# Howard County
RECREATION & PARKS

# Facilities, Pavilions & Historic Sites

# Rental Guide

**410-313-7275 | www.howardcountymd.gov/rap**
**7120 Oakland Mills Road, Columbia, MD 21046**

*Welcome to Howard County Department of Recreation & Parks!*

*We hope you enjoy the many great locations available to you, right here in Howard County!*

*We offer a diverse assortment of indoor and outdoor facilities, including historical structures, pavilions in our parks and beautiful settings fit to hold a wedding.*

*We pride ourselves on maintaining these facilities and creating a straightforward permitting process.*

*We hope you enjoy yourself and come back often for more special memories.*

**Quick Numbers**

| | |
|---|---|
| Baltimore & Ohio Ellicott City Station Museum | 410-313-1945 |
| Belmont Manor and Historic Park | 410-313-0200 |
| Gary J. Arthur Community Center | 410-313-4840 |
| Kiwanis-Wallas Hall | 410-313-2636 |
| Meadowbrook Athletic Complex | 410-313-1161 |
| North Laurel Community Center | 410-313-0390 |
| Patapsco Female Institute | 410-313-0421 |
| Pavilion Rentals | 410-313-4682 |
| Pfeiffer's Corner Schoolhouse | 410-313-4682 |
| Robinson Nature Center | 410-313-0400 |
| Roger Carter Community Center | 410-313-2764 |
| Schooley Mill Activity Room | 410-313-4682 |

**Security Deposit Fee Chart**

| *Total Rental Fee* | *Security Deposit* |
|---|---|
| *$0-$99* | *$50* |
| *$100-$299* | *$100* |
| *$300-$1199* | *$200* |
| *$1200 +* | *$300* |

*Security deposit fee chart does not apply to Belmont Manor & Historic Park, Patapsco Female Institute Historic Park, Pavilions, or Robinson Nature Center.*



Children's Party Packages on page 35.

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*Updated: 3/21/18*

# Indoor Facilities

We appreciate your interest in reserving one of the facilities managed by the Howard County Department of Recreation & Parks (HCRP). Please review the following information.

- Approved reservations apply only to the indoor facility and related items listed in this book.
- Your reservation must include enough time for set-up and clean-up.
- Parking is limited.
- Fees (subject to change) are used to recover some maintenance, reservation and staffing costs associated with our facilities.
- Tables and chairs are not included in all rentals; please ask about them when making your reservation. You are welcome to use tables and chairs at the site but if more are needed, it is your responsibility to supply them.
- Snow, severe weather and other emergencies may result in a delayed opening or facility closure. In such situations, call the facility status line at 410-313-4452.
- Facilities are in high demand. While we make every effort to accommodate all requests, if we do not receive your signed permit and payment by the due date, we must cancel your reservation and give others the opportunity to reserve that date.
- Facility leaders and staff open and close the facility, monitor your event and are available for questions. They also set up tables and chairs but the renter is responsible for setting up additional decorations and restoring the facility to its original condition before leaving (remove all trash, clean room, etc).

## Policy Guidelines for Indoor Facilities

All applicants for indoor facilities must be at least 21 years old. Requests are reviewed on a first-come, first-served basis after facilities are allocated for programs and organized leagues. The Department of Recreation & Parks is pleased to comply with the Americans with Disabilities Act (ADA). Applicants must comply with all ADA regulations.

Applicants agree to follow and enforce the policies included in this document and the "Rules and Regulations for Howard County Parks" as abbreviated from Section 19.200 through 19.211 of the Howard County Code (https://tinyurl.com/RulesHoCoRec). The applicant's responsibility extends to its participants and spectators. See the County Code for penalties for violations of these sections. All facilities (excluding park fields and pavilions) scheduled by the Department of Recreation & Parks are open year-round, weather-permitting. Some indoor facilities can be reserved up to one year in advance.

The County has limited indoor facilities to satisfy a multitude of organized recreational interests. HCRP has a responsibility to ensure that a variety of opportunities are provided in a safe, non-threatening and participant focused environment. For organized and ongoing activities, this has been achieved through a programming focus as opposed to a permitting focus. Organized activities in these facilities must reflect Department sponsorship/involvement and are coordinated through the appropriate recreation programmer and not the permit process.


Security Deposit Fee Chart on page 2. Children's Party Packages on page 35.

The applicant agrees to enforce the rules of conduct for participants. Full compliance with the rules and regulations for Howard County Parks is required. Any furnishings must be returned to their original arrangement at the conclusion of the event.

The applicant must be present at all times. This individual is responsible for damage to the property and the supervision and control of all group participants using the facility.

## Rules of Conduct

The following rules must be observed. Specific rules may be added.

- All tobacco products are prohibited in buildings, school property, or County parks
- No food or beverages in unauthorized areas; glass containers are prohibited.
- No soliciting or loitering
- No interference with employee or volunteer duties
- No harassment, bullying or inappropriate or indecent conduct, language or clothing
- No unauthorized use of alcohol, drugs, intoxicants or weapons
- No parking in unauthorized areas or driving / parking on field areas
- No alteration or installation of equipment (such as basketball hoops, fences, lining)
- No defacing of property (indoors or outdoors)
- No conduct that may jeopardize the safety of others.

## Trash/Recycling Pick-up

The Department holds rental applicants responsible for the removal of all trash and recyclables that may have been used or deposited during or after their event. Recyclables can be placed together in the same container; lids, caps and labels do not need to be removed. This effort is essential for the Department to continue the maintenance of its facilities. The Department reserves the right to withhold the security deposit or assess fees for clean-up and/or removal of trash or recycling.

## Party Packages and Rentals

*Robinson Nature Center Party Packages and Rentals are on page 9. Our community centers are available to rent during operating hours for parties, special events, business meetings and other activities. All applicants must be at least 21 years old. To check for availability, please fill out a Facilities Rental Request form at www.howardcountymd.gov/RecandParks-Forms. Call the Gary J. Arthur Comm. Ctr. (410-313-4840), N. Laurel Comm. Ctr. (410-313-0390) or Roger Carter Comm. Ctr. (410-313-2764) for the following options.*

- **Children's Birthday Party Package**

Our party packages offer a general birthday theme, include tableware, and the perfect room to make your child's party a hit! You provide activities, food and cleanup. A refrigerator and freezer are available upon request.
*2 hrs (plus ½ hr for cleanup)*

- **Children's Outdoor Playground Party Package**

You can take your party to our outdoor playground. An indoor activity room is included in the package, and a refrigerator and freezer are available upon request.
*2 hrs (plus ½ hr for cleanup)*

- **Game Room Party Package**

This exciting party package includes exclusive use of our indoor game room for you and your guests.
*2 hrs (plus ½ hr for cleanup)*

★★★★

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*Top 100 Must Play Courses of the Mid-Atlantic by Golf Styles Magazine.*

the Timbers at TROY

***Golf Outings - call for prices***

***Shady Oak Grill can accommodate up to 40 people for parties, receptions, and showers. Call 410-313-4653 for information and rates.***

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(410) 313-4653
WWW.TIMBERSGOLF.COM

KemperSports

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# Community & Nature Centers and Activity Rooms

## Gary J. Arthur Community Center

**2400 Rte 97, Cooksville, MD 21723**
**Information/Rentals: 410-313-4840**
**Hours: 7 AM-9 PM, M-Sa; 9 AM-6 PM, Su**
**www.howardcountymd.gov/GJACC**

