

City Business List Guide

What qualifies as “City Business”?—Requests or applications for the following items requiring approval by City Council:

- a. Development incentives, in the form of a loan or grant of City funds or a tax incentive with an estimated potential value of \$100,000 or more per year;
- b. Sales of City property with an estimated fair market value of \$200,000 or more, which shall include certain leases of City property which are for a term of 99 years, renewable forever; and
- c. Zoning changes, which shall include zoning text or map amendments, and any items that are required by Charter or the CMC to go before the City Planning Commission for a recommendation and then to City Council for a final action.

What does NOT qualify as “City Business”?— Informal fact-finding inquiries, requests for appraisals, requests for coordinated reports, participation in the coordinated site review process, requests for zoning opinions, or other preliminary discussions with City officials in anticipation of making an official request or application for City Business. It shall also not include applications submitted to the Office of Administrative Boards, the Zoning Hearing Examiner, or the Historic Conservation Board, provided these zoning related actions do not require City Council approval. Requests or applications do not constitute “City Business” if no project-specific City Council approval is required for the City Administration to proceed.

What does the Applicant for “City Business” have to do?—Fill out the EGG online disclosure form at <https://www.cincinnati-oh.gov/noncms/egg/city-business-disclosure>. It requires a list of Financially Interested Entities and Persons. This list includes:

- a. Owners, members, or partners if they own or control twenty percent or more, their spouses and their dependent children.
- b. Directors, principal officers, and their spouses.

What does DCED and/or Planning have to do?—Make sure the Applicant is aware of the need to fill out the EGG online disclosure form. Indicate the project is subject to the City Business List on the RLS form:

Project Name/ Subject	<input type="text"/>	
Type	<input type="text"/>	<input type="text" value="CITY BUSINESS LIST"/>
RLS No.	<input type="text"/>	
Project No.	<input type="text"/>	