

**Is There a Checklist For Completing The City Special Events Application?**

The following checklist is designed to walk applicants through what documents and information is required for their event and which they can use as a guide in organizing their race, festival, parade, concert, block party or other event in Baltimore City.

Required Item	When Required	Y/N	<input checked="" type="checkbox"/>
Valid government issued identification verifying physical street address	Block party applicants		
Application listing purpose of event, agenda of activities & attendance info	Always		
Site plan/drawing showing location of parking, equipment - tents, fencing, bike racks etc.	Always		
Event site plan and plan for placement of any trash receptacles, dumpsters, load packers and recycling bins.	Always		
Organizer mobile phone number, email contact	Always		
Electrical site plan	Where electrical work performed		
Copy of proposed route or map (show turn by turn)	races, marches, parades, moving events		
Flyer or other promotional piece for event	Park event		
Musical entertainment program	Concerts, festivals, music events		
Entertainment program (other than music)	Where relevant		
Detailed listing of all street closures	Always when requesting a street closure		
Equipment application included	Where relevant		
Copy of Non-profit 501(c)3 status if required	Where relevant * always for park property if vending		
Detailed floor plan of the tent showing the location of fire extinguishers, exit signs, emergency lighting units.	Large private tents		
Security plan	Alcohol sales at event		
Signed copy of the “Patterson Park Addendum”/ “West Shore Park Addendum”/ “Mt. Vernon Square Addendum” to show acceptance of terms	When using these facilities with ≥ 200 people		
Temporary Noise Exemption Application	Concerts and festivals where requested		
Signed Financial Responsibility Form	When applying on behalf of organizer or beneficiary.		
Signed and sealed construction drawings for non-city stages, bridges, tents	Temporary structures exceeding 400sq feet		

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**If– Then for Special Event Application Process**

1. **If** you are having a special event which exceeds 200 attendees and which is on any public street or publicly owned site, facility or park, **then** you must provide a recycling receptacle immediately adjacent to each trash receptacle and ensure that all receptacles are clearly distinguished from trash receptacles by color or signage and ensure that all recyclable materials deposited into recycling receptacles at the event are collected for recycling. This is required of the event organizers by [Senate Bill 781 regarding environment and recycling](#).
2. **If** you are having an event which includes the sale of alcohol, **then** you should notify the Liquor Board and must first obtain all required City permits before the Liquor Board will issue its permit.
3. **If** you are having an event in which you close streets or sidewalks, **then** you must obtain a permit from the Department of Transportation.
4. **If** you are having an event with a money wheel or, bingo, raffle or cash prize, **then** you must apply to the Department of Transportation.
5. **If** you are having food at your event, **then** you can apply to Department of Transportation where we have and will process for you both the special event applications and the Health Department food permit applications.
6. **If** you are having an event and require a noise waiver, **then** you can apply to the Department of Transportation where we have and will process for you the Health Department Noise Waiver application.
7. **If** you are having an event and require equipment such as dumpsters, roll offs, recycling bins, tents, stages etc..., **then** you must submit an equipment request application to the Department of Transportation. This application can be found on the Transportation website or at the counter at the Transportation’s Special Events Office.
8. **If** you are having an event in which you both close streets and use an adjacent park, **then** you can apply to either the Department of Transportation or Recreation and Parks to obtain a permit for both the street closure and park usage.
9. **If** you are having an event in which you erect a temporary structure including private stage, bridge or tent larger than 400 square feet, **then** you must obtain a Special Event permit from the Department of Transportation’s Special Events Section.
10. **If** you are having an event at which you use a private tent larger than 400 square feet, **then** upon your submission of application to the Department of Transportation, the Fire Department will contact you to perform a site inspection of the location and tent. In this instance there is no “tent permit” but there is a onetime \$150 fee for inspection.
11. **If** you are having an event at which you close streets, use a park and erect a temporary structure, **then** you must submit an application to either Recreation and Parks or Transportation which will issue your permit and, also the Housing Department is required to review and approve the structure before issuance of the temporary structure permit.
12. **If** you are having an event on Maryland Stadium Authority property and the event is entirely contained within the footprint of the Maryland Stadium Authority property and or lots and does not require the use or closure of any City streets or curb lanes, **then** you are required to get approval from the Maryland Stadium Authority to use their property but are not required to obtain a street closure permit from the Department of Transportation. Additionally, you