The Gary J. Arthur Community Center is a true "community facility" built to serve the growing population in the western part of the county. Located within Western Regional Park, the facility is shared by the Departments of Recreation & Parks, Health, Police and the Office on Aging. Features include a fitness room, commercial kitchen, double gymnasium, preschool classrooms, multipurpose rooms, senior activity room and so much more. ***This center is located within Western Regional Park, which includes pavilions (pages 40-42). Audio/Visual Fee is $40 per rental each day.***

| Room | Square Feet | Capacity | Hourly Charge (HC Resident) | Hourly Charge (Non-Resident) | Hourly Charge (HC Non-Profit) |
|---|---|---|---|---|---|
| Brighton Activity (Meeting) Room | 750 | 40 | $60 | $70 | $50 |
| West Friendship Room | 950 | 50 | $60 | $70 | $50 |
| Cooksville Multipurpose Room (3) | 850/room | 40/room | $50 | $60 | $40 |
| Activity Room | | | $50 | $60 | $40 |
| Haymeadow Room | 450 | 20 | $40 | $50 | $30 |
| Cattail Creek Courtyard | N/A | 140 | $65 | $75 | $55 |
| Kitchen | N/A | N/A | $30 | $40 | $20 |
| Athletic Court / Gym (per court) | N/A | N/A | $75 | $85 | $65 |
| Large Rental Package | N/A | N/A | $1,250/6 hours | $1,350/6 hours | $1,150/6 hours |

## Kiwanis-Wallas Hall

**3300 Norbert's Way, Ellicott City, MD 21042**
**Information/Rentals: 410-313-2637**
**Hours: 8am-5pm, M-Th; 8am-4pm, F**

Perfect for meetings, trainings and larger events with a banquet capacity of 200 people. Room dividers can partition the facility into three areas.

***Audio/Visual Fee is $40 per rental each day.***

| Room | Hourly Charge (HC Resident) | Hourly Charge (Non-Resident) | Hourly Charge (HC Non-Profit) |
|---|---|---|---|
| Full Facility | $130 | $145 | $115 |
| Half Facility | $70 | $80 | $60 |



Security Deposit Fee Chart on page 2. Children's Party Packages on page 35.

# Robinson Nature Center

**6692 Cedar Lane, Columbia, MD 21044**
**Information/Rentals: 410-313-0400**
**www.howardcountymd.gov/RobinsonNatureCenter**
**Hours: 9 AM-5 PM, W-Sa; Noon-5 PM, Su; Closed M & Tu**

This green-designed facility is a unique nature education center featuring interactive exhibits, trails, an auditorium, classrooms/meeting rooms and the NatureSphere (a state-of-the-art digital planetarium). The nature center offers public programs, field trips, scout programs, LEED tours, room rentals and volunteer opportunities.

### Birthday Party Packages

Choose from several party packages. Themes range from fairies to frogs to outer space. The room rental, access to refrigerator and freezer, decorations, invitations, complimentary admission to exhibits and trails for all guests and a 30-minute program led by a staff naturalist are included in the package price. Prices range from $325-$425 depending on the program selected.

### Rentals

Robinson has two classroom spaces, an auditorium, an outdoor patio space, and the NatureSphere planetarium that can be rented for birthday parties, meetings and special events. Robinson's room rentals include room set-up. Rental fees include general admission to the center's exhibits and trails for all guests. Please contact the nature center directly for more details. (Note: Removal of Robinson's tables & chairs from Mezzanine Patio is $350.)

| Room | Square Feet | Capacity | Hourly Charge (HC Resident) | Hourly Charge (Non-Resident) | Hourly Charge (HC Non-Profit) |
|---|---|---|---|---|---|
| Classroom 1 or 2 | 800 each | 40 each | $100 each | $125 each | $75 each |
| Auditorium (Su-Th) | 1,540 | 78-120 | $180 | $225 | $135 |
| Auditorium (F-Sa) | 1,540 | 78-120 | $275 | $275 | $275 |
| Mezzanine Patio | 2,220 | 160 | $120 | $140 | $90 |
| Wedding/Event Package | | | $4,000 / 9 hours | | |

## Roger Carter Community Center

**3000 Milltowne Drive, Ellicott City, MD 21043**
**Information/Rentals: 410-313-2764**
**Hours: 6 AM-10 PM, M-F; 7 AM-10 PM, Sa; 7 AM-9 PM, Su**
**www.howardcountymd.gov/RCCC**

The Roger Carter Community Center is a state-of-the-art, silver LEED-certified building. This 46,000 square foot community center includes a swimming and diving pool, a splashpad, basketball and volleyball courts, classrooms, fitness and exercise rooms with cardio and PRECOR strength training equipment, a climbing wall and much more to serve your recreational needs. There is a multipurpose room with an outdoor area for entertaining. ***For custom party packages, contact the Facility Coordinator (410-313-2748). For climbing wall information, visit www.howardcountymd.gov/rockclimbing Audio/Visual Fee is $40 per rental each day.***

| Room | Square Feet | Capacity | Hourly Charge (HC Resident) | Hourly Charge (Non-Resident) | Hourly Charge (HC Non-Profit) |
|---|---|---|---|---|---|
| Rockwell Meeting Room | 705 | 45 | $50 | $60 | $40 |
| Caplain Multipurpose Room | 960 | 59 | $50 | $60 | $40 |
| Oella Multipurpose Room | 1,700 | 115 | $75 | $85 | $65 |
| Kitchen | N/A | N/A | $30 | $40 | $20 |
| Gym | 3,710 | N/A | $75 | $85 | $65 |
| Large Rental Packages | includes gym, foyer, multi-purpose room | | $1250/6 hours | $1350/6 hours | $1150/6 hours |


Security Deposit Fee Chart on page 2. Children's Party Packages on page 35.

## Meadowbrook Athletic Complex

**5001 Meadowbrook Lane, Ellicott City, MD 21043**
**Information: 410-313-1161**
**Rentals: 410-313-1163**
**Hours: Vary based on activities**
**www.howardcountymd.gov/MAC**

The Meadowbrook Athletic Complex (the MAC) is a destination for indoor basketball, volleyball, field hockey, badminton, jump rope and much more! The facility houses 35,000 square feet of unobstructed gymnasium space designed to serve all ages and all levels of play. Athletic courts and a meeting room are available for rent. ***The MAC is located within Meadowbrook Park, which includes a pavilion (page 33).***

| Room | Hourly Charge (HC Resident) | Hourly Charge (Non-Resident) | Hourly Charge (HC Non-Profit) |
|---|---|---|---|
| Multipurpose Room | $40 | $50 | $30 |
| Gym per court | $75 | $85 | $65 |
| Entire Facility Rental Package | $1,800/6 hours | $2,100/6 hours | $1,600/6 hours |

## North Laurel Community Center

**9411 Whiskey Bottom Road, Laurel, MD 20723**
**Information/Rentals: 410-313-0390**
**Hours: 8 AM-9 PM, M-Sa; 9 AM-6 PM, Su**
**www.howardcountymd.gov/NLCC**

The North Laurel Community Center was built to serve the southeastern portion of the county. The facility is shared by the Departments of Recreation & Parks, Health, Police and the Office on Aging. Features include a fitness room, commercial kitchen, double gymnasium, preschool classrooms, multipurpose rooms, senior activity room and so much more. ***This center is located within North Laurel Park, which includes a pavilion (page 34). Audio/Visual Fee is $40 per rental each day.***

| Room | Square Feet | Capacity | Hourly Charge (HC Resident) | Hourly Charge (Non-Resident) | Hourly Charge (HC Non-Profit) |
|---|---|---|---|---|---|
| Activity/Meeting Room | 750 | 40 | $50 | $60 | $40 |
| Hammond Branch Meeting Room | 950 | 50 | $60 | $70 | $50 |
| Chesapeake Multipurpose Room (3) | 850/room | 40/room | $50 | $60 | $40 |
| Savage Mill Activity Room | 450 | 20 | $40 | $50 | $30 |
| Kitchen | N/A | N/A | $30 | $40 | $20 |
| Athletic Court (per court) | N/A | N/A | $75 | $85 | $65 |
| Large Rental Packages | N/A | N/A | $1250/6 hours | $1350/6 hours | $1150/6 hours |


Security Deposit Fee Chart on page 2. Children's Party Packages on page 35.

