



# TENANT DIRECTIVE

BWI: 105.1 Revised  
DATE: August 10, 1994  
Distribution: D

TITLE: BALTIMORE/WASHINGTON INTERNATIONAL AIRPORT (BWI)  
TERMINAL ROADWAY PARKING.

I. REFERENCE:

- A. Code of Maryland Regulations 11.03.01.01 B(14), B(16).
- B. Code of Maryland Regulations 11.03.01.05 A., B.,  
Control of Landside Traffic and Ground Transportation.
- C. Code of Maryland Regulations 11.03.01.11, Taxicab Regulations.
- D. This Directive supersedes BWI Tenant Directive 105.1 dated  
July 10, 1986.

II. DIRECTIVE STATEMENT:

- A. Parking of vehicles on the roadways of the main terminal will be in  
strict adherence to all posted Maryland Aviation Administration  
(MAA) signs.
- B. Maryland Transportation Authority Airport Police shall be the  
primary enforcement unit for enforcing parking restrictions in all  
public areas at BWI Airport.

III. DEFINITIONS:

- A. "Commercial Vehicle" means any vehicle operated in connection  
with a commercial activity at the Airport.
- B. "Courtesy Vehicle" means any vehicle operated to and from the  
Airport by hotel, motel, public parking firms, car rental companies,  
or other businesses specifically for the transportation or convenience  
of their patrons or other businesses whose airport activity is directly  
related to a commercial transaction.

IV. **PROCEDURES:**

A. **Upper level Roadway**

1. Vehicles are authorized to stop momentarily for picking up or discharging passengers in accordance with posted signs.
2. Only vehicles displaying official disabled parking permits/license plates may park in designated disabled parking spaces for the period of time. Vehicles may be left unattended for the time posted period.
3. Commercial vehicles shall use only the commercial unloading zones. Other locations may be used only if a MAA temporary parking permit is displayed appropriately on the vehicle. Vehicles may be left unattended for the period of time indicated on the temporary parking permit.
4. Courtesy Vehicles may stop only for picking up or discharging passengers. Parking is not permitted to wait for passengers.
5. Vehicles may not stop in the fourth lane (located furthest from the terminal curb). This is a travel lane.

B. **Lower Level Inner Roadway**

1. The only commercial vehicles authorized on the inner roadway are:
  - a. Vehicles of Ground transportation companies with a valid MAA contract which are transporting or moving to pick up passengers. These vehicles may remain parked in an assigned location only for the purpose of immediate loading or unloading of passengers. Vehicle staging areas are to be used if a vehicle operator is not engaged in the immediate loading or unloading of passengers.
  - b. Limousines (executive type, operated under contract to the MAA and displaying an inner roadway permit) when waiting for passengers. Limousines may use only assigned locations for parking. If all spaces are occupied, then limousines must use the hold area

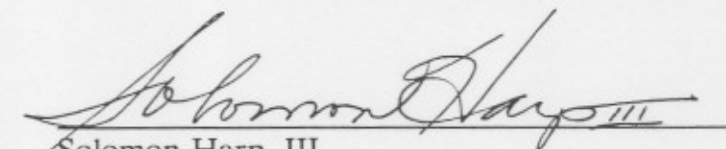
designated by the MAA.

- c. Airport Taxicabs (as defined in COMAR 11.03.01) when waiting for passengers. Taxicabs may use only assigned locations for parking. If all spaces are occupied, then taxicabs must use the hold area designated by the MAA.
  - d. Embassy vehicles with diplomatic license plates when loading or unloading passengers. Embassy vehicles may use only assigned locations for parking.
  - e. The Airport's parking shuttle buses when immediately loading or unloading passengers. Shuttle buses may use only assigned shuttle bus stops. Temporary waiting to maintain a schedule shall only be done at the assigned bus hold area.
  - f. MAA Administrative, Maintenance and Emergency vehicles.
2. Only commercial vehicles displaying a Maryland Aviation Administration (MAA) issued permit in the form of a window displayed sticker are authorized to use the inner roadway for approved commercial activities.
  3. All vehicles are authorized to stop for passengers only at locations specifically marked for them, e.g. taxicabs and limousines. Vehicles must pull parallel to the right curb for picking up or discharging passengers.

**C. Lower Level Outer Roadway**

1. Commercial vehicles are permitted to use the outer roadway for commercial/courtesy activities approved by the MAA. Vehicles must display a valid MAA commercial/courtesy parking permit issued by the MAA. Parking is permitted only while immediately engaged in business for which the permit was issued. Waiting for excessive periods is prohibited.
2. No permanent parking locations are authorized by the MAA on the outer roadway.

3. The outer roadway is posted with signs permitting stopping by the following vehicles:
  - a. Any private vehicle being loaded or unloaded.
  - b. Police, FRS and MAA Operation vehicles on official business at the airport.
  - c. Off-airport courtesy vehicles engaged in picking up passengers.
  - d. Charter buses engaged in picking up passengers.
  - e. Mass Transit Administration buses engaged in embarking or discharging passengers.
  - f. Vehicles engaged in approved commercial activities displaying a valid commercial/courtesy permit.
  - g. Service and delivery vehicles using only designated parking locations in compliance with posted time restrictions. These vehicles may be left unattended.
4. Vehicles may not stop in the fourth lane (located furthest from the terminal outer roadway sidewalk). This is a travel lane.
5. Vehicles must stop at the first pedestrian crosswalk to the garage, and all subsequent crosswalks if a person has entered the crosswalk.



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