



City of Cincinnati

801 Plum Street
Cincinnati, OH 45202

Agenda - Final-revised

Neighborhoods Committee

Chairperson Jan-Michele Lemon Kearney
Vice Chair Wendell Young
Councilmember Betsy Sundermann
Vice-Mayor Christopher Smitherman

Tuesday, January 19, 2021

11:00 AM

Council Chambers, Room 300

PRESENTATIONS

Home Ownership

Darlene Kamine - Executive Director, Community Leadership Center Institute

Adelyn Hall, Direct of School - Centered Neighborhood Development, Community Leadership Center Institute

The Queen City Neighborhoods at a Glance - Lower Price Hill

Cynthia Ford - President, Lower Price Hill Community Council

Proposed Street Name, Jared Ellis Drive, in Oakley

Samantha McLean, City Planning

AGENDA

- 1. [202002335](#) ORDINANCE** submitted by Paula Boggs Muething, City Manager, on 1/7/2021, **NAMING** a new street located in the Oakley neighborhood as "Jared Ellis Drive."
Sponsors: City Manager
Attachments: [Transmittal](#)
[Ordinance](#)
[Attachment](#)
- 2. [202002190](#) REPORT**, dated 1/6/2021, submitted by Paula Boggs Muething, City Manager, regarding Process for Potential Name Change for Reading Road. (SEE REFERENCE DOC #202001615)
Sponsors: City Manager
Attachments: [Report](#)
[Attachment](#)

ADJOURNMENT

January 6, 2021

To: Mayor and Members of City Council

202002335

From: Paula Boggs Muething, City Manager

Subject: Ordinance – Jared Ellis Drive Street Name

Transmitted is an Ordinance captioned:

NAMING a new street located in the Oakley neighborhood as “Jared Ellis Drive.”

Summary

In June 2019, the City Planning Commission approved the Development Plan and Subdivision Improvement Plan for the Oakley Mills subdivision located in Oakley. The 28-acre, eight lot subdivision is generally located between Interstate 71 to the west and Disney Street to the east on the former Cast-Fab Technologies Inc. site. The approved Subdivision Improvement Plan also created a new public street that will bisect the subdivision and provide access to the lots. The street begins at Disney Street and terminates with a cul-de-sac on the western boundary of the site.

The applicant, Local Oakley LLC, requests that the new street be named *Jared Ellis Drive* in honor of City of Cincinnati City Planner, Jared Ellis, who championed Cincinnati, was the project manager for the Graphite Oakley Planned Development and the approved Oakley Mills Development Plan and Subdivision Improvement Plan, and worked closely with the Oakley neighborhood on their *Oakley Master Plan*.

The City Planning Commission recommended the following on December 18, 2020, to City Council:

APPROVE the proposed naming of a new street, *Jared Ellis Drive*, in Oakley.

cc: Katherine Keough-Jurs, AICP, Director, Department of City Planning



City of Cincinnati

DBS

AWB

An Ordinance No. _____ - 2020

NAMING a new street located in the Oakley neighborhood as “Jared Ellis Drive.”

WHEREAS, in connection with its new Oakley Mills subdivision in the Oakley neighborhood, The Local Oakley LLC (“Local Oakley”) has petitioned the City to name a new public street within the subdivision as “Jared Ellis Drive” in honor of the late Jared Ellis; and

WHEREAS, Jared Ellis was a city planner within the Department of City Planning who provided substantial and meaningful contributions to a wide variety of projects, including by coordinating the first major rewrite of the City’s subdivision regulations in over 60 years and by facilitating the creation of the *Oakley Master Plan* (2019), the first neighborhood-wide plan for the Oakley neighborhood; and

WHEREAS, Mr. Ellis was also a dedicated public servant, gifted communicator, and skillful presenter, whose expert presentations to the City Council, City Planning Commission, community councils, and many others helped to facilitate and inform important legislative and decision-making processes related to planning, land use, subdivisions, and zoning; and

WHEREAS, petitions to name public streets are considered pursuant to Resolution No. 16-2003, which calls for petitions to be reviewed by the Committee of Names and the City Planning Commission prior to approval by the Council; and

WHEREAS, the Committee of Names met on October 14, 2020 and, after considering Local Oakley’s petition to name a new public street “Jared Ellis Drive,” recommended approval of the naming; and

WHEREAS, the City Planning Commission, at its meeting on December 18, 2020, considered Local Oakley’s petition, and it too recommended approval of the naming; and

WHEREAS, the Council finds that the proposed street naming is consistent with *Plan Cincinnati* (2012), particularly the Strategy in the Connect Initiative Area to “[u]se the City’s transportation network to help facilitate economic development opportunities” (p. 140); and

WHEREAS, the Council further finds that the proposed street naming is consistent with the *Oakley Master Plan* (2019), as it relates to a development on which Mr. Ellis worked, which is identified as a major development site by the Managing Our Future Growth Focus Area of the Oakley Master Plan (p. 84); and

WHEREAS, the Council finally finds that naming a new public street in the Oakley neighborhood as “Jared Ellis Drive” to be in the best interests of the City and the general public’s health, safety, and welfare; now, therefore,

BE IT ORDAINED by the Council of the City of Cincinnati, State of Ohio:

Section 1. That a new public street created by the Oakley Mills subdivision, depicted on the map attached hereto as Exhibit A and incorporated herein by reference, is hereby named “Jared Ellis Drive.”

Section 2. That the proper City officials are hereby authorized to take all necessary and proper actions to carry out the provisions of this ordinance.

Section 3. That this ordinance shall take effect and be in force from and after the earliest period allowed by law.