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cannot obtain final approval and contract to use the Maryland Stadium Authority lots until you have obtained the appropriate Health Department or Liquor Board permits from the City of Baltimore as required based on your event.

13. **If** you are having an event on Maryland Stadium Authority lots which will also impact or require the closure of Baltimore City streets, **then** you are required to apply to the Department of Transportation for the street closure using the Special Event Application no later than 5 business days after the submission to the Maryland Stadium Authority. The applications for Special Event must be submitted in person at the Special Events Office located on the first floor at 200 N. Holliday Street, Baltimore Maryland, 21202.

**Accessibility Guidelines for Special Events**

The City of Baltimore is committed to providing equal access to permitted special events to people with disabilities. We require the event organizers to comply with the provisions of the Americans with Disabilities Act (ADA). The Americans with Disabilities Act 2010 Standards provide guidelines for such temporary events as festivals, parades, and concerts. When submitting your application please make sure you adhere to the guidelines below.

**PUBLICITY**

If your event will be fully accessible integrate access symbols into the design of your ad, brochure, or flyer. When advertising your event, note wheelchair accessibility by using the wheelchair symbol, which indicates access for people with limited mobility. Use the symbol only if the facility and/or area are accessible to people using wheelchairs, including entrances, restrooms, assembly areas, etc. Other frequently used symbols include: access for individuals who are blind or have low vision, accessible parking, telephone typewriter (TTY), assistive listening systems, braille, volume-controlled phone, large print and info. If your event will be partially accessible because of site constraints only integrate the access symbols that apply. Access symbols can be found on the internet.



**SIGNAGE:**

Clear, easy-to-read signs placed in consistent locations help visitors find their way around an event site and make choices regarding which activities or exhibits to attend. The international symbol for accessibility should be used on directional signage. \*\*Refer to PUBLICITY section above.

**ACCESSIBLE PUBLIC TRANSPORTATION:**

All MTA services are accessible for individuals with disabilities. For more information on MTA Bus, Metro Subway, Light Rail or Mobility service, call 410-539-5000, 1-866-RIDE-MTA (toll-free), TTY 410-539-3497

**PARKING AND TRAFFIC CONTROL:**

**Accessible Parking Spaces:** Use the table below to determine the required minimum number of spaces for your event based on the total spaces provided. When no on-site parking is provided, select the nearest possible parking area or garage and create accessible parking on an accessible route. If providing temporary parking in an unmarked area such as a field or blacktop you may designate accessible spaces by using traffic cones and temporary signage. Accessible parking must be within 200 feet of an accessible entrance.

Total Parking in Lot	Required Minimum Number of Accessible Spaces	Total Parking in Lot	Required Minimum Number of Accessible Spaces
1 to 25	1	201 to 300	7
26 to 50	2	301 to 400	8
51 to 75	3	401 to 500	9
76 to 100	4	501 to 1000	2% of Total

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100 to 150	5	1001 to Over	20+1 for Each 100 over 1000
151 to 200	6		

\*Van spaces. For every six or fraction of six accessible parking spaces, at least one shall be a van-accessible parking space. 1 in every 6 accessible spaces, but never less than one, must be van accessible. Dimensions (all dimensions are minimums): Accessible parking spaces are eight (8) feet wide; van-accessible spaces are eleven (11) feet wide. Access aisles for either type of space are five (5) feet wide. These adjacent aisles, which can be shared between two spaces, provide room for individuals to deploy vehicle-mounted wheelchair lifts and/or unload and use mobility devices such as wheelchairs, walkers, etc. An alternate design allows a van-accessible space to be eight (8) feet wide if the adjacent access aisle is also eight (8) feet wide.

