



[Code of Maryland Regulations \(Last Updated: April 6, 2021\)](#)

[Title 11. Department of Transportation](#)

[Subtitle 03. MARYLAND AVIATION ADMINISTRATION](#)

[Chapter 11.03.01. Baltimore/Washington International Thurgood Marshall Airport](#)

[Sec. 11.03.01.05. Control of Landside Traffic and Ground Transportation](#)

Latest version.

- A. Governing Law. Motor vehicle operators using the public streets, ramps, roads, and highways on the Airport shall comply with the Transportation Article, Annotated Code of Maryland.
- B. Compliance With Orders.
 - (1) Parking or standing is prohibited on all Airport roads, except in designated parking areas.
 - (2) Leaving a motor vehicle unattended at curbside in front of the terminal is prohibited.
 - (3) A vehicle may not enter any area that is closed to vehicular traffic by barricades or other traffic control devices.
 - (4) Private vehicles are prohibited from parking in areas marked "taxi", "limo", "buses", or "commercial delivery".
 - (5) Areas posted as "Restricted Parking" may be used only by clearly marked emergency vehicles or vehicles authorized in writing by the Administration.
 - (6) Parking in pedestrian crosswalks is prohibited.
 - (7) Parking which in any way obstructs traffic or creates a hazard is prohibited.
 - (8) In addition to these general regulations, the Administration may further regulate parking by posting signs or notices. Parking in violation of any sign or notice is prohibited.

(9) The responsibility for finding a legal parking space rests with the motor vehicle operator. Lack of space is no excuse for violation of these regulations.

C. Public Parking Lots.

(1) Claiming or removing a motor vehicle without first paying the full parking fee is prohibited.

(2) Any person claiming a vehicle without a claim check is required to show identification and evidence of ownership or right to use the vehicle.

(3) Any person claiming a vehicle without a claim check shall be charged the maximum daily rate and any other accrued charges.

D. Employee Parking Lots.

(1) Employee parking privileges at Baltimore/Washington International Thurgood Marshall Airport shall be limited to those individuals having an employer/employee relationship with a company possessing lease or concession agreements or other contracts with the Administration or with an Administration-approved subtenant of the company who receive salary or wages for work regularly performed at the Airport on behalf of this employer or company.

(2) Only vehicles displaying a current and valid BWI employee parking decal are permitted to park in the area or areas designated by the Administration as an employee parking lot.

(3) BWI Employee Parking Decals - Display.

(a) BWI employee parking decals shall be in the form of a hang tag displayed from the vehicle's rearview mirror with the decal number and expiration date clearly visible when viewed from the outside.

(b) BWI employee parking decals for motorcycles shall be in the form of a decal which shall be permanently affixed on the rear of the motorcycle, either on the bumper or other stationary part, so that it is clearly visible from the rear.

(4) BWI Employee Parking Decals - General Information.

(a) BWI employee parking decals are valid for either a 12-month or a 6-month period as determined and set by the Administration.

(b) Fees are payable for each decal cycle and may be charged according to the work location of the employee as determined by the Administration.

(c) An employee whose permanent work location is in the Airport terminal and who uses the employee parking shuttle bus system may be charged a rate which allows the Administration to recover the operating costs of the system.

(d) An employee whose permanent work location is in one of the Air Cargo Complex buildings on Airport property, or other Airport property, and who does not use the employee parking shuttle bus system may be charged a different rate.

(e) Fees for each decal cycle shall be determined by the Administration based upon an analysis of the prior 12 months of operating expenses.

(f) Fees for each decal cycle shall be communicated to Airport employees at least 10 days before the beginning of each decal cycle.

(5) BWI employee parking decals are issued to authorized Airport employees only after verification by their employers.

(6) BWI employee parking decals are for use by Airport employees in vehicles used by them in transport to and from the Airport.

(7) BWI employee parking decals which are lost, stolen, or misplaced by the employee and which have not expired may be replaced upon payment of the fee in effect at the time of replacement.

(8) Alteration of a BWI employee parking decal voids the decal.

(9) Refunds of payments for BWI employee parking decals may be issued at the discretion of the Administration.

(10) Failure to display a BWI employee parking decal by the employee may subject the employee to a fine.

(11) Fees for each decal cycle may be prorated based on the month of purchase.

E. Penalties, Fines and Costs.

(1) Abandoned vehicles and vehicles parked in violation of any parking regulation, sign, or notice may be removed by the Administration at the expense and risk of the owner. Towing charges are in addition to any fines.