## Schooley Mill Activity Room

**12975 Hall Shop Road, Highland, MD 20777**
**Information: 410-313-6133**
**Rentals: 410-313-4682**
**Hours: 7 AM-11:30 PM**
**www.howardcountymd.gov/schooleymillpark**

This activity room is nestled off of the road and surrounded by several passive recreation amenities, such as playground equipment and a horse training ring. The room is light and airy with high ceilings and an abundance of natural light. It is a nice setting for wedding receptions, but does not have a kitchen or refrigerator, just a utility sink in the janitor's closet. Amenities include the following: 10 tables (39" x 96") and approximately 75 chairs. Extra tables; 15 for conference room and chairs are rented by the user. Gas grills are allowed outside, no portable charcoal grills. There are fixed park grills in the picnic area.

| Room | Square Feet | Capacity | Hourly Charge (HC Resident) | Hourly Charge (Non-Resident) | Hourly Charge (HC Non-Profit) |
|---|---|---|---|---|---|
| Multi-Purpose Room | 1,760 | 50 (w/tables)<br>75 (w/chairs) | $50 | $60 | $40 |
| Conference Room | 266 | | $30 | $40 | $20 |

# Historic Sites

## Baltimore & Ohio Ellicott City Station Museum

**3711 Maryland Avenue, Ellicott City, MD 21043**
**Information & Rentals: 410-313-1945**
**Hours: 10am-2pm, W & Th; 10am-7pm, F & Sa; Noon-5pm, Su**

The Baltimore & Ohio Ellicott City Station is the oldest remaining passenger train station in the United States, and one of the oldest in the world. The railroad's first trip from Baltimore to Ellicott Mills occurred on May 22, 1830, with horse drawn rail cars. Regular passenger service began two days later. Also of historic significance, the B&O demonstrated its first locomotive, the *Tom Thumb*, at Ellicott's Mills in a famous race against a horse later that same year.

The museum features educational programs and special events for school groups, families and adults. For more information regarding reservations and rental tours, please call the Baltimore & Ohio Ellicott City Station Museum.

| Room | (HC Resident) | (Non-Resident) | (HC Non-Profit) |
|---|---|---|---|
| Car House | $150/Hour | $175/Hour | $125/Hour |
| Men's Waiting Room | $150 | $175 | $125 |
| Car House & Men's Waiting Room | $300/Hour | $350/Hour | $250/Hour |
| Car House & Men's Waiting Room (4 hours) | $1,500 | $1,800 | $1,200 |
| Car House & Men's Waiting Room (8 hours) | $2,500 | $2,800 | $2,200 |
| History Package | $150 | $175 | $125 |
| 1-Hour Rehearsal after 5 PM | $75 | $75 | $75 |
| Rehearsal Package (up to 3 hours) | $300 | $350 | $250 |


Security Deposit Fee Chart on page 2. Children's Party Packages on page 35.

## Belmont Manor and Historic Park

**6555 Belmont Woods Drive, Elkridge, MD 21075**
**Information & Rentals: 410-313-0200**
**Hours: By permit only**
**www.belmontmanormd.org**

This historic colonial manor house was built in 1738 and is one of Howard County's best kept secrets. Located on 68 acres with scenic grounds and gardens in Elkridge, Belmont is a popular venue for weddings, special events, meetings, training events, company picnics, retreats and other functions.

Groups and individuals may rent the (1) manor house; (2) house, tent and grounds; or (3) manor first floor or specific rooms in the manor house. Special event rentals for the historic house and grounds feature a 60' X 80' tent with chandeliers, perimeter lights and fans, a tent floor, an aqua pond and cabana, and formal gardens that can accommodate up to 300 people, from April through November.
Ample parking is available.

For more information regarding reservations and rental tours, call us or visit our website.

| Room | (HC Resident) | (Non-Resident) | (HC Non-Profit) |
|---|---|---|---|
| Conference, Dining, or Ballroom | $150/Hour | $170/Hour | Call For Info |

# Patapsco Female Institute Historic Park

**3655 Church Road, Ellicott City, MD 21043**
**Information: 410-313-0421**
**Rentals: 410-313-0421**
**Hours: By permit only**

Situated on a hilltop overlooking the Patapsco River Valley, the Patapsco Female Institute was founded in 1837 and operated for more than 50 years. It was not only an elegant finishing school for young women, but also one of the first schools to emphasize academic subjects to young women. Come enjoy these stabilized ruins of the Greek revival structure by taking a tour, hosting a special event or wedding, hosting a Victorian tea or enjoying a summer open-air theatre.

### Rentals Available

The full facility is available to rent. The capacity is 250 people.

| Room | (HC Resident) | (Non-Resident) | (HC Non-Profit) |
|---|---|---|---|
| Entire Facility (includes staff and vendors to come day before and after the event) | $2,500/8 hours | $2,800/8 hours | $2,200/8 hours |
| Ceremony Only (up to 3 hours)<br>Note: No outside vendors | $500 | $600 | $400 |
| History Package | $150 | $175 | $125 |
| 1-Hour Rehearsal after 5pm | $75 | $75 | $75 |
| Rehearsal Package (up to 3 hours) | $300 | $350 | $250 |
| Parties, Picnics and Reunions | $75 | $75 | $75 |


Security Deposit Fee Chart on page 2. Children's Party Packages on page 35.

## Pfeiffer's Corner School House

**6109 Rockburn Branch Park Road, Elkridge, MD 21075**
**Information: 410-313-4682**
**Rentals: 410-313-4682**
**Hours: By permit only**

Originally constructed circa 1883, the Pfeiffer's Corner Schoolhouse is one of the very few remaining one-room schools in Howard County and is now fully restored. Children were educated within its walls for over 50 years until it was converted into a residence in the 1940s. It was almost demolished when new homes were built on the property in the 1980s, but was saved through the efforts of local school children. They raised funds to have it moved in 1988 to county-owned parkland along Route 108 near Clarksville, where it stood for several years until a permanent location could be found. In 2003, it was moved to Rockburn Branch Park where it illustrates the changes over a 100-year time span of our schools, serves as a historic exhibit and is used for demonstration classes, interpretive tours and small meetings.