Access aisles must be marked (e.g., painted with hatch marks) to discourage parking in them. This is especially important where the alternate design is used and an access aisle at a van-accessible space is the same size as the space. The surface of accessible spaces and access aisles must be smooth, stable, and virtually level in all directions to ensure safe use for people with disabilities, including those who must load, unload, and use wheeled mobility devices.

**ACCESSIBLE ROUTE:**

An accessible route is a 36” path clear of all activities and exhibits from the accessible parking area to the accessible entrance. This means clearance from tables, display booths, etc. Accessible routes shall be clear of barriers and protruding objects which are free standing or mounted to a fixed structure such as low hanging signs and newspaper dispensers.

**ENTRANCES:**

The entrance(s) should be barrier free with a minimum 32” opening. If a turnstile or revolving door is at the entrance, an alternate accessible route provided.

**EQUIPMENT:**

**Stages:** The stage is required to have direct access via a ramp if participants/spectators will be allowed on stage and if required by performers, speakers, etc. Stages over 6 inches require railing and edge protection. Stages provided by The City will be accessible. **Tables:** Provide 30” width tables for individual seating, 27 inches minimum knee clearance, and minimum 19 inches depth for dining and other activities; (BINGO, arts & crafts, etc.) See Table 2 below for quantity of tables required. **Counters:** A portion of the counter should be at least 36” wide and a maximum of 36” high. If accessible service counter/table is not provided, each vendor must offer to accommodate an individual by providing service in an alternate way. An example of an alternate way would be providing enough space beside the counter to pass items to customers who have difficulty reaching over a high counter. **Tents:** Guy wires should be located out of pedestrian pathways or have a detectable barrier or element such as a warning device such as sandbags. **Seating:** There should be an accessible seating area to accommodate a person(s) with the disability and their companion(s). The area should be 36” wide to accommodate the wheelchair. See Table 2 below for Number of Required Wheelchair locations; **Cables, Wires, Other Equipment or Vehicles:** Must not interfere with accessible routes or pose hazards to people with vision disabilities. **Portable Assistive Listening Devices:** Should be provided for special events such as a musical concert or seminar. (A portable assistive listening device is usually used as a system where the audio source is broadcast wirelessly over an FM frequency. The person who is listening may use a small FM Receiver to tune into the signal and listen at their preferred volume.)

<b>Table 2</b>	
<u>Capacity of Seating in Assembly Areas</u>	<u>Number of Required Wheelchair Locations</u>
4 to 25	1
26 to 50	2
51 to 300	4
301 to 500	6
Over 500	6, plus 1 additional space for each total seating capacity increase of 100

**SERVICE ANIMALS:** Service animals are allowed and must be under the control of their owners, on a leash and with the owner at all times. Disruptive or dangerous animals will be asked to leave the site.

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**FINANCIAL TRANSACTIONS:** If you will be selling tickets for seating, you must provide a designated number of seating areas for guests with disabilities and their companion. See Table 2 above.

**FOOD AND MERCHANDISE:** Work with vendors to ensure that people with disabilities have access to food, drinks, merchandise, and services offered. Vendors should be advised to offer additional assistance to people with disabilities so they can participate equally. This generally involves only simple or minor procedural changes, such as bringing items to an interested individual from an inaccessible area. \*\*Refer to EQUIPMENT section above for tables, counters & seating for eating.

**WASTE REMOVAL:**

**Portable Toilets:** If one portable toilet is used, it must be ADA accessible. Where multiple single-user portable toilets are clustered at a single location, no more than 5 percent of the toilet units at each cluster shall be required to be accessible. One toilet is required to be accessible if less than 5 are provided. However if there are several clusters of toilets located throughout the event area at least one must be accessible in each cluster. It is advised to locate the accessible toilets at the end of the clusters.