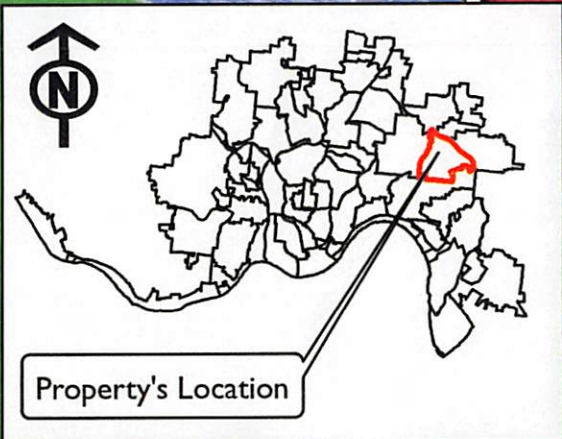
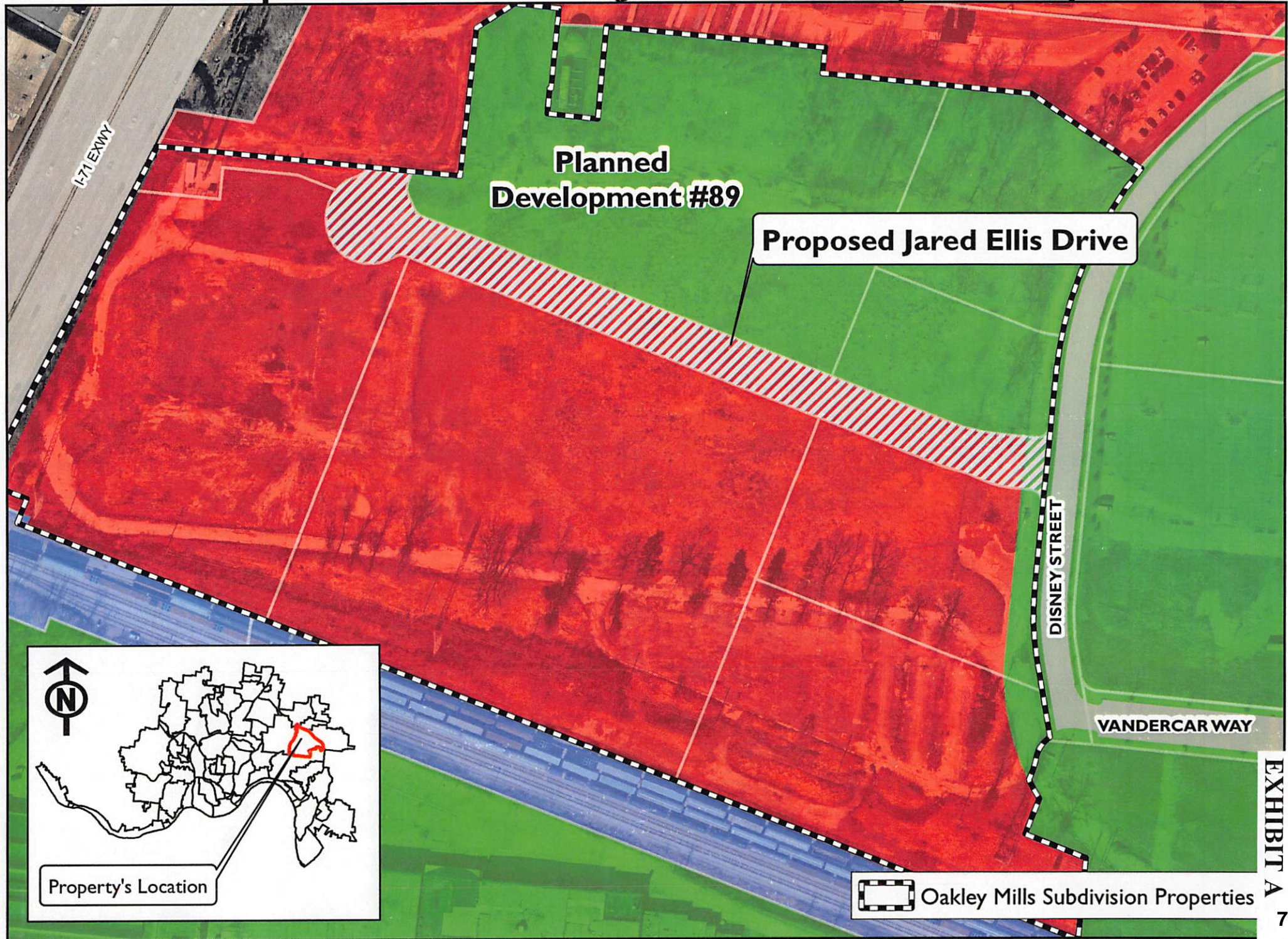
Passed: _____, 2020

John Cranley, Mayor

Attest: _____
Clerk

EXHIBIT A

Proposed Street Name (Jared Ellis Drive) in Oakley



January 6, 2021

To: Nicole Crawford, Office of the Clerk of Council
From: Katherine Keough-Jurs, AICP, Director, Department of City Planning *kkj*
Copies to: Samantha McLean, City Planner, Department of City Planning
Subject: Scheduling of Ordinance – Jared Ellis Drive Street Name

The above referenced Ordinance is to be scheduled for a Council Committee. This item has been requested to be placed on the next available Council Committee meeting. There is no notice requirement.

Included in this submission are the following items:

- 1) The transmittal letter to the Mayor and City Council;
- 2) A copy of the City Planning Commission staff report dated December 18, 2020;
- 3) The Ordinance;

January 6, 2021

Cincinnati City Council
Council Chambers, City Hall
Cincinnati, Ohio 45202

Dear Members of Council:

We are transmitting herewith an Ordinance captioned as follows:

NAMING a new street located in the Oakley neighborhood as "Jared Ellis Drive."

Summary:

In June 2019, the City Planning Commission approved the Development Plan and Subdivision Improvement Plan for the Oakley Mills subdivision located in Oakley. The 28-acre, eight lot subdivision is generally located between Interstate 71 to the west and Disney Street to the east on the former Cast-Fab Technologies Inc. site. The approved Subdivision Improvement Plan also created a new public street that will bisect the subdivision and provide access to the lots. The street begins at Disney Street and terminates with a cul-de-sac on the western boundary of the site.

