

CODE OF BALTIMORE REGULATIONS ANNOTATED

EDITOR'S NOTE:

The attached regulations have been submitted to the Director of the Department of Legislative Reference for COBRA codification in accordance with § 4-401, Title 4 {*Administrative Procedure Act – Regulations*} of the General Provisions Article of the Baltimore City Code. The attached regulations have not been reviewed by the Department of Legislative Reference for adherence to COBRA formatting and are subject to non-substantive formatting changes.

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Title 14 DEPARTMENT OF TRANSPORTATION

Subtitle 06 Right of Way

CHAPTER 05 CEREMONIAL STREET SIGNS

Authority: Baltimore City Code Article 31, §2-9

14.06.05.01. Authority.

The Baltimore City Department of Transportation (“DOT”) adopts these rules and regulations under Code Article 31, §2-9 which assigns responsibility for street signs to DOT.

14.06.05.01. Limitations.

A. No more than one ceremonial street sign may be installed on a block, defined as a segment of road between two cross streets.

B. Ceremonial signs may be removed after a period of one year and can be obtained by the original applicant by request.

C. Ceremonial signs have no bearing on the official name of a street.

14.06.05.02. Criteria for Ceremonial Street Signs.

A. The following categories are eligible for consideration for being recognized with a ceremonial street sign:

- (1) an individual,
- (2) non-profit organization,
- (3) religious group,
- (4) significant event, or
- (5) Baltimore City landmark.

B. Honorees must have made significant and clearly defined contributions to the country, State or City through cultural, humanitarian, historic, or military achievement.

C. Prospective honorees must have the following qualifications:

- (1) for a person
 - (a) a minimum of 10 years of community involvement or service to the neighborhood; or

- (b) significant and clearly defined contributions to the country, State or City through cultural, humanitarian, historic or military achievement;
- (2) an organization meeting the following criteria may be recognized on a 25 year, 50 year, 100 year, 150 year, 200 year, or 250 year anniversary if the organization has
 - (a) demonstrated community involvement or service to the neighborhood; or
 - (b) made significant and clearly defined contributions to the country, State or City through cultural, humanitarian, historic or military achievement.
- D. Individuals and organizations must demonstrate a substantial connection to the proposed street and block where the sign is being requested.

14.06.05.03. Application Process.

- A. The City will notify the applicant within 20 business days from submission of the application
 - (1) by email, or by phone if the applicant doesn't have access to email.
 - (2) whether the application for a ceremonial street sign was approved or denied.
- B. For an application that is incomplete when submitted, the 20-day period will begin when all information has been received.
- C. Applications are available on the Mayor's Office of Correspondence and Constituent Services ("MOCCS") website and a link to the application webpage will also be available on DOT's website.
- D. The application must be submitted to the Mayor's Office of Neighborhoods ("MON") via to Neighborhood@BaltimoreCity.gov.
- E. MON will determine whether the proposed honoree meets the required criteria.
 - (1) If approved, MON notifies the Baltimore City Police Department ("BPD") and the Baltimore City Fire Department ("BCFD") of the proposed sign.
 - (2) Once the sign application is approved,
 - (a) MON will inform the applicant and DOT, and
 - (b) the applicant shall pay \$150 to the Director of Finance, which shall be submitted with the application to DOT Special Events.

14.06.05.04. Installation of Ceremonial Street Sign.

- A. The ceremonial street sign shall be installed within 15 business days from receipt of the payment.
- B. DOT shall fabricate and install the ceremonial sign.

Administrative History

Effective Date: