

How Do I Request a Reasonable Accommodation?

*If at any time you have questions, please contact the Zoning Administration at 410-396-4126. You also may wish to contact an attorney.

Step 1: Getting Started

1. Obtain an application form from the Zoning Administration at 417 E. Fayette Street, Room 147, Baltimore, MD 21202. The phone number is 410-396-4126.
2. To fill out the application, you will need:
 - Your contact information;
 - The number of individuals who will live in the house;
 - The reason that the number of individuals is necessary for the home to operate;
 - If the house is licensed or certified by the State of Maryland, a copy of the documentation;
 - The number of staff (if any);
 - The anticipated number of vehicles used by residents and staff;
 - The square footage of the dwelling;
 - The number of bedrooms in the dwelling;
 - For each bedroom, the size of the room and the number and size of the windows in the room; and
 - A form providing verification of disability status.
3. Mail or take the completed application to the Zoning Administration at 417 E. Fayette Street, Room 147, Baltimore, MD 21202.

Step 2: What Happens After You Submit Your Application?

1. The Zoning Administration may ask for more information. You must provide the information within 30 days.
2. The Zoning Administration may ask to inspect the property to verify that granting the request will not result in a violation of minimum space and maximum occupancy requirements.
3. The Zoning Administration will grant or deny your request within 30 days after receiving the additional information or inspecting the dwelling.
4. If your application is denied, the Zoning Administration will give you an explanation.

Step 3: What if Your Application is Denied?

1. Talk to the Zoning Administration about anything you can do to change the decision.
2. If your house does not meet parking, occupancy, ventilation, or other standards, you may ask the Zoning Administration to waive those standards.
3. Without going through any other process, you may appeal the decision to the United States Department of Housing and Urban Development by contacting the regional office at (215) 861-7646, TTY (215) 656-3450, or toll-free at 1-888-799-2085.