

August 2, 2021

To: Mayor and Members of City Council 202102567

From: Paula Boggs Muething, City Manager

Subject: **Emergency Ordinance—Modifying Article XXI of the Administrative Code Transferring Zoning Administration Functions from the Department of Buildings and Inspections to the Department of City Planning and Engagement**

Transmitted herewith is an emergency ordinance captioned as follows:

MODIFYING Article XXI, “Department of Buildings and Inspections,” of the Administrative Code of the City of Cincinnati by **AMENDING** Section 2, “Duties of Director of Buildings and Inspections,” Section 3, “Division of Permits and Inspections,” and Section 5, “Division of Property Maintenance Code Enforcement,” and by **REPEALING** Section 4, “Urban Conservator”; and **MODIFYING** Article XXV, “Department of City Planning and Engagement,” by **AMENDING** Section 2, “Duties of the Director of the Department of City Planning and Engagement,” and by **ADDING** new Section 3, “Zoning Administrator,” and new Section 4, “Urban Conservator,” to transfer the roles of Zoning Administrator and Urban Conservator, and subordinate employees, from the Department of Buildings and Inspections to the Department of City Planning and Engagement, in order to facilitate the oversight and efficient integration of zoning administration and urban conservation responsibilities into the operations of the Department of City Planning and Engagement.

The zoning administration function is being transferred from the Department of Buildings and Inspections (B&I) to the Department of City Planning and Engagement. This transfer will provide more efficient oversight and increase collaboration and integration of Zoning Administration, and the subordinate employees thereof, into the operations of the Department of City Planning and Engagement. The purpose of this ordinance is to amend the Administrative Code to reflect the transfer of duties associated with zoning administration from B&I to the Department of City Planning and Engagement.

A separate ordinance will be presented to the City Council to authorize the transfer of the sum of \$574,760 within the General Fund from the B&I to the Department of City Planning and Engagement.

The reason for the emergency is the immediate need to begin the process for integrating the zoning administration and urban conservation responsibilities into the Department of City Planning and Engagement. The Administration recommends passage of this Emergency Ordinance.