

TITLE 07 DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
SUBTITLE 03 – DISPOSITION PROGRAMS
CHAPTER 01 – DEFINITIONS

Authority: Baltimore City Code, Article 13 § 2-7(h), (w)

07.03.01.01

.01 Definitions.

A. In this subtitle, the following terms have the meanings indicated.

B. Terms Defined.

(1) “Adjacent owner” means the owner of record for a property that is adjacent to a vacant lot that is a part of a proposed side yard disposition.

(2) Affordable housing land trust.

(a) “Affordable housing land trust” has the meaning stated in Real Property Article §14-501, Annotated Code of Maryland.

(b) “Affordable housing land trust” includes a community housing land trust.

(3) “Applicant” means a person who has applied to purchase a property from the Department through a disposition program.

(4) “Application document” means the form created by the Department to apply for a disposition program.

(5) “Applicant type” means a category of applicant applying for a disposition program including a:

(a) Homeowner;

(b) For-profit developer;

(c) Large 501(c)(3) nonprofit;

(d) Small 501(c)(3) nonprofit; or

(e) Community land trust.

(6) “BOE portal” means the web-based system implemented by the Baltimore City Office of the Comptroller to submit required items to the Board of Estimates for:

(a) Review; and

(b) Approval.

(7) “Board” means the Baltimore City Board of Estimates.

(8) “BuyIntoBmore” means the initiative developed by the Department that posts properties for sale through a disposition program.

(9) “Commissioner” means:

(a) The Commissioner of the Department of Housing and Community Development; or

(b) The Commissioner’s designee.

(10) “Compliance officer” means a Department employee responsible for oversight of the terms of a land disposition agreement.

(11) “Department” means the Baltimore City Department of Housing and Community Development.

(12) “Disposition” means the sale of City-owned property.

(13) “Disposition program” means a program regulated under this subtitle intended to convey a City-owned property through:

(a) Sale;

(b) Lease;

(c) Transfer;

(d) Swap; or

(e) Another means of conveyance as approved by the Commissioner.

(14) Financial document.

(a) “Financial document” means proof of monetary funds.

(b) “Financial document” includes:

(i) A bank statement;

(ii) A pre-approval letter from a lending institution;

(iii) A retirement account statement;

(iv) An investment account statement; and

(v) Additional documentation as approved by the Commissioner.

(15) “Fixed Pricing Policy” means a policy approved by the Department and the Board for use in the Fixed Pricing Program that establishes sale prices for:

- (a) Various applicant types, as provided for under this subtitle; and
- (b) Various property types, as provided for under this subtitle.

(16) “Fixed Pricing Program” means the disposition program operated by the Department to sell properties valued at less than \$100,000 to allowed applicant types.

(17) “For-profit developer” means a person focused on rehabilitation or new construction of a property with the primary goal of generating revenue.

(18) “Good standing” means the status conferred by the Maryland State Department of Assessments and Taxation through a Certificate of Status.

(19) Green space.

(a) “Green space” means an unimproved parcel of land that does not include a habitable structure at the time of purchase.

(b) “Green space” includes a:

- (i) Side yard, if the side yard does not include a livable space;
- (ii) Community garden; or
- (iii) Park.

(c) “Green space” does not include a parcel of land used for:

- (i) Commercial use; or
- (ii) Urban agriculture.

(20) “Homeowner” means the owner of record of a property who has an approved homestead application through the Maryland State Department of Assessments and Taxation.

(21) “Housing market typology” means a classification system developed by the Baltimore City Department of Planning that broadly categorizes and analyzes Baltimore City housing data.

(22) “Land disposition agreement” means a contract of sale between the City, the Department, and an approved applicant that:

- (a) Outlines disposition terms; and
- (b) Contains the sections required by this subtitle.

- (23) “Large 501(c)(3) nonprofit” means a 501(c)(3) nonprofit with 50 or more employees.
- (24) “Lien” means a legal claim against a property for a debt.
- (25) “Nuisance property” has the meaning stated in City Code Article 13, § 5-15(a).
- (26) “Owner-occupied” means a property that is the primary residence of the owner of record.
- (27) “OHAAT” means the One House at a Time Baltimore Program.
- (28) “Person” has the meaning stated in City Code General Provisions Article § 1-107.
- (29) “Purchaser” means an applicant for a disposition program that has received and returned an award letter from the Department in accordance with this subtitle.
- (30) “Remote Online Notary (RON)” means a vendor whose technology is authorized for use during remote notarial acts in the State of Maryland.
- (31) “SDAT” means the Maryland State Department of Assessment and Taxation.
- (32) “Side yard” means vacant land for sale by the Department that is adjacent to an applicant's property.
- (33) “Site assemblage” means the combination of multiple properties to create a larger development site.
- (34) “Six-year period” means the combination of the:
- (a) Twelve-month period during which an applicant is required to obtain an occupancy permit in accordance with this subtitle; and
 - (b) Five-year period during which an applicant is required to maintain primary residency at a property in accordance with this subtitle.
- (35) “Small 501(c)(3) nonprofit” means a 501(c)(3) nonprofit with fewer than 50 employees.
- (36) Occupancy Permit.
- (a) “Occupancy permit” has the meaning stated in 202.2.45 Baltimore City Building Code, Building, Fire, and Related Codes of Baltimore City, 2024 Edition.
 - (b) “Occupancy permit” means a permit issued by the Department that confirms the:
 - (i) Intended use of a property; and
 - (ii) Maximum number of individuals who may occupy a property.
- (37) “Vacant building notice” means a designation conferred by the City to a property that is:
- (a) Uninhabitable;

(b) Unusable; or

(c) A nuisance property.

(38) “Vacant structure” has the meaning stated in City Code Article 13, § 4-1(i).

(39) “Vacant lot” means a lot with no physical structures that has:

(a) Failed to abate a code violation; and

(b) Been issued a vacant building notice.

(40) “Waiver valuation” means a process used by the Department to determine the value of a property rather than obtaining a third-party appraisal.

(41) “Whole block strategy” means a redevelopment plan that focuses on revitalizing an entire block rather than individual properties.