

# CITY OF LOS ANGELES

CALIFORNIA

KAREN E. KALFAYAN  
City Clerk



When making inquiries relative to  
this matter, please refer to the  
Council File No.

ANTONIO R. VILLARAIGOSA  
MAYOR

Office of the  
CITY CLERK

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CLAUDIA M. DUNN  
Chief, Council and Public Services Division

[www.cityclerk.lacity.org](http://www.cityclerk.lacity.org)

Council File No. 08-2885

October 29, 2008

BongHwan Kim, General Manager  
Department of Neighborhood Empowerment  
334-B East Second Street  
Mail Stop 968

**SUBJECT: NAMING / RENAMING OF A COMMUNITY,  
NEIGHBORHOOD COUNCIL(S) PARTICIPATION**

Dear Mr. Kim:

The Los Angeles City Council, at its meeting on January 31, 2006 (Council File 02-0196), adopted a policy for the naming and renaming of a community. As outlined in the policy attached, advocates seeking to establish a name for, or change the name of, their community must first complete and submit a naming application and petition to the City Clerk. Following receipt and review of the application and petition, a copy of the documentation will be forward to the Department of Neighborhood Empowerment (DONE) for their review, and to assist the applicant group in their outreach efforts with the affected Neighborhood Council(s). It will be DONE's responsibility, with the assistance of the City Clerk, to forward a cover letter and naming application(s) to the affected certified Neighborhood Council(s) and any adjacent Neighborhood Council(s) to hold a public hearing, if they so desire, to consider the matter.

The Department of Neighborhood Empowerment will also be responsible for providing assistance, as needed, to the Neighborhood Council(s), in performing the following:

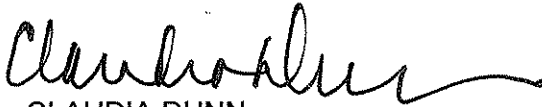
- Reviewing the contents of the application
- Advertising the proposal in affected community and abutting neighborhoods
- Scheduling and conducting a public hearing on the matter within six months of receipt of the application
- After the public hearing, submitting the findings and Community Impact Statement to the City Clerk to schedule the matter for Council consideration

Attached are the naming/renaming policy, application and related documentation for Little Bangladesh, and the template cover letter to the Neighborhood Council(s) for your review and distribution to the affected Neighborhood Council(s). Since the adopted policy requires that a

Council public hearing be scheduled within six months, it is imperative that the Neighborhood Councils conduct their public hearings and submit their findings and Community Impact Statements no later than 5:00 p.m., Friday, March 27, 2009, to the Office of the City Clerk, Room 395, City Hall. If the Neighborhood Council(s) choose not to conduct a hearing on the matter, the City Clerk's Office will need to be notified immediately so that the City Council can proceed with their hearing process.

If you have any questions or require additional information, please contact Shannon Hoppes of my staff at (213) 978-1073 or via e-mail at [shannon.hoppes@lacity.org](mailto:shannon.hoppes@lacity.org).

Sincerely,



CLAUDIA DUNN  
Division Manager

cc: Shamim Ahmed, Applicant's Representative  
Councilmember Tom LaBonge, Council District Four

Attachments