If food or beverages are available at the event, one portable toilet must be provided for every 125 people in attendance. If NO food or beverages are available, one portable toilet must be provided for every 250 people in attendance. Portable toilets must be fully accessible to persons with disabilities, in compliance with the Americans with Disabilities Act (ADA). Note: These services are not provided by the City of Baltimore. You are responsible for providing these services.

If you have any questions regarding the accessibility of your special event, please do not hesitate to contact Dr. Nollie P. Wood, Jr., Executive Director, Mayor's Commission on Disabilities. Please contact him via email at [nollie.wood@baltimorecity.gov](mailto:nollie.wood@baltimorecity.gov) or phone at 443-984-3170.

**ADA and ABA Accessibility Guidelines for Buildings and Facilities**  
[www.access-board.gov/ada-aba/final.cfm](http://www.access-board.gov/ada-aba/final.cfm)

**ADA Guide for Small Businesses**  
<http://www.ada.gov/smbusgd.pdf>

**Americans with Disabilities Act - ADA HOME PAGE**  
[www.ada.gov](http://www.ada.gov)

**Department of Justice - ADA Title III Highlights**  
<http://www.ada.gov/t3highlight.htm>

**Federal Access Board**  
[www.access-board.gov/about.htm](http://www.access-board.gov/about.htm)

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**Appendix G4 – Special Event Applicant Checklist**



**Special Events Applicant Checklist**

*As you plan your event and prepare your application, please use this checklist as a guide to determine if a particular item, plan or document is required and to track whether or not you have brought that item with you as you submit your application. If the item in the “when required” box applies to you, mark “Y” for yes and check off the corresponding box on the checklist when you have that item in your possession. When all the “Y”s align with checked boxes, you are ready to submit your application and we look forward to working with you to help plan and permit a fun, safe and awesome event in Baltimore City.*

Required Item	When Required	Y/N	<input checked="" type="checkbox"/>
Valid government issued identification verifying physical street address	Block party applicants		
Application listing purpose of event, agenda of activities & attendance info	Always		
Site plan/drawing showing location of parking, equipment - tents, fencing, bike racks etc	Always		
Event site plan and plan for placement of any trash receptacles, dumpsters, load packers and recycling bins.	Always		
Organizer mobile phone number, email contact	Always		
Electrical site plan	Where electrical work performed		
Copy of proposed route or map (show turn by turn)	races, marches, parades, moving events		
Flyer or other promotional piece for event	Park event		
Proof of insurance for park events	Park event –Where relevant (races, runs, large scale events, etc.)		
Musical entertainment program	Concerts, festivals, music events		
Entertainment program (other than music)	Where relevant		
Detailed listing of all street closures	Always when requesting a street closure		
Equipment application included	Where relevant		
Copy of Non-profit 501(c)3 status if required	Where relevant * always for park property if vending		
Health Department Special Event Food Vendor Application & Temporary Food Facility Application	Where vending or providing food		
Copies of security and EMS contracts and copy of bonding and insurance for each.	Alcohol sales at event, runs and races		
Detailed floor plan of the tent showing the location of fire extinguishers, exit signs, emergency lighting units.	Large private tents		
Security plan	Alcohol sales at event		
Signed copy of the “Patterson Park Addendum”/ “West Shore Park Addendum”/ “Mt. Vernon Square Addendum” to show acceptance of terms	When using these facilities with ≥ 200 people		
Temporary Noise Exemption Application	Concerts and festivals where requested		
Signed Financial Responsibility Form	When applying on behalf of organizer or beneficiary.		
Signed and sealed construction drawings for non-city stages, bridges, tents	Temporary structures exceeding 400sq feet		

## **Appendix H1 - Office Building Recycling Plan**

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## 1. Program Description

During the December 2019 legislative session, the Maryland General Assembly passed Senate Bill 370, Environment – Recycling – Office Buildings which requires the County recycling plan to address, by October 1st, 2020, the collection and recycling of recyclable materials from buildings that have 150,000 square feet or greater of office space. Owners of office buildings that meet the criteria are required to provide recycling receptacles for the collection of recyclable materials as of October 1, 2021.

