



WHAT IS THIS ABOUT?

As a community stakeholder in Cincinnati, you deserve to know how various development processes work and how you may get involved.

This pamphlet provides key steps in Cincinnati's Development Process. Development comes in a variety of forms ranging from zone changes to sale of City-owned properties. Knowing these steps may assist you in providing input during the development process in your community within Cincinnati.



- **Department of Buildings & Inspections - Zoning**
805 Central Ave, Suite 500
Cincinnati, Ohio 45202
P 513 352 2430
- **Department of Community & Economic Development**
805 Central Ave, Suite 700
Cincinnati, Ohio 45202
P 513 352 6146
- **Historic Conservation Office**
805 Central Ave, Suite 500
Cincinnati, Ohio 45202
P 513 352 4848
- **Cincinnati Real Estate Division**
801 Plum St, Suite 214
Cincinnati, Ohio 45202
P 513 352 3610
- **Department of City Planning**
805 Central Ave, Suite 720
Cincinnati, Ohio 45202
P 513 352 4845

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city of
CINCINNATI



Your Helpful Guide to **ENGAGING IN THE DEVELOPMENT PROCESS**

www.cincinnati-oh.gov/engageindex



SALE OR LEASE OF CITY-OWNED PROPERTY

1. A Coordinated Report

Cincinnati's Real Estate Division of the Law Department circulates a coordinated report that notifies all City Departments, utilities, and appropriate Community Councils, on the City's intent to sell land.

2. Advertising Land

The Department of Community and Economic Development may advertise land for sale through a public request for a proposal process to obtain the greatest number of proposals. The Community Council is notified of the process and engaged through the forums created by the RFP process to enable community members to provide feedback to interested development teams.

3. Referral to Planning Commission and City Council

All land sales and leases for more than one year have to be approved by City Planning Commission and City Council.

ZONE CHANGE

1. Completing an Application

An application may be filed by Property Owners, a Community Council, or a City Councilmember.

2. Continues with the Department of City Planning

A community engagement process begins, encouraging applicants to speak with the Community Council.

3. Public Meetings are held on the Proposal

The first public meeting is held with a Public Staff Conference, then goes to the City Planning Commission, and ultimately to City Council's Economic Growth and Zoning Committee for a vote.

4. City Council Votes on the Request

An ordinance is sent to full Council for a final decision on the zone change.

DESIGNATION OF A HISTORIC DISTRICT OR LANDMARK

1. Begins with a Request

Applications may be started by property owners, a Community Council, a City Councilmember, the City Manager, the City Planning Commission, the Urban Conservator, or a Historic Conservation Board member.

2. Proceeds to the Historic Conservation Office

This office studies the property in question, gathers the necessary background research, meets with the property owners, and establishes a designation report.

3. Public Meetings are held on the Proposal

The first public meeting is held with the Historic Conservation Board, then goes to the City Planning Commission, and ultimately to City Council.

4. City Council Votes

A final decision is made to designate a district or landmark as historic.

ACQUISITION OF FINANCIAL ASSISTANCE WITH DEVELOPMENT

1. Reviewing Engagement

Incentive applications received by the Department of Community and Economic Development include information on community engagement which is a factor in consideration of the application.

2. Further Engagement

Depending on the project scale and location, the Department of Community and Economic Development may recommend further engagement between developers and community members be conducted before City Council consideration.

3. Referral to City Council

Upon negotiation of an incentive agreement, the Department of Community and Economic Development will refer the incentive to City Council for review, discussion, and a decision.

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INDIVIDUAL INPUT

COMMUNITY COUNCIL INPUT

Input from Individuals and Community Councils may be given either in person at public meetings, in written form, or through email with the following corresponding City offices.