



— BALTIMORE CITY —
DEPARTMENT OF HOUSING &
COMMUNITY DEVELOPMENT

ePermits Application How to apply for a Temporary Event Permit

1. Click on “Add Application”.



2. Acknowledge statement.

Common renovation activities like sanding, cutting and demolition can create hazardous lead dust and chips by disturbing lead-based paint, which can be harmful to adults and children. To protect against this risk, the Environmental Protection Agency (EPA) issued the Renovation, Repair and Painting Rule (RRP Rule) that became effective on April 22, 2010. I understand that to comply with federal law any renovation, repair and painting work that disturbs lead-based paint in homes, child care facilities, and kindergartens built before 1978 must use certified renovators who follow specific work practices to prevent lead contamination. For more information go to the EPA website (<https://www.epa.gov/lead>) or call the National Lead Information Center at 1-800-424-LEAD.

I acknowledge that I have read and understand the statement above.

1. Complete "Project Information" section. Project Name and Your Role are mandatory fields.

2. Complete "Property Owner Information" section. Note: this information is for the legal owner of the property, **NOT** the lessee/tenant.

If the property owner is a business, complete this section of the form naming a contact person for the property owner.

Project Information

Project Name:

Your Role:

Project Notes:

Property Owner Information

Is the property owner a business entity? Yes No

Select Permit Category

Please review all options before making a selection

- Residential (1 & 2 family dwelling units only): Add and/or replace plumbing/mechanical/gas/electrical fixtures/devices (drawings NOT required) ⁱ
- Residential: Minor interior/interior demo/exterior alterations (drawings NOT required) ⁱ
- Residential: Interior/exterior alterations(or demolition) (drawings to scale may be required) ⁱ
- Residential: New construction/addition < 600 sq ft (drawings to scale required) ⁱ
- Underpinning only(1 & 2 family dwelling units only) ⁱ
- Non-Residential: Add and/or replace plumbing/mechanical/gas/electrical fixtures/devices (drawings NOT required) ⁱ
- Non-Residential: Exterior work (drawings to scale required) ⁱ
- Non-Residential: Interior non-structural alterations(or demolition) < 200 sq ft (drawings to scale may be required) ⁱ
- Permit extension/Change(or Add) contractor (requires original permit number) ⁱ
- Permit reinstatement (requires original permit number) ⁱ
- Use and occupancy permit ⁱ
- Outdoor Seating - Temporary
- Temporary Event Permit
- Razing or moving building/structure permit ⁱ
- Work on BGE pole
- Permit requiring plans review in the ePlans process. ⁱ

Affidavit

The undersigned hereby certifies under penalties of perjury that he/she is the owner of the subject property, or is the duly authorized agent of the owner with full and specific consent and authorization to act for the owner for this application. Undersigned further certifies that he/she has examined this application, including any accompanying plans, and that the proposed work subject to the Building, Fire, and Related Codes of Baltimore City ("BFRCBC") and other applicable laws and ordinances is a true, accurate, and complete statement of the work applied for in this application, and any incorrect, inaccurate, or incomplete information may result in the voiding of this permit pursuant to the BFRCBC. Undersigned further certifies that the owner or their duly authorized agent shall comply with all local, State, and Federal provisions, laws, and ordinances. You agree your electronic signature is the legal equivalent of your manual signature on this application. By entering your name you consent to be legally bound by this application's terms and conditions.

Affidavit:

3. In the "Select Permit Category," section select the "Temporary Event permit".

4. Read and sign the "Affidavit".

5. Click to continue.

Property Owner Information

Is the property owner a business entity? Yes No

Company Name:

Phone:

Address1:

Address 2:

City:

State:

Zip:


- Residential: Interior/exterior alterations(or demolition) (drawings to scale may be required) ⁱ
- Residential: New construction/addition < 600 sq ft (drawings to scale required) ⁱ
- Underpinning only(1 & 2 family dwelling units only) ⁱ
- Non-Residential: Add and/or replace plumbing/mechanical/gas/electrical fixtures/devices (drawings NOT required) ⁱ
- Non-Residential: Exterior work (drawings to scale may be required) ⁱ
- Non-Residential: Interior non-structural alterations(or demolition) < 200 sq ft (drawings to scale may be required)
- Permit extension/Change(or Add) contractor (requires original permit number) ⁱ
- Permit reinstatement (requires original permit number) ⁱ
- Use and occupancy permit ⁱ
- Razing or moving building/structure permit ⁱ
- Work on BGE pole
- Please contact the Plans Examining Office at 410-396-3460 before proceeding. (Permit requiring plans review in the ePlans process.) ⁱ

Business Entity Contact Information

First Name	Last Name	Phone #	Address	City	State	Zip
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="(Select One)"/>	<input type="text"/>

Back Logout **Project Name:Temp**

1 Step 1 Permit Information **2 Step 2** Building Informaton **3 Step 3** Contractors Information

Event Information/Property Address 

Please answer all questions.

[Click Here To Enter Permit Address](#)

Event Type	Event Area(sq ft)	Event Term	
(Select One) <input type="button" value="v"/>	<input type="text"/>	<input type="radio"/> Short Term	<input type="radio"/> Annual
Adding any tent/stucture? Yes <input type="radio"/> No <input type="radio"/>	Event From Date	Time	
Adding any electrical work? Yes <input type="radio"/> No <input type="radio"/>	<input type="text"/>	<input type="text"/>	
Indoor Only? Yes <input type="radio"/> No <input type="radio"/>	Event To Date	Time	
Fund Rasing? Yes <input type="radio"/> No <input type="radio"/>	<input type="text"/>	<input type="text"/>	
Serve Food? Yes <input type="radio"/> No <input type="radio"/>	Time Frame(by days or weeks)	Days or Weeks	
Serve Alcohol? Yes <input type="radio"/> No <input type="radio"/>	<input type="text"/>	<input type="radio"/> Day(s) <input type="radio"/> Week(s)	
Is For Profit? Yes <input type="radio"/> No <input type="radio"/>			

Previous **Next** Submit

1. Click to enter the address where the event will take place.

2. Enter the address.

Please Enter Address

House/Building # Dir Street Name

Street # Only Street Name

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Buildings/Attachment Info

Upload Document(s)

Important Document Requirement: You must submit evidence documenting your qualification for a nonprofit, tax-exempt charitable or religious organization in order to receive reduced fees. Documentation must be uploaded to each application you submit. If using tents, stages or other structures you must upload a site plan and other construction details as required.

Previous Next Submit

1. Click "Upload Documents" if you have any documents to upload.

3. Click "Next."

2. Click here up upload any files and then click "Close" when finish uploading files.

Please drop files(PDF only) here.

Close

File Uploaded		
FileID	DateUpload	File Name

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Back Logout **Project Name:TEMP**

1 Step 1
Permit Information

2 Step 2
Building Informaton

3 Step 3
Contractors Information

Ready to Submit

Your application is ready to be submitted.
Please press submit button.

Previous Next **Submit**

1. Click "Submit."

2. Review your permit description. If acceptable, click "Submit." Click "Cancel" if you need to make changes.

Your Permit Application Description:

TEMPORARY EVENT.

Submit Cancel

Important Notes:

Thank you for using Baltimore City ePermits system. After submission, you will receive an email indicating that your permit is ready for payment, or a message from staff requesting more information, within one business day.



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THANKS!



@BmoreDhcd