

ORDINANCE NO. 2024 - 22

AN ORDINANCE AMENDING SECTION 634.08 ENTITLED "REGISTRATION OF VACANT PROPERTY" OF THE PARMA HEIGHTS CODIFIED ORDINANCES

WHEREAS, the Director of Public Service and Chief Building Official are recommending that Section 634.08 of the Parma Heights Codified Ordinances be amended; and

WHEREAS, this Council desires to adopt the recommendation of the Administration.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Parma Heights, County of Cuyahoga, and State of Ohio:

Section 1: That Section 634.08 of the Codified Ordinances is hereby amended and shall henceforth read as shown by edits set forth in Exhibit "A", which is attached hereto and incorporated by reference.

Section 2: This Council finds and determines that all formal actions of this Council concerning and relating to the adoption of this Ordinance were taken in an open meeting of this Council and that all deliberations of the Council and of any of its Committees comprised of a majority of the members of the Council that resulted in those formal actions were in meetings open to the public, in compliance with the law.

Section 3: That this Ordinance shall take effect and be in force from and after the earliest date provided for by law.

PASSED: March 25, 2024 Thomas Rounds
PRESIDENT OF COUNCIL

ATTEST: Barbara Allen March 25, 2024
CLERK OF COUNCIL APPROVED

FILED WITH THE MAYOR: March 25, 2024 Marie Gallo
MAYOR MARIE GALLO

EXHIBIT A

634.08 REGISTRATION OF VACANT PROPERTY.

(a) An owner, agent or party in control of vacant property shall register the vacant property with the Director of Public Service on City forms. The registration statement shall include the following information:

(1) Street address of the vacant property and the parcel number of the premises on which the vacant property is located.

(2) Name, legal address and telephone number of the owner making the registration statement and of all persons with any legal interest in the vacant property.

(3) Name, legal address and telephone number of a local agent responsible for the security, maintenance, and marketing of the vacant property.

(4) Utility shut-off dates (water, gas and electric).

(5) Weatherization date of the vacant property.

In case the registrant's legal address is outside Cuyahoga County, the registration statement shall also include the name, legal address and telephone number of a natural person designated by the owner as the authorized agent for receiving notices of code violations and for receiving service of process in connection with the enforcement of this chapter. This agent must either reside or maintain an office in Cuyahoga County.

P.O. Boxes are not an acceptable address for purposes of this chapter.

(b) Amendment. The registrant shall notify the Director of Public Service with 15 days of any change in the registration information by filing an amended registration statement with the Director of Public Service on City forms.

(c) Expiration. Registration is valid for one year from the date of the statement. The owner shall renew the registration upon expiration for as long as the property remains vacant.

(d) Fee. The fee for registering a vacant residential property is ~~\$250.00~~ \$200.00 annually. The fee for registering a vacant commercial property is ~~\$500.00~~ \$300.00 annually. Unpaid fees may be levied as a special assessment against the vacant property and become a lien thereon.

(e) Reports. The owner, agent or party in control of vacant property shall inspect the property monthly for any violations of the Codified Ordinances and other applicable laws. A written report of such inspection shall be provided to the Director of Public Service upon request.

(f) Waivers exempting compliance with the provisions of this chapter may be obtained in writing from the Director of Public Service under the following circumstances provided the property is maintained in safe, secure, and habitable condition:

(1) Residential structure is temporarily unoccupied while the occupant is on vacation.

(2) Residential structure is temporarily unoccupied while the occupant is in an alternative living arrangement.

(3) Residential or nonresidential structure is temporarily unoccupied while being extensively altered or repaired under proper and unexpired permits.

(4) Unoccupied residential or nonresidential structure is listed for sale and the owner is actively attempting to sell the property.

(Ord. 2017-11. Passed 5-22-17.)