The applicant, Local Oakley LLC, requests that the new street be named *Jared Ellis Drive* in honor of City of Cincinnati City Planner, Jared Ellis, who championed Cincinnati, was the project manager for the Graphite Oakley Planned Development and the approved Oakley Mills Development Plan and Subdivision Improvement Plan, and worked closely with the Oakley neighborhood on their *Oakley Master Plan*.

The City Planning Commission recommended the following on December 18, 2020, to City Council:

APPROVE the proposed naming of a new street, *Jared Ellis Drive*, in Oakley.

Motion to Approve: Mr. Smitherman

Ayes:

Mr. Eby
Mr. Juech
Ms. McKinney
Mr. Smitherman
Mr. Stallworth

Seconded: Mr. Juech

THE CITY PLANNING COMMISSION



Katherine Keough-Jurs, AICP, Director
Department of City Planning

Honorable City Planning Commission
Cincinnati, Ohio

SUBJECT: A report and recommendation on the proposed naming of a new street, *Jared Ellis Drive*, in Oakley.

GENERAL INFORMATION:

Location: Commencing at near 2980 Disney Street
Applicant: Local Oakley LLC
Applicant's Address: 7755 Montgomery Road, Cincinnati, OH 45236

ATTACHMENTS:

- Exhibit A Location Map
- Exhibit B Plat
- Exhibit C Jared Ellis Biography
- Exhibit D Letter from Oakley Community Member

BACKGROUND:

In June 2019, the City Planning Commission approved the Development Plan and Subdivision Improvement Plan for the Oakley Mills subdivision located in Oakley. The 28-acre, eight lot subdivision is generally located between Interstate 71 to the west and Disney Street to the east on the former Cast-Fab Technologies Inc. site. The approved Subdivision Improvement Plan also created a new public street that will bisect the subdivision and provide access to the lots. The street begins at Disney Street and terminates with a cul-de-sac on the western boundary of the site. The three lots to the north of the new street are zoned Planned Development and are part of PD-89, Graphite Oakley, a multi-family development with over 300 units currently under construction. The City Planning Commission approved the zone change, Concept Plan, and Final Development Plan for PD-89 in July 2020 and City Council approved the zone change and Concept Plan in August 2020. The lots to the south of the new street are zoned CG-A (Commercial General – Auto-oriented) and are proposed to have hotel, office, and self-storage uses. A Final Plat for the subdivision will need to be approved by the City Planning Commission and is expected within the next few months.

The applicant, Local Oakley LLC, requests that the new street be named *Jared Ellis Drive* in honor of City of Cincinnati City Planner, Jared Ellis, who championed Cincinnati, was the project manager for the Graphite Oakley Planned Development and the approved Oakley Mills Development Plan and Subdivision Improvement Plan, and worked closely with the Oakley neighborhood on their *Oakley Master Plan*. A biography of Jared Ellis and his work with the City of Cincinnati is included as Exhibit C.

PUBLIC COMMENT AND NOTIFICATION:

Notice of the request and the City Planning Commission meeting on December 18, 2020 was sent to the Oakley Community Council. The only adjacent property owner is the applicant. A community member and Oakley Community Council Trustee submitted a letter of support stating, "Oakley was one of the communities that Jared supported, and it's hard to adequately describe the value and impact his efforts had... I witnessed firsthand the value Jared provided in terms of his guidance, teaching, and support on planning matters."

COMMITTEE OF NAMES:

The Committee of Names met on October 14, 2020 and discussed the proposed new street name. The Committee did not issue a formal recommendation but had no objection to the proposed name change upon finding that it met the criteria outlined in Section V of the City of Cincinnati Committee of Names procedures (Resolution 16-2003). It is specifically consistent with Section V (b) (1), "Names of person should be considered only if it is

determined to be in the public interest to honor the person or the person's family for historical or commemorative reasons." Additionally, during the review process, City staff confirmed with Department of Transportation and Engineering that the proposed street name, *Jared Ellis Drive*, was not duplicated anywhere in Hamilton County.

ANALYSIS:

As highlighted in Exhibit C, Jared Ellis was a tremendous public servant. As a City Planner with the City of Cincinnati's Department of City Planning, he worked on a variety of projects, including facilitating the Subdivision and Zoning Working Group, which resulted in the first major rewrite of the City's Subdivision Regulations in over 60 years, and coordinating subdivision requests. The new street to be named after him was approved as part of the Oakley Mills Subdivision Improvement Plan. Jared wrote the staff report and presented that Subdivision Improvement Plan in front of City Planning Commission in June 2019.

The new street is located in Oakley. Jared worked closely with the Oakley Community Council on their *Oakley Master Plan* (2019), the first neighborhood-wide plan for the community. Throughout the neighborhood planning process, he spent a lot of time in Oakley, learning about the neighborhood and forming meaningful relationships with its residents. Completing the *Oakley Master Plan* and having it approved by City Planning Commission and City Council was a highlight of Jared's career. Jared helped to craft the vision for the neighborhood through his work on the *Oakley Master Plan*, so it is fitting that Jared's name become a permanent part of Oakley's future.

PROCEDURE:

Per Section III (e) of City Council Resolution 16-2003, City of Cincinnati Committee of Names, the Director of City Planning shall make a recommendation to the City Planning Commission and the City Planning Commission shall consider the Director's recommendation and, pursuant to its advisory powers under Article VII, Section 9 of the City Charter, make a recommendation to City Council.

CONSISTENCY WITH PLANS:

Plan Cincinnati (2012)

The proposed street name is for a new public street part of the Oakley Mills subdivision. The street will provide access to lots with residential, office, hotel, and self-storage uses; therefore, it is consistent with the Strategy in the Connect Initiative Area to "Use the City's transportation network to help facilitate economic development opportunities" (p. 140).