### Rentals Available

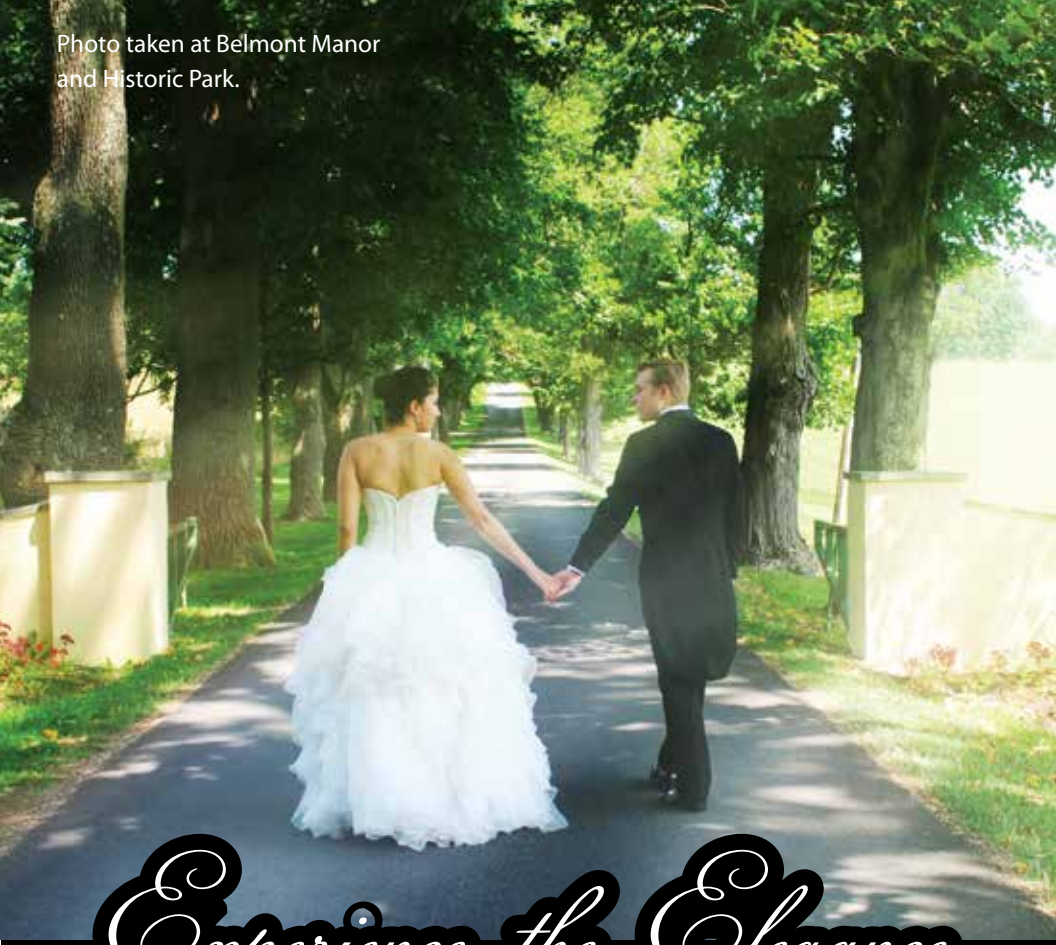
- The full facility is available to rent.
- Rental Rates (2-hour minimum): $35 per hour.
- A $200 security deposit is required.
- Maximum Capacity: 40 people.

## Waverly Mansion

**2300 Waverly Mansion Drive, Marriottsville, MD 21104**
**Information: 410-313-0421**
**By appointment only**
**Catering by Uptown: 301-572-7744**
**Hours: By permit only**

Enjoy this restored mansion, furnished with period antiques. It is open for special programs and for tours by appointment. It is also a popular place for weddings, parties and meetings. This property is associated with many of the "founding families" of Maryland and is listed on the National Register of Historic Places. Nathan Dorsey, son of Colonel John Dorsey, built the main section of the mansion between 1756 and 1764. The property was later sold to Revolutionary War hero, Colonel John Eager Howard, Governor of Maryland from 1788 to 1790. Colonel Howard gave the house and land to his son, George, who later also served as Governor (1831-33). George Howard and his wife, Prudence, a member of the Ridgeley family, named their estate after the popular Sir Walter Scott novel, *Waverley*.


Security Deposit Fee Chart on page 2. Children's Party Packages on page 35.




# Experience the Elegance of Howard County

*We have the perfect location for your wedding.*
*Call today.*

| | |
|---|---|
| Baltimore & Ohio Ellicott City Station Museum | 410-313-1945 |
| Belmont Manor and Historic Park | 410-313-0200 |
| Gary J. Arthur Community Center | 410-313-4840 |
| North Laurel Community Center | 410-313-0390 |
| Patapsco Female Institute | 410-313-0421 |
| Pavilions in the Parks | 410-313-4682 |
| Robinson Nature Center | 410-313-0400 |
| Schooley Mill Activity Room | 410-313-4682 |
| Waverly Mansion | 410-537-5711 |

# Pavilions

Pavilions can be rented up to one year to the day in advance. Reservation applicants must be at least 21 years old. The person who reserves the pavilion is responsible for the event and guests who come with him or her to the park.

Most pavilions are available from April 1 through November 30, rain or shine; no refunds for inclement weather. Rental may begin as early as 10 AM and must conclude by dusk. You MUST leave the park by the designated time of dusk or be charged a late fee of $25 per ½ hour. A clean-up fee may be assessed if necessary; see Trash/ Recycling Pick-up on page 47. All fees are non-refundable.

For reservations, visit www.howardcountymd.gov/pavilions. To make an online reservation, you will need to create an account. You may also call 410-313-4682 during regular business hours to make a reservation. Have the following information readily available. To reserve the North Laurel pavilion, please visit www.howardcountymd.gov/nlcc and fill out the Rental Request Form.

- The pavilion you wish to rent.
- Name, address, telephone number, e-mail address, and date of birth of responsible party.
- Maximum attendance - indicate the maximum number of people expected. Attendance cannot exceed the capacity of the pavilion.
- Time of use - pavilions can be rented no earlier than 10 AM and no later than dusk.
- Moonbounce - Proof of at least $1,000,000 general liability insurance; $1,000,000 per occurrence. Howard County government must be listed as the Certificate Holder. Name, address and telephone contact information for the rental company needs to be listed on the moonbounce disclaimer. Additionally, physical site limitations may prohibit use of certain equipment. The certificate of insurance from the rental company must accompany the signed moonbounce permit.

For questions, please call 410-313-4682 during regular business hours. If you do not receive an online confirmation of your online reservation, call the reservation line. Weekly pavilion rental schedule is posted in the pavilion each week. If someone is using the pavilion you reserved at the time of your arrival, show them a copy of your approved permit; if necessary, call the park staff phone provided on your permit or 410-313-2929 to page the on-call supervisor. Be sure to take your permit with you.

Fields and ball diamonds requiring permits for use are available to rent on a very limited basis after they have been allocated for leagues and programs. Call 410-313-4626 for more information.



Children's Party Packages on page 35.

## Policy Guidelines

Please read the guidelines and review with your group or family. These guidelines are in effect for use of all Howard County Recreation & Parks' pavilions. If you have any questions or concerns, please call 410-313-4682.

The Department of Recreation & Parks is pleased to comply with the American with Disabilities Act (ADA). Applicants and their guests must comply with all ADA regulations. Applicants and their guests agree to follow and enforce the policies included in this document and the "Rules and Regulations for Howard County Parks" as abbreviated from Section 19.200 through 19.211 of the Howard County Code. See the County Code for penalties for violations of these sections.

Section 24.107 of the County Code states that any person who violates the provisions of this Subtitle shall, upon conviction, be found guilty of a misdemeanor and may be fined up to $1,000 or imprisoned.

The Department reserves the right to deny or cancel any pavilion agreement for any reasonable cause or violation of this agreement. Every attempt will be made to give the applicant adequate notice of cancellation or request denial.

Full compliance with animal control laws is required. All leashed pets are allowed in the park unless otherwise posted. Howard County law requires owners to clean up after their pets. Full compliance with the rules and regulations for Howard County Parks is required. Please, no golfing.

The applicant must be present at all times. That individual is responsible for damage to property and supervision and control of all guests while using the facility.

Alcoholic beverages are prohibited outside the pavilion. Glass containers are prohibited.

Howard County Recreation & Parks enforces the noise level restrictions established by the Howard County Police Department.

Use of charcoal grills (up to 22.5") and gas grills (up to four burners) are allowed. Park staff and Rangers have the right to inspect grills. They can request to relocate the grill or to remove the grill. Propane burners and fryers are strictly prohibited.

## Rules of Conduct

The following rules must be observed. Specific rules may be added.

