

May 25, 2021

To: Mayor and Members of City Council

From: Paula Boggs Muething, City Manager *WW for PRM* 202102043

Subject: **Emergency Ordinance – Planning Department Administrative Code Amendment**

Attached is an Emergency Ordinance captioned:

AMENDING Section 1, “Department of City Planning,” and Section 2, “Duties of the Director of the Department of City Planning,” of Article XXV, “Department of City Planning,” of the Administrative Code of the City of Cincinnati to establish the department’s operational role as the primary facilitator of community engagement activities in connection with city planning, land use, and development-related matters.

The reason for the emergency is the immediate need to establish the Department of City Planning and Engagement’s (“Planning”) operational role as the primary facilitator of community engagement activities in connection with city planning, land use, and development-related matters in order to align with the City’s existing administrative needs and operations. This amendment is also intended to make clear that the Planning staff, who have expertise in community engagement practices, can be engaged in other operational areas for facilitating engagement on City-driven projects (such as significant streetscape changes); however, these type of community engagement activities, outside of the core operational areas listed in the amendment, will be assigned to Planning on a case-by-case basis by the City Manager, depending on project need and available staffing capacity.

The Administration recommends passage of this Emergency Ordinance.

cc: William Weber, Assistant City Manager