Oakley Master Plan (2019)

The new street, proposed as *Jared Ellis Drive*, will support a development on a site identified as an area major development site by the Managing Our Future Growth Focus Area of the *Oakley Master Plan* (p. 84).

RECOMMENDATION:

The staff of the Department of City Planning recommends that the City Planning Commission take the following action:

APPROVE the proposed naming of a new street, *Jared Ellis Drive*, in Oakley.

Respectfully submitted:

Approved:

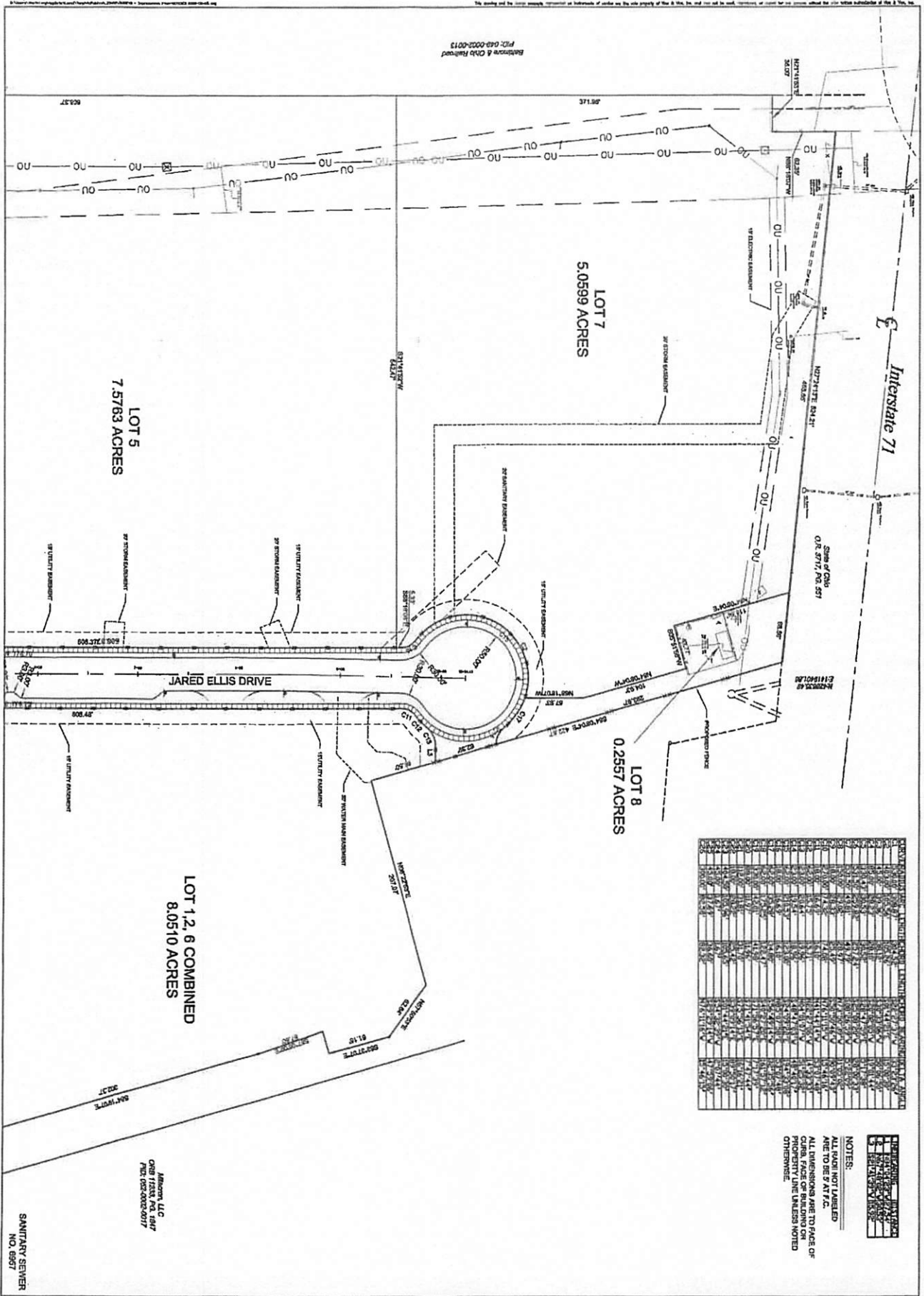


Samantha McLean, City Planner
Department of City Planning

Katherine Keough-Jurs, AICP, Director
Department of City Planning

Proposed Street Name (Jared Ellis Drive) in Oakley





OAKLEY MILLS PHASE I
SUBDIVISION IMPROVEMENT PLAN
 OAKLEY MILLS SUBDIVISION
 NATI, HAMILTON COUNTY, OHIO
GENERAL PLAN

VIOXX & VIOX
 Civil Engineers, Surveyors, and Landscape Architects
 468 Exchange Road • Columbus, Kentucky 40106
 2700 Valley Street • Cincinnati, Ohio 45210
 P: 606-927-2253 • F: 606-927-1000
 www.vioxxco.com