- All tobacco products are prohibited in buildings, school property, or County parks
- No food or beverages in unauthorized areas; glass containers are prohibited.
- No soliciting or loitering
- No interference with employee or volunteer duties
- No harassment, bullying or inappropriate or indecent conduct, language or clothing
- No unauthorized use of alcohol, drugs, intoxicants or weapons
- No parking in unauthorized areas or driving / parking on field areas
- No alteration or installation of equipment (such as basketball hoops, fences, lining)
- No defacing of property (indoors or outdoors)
- No conduct that may jeopardize the safety of others.

## Alpha Ridge Park Pavilions 1 & 2

**11685 Old Frederick Road, Marriottsville, MD 21104**

These pavilions are identical. Limited parking; please carpool.

**Amenities** *(included with permit)*
- 2 charcoal grills (38" x 36" and 19" x 15")
- 16 picnic tables: 14 (8'); 2 (8' ADA)

**Amenities and facilities within Alpha Ridge Park** *(not included with permit)*
- 2 multipurpose fields *(permit required)*
- 2 playgrounds
- 2 portable restroom facilities
- 2 tennis courts
- 3 ballfields *(permit required)*
- Inline hockey rink

**Maximum Capacity: 60**

**Fee: $170/day (resident); $205/day (non-resident); $150/day (HC non-profit)**



Children's Party Packages on page 35.

## Cedar Lane Park East Pavilion

**10745 Rte. 108, Columbia, MD 21044**

Located in a very active sports section of Cedar Lane Park near an athletic complex with regularly scheduled activities. Limited parking; please carpool.

**Amenities** *(included with permit)*
- 2 charcoal grills (56" x 51")
- 12 picnic tables (8')
- Electrical outlets *(grounded, 110 volts, 20 amps)*
- Horseshoe pit
- Serving table
- Water spigot

**Amenities and facilities within Cedar Lane Park East** *(not included with permit)*
- 2 multipurpose fields *(permit required)*
- 4 tennis courts
- Drinking fountains
- Basketball courts *(8 baskets)*
- Playground
- Restrooms

**Maximum Capacity: 100**

**Fee: $355/day (resident); $385/day (non-resident); $325/day (HC non-profit)**

# Cedar Lane Park West Pavilion

**5081 Cedar Lane, Columbia, MD 21044**

This pavilion is located in a very active sports section of Cedar Lane Park. Limited availability in the fall due to sports schedules. Limited parking; please carpool.

**Amenities** *(included with permit)*
- 2 charcoal grills (56" x 51")
- 2 horseshoe pits
- 14 picnic tables (8')
- Electrical outlets *(grounded, 110 volts, 20 amps)*
- Serving table
- Water

**Amenities and facilities within Cedar Lane Park West** *(not included with permit)*
- 2 bocce ball courts *(permit required)*
- 2 multipurpose fields *(permit required)*
- 2 sand volleyball courts
- 4 ballfields *(permit required)*
- 4 tennis courts *(East side only)*
- Playground
- Restrooms

**Maximum Capacity: 150**

**Fee: $440/day (residents); $475/day (non-resident); $400/day (HC non-profit)**
*(Weekday reservations only, April 1- November 30)*


Children's Party Packages on page 35.

# Centennial Park South Pavilions A, B & C

**10000 Rte 108, Ellicott City, MD 21042**

Pavilions A, B and C are almost identical. These pavilions are located at the South entrance of Centennial Park off Route 108. Limited parking nearby.

**Amenities** *(included with permit)*

- 5 picnic tables: 4 (6'); 1 (8' ADA)
- Charcoal grill (3' x 1')

**Amenities and facilities within Centennial Park South** *(not included with permit)*

- 2.4-mile lake loop pathway
- 3 sand volleyball courts
- 54-acre lake and boat dock
- Boat rentals *(seasonal)*
- Boat launch area *(seasonal, permit required)*
- Boat trailer parking spaces
- Concession stand *(seasonal)*
- Concert shell
- Drinking fountains
- Playground
- Restrooms
- Skate Spot

**Maximum Capacity: 40 people**

**Fee: $165/day (resident); $200/day (non-resident); $145/day (HC non-profit)**

# Centennial Park South Pavilion D

**10000 Route 108, Ellicott City, MD 21042**

Pavilion is located at the South or main entrance of Centennial Park off Route 108.

**Amenities** *(included with permit)*
- 4 electrical outlets *(grounded, 110 volts, 20 amps)*
- 21 picnic tables: 11 (6'); 8 (8'); 2 (8' ADA)
- Charcoal grill (3' x 3')
- Stone fireplace *(bring your own wood)*

**Amenities and facilities within Centennial Park South** *(not included with permit)*
- 2.4-mile lake loop pathway
- 3 sand volleyball courts
- 54-acre lake and boat dock
- Boat rentals *(seasonal)*
- Boat launch area *(seasonal, permit required)*
- Boat trailer parking spaces
- Concession stand *(seasonal)*
- Concert shell
- Drinking fountains
- Playground
- Restrooms

**Maximum Capacity: 115 people**

**Fee: $395/day (resident); $430/day (non-resident); $365/day (HC non-profit)**



Children's Party Packages on page 35.

## Centennial Park South Pavilions E, F & G

**10000 Route 108, Ellicott City, MD 21042**

Pavilions E, F and G are almost identical. These pavilions are located at the South or Main entrance of Centennial Park off Route 108. Limited parking nearby.

**Amenities** *(included with permit)*
- 5 picnic tables: 4 (6'); 1 (8' ADA)
- Charcoal grill (3'x 1')
- Electricity

**Amenities and facilities within Centennial Park South** *(not included with permit)*
- 2.4-mile lake loop pathway
- 3 sand volleyball courts
- 54-acre lake and boat dock
- Boat rentals *(seasonal)*
- Boat launch area *(seasonal, permit required)*
- Boat trailer parking spaces
- Concession stand *(seasonal)*
- Concert shell
- Drinking fountains
- Restrooms
- Playground

**Maximum Capacity: 40 people**

**Fee: $165/day (resident); $200/day (non-resident); $145/day (HC non-profit)**

## Centennial Park East Pavilion H

**4800 Woodland Road, Ellicott City, MD 21042**

The corporate pavilion sits by itself in the Centennial Park East Area off Woodland Road. There is on-site parking for 90 cars.

**Amenities** *(included with permit)*

- 2 tennis courts *(except Tues./Thurs. evenings)*
- 4 horseshoe pits
- 37 picnic tables: 28 (8′); 7 (6′); 2 (8′ ADA)
- Ball diamond
- Basketball court *(2 baskets)*
- Charcoal grill (4′ x 4′)
- Electric grill (18″ x 3′)
- Electrical outlets *(grounded, 110 volts, 20 amps)*
- Playground
- Multipurpose field
- Restrooms
- Sand volleyball court
- Sink with running water
- Tailgate toss

**Amenities and facilities within Centennial Park East** *(not included with permit)*

- 2.4-mile lake loop pathway
- 54-acre lake and boat dock
- Boat rentals *(seasonal)*
- Boat launch area *(seasonal, permit required)*
- Drinking fountains

**Maximum Capacity: 300 people**

**Fee: $990/day (resident); $1,025/day (non-resident); $950/day (HC non-profit)**



Children's Party Packages on page 35.

# Centennial Park West Pavilion O

**4651 Centennial Lane, Ellicott City, MD 21042**

This pavilion is located at the West entrance of Centennial Park. Centennial Park West is an athletic complex with regularly scheduled league and tournament activities. Parking is limited.