## 2. Eligible Office Buildings

Owners of buildings that have 150,000 square feet or greater of office space are responsible for providing all containers, labor, and equipment necessary to fulfill recycling requirements, either directly or through contracting with a private sector company.

## 3. Outreach and Education

The City has notified building owners about the legislation. For future construction or renovations that result in buildings meeting the criteria, DPW will work with the City's Department of Housing and Community Development and Department of Planning to notify building owner, developers, or others who are seeking building permits and occupancy permits about the legislation.

## 4. Stakeholders and Participants

Entities involved in implementing the Office Building Recycling program include the owners, corporate management companies, and tenants of applicable office buildings.

Newly constructed office buildings (with use and occupancy permits issued after October 1, 2021) that meet the requirements of the Office Building Recycling Program under Section 9-1714 of the Environment Article, Annotated Code of Maryland, shall begin participating in the program within three months of being notified by Baltimore City.

## 5. Collection and Process of Materials

It is the responsibility of property owners or managers to determine how the materials will be stored, collected, and transported to recycling markets, but property owners or managers still required to provide the following:

### Materials to Recycle

At a minimum, owners or managers must recycle corrugated cardboard, mixed paper, acceptable plastic bottles and jugs, and tin/aluminum beverage containers. Regardless of the hauler, owners and managers

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must ensure that the recycling bin does not contain any food waste, plastic bags, hazardous materials, or any other contaminants.

### **Collection of Materials**

Office building owners and managers are responsible for providing all containers, labor, and equipment necessary to fulfill Office Building Recycling Program requirements. In addition, containers for recyclable materials must be placed adjacent to trash containers or trash chutes and must be clearly labeled to indicate the appropriate materials to be placed inside for recycling. The quantity and size of recycling containers must also be sufficient for all office workers to store their recyclables.

### **Material Processing**

Property owners or managers must ensure recyclable materials are collected and transported from office building locations to markets or other legal recycling destinations.

## **6. Program Implementation**

Monitoring of the collection of recyclable materials required in office buildings will be conducted by the owner, corporate management company, or tenants of each applicable office building. The City will request the office building owner to submit an annual Maryland Recycling Act (MRA) report detailing the recycling tonnages removed from the office building(s) and the name of the markets or legal recycling destinations for the materials.

## **7. Program Enforcement**

The Office of Waste Diversion will notify property owners, corporate management companies or tenants of applicable office buildings of the implementation requirements in accordance with sections 9-1703 and 9-1714 of the Environment Article, annotated code of Maryland.

