

CITY OF BALTIMORE

BRANDON M. SCOTT, Mayor



OFFICE OF COUNCIL SERVICES

LARRY E. GREENE, Director
415 City Hall, 100 N. Holliday Street
Baltimore, Maryland 21202
410-396-7215 / Fax: 410-545-7596
email: larry.greene@baltimorecity.gov

TO: Eric Holcomb, Executive Director
Commission on Historical and Architectural Preservation

FROM: Jennifer L. Coates, Committee Staff
Economic and Community Development Committee

Date: March 13, 2023

RE: INSTRUCTIONS FOR NOTICE OF A PUBLIC HEARING – LANDMARK DESIGNATION

The Economic and Community Development Committee of the Baltimore City Council, has scheduled the following City Council Bill for a public hearing:

Bill: City Council Bill No. 21-0158

Date: Tuesday, April 4, 2023

Time: 2:10 p.m.

Place: City Hall, 100 N. Holliday Street, Baltimore, MD 21202 and online via WEBEX

Notice of the public hearing must be provided by and at the expense of the applicant in accordance with Article 6. Historical and Architectural Preservation, Subtitle 4, Section § 4-6 – Council Action – Public Notice and Hearing. For helpful information about the notice requirements under Article 6 – Historical and Architectural Preservation see Attachment B. You are encouraged to access and review Article 6 by copying and pasting the web link below:

[https://legislativereference.baltimorecity.gov/sites/default/files/Art%2006%20-%20HistPres_\(rev%2004-06-22\).pdf](https://legislativereference.baltimorecity.gov/sites/default/files/Art%2006%20-%20HistPres_(rev%2004-06-22).pdf)

The required notice and deadlines are outlined on the following page.

Disclaimer. The City makes no claims as to the quality, completeness, accuracy, timeliness, or content of any data contained herein or on this site. All such items and materials are provided on an "as is" basis, and you are fully and solely responsible for your use of them and for any results or consequences of your use. They have been compiled from a variety of sources, including sources beyond the control of the City, and are subject to change without notice from the City. The data is subject to change as modifications and updates are complete. It is understood that the information contained in the site is being used at one's own risk. In no event shall the City or its elected/appointed officials, municipal agencies and departments, employees, agents, or volunteers be liable for any direct, indirect, special, punitive, incidental, exemplary or consequential damages arising your accessing or using the site, or otherwise arising from this site or from anything contained in or displayed on this site. Nothing contained in or displayed on this site constitutes or is intended to constitute legal advice by the City or any of its elected/appointed officials, municipal agencies and departments, employees, agents, and volunteers

Sign Posting

At least 15 days prior to the date of the hearing, the applicant must post the required sign(s) consisting of the language between the double lines on Attachment A.

Written Notice to Property Owners

At least 15 days prior to the date of the hearing, the applicant must send by first-class mail written notice consisting of the language between the double lines on Attachment A to each person who appears on the tax records of the City as an owner of the property to be designated as part of an Historical and Architectural Preservation District.

Certifications

At least four (4) days prior to the hearing, certifications of the written notice and sign posting must be submitted electronically to Natawna Austin at NatawnaB.Austin@Baltimorecity.gov. If the required certifications are not received the public hearing will be cancelled without notice.

Deadlines

The deadline dates for the require notices and certifications are as follows:

Sign Posting Deadline:	March 20, 2023
Written Notice Deadline:	March 20, 2023
Certification Deadline:	March 30, 2023

Please note that ALL of these requirement MUST be met in order for your hearing to proceed as scheduled.

If you have any questions regarding your notice requirements please contact:

Jennifer L. Coates, Committee Staff
Baltimore City Council
Economic and Community Development Committee
410-396-1260
Jennifer.Coates@baltimorecity.gov.

ATTACHMENT A
Required Language for Public Notice

Sign Posting Deadline: March 20, 2023
Written Notice Deadline: March 20, 2023

BALTIMORE CITY COUNCIL
PUBLIC HEARING ON BILL NO. 21-0158

The Economic and Community Development Committee of the Baltimore City Council will meet on Tuesday, April 4, 2023, at 2:10 p.m. to conduct a public hearing on City Council Bill No. 21-0158. The Committee will conduct the hearing at City Hall, 100 N. Holliday Street, 4th Floor, Clarence “Du Burns” Chambers, Baltimore, Maryland 21202 and virtually through Webex. Information on how the public can participate in the hearing will be available at <https://baltimore.legistar.com/Calendar.aspx>.

CC 21-0158– Landmark List - Truck House No. 5 (Oliver Community Firehouse)

For the purpose of designating the Truck House No. 5 (Oliver Community Firehouse), 1220 E. Oliver St., as an historical landmark: exterior.

BY adding
Article 6 - Historical and Architectural Preservation
Section 18A-2
Baltimore City Code
Edition 2000)

NOTE: This bill is subject to amendment by the Baltimore City Council.
Applicant: Eric Holcomb, Executive Director, Baltimore City Commission for Historical and Architectural Preservation; 417 E. Fayette Street, 8th Floor; Baltimore, MD 21202
For more information, contact Committee Staff at (410) 396-1260.

SHARON GREEN MIDDLETON
Chair

SEND CERTIFICATION TO:

Natawna B. Austin
NatawnaB.Austin@Baltimorecity.gov

SEND BILL TO:

Commission for Historical and Architectural
Preservation
c/o Eric Holcomb, Executive Director
417 E. Fayette Street, 8th
Baltimore, MD 21202
443-984-2728

ATTACHMENT B

**ARTICLE 6
HISTORICAL AND ARCHITECTURAL PRESERVATION
SUBTITLE 3 DESIGNATION OF LANDMARKS**

§ 4-6. Council action – Public notice and hearing.

(a) Hearing required. The City Council may not place the bill on its second reading calendar until the Council committee to which the bill is assigned has conducted a public hearing at which parties in interest and the general public are afforded an opportunity to be heard on the bill.

(b) Notice required. Notice of the hearing must be given as follows:

(1) by posting in a conspicuous place on the subject property; and

(2) by first-class mail to each person who appears on the tax records of the City as an owner of the subject property.

(c) Contents of notice. The notice must include:

(1) the identifying number of the bill to be heard;

(2) the name and address of the person requesting the bill;

(3) the date, time, place, and purpose of the public hearing; and

(4) the address of the subject property.

(d) Timing of notice. **The notice must be posted and mailed at least 15 days before the public hearing.**

(e) Number and manner of posted notices. The number of posted notices and the manner of their posting are as follows:

(1) at least 1 sign must be visible from each of the property's street frontages;

(2) each sign must be posted at a prominent location, near the sidewalk or public right-of-way, so that it is visible to passing pedestrians and motorists;

(3) a window-mounted sign must be mounted inside the window glass and placed so that it is clearly visible to passing pedestrians and motorists; and

(4) each sign must be at least 3 feet by 4 feet in size.

(f) Responsibility for notice.

The notices required by this section are the responsibility of the following:

(1) for a bill requested by the Commission for Historical and Architectural Preservation, the notices must be given by and at the expense of the Mayor and City Council of Baltimore;

(2) for a bill requested by or on behalf of an owner of the subject property, the notices must be given by and at the expense of the requester; and

(3) in all other cases, the notices must be given by and at the expense of the City Council.

(City Code, 1976/83, art. 1, §40(l)(2); 2000, Art. 6, §3-2(c).) (Ord. 67-939; Ord. 76-022; Ord. 99-547; Ord. 07-550; Ord. 15-408.)