**Amenities** *(included with permit)*

- 6 picnic tables: 4 (8'); 1 (8' ADA); 1 (6')
- Charcoal grill (18" x 3')
- Electrical outlets *(grounded, 110 volts, 20 amps)*

**Amenities and facilities within Centennial Park West** *(not included with permit)*

- 2 multipurpose fields *(permit required)*
- 2.4-mile lake loop pathway
- 3 ball diamonds *(permit required)*
- 4 tennis courts; 1 tournament court *(lighted)*
- 54-acre lake and boat dock *(located in South area)*
- Basketball courts *(8 baskets)*
- Boat rentals *(seasonal, in South area)*
- Boat launch area *(seasonal, in South area, permit required)*
- Drinking fountains
- Playground
- Sand volleyball court

**Maximum Capacity: 60 people**

**Fee: $170/day (resident); $205/day (non-resident); $150/day (HC non-profit)**

*(Weekday reservations only, April 1- November 30)*

## Guilford Park Pavilion

**9900 Guilford Road, Jessup, MD 20794**

This pavilion is located in a neighborhood park.
Limited on-site parking is available.

**Amenities** *(included with permit)*
- 8 picnic tables (8')
- Charcoal grill (38'' x 36'')

**Amenities and facilities within Guilford Park** *(not included with permit)*
- 1/2-acre pond with fishing pier
- 2 tennis courts
- Ballfield *(permit required)*
- Basketball courts *(6 baskets)*
- Drinking fountains
- Gazebo
- Paved trails
- Playground
- Portable restroom facilities

**Maximum Capacity: 60 people**

**Fee: $170/day (resident); $205/day (non-resident); $150/day (HC non-profit)**



Children's Party Packages on page 35.

## Hammond Park Pavilion

**10700 Glen Hannah Drive, Laurel, MD 20723**

This pavilion is located behind Hammond Middle School in a neighborhood park off of Glen Hannah Drive. Parking is limited.

**Amenities** *(included with permit)*
- 13 picnic tables: 4 (8'); 1 (8' ADA); 8 (6')
- Charcoal grill (56" x 51")

**Amenities and facilities within Hammond Park** *(not included with permit)*
- 4 tennis courts
- Ballfield *(permit required)*
- Playground
- Portable restroom facilities

**Maximum Capacity: 60 people**

**Fee: $170/day (resident); $205/day (non-resident); $150/day (HC non-profit)**

## High Ridge Park Pavilion

**10100 Superior Avenue, Laurel, MD 20723**

This pavilion is located in a charming park. Very limited parking, carpooling recommended. This park sits in the back of a neighborhood. Parking is not permitted on the streets.

**Amenities** *(included with permit)*
- 2 large grills (approx. 32" x 32")
- 12 picnic tables (8')
- Electrical outlets *(grounded, 110 volts, 20 amps)*

**Amenities and facilities within High Ridge Park** *(not included with permit)*
- Basketball court *(2 baskets)*
- Drinking fountains
- Gazebo overlooking the Patuxent River
- Open grass play field
- Paved trails
- Playground
- Restrooms
- Tennis court

**Maximum Capacity: 40 people**

**Fee: $300/day (resident); $330/day (non-resident); $270/day (HC non-profit)**



Children's Party Packages on page 35.

# Meadowbrook Park Hawksview Pavilion

**5001 Meadowbrook Lane, Ellicott City, MD 21043**

Meadowbrook Park is conveniently located near the intersection of Routes 29 and 100. On-site parking is available.

**Amenities** *(included with permit)*

- 17 picnic tables (8')
- Charcoal grill (3' x 3')
- Drinking fountains
- Electrical outlets *(grounded, 110 volts, 20 amps)*
- Restrooms *(portable)*

**Amenities and facilities within Meadowbrook Park** *(not included with permit)*

- 2 tennis courts
- 3 ballfields *(permit required)*
- Basketball courts *(4 baskets)*
- Large playground for all abilities
- Open-play area
- Pathways and sidewalks *(about 2.5 miles)*
- Restrooms and additional drinking fountain

**Maximum Capacity: 125 people**

**Fee: $385/day (resident); $420/day (non-resident); $350/day (HC non-profit)**

*(Weekday reservations only, April 1- November 30)*

## North Laurel Park Pavilion

**9411 Whiskey Bottom Road, Laurel, MD 20723**

This pavilion is located in a charming park. Parking is limited. For reservations, contact the North Laurel Community Center at 410-313-0390.

**Amenities** *(included with permit)*
- 1 large grill (approx 32" x 32")
- 12 picnic tables (8')
- Electrical outlets *(grounded, 110 volts, 20 amps)*

**Amenities and facilities within North Laurel Park** *(not included with permit)*
- 2 tennis courts
- Ballfield *(permit required)*
- Basketball courts *(4 baskets)*
- Drinking fountains
- North Laurel Community Center
- Paved trails
- Playground
- Restroom
- Skate Park

**Maximum Capacity: 100**

**Fee: $330/day (resident); $365/day (non-resident); $275/day (HC non-profit)**



Children's Party Packages on page 35.

# Celebrate your Birthday with Howard County!

Birthday magic is created when you hold your party at a howard county facility or pavilion. Great locations! Unforgettable fun! Call today for details.

| | |
|---|---|
| Adventure & Outdoors | 410-313-1754 |
| Baltimore & Ohio Ellicott City Station Museum | 410-313-1945 |
| Gary J. Arthur Community Center | 410-313-4840 |
| North Laurel Community Center | 410-313-0390 |
| Robinson Nature Center | 410-313-0400 |
| Roger Carter Community Center | 410-313-2764 |

## Rockburn Branch Park Pavilion

**6105 Rockburn Branch Park Road, Elkridge, MD 21075**

This pavilion is located in the East area of the park off Montgomery Road.

**Amenities** *(included with permit)*
- 10 picnic tables (8')
- Electrical outlets *(grounded, 110 volts, 20 amps)*
- Large charcoal grill
- Patio

**Amenities and facilities within Rockburn Branch Park** *(not included with permit)*
- 2 multipurpose fields *(permit required)*
- 6 ballfields *(permit required)*
- 4 tennis courts
- 18-hole disc golf course
- Basketball courts *(12 baskets)*
- Bike skills course
- Hiking trails
- Playground
- Restrooms *(portable)*
- Sand volleyball court

**Maximum Capacity: 90 people**

**Fee: $250/day (resident); $280/day (non-resident); $225/day (HC non-profit)**



Children's Party Packages on page 35.

## Savage Park Pavilion

**8400 Fair Street, Savage, MD 20763**

This pavilion is located behind the tennis courts. Parking is limited.

**Amenities** *(included with permit)*
- 2 horseshoe pits
- 2 sand volleyball courts
- 12 picnic tables (8')
- Charcoal grill (3' x 4')
- Electrical outlets *(grounded, 110 volts, 20 amps)*

**Amenities and facilities within Savage Park** *(not included with permit)*
- 4 tennis courts
- 5 ballfields *(permit required)*
- Basketball courts *(12 baskets)*
- Paved and natural surface trails
- Playground
- Restrooms
- Multipurpose field *(permit required)*

**Maximum Capacity: 100 people**

**Fee: $365/day (resident); $395/day (non-resident); $335/day (HC non-profit)**

## Waterloo Park Small Pavilion

**6951 Old Waterloo Road, Elkridge, MD 21075**

Parking is limited for this pavilion.

**Amenities** *(included with permit)*
- 4 picnic tables (6')
- Charcoal grill (15'' x 9'')
- Electrical outlets *(grounded, 110 volts, 20 amps)*

**Amenities and facilities located within Waterloo Park** *(not included with permit)*
- 2 tennis courts
- Ballfield *(permit required)*
- Basketball court *(2 baskets)*
- Drinking fountains
- Multipurpose field *(permit required)*
- Paved trails
- Playground
- Restrooms

**Maximum Capacity: 40 people**

**Fee: $145/day (resident); $175/day (non-resident); $125/day (HC non-profit)**



Children's Party Packages on page 35.