**Appendix H2 – Eligible Office Buildings**

Appendix H2 Placeholder Text

## **Appendix I - In-City Potential Diversion Partners**

**In-City Potential Partners**

<b>Name</b>	<b>Description</b>	<b>Type</b>
Food Rescue Baltimore	Non-profit food donation and rescue	Organics, food waste
Maryland Food Bank	Non-profit food donation and rescue	Organics, food waste
Helping Up Mission	Non-profit food donation and rescue	Organics, food waste
Paul's Place	Non-profit food donation and rescue	Organics, food waste
The Franciscan Center	Non-profit food donation and rescue	Organics, food waste
Bmore Community Food	Non-profit food donation and rescue	Organics, food waste
ChangeX Community Fridge	Non-profit food donation and rescue	Organics, food waste
Hidden Harvest	Non-profit food donation and rescue	Organics, food waste
Hungry Harvest	Non-profit food donation and rescue	Organics, food waste
Whitelock Community Farm	Food scrap composting	Organics, food waste
Baltimore Compost Collective	Weekly food scrap collection from homes in South Baltimore; Composts at Filbert St. Community Garden in Curtis Bay	Organics, food waste
Filbert St. Community Garden	Community garden in Curtis Bay	Organics, food waste
Village of Violetville	Collects compostable materials from neighborhood in local side alley and contracts with private hauler for composting	Organics, food waste
Compost Cab	Home pickup for compostables in Baltimore/Washington area.	Organics, food waste
Mundea	All in one waste management solutions for compost, recyclables, and residual waste	Organics, compost hauler
Waste Neutral	Compost hauler	Organics, compost hauler
Second Chance Inc	Nonprofit deconstruction and building material reuse center	C&D, reuse
The Loading Dock	A nonprofit building material reuse center. Accepts paint, lumber, plumbing fixtures, appliances, doors, cabinets, windows, caulk, moldings, and other reusable materials from the home building industry.	C&D, reuse
North Point Recycling	Purchases and recycles ferrous and non-ferrous scrap metals	Recycling, scrap metal
St. Vicente de Paul of Baltimore	Donation and resale of clothing, shoes, textiles	Reuse, clothing, shoes, textiles



**10-Year Solid Waste Management Plan**      **Appendix I – In-City Potential Diversion Partners**  
 City of Baltimore

Name	Description	Type
Goodwill	Operates multiple locations within Baltimore for the donation and resale of clothing, shoes, and household items	Reuse, clothing, shoes, textiles, household items
The Sew Lab	Operates multiple locations within Baltimore for the donation and resale of clothing, shoes, and household items	Reuse, clothing, shoes, textiles, household items
Helpsy	Operates multiple locations within Baltimore for the donation and resale of clothing, shoes, and household items	Reuse, clothing, shoes, textiles, household items
Planet Aid	Operates multiple locations within Baltimore for the donation and resale of clothing, shoes, and household items	Reuse, clothing, shoes, textiles, household items
The Salvation Army	Operates multiple locations within Baltimore for the donation and resale of clothing, shoes, and household items	Reuse, clothing, shoes, textiles, household items
Donation Town	Online resource connecting Baltimore City residents with local charities that will pick up donations from their homes	Online resource connecting residents with donation haulers
Sharp Dressed Man	Donation and redistribution of men's formal business attire to residents engaged in career and workforce development programs	Reuse, men's business clothing
The Lions Club	Donation and redistribution of old eyeglasses in Baltimore City	Reuse, eyeglasses
American Rescue Workers	Picks up donations of usable non-gas stoves, refrigerators, small appliances, clothing, furniture, household items and distributes them through a social service agency	Reuse, appliances, clothing, household items, white goods
At Jacob's Well	Accepts donations of garden equipment, sees, non-perishable food, toiletries, household items, small appliances	Reuse, garden equipment, food, household items
Baltimore Animal Rescue and Care Shelter	Accepts donations of pet supplies for animals at the shelter	Reuse, pet supplies
Baltimore Child Abuse Center	Accepts donations of wrapped snacks, school supplies, children's books and DVDs	Reuse, children's school supplies and snacks
Baltimore Teacher Supply Swap	Accepts donations of school supplies	Reuse, school supplies

