



STEPHANIE  
RAWLINGS-BLAKE  
MAYOR

**PASSENGER LOADING ZONE REQUEST**  
PARKING AUTHORITY OF BALTIMORE CITY  
Department of Operations: On-Street Parking  
200 WEST LOMBARD STREET, SUITE B  
BALTIMORE, MARYLAND 21201  
443-573-2800 • [parkingplanning@bcparking.com](mailto:parkingplanning@bcparking.com)



PETER LITTLE  
EXECUTIVE DIRECTOR

## PASSENGER LOADING ZONE (PLZ) REQUEST

DATE:

NAME OF BUSINESS:

NAME OF OWNER/LICENSEE:

PHONE:

BUSINESS ADDRESS:

ZIP:

BUSINESS HOURS/DAYS OPERATION:

BUSINESS LICENSE #:

CURRENT PARKING RESTRICTIONS ON BLOCK:

REMARKS & OTHER CONSIDERATIONS:

Please note the following:

- Even though you are the person who requested the loading zone, the loading zone remains the property of the City of Baltimore and it may be used by anyone who is actively loading or unloading a vehicle per Article 31, Section 6-16 (c) of Baltimore City Code.
- A loading zone is not a parking space for you, or the drivers of the vehicles for pick-up or drop-off. Its use is for the expeditious loading and unloading of passengers only: violators may receive citations.
- Continuous abuse of a loading zone may result in its removal.
- Generally, 3 weeks is required for investigation of a PLZ application and for a determination to be made.
- If a PLZ is approved, installation of signs generally takes 30 days.
- There are no fees associated with this service

**ADDENDUM TO APPLICATION FOR A PASSENGER LOADING ZONE**

APPLICANT:

ADDRESS:

The above named individual has applied for a passenger loading zone to be installed in front of or in proximity to his/her residence. Per Article 31 Section 6-16c.

In support of the request, the applicant has stated that his accommodation is necessary in order that parents do not double park when dropping off or picking up their children. If you have any questions/concerns about this addendum to the application, please call Parking Authority of Baltimore City, Planning Section at 443-573-2800.

**DECLARATION**

By affixing my signature below, I affirm that I am the primary occupant of the address indicated and have awareness that a passenger loading zone will be installed for the expeditious loading and unloading of passengers at specific times. I have no objection to the placement of a passenger loading zone in front of and/or contiguous to the applicant's residence. If necessary, I have no objection to all or a portion of the passenger loading zone signs being installed on the roadway in front of my residence.

1. \_\_\_\_\_  
Signature

2. \_\_\_\_\_  
Signature

Address

Address

Phone

Date

Phone

Date