## Waterloo Park Large Pavilion

**6951 Waterloo Road, Elkridge, MD 21075**

Parking is limited for this pavilion.

**Amenities** *(included with permit)*
- 2 charcoal grills (15" x 9")
- 8 picnic tables: 6 (8'); 2 (6')
- Electrical outlets *(grounded, 110 volts, 20 amps)*

**Amenities and facilities located within Waterloo Park** *(not included with permit)*
- 2 tennis courts
- Ballfield *(permit required)*
- Basketball court *(2 baskets)*
- Drinking fountains
- Multipurpose field
- Paved trails
- Playground
- Restrooms

**Maximum Capacity: 60 people**

**Fee: $170/day (resident); $205/day (non-resident); $150/day (HC non-profit)**

## Western Regional Park Pavilion 1

**14800 Carrs Mill Road, Woodbine, MD 21723**

There is plenty to keep you entertained at this 190-acre park, including the Gary J. Arthur Community Center (see page 7).

**Amenities and facilities located within Western Regional Park** *(not included with permit)*

- 2 multipurpose synthetic turf fields *(lighted with bleacher seating, permit required)*
- 4 multipurpose grass fields *(permit required)*
- 4 tennis courts
- 5 ballfields *(three lighted, permit required)*
- Basketball courts *(4 baskets)*
- Playground
- Restrooms

**Amenities** *(included with permit)*

- 1 large charcoal grill
- 6 picnic tables: 5 (8'); 1 (8' ADA)
- Electricity *(grounded, 110 volts, 20 amps)*
- Restrooms nearby
- Water spigot

**Maximum Capacity: 75 people**

**Fee: $220/day (resident); $255/day (non-resident); $200/day (HC non-profit)**

*(Weekday reservations only, April 1- November 30)*



Children's Party Packages on page 35.

## Western Regional Park Pavilions 2 & 3

See page 40 for amenities within Western Regional Park.

**Amenities** *(included with permit)*

- 1 large charcoal grill
- 5 picnic tables: 4 (8'); 1 (8' ADA)
- Electricity *(grounded, 110 volts, 20 amps)*
- Located in a wooded area
- Restrooms

**Maximum Capacity: 40 people**

**Fee: $170/day (resident); $205/day (non-resident); $150/day (HC non-profit)**

*(Weekday reservations only, April 1- November 30)*

## Western Regional Park Pavilions 4 & 5

See page 40 for amenities within Western Regional Park.

**Amenities** *(included with permit)*

- 1 large charcoal grill
- 14 picnic tables: 12 (8'); 2 (8' ADA)
- Electricity *(grounded, 110 volts, 20 amps)*
- Restrooms

**Maximum Capacity: 150 people**

**Fee: $385/day (resident); $420/day (non-resident); $350/day (HC non-profit)**

*(Weekday reservations only, April 1- November 30)*

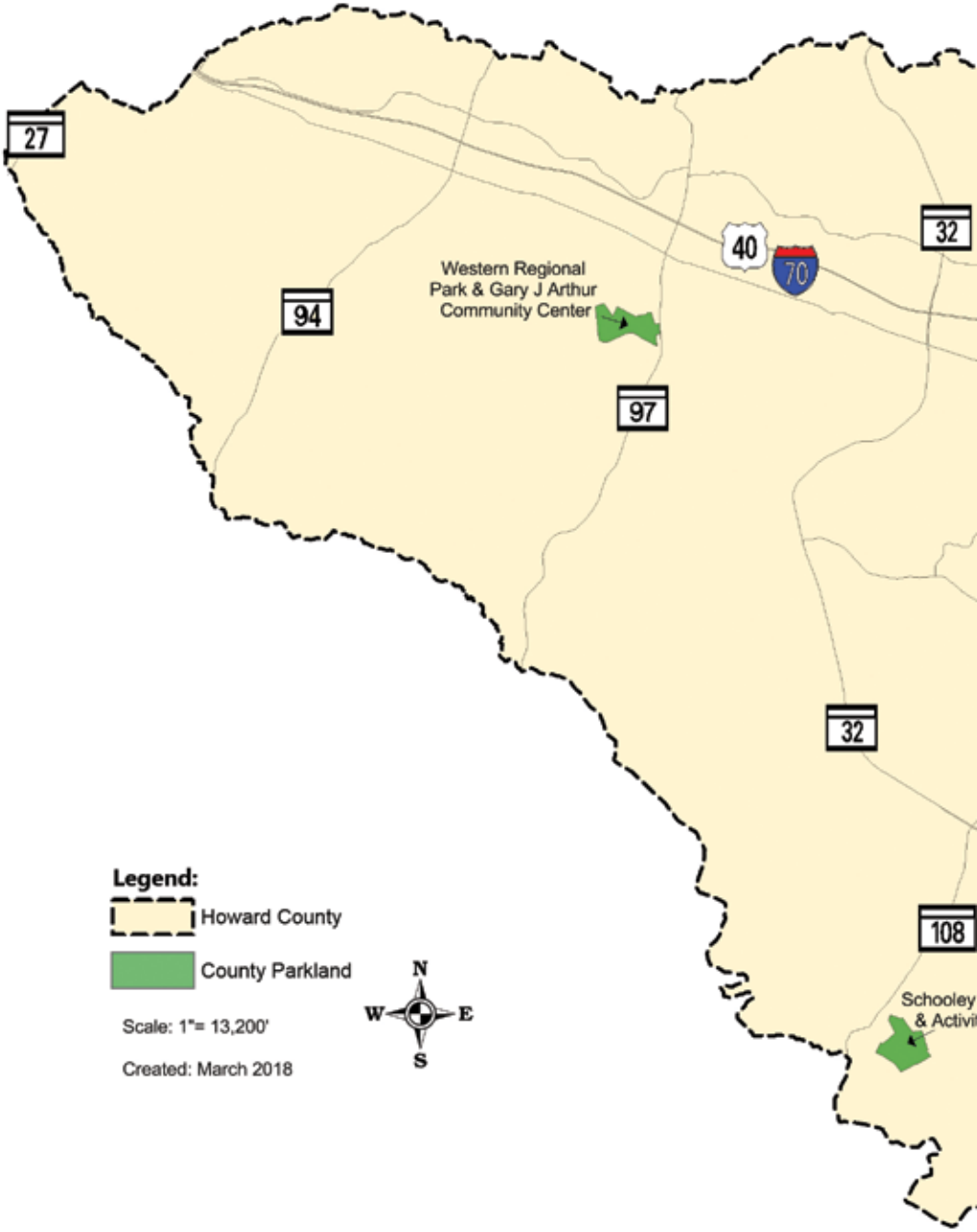


Children's Party Packages on page 35.