**10-Year Solid Waste Management Plan      Appendix I – In-City Potential Diversion Partners**  
 City of Baltimore

<b>Name</b>	<b>Description</b>	<b>Type</b>
The Book Thing of Baltimore	Accepts donations of books, records, CDs, DVDs, and handheld electronics	Reuse, books, records, CDs, DVDs, handheld electronics
Community Assistance Network	Accepts donations of furniture, food, household items, small appliances, and beds	Reuse, appliance, clothing, household items, small appliances, beds
Earl's Place	Accepts donations of food, clothing, linens, toiletries	Reuse, food, clothing, toiletries
Maryland Book Bank	Accepts donations of books	Reuse, books
Maryland SPCA	Accepts donations of pet food and supplies	Reuse, pet supplies
Normal's	Buys new and used books, CDs and vinyl records	Reuse, books, records, CDs, DVDs
Our Daily Bread Employment Center	Accepts donations of food, spices, tea, forks, oatmeal, cereal	Reuse, food, cutlery
Play it Again Sports	Buys used sports equipment	Reuse, sports equipment
Sheperds Clinic	Accepts electronics , medications, office supplies	Reuse and recycling, electronics, office supplies
The Sound Garden	Buys CDs, DVDs, and video games	Reuse, CDs, DVDs, video games
Suited to Succeed	Accepts donations of women's professional attire	Reuse, women's business clothing
Ted's Musicians Shop	Accepts donations of musical instruments	Reuse and recycling, musical instruments
WYPR Car Talk Vehicle Donation Program	Accepts donations of vehicles	Reuse and recycling, vehicles

## **Appendix J – Out of City Potential Diversion Partners**

**Out-of-City Potential Partners**

Name	Description	Type
The Rockefeller Foundation	National foundation promoting global wellbeing	General natural resource management
Natural Resources Defense Council	National nonprofit advocacy group supporting natural systems protection.	General natural resource management
The Recycling Partnership	Nonprofit supporting recycling programs nationwide	Recycling
GOODR	Private company offering secure ledger for businesses to track food waste from pickup to donation	Organics, food waste
ChowMatch	Non-profit matching food donations with food assistance organizations and organizing volunteers to transport the goods	Organics, food waste
Food For All	Nonprofit app available in New York and Boston allowing customers to buy leftovers from restaurants at a discount	Organics, food waste
Maryland Food Bank	Non-profit food donation and rescue	Organics, food waste
Food Recovery Network	Non-profit food donation and rescue	Organics, food waste
Our Daily Bread	Non-profit food donation and rescue	Organics, food waste
Center for Eco Technology	Non-profit food donation and rescue	Organics, food waste
Food Rescue US/Eat Management	Non-profit food donation and rescue	Organics, food waste
Veteran Compost	Food scrap collection and composting	Organics, compost hauler
Compost Crew	Food scrap collection	Organics, compost hauler
Habitat for Humanity of the Chesapeake	Nonprofit providing construction and renovation of homes, and operating ReStores, which accept donations of furniture, appliances, and building material.	C&D, reuse
Verde	National recycling reward program	National recycling reward program
Recyclebank	National recycling reward program	National recycling reward program

**10-Year Solid Waste Management Plan**      **Appendix J – OOC Potential Diversion Partners**  
 City of Baltimore

Name	Description	Type
AMVETS Pick Up Service	Picks up donations of clothing, electronics, household goods, linens, books, toys, bicycles, flat screen TVs, computers and exercise equipment and resells them in a store	Reuse, appliances, clothing, electronics, household items
Annapolis Office Technologies	Recycles computers, small electronics, inkjet and toner cartridges	Electronics recycling
Assistance Center of Towson Churches	Non-perishable food, toiletries, paper goods, brown paper and plastic bags accepted as donations and given to homeless and low income families	Food and toiletries donation
Baltimore County Animal Services	Accepts donations of pet supplies for animals at the shelter	Reuse, pet supplies
Maryland Department of Aging	Accepts small durable medical equipment in good condition; wheelchairs, walkers, metal canes, bedside commodes, bed rails, tub grab bars, etc.	Reuse, elder care supplies
Baltimore County Public Library	Accepts donations of gently used books	Reuse, books
Baltimore Humane Society/Bmore Kind Pet Food Bank	Accepts donations of pet food	Reuse, pet supplies
BCPS Education Foundation Exchangeree	Accepts donations of school and office supplies	Reuse, school and office supplies
Bentley Springs UMC Mission Central Hub & Disaster Relief Center	Accepts donations of school supplies, medical equipment, office supplies	Reuse, school, medical and office supplies
GRC Wireless Recycling	Accepts donations of mobile phones, tablets, and other handheld electronic devices	Reuse, handheld electronics
EPS Industry Alliance	Accepts donations of clean polystyrene packaging and EPS packing peanuts	Reuse, packing materials
GreenDrop LLC	Accepts donations of clothing, small appliances, household items, computers, eyeglasses, and musical instruments	Reuse
Guitar Exchange	Accepts donations of new, used, or broken guitars	Reuse