(2) Parking violations are subject to the following fines:

(a) Obstructing movement of traffic - \$35;

(b) Obstructing movement of pedestrians - \$35;

(c) Unattended vehicle - \$50;

(d) Meter or other time limit violation - \$35;

(e) Parking in other than designated areas - \$35;

(f) Illegally parked in handicapped area - \$50;

(g) Illegally parked in leased space - \$35;

(h) Parked in no parking area - upper level roadway system - \$35;

(i) Parked in no parking area - lower level roadway system - \$35;

(j) Failure to display current employee parking decal or permit - \$35;

(k) Failure to display current valid Courtesy/Commercial Vehicle Permit - \$50.

(3) Fines shall be paid within 15 days of citation to the Maryland Aviation Administration, Office of Business Administration, Accounting Section.

(4) Vehicles with three or more unpaid tickets against them may be impounded until all tickets have been cleared.

F. Buses and Limousines.

(1) Only buses operating on predetermined routes and schedules approved by the Administration or with a valid permit are permitted to operate at the Airport.

(2) Only limousine operators who hold a valid certificate issued by the appropriate governmental agency and who have a concession agreement with the Administration may operate from the Airport and solicit customers or serve passengers at the Airport with or without a prearranged reservation.

(3) Only vehicles displaying a valid permit may drop off passengers at the Airport and pick up passengers who have a prearranged reservation with the permit holder.

G. Rental Cars.

(1) An on-Airport rental car business which is located on Airport property and has a written car rental lease and concession contract with the Administration is permitted to engage in an on-Airport car rental business at the Airport.

(2) An on-Airport rental car business shall collect from its customers a transportation facility charge per transaction day, which is a 24-hour period, or any fraction of the period that a vehicle is rented under a rental agreement. When an on-Airport rental car business grants a grace period for late returns of rental cars, it may not collect a transportation facility charge for the grace period.

(3) The transportation facility charge offsets the actual costs of on-Airport rental car businesses to operate and maintain a common shuttle bus fleet and a common bus maintenance facility.

(4) If the total amount of the transportation facility charges collected by the on-Airport rental car businesses during a 12-month period exceeds the actual costs for operation and maintenance in the same 12-month period, the on-Airport rental car businesses shall retain the excess amount and adjust the transportation facility charge for the following 12-month period by a corresponding amount.

(5) At least 60 days prior to the commencement of a contract year, the on-Airport rental car businesses shall consult with the Administration to set the amount of the transportation facility charge for the next contract year based upon actual operation and maintenance costs.

H. Service Vehicles. Service vehicles operating to or from the airside of the Airport are prohibited on the main Airport entrance and exit roadways.

I. Pedestrians.

(1) Pedestrians in a marked crosswalk have the right-of-way over all vehicles. Pedestrians shall yield the right-of-way to emergency vehicles.

(2) Jaywalking is prohibited. Crosswalks shall be used.

J. Off-Airport Rental Car Businesses.

(1) A rental car business which is not located on Airport property and which utilizes courtesy vehicles to transport Airport customers to or from the off-Airport rental car business to or from the Airport consolidated rental car facility is subject to a privilege fee of 8 percent of gross revenue. The privilege fee for an off-Airport rental car business may not exceed the percent of gross revenue imposed on an on-Airport rental car business.

(2) An off-Airport rental car business' courtesy vehicles shall transport Airport customers to or from the off-Airport rental car business to or from the Airport consolidated rental car facility. The off-Airport rental car business' courtesy vehicles may not transport its patrons directly to or from the Airport terminal building or any other Airport location except for the consolidated rental car facility.

(3) Patrons of the off-Airport rental car business shall be transported to or from the Airport terminal building by a consolidated rental car bus along with other rental car Airport customers to or from the Airport consolidated rental car facility.

(4) The off-Airport rental car business shall submit a report to the Administration on or before the twentieth day of each month for the preceding month's activity showing the gross revenues and the calculation of the fee due the Administration, including reasonable detail and breakdown of gross revenues as may be required by the Administration.

(5) The privilege fee shall be due and payable on or before the twentieth day of each month for the preceding month's gross revenues.

(6) The off-Airport rental car business shall provide the Administration with a certificate of commercial general liability insurance and automobile liability insurance in the amounts determined by the Administration.

(7) The off-Airport rental car business shall permit the Administration to audit all business records and accounts during business hours upon demand and to make the records and accounts available to the Administration at the Airport.

(8) The privilege to operate a commercial activity at the Airport is suspended if the off-Airport rental car business fails to submit the monthly privilege fee including a late charge on any amount past due within 30 days of the due date for payments.