# BANQUET AND MEETING SPACE

Enjoy your next event in a park, historic setting or modern facility.

| | |
|---|---|
| Baltimore & Ohio Ellicott City Station Museum | 410-313-1945 |
| Belmont Manor and Historic Park | 410-313-0200 |
| Gary J. Arthur Community Center | 410-313-4840 |
| North Laurel Community Center | 410-313-0390 |
| Patapsco Female Institute | 410-313-0421 |
| Pavilions in the Parks | 410-313-4682 |
| Robinson Nature Center | 410-313-0400 |
| Schooley Mill Activity Room | 410-313-4682 |
| Waverly Mansion | 410-537-5711 |

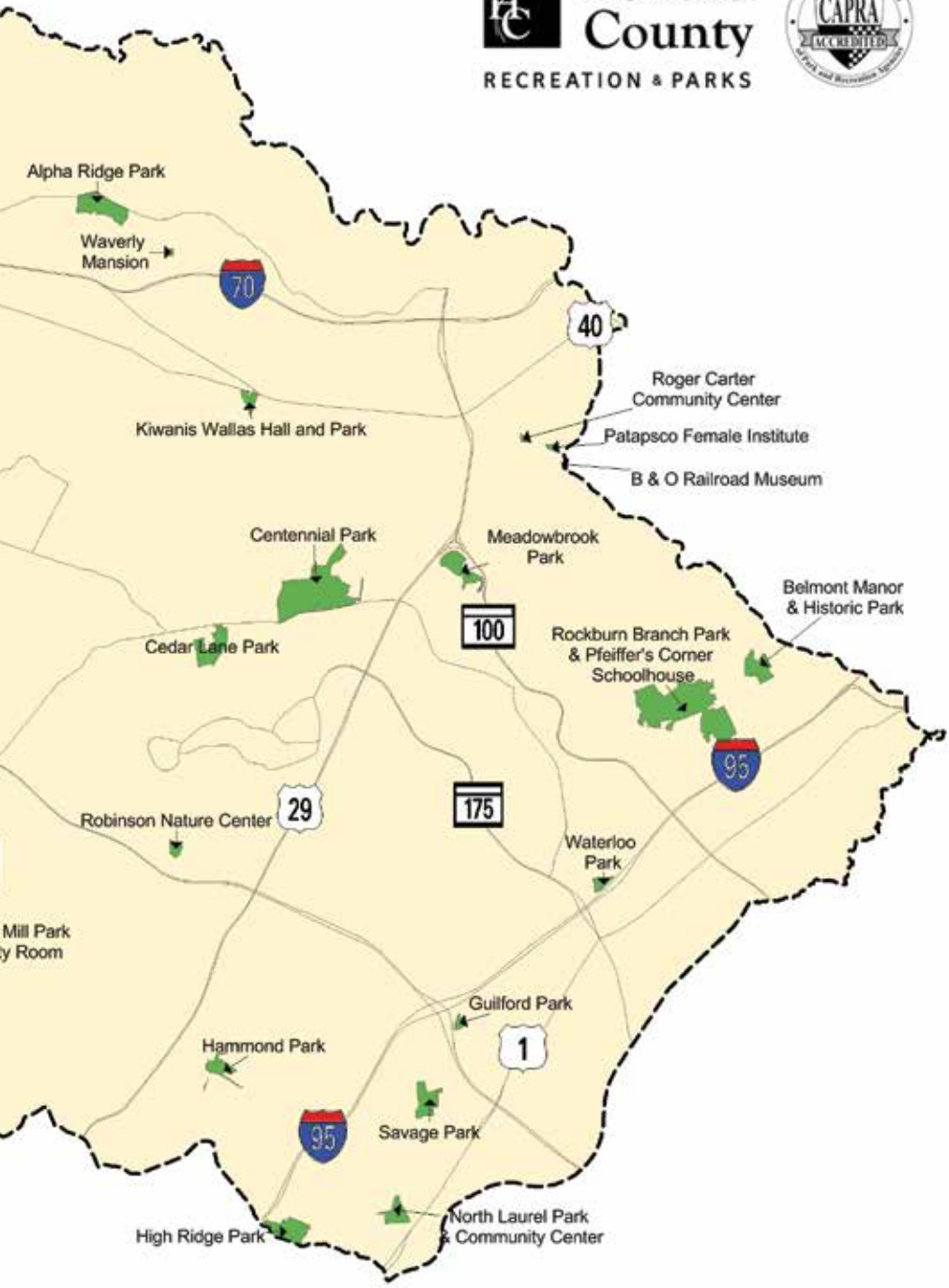





Security Deposit Fee Chart on page 2.

Children's Party Packages on page 35.

Howard County
RECREATION & PARKS



# Howard County Recycles

Howard County Recreation & Parks (HCRP) promotes recycling. Park patrons may recycle by placing their glass and plastic bottles and metal cans "All Together Now" in the designated recycling containers. Note: Unacceptable items for recycling include cups, utensils or plates. Please place these items along with your other trash in the trash receptacles. Thank you for keeping cans and bottles out of the landfill!

Did you know?

- The energy we save from one glass bottle is enough to light a bulb for four hours.
- Recycling benefits the air and water by creating a net reduction in ten major categories of air pollutants, and eight major categories of water pollutants.
- Every ton of paper that is recycled saves 17 trees.
- A national recycling rate of 30% reduces greenhouse gas emissions as much as removing nearly 25 million cars from the road.
- Recycling conserves natural resources, such as timber, water, and minerals.
- Recycling prevents habitat destruction, loss of biodiversity, and soil erosion associated with logging and mining.

The Howard County Department of Environmental Services accepts, cans, bottles, paper, and cardboard for normal recycling practices from your home, or office. Visit www.howardcountymd.gov or help@howardcountyrecycles.org for further details. And remember, *It Starts in Parks*!

All Together Now!
Reduce, Reuse, Recycle!



Children's Party Packages on page 35.

# General Pavilion Information

## Alcoholic Beverages

Everyone who consumes alcoholic beverages **must be 21 years old**. Alcoholic beverages are allowed within the pavilion only. They are not permitted outside of the pavilion. Glass containers are prohibited. The applicant is responsible to assure that members of their group conform to all rules and regulations of the Howard County Liquor Board. Pavilion permit holders may charge for alcoholic beverages if they obtain the required liquor license from the Howard County Liquor Board. The telephone number for the Liquor Board is 410-313-2008. Caterers are not issued liquor licenses in Howard County; they cannot sell alcohol, only serve it.

## Sporting Equipment

Alteration or installation of equipment (such as volleyball nets) is prohibited. You must bring your own sporting goods such as horseshoes, volleyballs, etc. HCRP does not provide sporting goods.

## Bees and Insects

Bees and insects are a potential problem and can spoil your event. Please keep food and beverages covered to discourage bees and other insects. Cleaning up any spills immediately and placing a ring of soap suds around the plastic liner of your trash bags can help. Bees are especially troublesome from August through October. The Department sprays for bees on a regular basis; unfortunately, we cannot guarantee success. Applicants are responsible for bringing a first-aid kit to treat bee stings and other minor injuries that may occur.

## Capacities and Fees

The Department has established fees based on each pavilion's capacity, amenities and surroundings. **Because over-crowded pavilions can lead to serious problems, the department will have the police clear any pavilion that exceeds its stated capacity.** Any activity other than that usually associated with a picnic (such as organized walks, runs or other special events) requires approval from the Department. A special request must be made at the time of reservation. Restroom water and water fountains are turned off during the winter months (December-March)

## Concessions

Applicants are prohibited from operating concessions without written approval from the Department.

## Field Reservations

Softball/baseball and multi-purpose fields are available by permit. Call: 410-313-4626.

## Pavilion Maintenance and Services

The Bureau of Parks and Program Services attempts to supply a level of service that provides regular mowing, charcoal removal, etc. Under no circumstances can an organization or individual make an alteration, move picnic tables, install equipment, prepare a facility for play or make attempts to maintain a facility except cleanup. The facility must be returned to its original condition. Before use, inspect your permitted pavilion for safe conditions. Report unsafe conditions to the Department immediately.

## Trash/Recycling Pick-up

The Department holds the applicant responsible for the removal of all paper, cans, food, tape on walls, etc., used or deposited during or after their event. Put refuse in trash bags and place beside waste receptacle. This effort is essential for the Department to continue the maintenance of its facilities. The Department charges a fee of $50 per staff per half-hour ($50 minimum charge) for excessive trash clean-up. Place recyclables in a separate bag.

Howard County
RECREATION & PARKS

7120 Oakland Mills Road, Columbia, MD 21046

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