**10-Year Solid Waste Management Plan      Appendix J – OOC Potential Diversion Partners**  
 City of Baltimore

<b>Name</b>	<b>Description</b>	<b>Type</b>
Lutheran Mission Society/Compassion Place	Accepts donations of large and small appliances, household goods, baby items, beds, bicycles, books, handheld electronics, large electronics, tools, toiletries, toys, food.	Reuse, general goods
MADRE Helping Hands	Accepts donations of eyeglasses and contact lenses	Reuse, eyeglasses
National Children's Center	Accepts donations of clothing, small appliances, household items, computers, eyeglasses, and musical instruments	Reuse, general goods
OneSight	National eyeglass and sunglass donation program	Reuse, eyeglasses
Plato's Closet Baltimore	Buys used young adult clothing and accessories	Reuse, clothing, shoes
Priceless Gown Project	Accepts donations of gently used women's formal wear	Reuse, women's formal wear
Race Pace Bicycles	Accepts used bicycles with a \$10 donation	Reuse, bicycles
Savers	Accepts donations of clothing, general goods, small furniture, and appliances	Reuse, general goods
Scene II by Hadassah	Accepts donations of clothing, housewares, small appliances	Reuse, general goods
Securis	Accepts information technology equipment	Reuse and recycling, electronics
The Surprise Shop	Accepts donations of small furniture, antiques, housewares and clothing	Reuse and recycling, clothing, furniture, housewares
Turtle Wings	Accepts electronics for recycling or refurbishment	Reuse and recycling, electronics
Ukazoo Books	Buys used books	Reuse, books
Vehicles for Change	Accepts donations of vehicles	Reuse and recycling, vehicles
Vietnam Veterans for America	Accepts donations of general household items	Reuse, general goods

## **Appendix K - Nearby Out-of-City Solid Waste Facilities**

**Nearby Out-of-City<sup>1</sup> Permitted Solid Waste Facilities**

Name	Type	County	Owner Type
Days Cove Rubble Landfill	Landfill (C&D)	Baltimore	Private
Eastern Landfill	Landfill (MSW/C&D)	Baltimore	County
Honeygo Run Rubble Landfill	Landfill (C&D)	Baltimore	Private
Millersville Landfill	Landfill (MSW/C&D)	Anne Arundel	County
Curtis Creek PF & TS	Processing (MRF)	Anne Arundel	Private
Annapolis Junction PF & TS	Processing (MRF)	Anne Arundel	Private
Central Acceptance Facility PF & TS	Processing (MRF)	Baltimore	County
Eastern Transfer Station	Processing (Transfer Station)	Baltimore	County
Western Acceptance Facility Transfer Station	Processing (Transfer Station)	Baltimore	County
Tolson & Associates Rubble Landfill	Landfill (C&D)	Anne Arundel	Private
Biomedical Waste Services, Inc.	Processing (MRF)	Anne Arundel	Private
Recovermat Mid-Atlantic, LLC PF	Processing (MRF)	Baltimore	Private
Millersville Landfill And Resource Recovery Facility Composting Pad	Organics Processing (Compost)	Anne Arundel	County
Tolson & Associates LLC	Organics Processing (Compost)	Anne Arundel	Private
Veteran Compost - Lothian	Organics Processing (Compost)	Anne Arundel	Private
Eastern Sanitary Landfill Solid Waste Management Facility	Organics Processing (Compost)	Baltimore	County

Notes:

1. Includes out-of-city transfer stations, landfills, incinerators, materials recovery facilities, and organics processing facilities within 20 miles of Baltimore City.