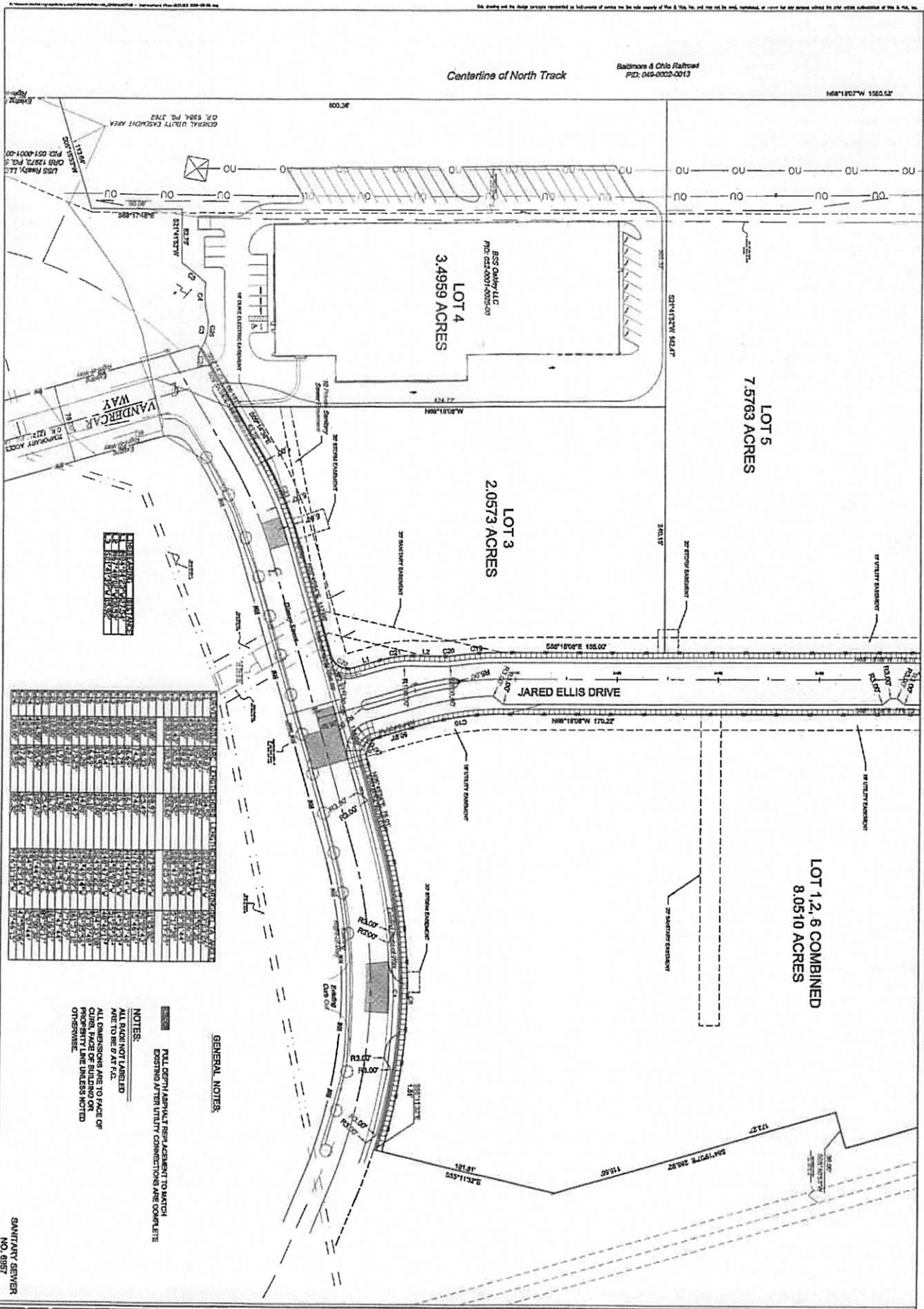


No.	Description	Date	By	Check

NOTES:
 ALL DIMENSIONS ARE TO FACE OF PROPERTY LINE UNLESS NOTED OTHERWISE.

Scale:
 1" = 40' (Horizontal)
 1" = 20' (Vertical)

North Arrow



OAKLEY MILLS PHASE I
SUBDIVISION IMPROVEMENT PLAN
 OAKLEY MILLS SUBDIVISION
 CINCINNATI, HAMILTON COUNTY, OHIO

GENERAL PLAN

C201

VIOX & VIOX
 Civil Engineers, Surveyors, and Landscape Architects
 498 Elderger Road • Ellettsville, Kentucky 40118
 2100 Main Street • Columbus, Ohio 43150
 P.O. Box 27 • 22623 • P.O. Madison, Ohio 43040
 www.vioxinc.com

NO.	REVISION	DATE	BY	CHK.

SCALE: 1" = 40'

DATE: 08/11/2011

PROJECT: OAKLEY MILLS PHASE I SUBDIVISION IMPROVEMENT PLAN

DESIGNED BY: [Signature]

CHECKED BY: [Signature]

DATE: 08/11/2011

Street Name Submission | Jared Ellis

Jared Ellis joined the City of Cincinnati family as an intern with the Department of City Planning in 2016 while completing his Bachelor of Urban Planning at the University of Cincinnati and was hired as a full-time employee in 2018. Jared is remembered by many as a true champion for Cincinnati. He had a zest for life that was unmatched and will be missed. Jared was also a tremendous public servant who was proud to serve the City of Cincinnati. That pride was demonstrated in his work. Jared was tireless, never shy to take on a new challenge. He treated everyone fairly and with respect. He also had a knack for using humor to bring a sense of levity to even the most difficult situations.

His work included many diverse projects, including facilitating the Subdivision and Zoning Working Group, which resulted in the creation of the first major rewrite of the City's Subdivision Regulations in over 60 years; coordinating subdivision requests; staffing the City Planning Commission; facilitating the Neighborhood Planning Process for Columbia Tusculum and Kennedy Heights; helping to plan the Neighborhood Summit; working with the Office of Budget and Evaluation on Community Budget Engagement and managing the Community Budget Request Process; assisting with the approval of the Marian Spencer Statue at Smale Riverfront Park; and leading the effort to get Findlay Market designated as a "Great Place in America" by the American Planning Association.

Jared was also a gifted communicator, and gave countless presentations, including to the Cincinnati City Planning Commission, Cincinnati City Council, community groups, students, and fellow professionals. Jared had a special, very personable, way of connecting with his audience, often using humor to enliven even the most technical subjects. In his position, Jared worked with many community organizations, community members, and development teams, many of whom expressed what a joy it was to work with him. Through his years working for the Department of City Planning, Jared regularly received accolades for his friendliness, responsiveness, fairness, and technical proficiency.

One of the many highlights of his planning career was writing and facilitating the Oakley Master Plan with the Oakley Community Council. Whether at the large public meeting at the 21st Century Theater, numerous steering committee and working group meetings at the Oakley Recreation Center, or post-meeting burgers at Oakley Pub and Grill, Jared spent a lot of time in Oakley. Throughout that time, he learned about the history of the neighborhood, formed meaningful relationships with residents, and helped the community craft its future through the Oakley Master Plan, a true legacy. It is only fitting that Jared's name become a permanent part of Oakley's future.

McLean, Samantha

From: Cincinnati City Planning
Sent: Friday, November 13, 2020 12:56 PM
To: McLean, Samantha
Subject: FW: [External Email] Comments in support of Item #3 - proposed naming of a new street, Jared Ellis Drive, in Oakley.

From: Joe Groh <joe.groh@oakleynow.com>
Sent: Friday, November 13, 2020 11:45 AM
To: Cincinnati City Planning <planning@cincinnati-oh.gov>
Subject: [External Email] Comments in support of Item #3 - proposed naming of a new street, Jared Ellis Drive, in Oakley.

External Email Communication

I am writing today to voice my support of item #3, the proposal to name a street in a new Oakley development in honor of Jared Ellis. It's fitting that Jared Ellis Drive would be in one of the developments that Jared was instrumental in getting

Oakley was one of the communities that Jared supported, and it's hard to adequately describe the value and impact his efforts had. He clearly loved Oakley, and it showed. As an Oakley resident, I had the privilege of being part of the Oakley Master Plan process that Jared navigated us through. It's a document that provides a very clear vision for what we want Oakley to be, and has played a prominent role in our interactions with developers and our ability to secure key project approvals. After I joined the Oakley Community Council, I witnessed first hand the value Jared provided in terms of his guidance, teaching, and support on planning matters.

I ask that you vote to support the naming of Jared Ellis Drive.

--

Joe Groh
Oakley Community Council Trustee
Pedestrian Safety, Communications, Business Committees

**Department of City Planning
Notice of Final Decision for Major Subdivision
Decision Issue Date: December 18, 2020**

Please be advised that the City Planning Commission conducted a public hearing on December 18, 2020, to consider an application, as submitted by Michael and Holly Redmond, for the proposed division of land of the property located at 103 Mulberry Street in the Mt. Auburn neighborhood (see map provided). The application proposed the creation of three total lots from one existing parcel, including a variance request from the Cincinnati Subdivision Regulations. A quorum of City Planning Commission members under Section 4(D) of the City Planning Commission Rules of Procedure were present throughout the hearing, and the City Planning Commission being fully advised of the issues based on all evidence presented in consideration of the application, including a Department of City Planning Staff Report, dated December 18, 2020 (the "Report"), upon a motion duly made and seconded voted as follows:

Motion: Mr. Eby:

"I move we approve the staff recommendations."

Second: Mr. Smitherman

Ayes: Mr. Eby, Mr. Juech, Ms. McKinney, Mr. Smitherman, Mr. Stallworth

The Motion approved the following actions:

- 1) **APPROVE** the requested variance from the Section 800-03(a) of the Subdivision Regulations to permit a 1,560 square foot lot at 103 Mulberry Street; and
- 2) **APPROVE** the proposed Development Plan and Final Plat at 103 Mulberry Street, as the proposed division of land is generally consistent with General Provision Purposes outlined in Section 300-09(a)(6) of the Subdivision Regulations.

You have received this notice because you are either the applicant, a property owner located within 200 feet of the boundaries of the subject property, or the community organization recognized by Council as representing the area that includes the subject property or is within 200 feet of the subject property.

This notice represents the City Planning Commission's final decision on this matter. Any person adversely affected by the City Planning Commission's decision may appeal to the Hamilton County Court of Common Pleas in the manner provided under Ohio law.

I, the undersigned Secretary for the City Planning Commission, hereby certify that the foregoing is a true and accurate reproduction of the Decision rendered by the City Planning Commission on December 18, 2020, in the abovementioned matter.

Katherine Keough-Jurs, AICP
Director, Department of City Planning

Comments and questions may be directed to:

Samantha McLean, City Planner
Department of City Planning
805 Central Avenue, Suite 720, Cincinnati, Ohio 45202
(513) 352-4886 (phone)
samantha.mclean@cincinnati-oh.gov

January 6, 2021

To: Mayor and Members of City Council

From: Paula Boggs Muething, City Manager

202002190

Subject: Process for Potential Name Change for Reading Road

REFERENCE DOCUMENT # 202001615

On September 28, 2020, the Neighborhoods Committee referred the following for a report:

MOTION, submitted by Councilmember Kearney and Young, WE MOVE for the entire stretch of Reading Road that is located within Cincinnati city limits, specifically from downtown Cincinnati to the edge of Reading, Ohio at Galbraith Road, to be named “President Barack Obama Avenue” in honor of the 44th president of the United States who became the first African-American elected to serve in the highest office in our country when he was inaugurated on January 20, 2009.

The following report details the process for street renaming and the costs associated for renaming Reading Road. Although the Committee of Names is not permitted to consider renaming a street in honor of a living person, Cincinnati City Council can request an exemption through a Notwithstanding Ordinance. The process to rename Reading Road could take approximately 5-7 months, including fabrication and installation of new signs at an estimated cost of approximately \$53K.

STREET RENAMING PROCESS

All permanent changes to street names must be reviewed through the Committee of Names process, which is facilitated by the Department of City Planning. (See attached policy.)

Upon formal application or request for a name change, the Committee of Names meets and votes on the request. The Committee of Names makes a recommendation to the Director of City Planning who then makes a recommendation to the City Planning Commission.

According to Section III. A. of the Committee of Names Procedures and Criteria (attached): “Proposals to name or rename City facilities to the name of a living person or persons will not be considered by the Committee.”

Procedures and Criteria indicate that the Committee should conduct an informal survey providing notice to impacted property owners; best practice suggests providing notice to residents when an application is considered by or a recommendation is made to the City Planning Commission.

After a vote by City Planning Commission to approve or deny the street name change, an ordinance is prepared and transmitted to Cincinnati City Council for consideration. Upon approval, the Department of Transportation and Engineering (DOTE) fabricates and replaces signs.

HONORARY STREET NAMING

Any Councilmember can introduce a request for an honorary street naming. An honorary naming is used to celebrate a significant individual, place, or happenings; it does not formally change the name of the street. If approved, DOTE creates a sign bearing the honorary name and that sign is posted below the regular street sign.

IMPACTED AREA

A name change for Reading Road from the Central Business District north to Galbraith Road in the City of Cincinnati would impact 631 parcels, and potentially as many as 4,235 addresses, when considering free-standing structures, condos, and individual apartment units. Please note that a name change for Reading Road may also impact properties in Sycamore Township, the City of Reading, and the City of Norwood. Sycamore Township is particularly impacted in that the corporation line runs down the middle of Reading Road.

COST TO PROPERTY OWNERS

Although property owners do not have to change a street name on their property deed, as such a change is made upon the sale of property with a new deed reflecting the new street name, there are still other changes that a resident or property owner will need to make, including but not limited to notifying any utility, bank, insurance provider, credit card company or other service providers. Other personal or business-related updates may be required such as changes to stationery, invoices, checks, and any other printed materials.

COST TO CITY

There could be as many as 4,235 addresses in the City of Cincinnati impacted; therefore, the printing and mailing of postcards inviting residents, business owners, and property owners to comment on a proposed name change would cost roughly \$2,400. The cost to change signage associated with Reading Road would be approximately \$50,000. This cost includes fabrication and installation of signs at 87 intersections, at two signs per intersection, for a total of 174 signs.

SUMMARY

Although the Committee of Names Procedure and Criteria prohibits considering requests to rename a street in honor of a living person, City Council may move forward with this request through a Notwithstanding Ordinance. The process to rename Reading Road could take approximately 5-7 months, including fabrication and installation of new signs. The total cost to the City would be approximately \$52,400. A funding source for the cost must be identified before renaming can proceed.

Prior to consideration of the renaming, the cities of Reading, Norwood, and Sycamore Township should be engaged to determine the extent of impacts of a name change on their communities, businesses, and property owners. The City Administration can develop a proposal and cost analysis for such engagement for consideration with a requested Notwithstanding Ordinance.

Please feel free to contact me with any questions.

Attachment

cc: Katherine Keough-Jurs, Director, Department of City Planning
John S. Brazina, Director, Transportation and Engineering

City of Cincinnati



February 20, 2003

To: Mayor and Members of City Council
From: Valerie A. Lemmie, City Manager
Subject: **RESOLUTION – REVISED COMMITTEE OF NAMES-03**

Attached is a resolution entitled:

EXPRESSING the City Council's approval of a document entitled Committee of Names-03, setting forth the procedures and criteria to be used by the Committee of Names when it reviews and evaluates proposals for the naming or renaming of city facilities.

On September 5, 2002, City Council passed Resolution #105-202 which revised procedures for the Committee of Names and placed responsibility with the City Planning Department.

With the merger of City Planning and Community Development, it is necessary to revise the procedures once again to reflect the correct name of the Department.

The Administration recommends adoption of this resolution.

Attachment: Resolution .

cc: *for* Peg Moertl, Director, Department of Community Development and Planning
Steve Briggs

Toni Schrey-Maddox

200306365
2.20.03

WLR

RESOLUTION NO. 16 - 2003

EXPRESSING the City Council's approval of a document entitled Committee of Names - 03, setting forth the procedures and criteria to be used by the Committee of Names when it reviews and evaluates proposals for the naming or renaming of city facilities.

WHEREAS, City Council, at its meeting on June 15, 1985, passed Resolution 87-1985 which approved procedures and criteria for a Committee of Names; and

WHEREAS, City Council at its meeting on April 17, 2002, passed Resolution 58-2002 which approved the updated procedures for a Committee of Names; and

WHEREAS, City Council at its meeting on September 5, 2002, passed Resolution 105-202 which approved revised procedures for a Committee of Names; and

WHEREAS, because of the reorganization of the departments of the city administration, it is necessary to further revise the procedures of the Committee of Names; and

WHEREAS, the City Council wishes to declare its approval of procedures and criteria contained in said Committee of Names - 03 document; now, therefore

BE IT RESOLVED by the Council of the City of Cincinnati, State of Ohio:

Section 1. That the Council accepts and approves the document entitled Committee of Names - 03, attached hereto and by this reference made a part hereof, and requests that it be implemented forthwith.

Section 2. That a copy of this resolution be spread upon the minutes of the Council.

Passed 2.20.03, 2003

Mayor

Attest _____
Clerk

CITY OF CINCINNATI
COMMITTEE OF NAMES - 03

(Approved by City Council Resolution 16 - 2003)

I. INTRODUCTION

This constitutes the general procedures, policies and criteria which will be followed by the Committee of Names when it reviews and evaluates proposals for the naming or renaming of City Facilities.

II. ESTABLISHMENT OF THE COMMITTEE

A. Title. The Committee shall be called the Committee of Names (the "Committee").

B. Purpose. The Committee is established to make recommendations to the Director of the Community Development and Planning Department (the "Director") regarding the naming or renaming of City Facilities. City Facilities include streets, rights-of-way, alleys, buildings, and land but do not include rooms, hallways, or items of personal property.

C. General Responsibilities.

1. The Committee shall receive, review, and evaluate proposals for the naming or renaming of City Facilities. It shall then make a recommendation to the Director regarding the proposal.

2. The Committee shall not:

a. initiate proposals to name or rename City Facilities, but may as part of its recommendation suggest alternatives to a proposal it is considering; or

b. make recommendations regarding the naming or renaming of City Facilities under the control and management of the Board of Health, the Park Board or the Recreation Commission.

D. Composition. The Committee will be composed of the following members:

1 member from the Community Development and Planning Department (who shall act as the Chair)

1 member from the Law Department

1 member from the Department of Transportation and Engineering

- 1 member from the Cincinnati Historical Society Library of the Museum Center
- 1 member from the business community of the City of Cincinnati (public sector member)
- 2 private citizens of the City of Cincinnati (public sector members)

E. Appointments and Terms of Office.

1. Members from the city departments will be appointed by and serve at the pleasure of their respective department directors.
2. The member from the Cincinnati Historical Society Library of the Museum Center will be appointed by and serve at the pleasure of the Museum Center's Director.
3. The three public sector members will be appointed by the City Manager to serve staggered three-year terms.

There is currently a Committee of Names constituted pursuant to Resolution No. 105-2002. The current members were duly appointed by a procedure similar to the procedure stated above. Those current members shall remain as members and shall be replaced in accordance with the above procedure as deemed necessary and appropriate by the appointing authority. Further, the current Community Development and Planning Department member (formerly the City Planning Department member) shall become the Chair.

- F. Meetings. The Committee will meet at times and locations determined by the chair and as often as necessary to conduct business in a timely manner.
- G. Quorum. Four members of the Committee shall constitute a quorum.
- H. Stand-ins. If a Committee member is unable to attend a meeting, the authority who appointed the member may designate a stand-in who shall have full rights as a Committee member for that meeting.
- I. Staffing. The Community Development and Planning Department shall furnish such staff services as needed for the Committee to fulfill its responsibilities.

III. PROCEDURE FOR PROCESSING PROPOSALS

- A. Proposals to name or rename City Facilities shall be made in writing to the Director. Proposals must contain the necessary information as set forth in Section IV, below. The Committee may, at its discretion, decide to adopt a standard application form. Proposals to name or rename City Facilities to the name of a living person or persons will

not be considered by the Committee.

- B. Upon receipt of a proposal, the Director shall determine if it was properly submitted and contains the necessary information. If so, it will be referred to the Committee. If not, it will be returned to the source of the proposal with an explanation of its deficiencies.
- C. The Committee shall review and evaluate the proposal. The Committee may seek additional information from the source of the proposal or other sources. Such additional information may include, when deemed appropriate by the Committee, an informal survey, conducted by mail, of all persons considered by the Committee to be directly affected by the proposed naming or name change.
- D. The Committee shall make its recommendation to the Director and will provide its reasons for such recommendation.
- E. The Director shall consider the Committee's report and make a recommendation to the City Planning Commission together with any necessary and appropriate legislation. The Director is not bound by the Committee's recommendation but may include a copy of the Committee's report with the Director's report to the Planning Commission. The City Planning Commission shall consider the Director's recommendation and, pursuant to its advisory powers under Article VII Section 9 of the City Charter, make a recommendation to City Council, together with any necessary and appropriate legislation.

IV. INFORMATION TO BE SUPPLIED

- A. Basic Information. Proposals shall include the following:
 - 1. The specific City Facility being proposed for naming or renaming. A sketch showing the exact location is sufficient for this purpose.
 - 2. The full form of the name being proposed as well as the actual proposed name for the City Facility.
 - 3. The origin, meaning and/or significance of the proposed name.
 - 4. If the proposed name is that of a person, a brief biography, including the birth and death dates (if known).
 - 5. An explanation of why the petitioner feels that the City Facility should be named or renamed with the proposed name.

including, if applicable, an explanation of how the name and/or the person is or has been associated with the City Facility or the area in which it is located.

6. If available, letters from appropriate organizations and individuals which furnish evidence of substantial local support for the proposal.

B. Additional Information. The Director or the Committee of Names may request additional information or documentation in order to assist the Committee in reaching a recommendation.

V. CRITERIA

A. General Criteria. The Committee shall consider the following criteria in making its recommendation.

1. Names composed of several parts or which are difficult to pronounce usually will not be considered suitable since they do not generally gain public acceptance.
2. When a survey has been conducted, the results of the survey shall be considered by the Committee.
3. Where possible, names should provide a useful function such as identifying the City Facility.
4. Names which are unofficial and which do not appear on current maps but which have become established through local tradition will be given priority when selecting an official name.
5. A name proposed for a particular type of facility usually will not be considered suitable if it duplicates or is too similar to an existing name of the same type of facility.
6. Street names should maintain the continuity and identification of streets in order to facilitate 911 identification, emergency response, and mail delivery and the location of addresses.
7. Names that imply discrimination or would be considered derogatory to a particular person or organization or to any race, religion, ethnic group or group of handicapped persons shall not be considered suitable.
8. Names which are considered obscene or blasphemous shall not be considered suitable.

9. Names which, by current community standards, would not be considered in good taste shall not be considered suitable.

B. Criteria Specific to Names Identified with Individuals.

1. Names of persons should be considered only if it is determined to be in the public interest to honor the person or the person's family for historical or commemorative reasons.
2. A person's epithet, nickname or title may be used if it would provide a more appropriate, interesting or enduring name.
3. Full names usually will not be considered suitable unless they are short, euphonic or would be required because using only a part of the name would render it unidentifiable.
4. Names usually will not be considered suitable unless the person was associated with or made a significant contribution to the facility or the area in which the facility is located.
5. Prior ownership of land or a financial contribution to a City Facility alone should not be considered sufficient basis for consideration of an individual's name.
6. The Committee will not recommend a proposal which seeks to rename a City Facility which is already named for a person, if the name of that person has historical significance.

APPROVED: _____
Valerie A. Lemmie
City Manager

Date: _____

WLR
CDP-070