

THE GOOD NEIGHBOR GUIDE



Helpful information for Parma residents:

Refuse Collection, Recycling, Curfew, Pets,
Noise, City Income Tax, Important Phone Numbers
and More!

City of Parma, Ohio
6611 Ridge Road
Parma, OH 44129

A Message from...



MAYOR TIM DEGEETER

Dear Parma Resident,

I wish to welcome you to the City of Parma, Ohio's 7th largest city. I am pleased to provide you with this Good Neighbor Guide, which will answer many questions you may have about living in our city.

In this guide you will find important contact information, phone numbers, information about trash pick-up, pets, curfews, safety and services. We want you to feel at home in our community and to believe, as we do, that good neighbors make great communities.

Let's all work together to make Parma the best city it can be and one in which we are proud to work, live and raise our families.

Sincerely,

Mayor Tim DeGeeter

IMPORTANT CONTACT INFORMATION

Emergency–Police or Fire.....	9-1-1
Parma City Hall.....	440-885-8000
Police Dispatch (non-emergency)	440-885-1234
All Other Police (non-emergency)	440-887-7300
Fire (non-emergency).....	440-885-1217
Service Department.....	440-885-8191
Cuyahoga County Public Works... (Sanitary Sewers)	216-443-8201
Recreation Department.....	440-885-8144
Senior Services.....	440-885-8800
Parma City Council.....	440-885-8091
Republic Services.....	440-458-5191

<http://www.cityofparma-oh.gov>



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TRASH COLLECTION

1. **DO NOT PUT YOUR TRASH OUT BEFORE 12:00 PM THE AFTERNOON BEFORE YOUR COLLECTION DAY. TRASH CANS MUST BE RETRIEVED FROM THE TREELAWN BY 8:00 PM ON THE DAY OF TRASH COLLECTION.**
2. Holidays. If your trash collection day falls on one of the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day, your trash will be picked up the following day.
3. Garbage must be stored in a clean and sanitary manner in **blue** carts provided by Republic Service and stored out of the public view. If you need a large container or a smaller container, please contact **Republic Services at: 1-440-458-5191.**
4. Appliances and Furniture. Bulk items will only be accepted once a month, on your regular trash day, during bulk pick-up week. Please refer to the calendar provided by Republic Service or the city website: <http://cityofparma-oh.gov/en-US/Service-Dept.aspx>.
5. If you see litter in your neighborhood, please be a good neighbor and pick it up promptly. Be sure to remind your children not to discard candy wrappers and other litter around the neighborhood.

RECYCLING

Recycling is very important to our city and helps the environment. Place recyclables in the **green** cart on your scheduled collection day.

What is Recyclable? Newspapers, aluminum, steel, bimetal, food and beverage cans or containers. Glass bottles and jars. Plastic food and beverage containers marked #1 thru #7. Plastic detergent and soap containers marked #1 thru #7. Magazines, junk mail, cardboard and paperboard (milk, orange juice type cartons, cereal boxes and clean pizza boxes.)

What is NOT Recyclable? Containers with excessive foods or liquids still in them. No container that contained hazardous materials such as oil or anti-freeze. No Styrofoam, aluminum foil or pie tins. No light bulbs, ceramics or china. No scrap metal, car parts, batteries. No plastic wrap, plastic bags, flower pots, or toys. No medical waste, i.e. syringes and sharps.

HAZARDOUS WASTE - Hazardous waste items may be dropped off at the Parma Service Garage (5680 Chevrolet Blvd), weekdays 8:00am – 2:00pm. You do not have to wait for a special round up for the following products: pesticides, bug or weed killer, solids or liquids, motor oil, antifreeze, lubricants, cooking oils, aerosols, spray paints, oil based paint, wood stain, varnishes, household cleaners, lead-free batteries, tires (off the rim), and computers. Please put in the proper shed. **DO NOT LEAVE ITEMS OUTSIDE THE FENCE.** There is a 24-hour video surveillance.

YARD WASTE

Separate yard waste collection begins **on or about** April 15 thru November 30th, on your regular trash pickup day. Please refer to our web-site or the calendar provided by Republic Services. Grass clippings and other yard waste should be placed in brown paper yard waste bags, not to exceed 40 pounds. You may also use old garbage cans marked "yard waste". **PLASTIC BAGS ARE STRICTLY PROHIBITED FOR YARD WASTE COLLECTION.** Small branches must be cut and bundled not to exceed 3 feet in length or 40 pounds and placed next to yard waste bags or cans. Do not place any yard waste in the green recycle cart. We do have limited leaf pick up in the fall. Please check the City's website: <http://cityofparma-oh.gov/en-US/Service-Dept.aspx> for the leaf pickup schedule/route for your area. Have your leaves raked to the curb, without sticks or other yard waste.

PROPERTY MAINTENANCE

1. All grass must be maintained and at no time exceed 6 inches in height in all yard areas. Bushes and trees must be property maintained also.
2. Signs are not permitted on tree lawns or on utility poles.
3. Firewood must be properly stored in the back of your property. Please contact the Building Department at 440-885-8030 for guidelines if you intend on storing firewood.
4. You must keep the sidewalk free of snow and ice; do not deposit ice or snow onto the road or on to your neighbor's property.
5. Property Inspectors will issue tickets for code violations, so please be a good neighbor and keep up your property.
6. Please make sure that fire hydrants are visible and accessible (i.e. not covered by leaves or snow). Do not paint the fire hydrants yourself; the Fire Department color-codes the hydrants.
7. No person shall throw, deposit or dump, or permit to be thrown or deposited or dumped, any rubbish, garbage, dirt, paper, filth, filthy water, pesticide, sweepings, ashes, shavings, offal, stones, wood, trash, straw, earth or refuse material of any kind, or place signs into or upon any park, public grounds, sidewalk, tree lawn, utility pole, street or highway or upon any property belonging to another person, with the owner's consent.
8. If a neighbor's tree branches hang over your yard, you have the right to trim **ONLY** the branches that extend past the property line. You may not go onto the neighbor's property or destroy the tree.
9. Leaves and snow are considered natural products. You are responsible for cleaning up any natural products that fall into your yard. Even if leaves or snow are blown from a neighbor's property, it is not a valid nuisance claim.

FENCES

Do I have to get a building permit when I put up a fence, hedge, or retaining wall?

- **YES**, a fence permit application can be found on-line at www.cityofparma-oh.gov under the building department tab in the downloadable permit forms.

Do I need my neighbor's signature on my fence permit application if I do not have a boundary survey less than three (3) years old?

- **YES**

If I have a **boundary** survey of my property less than three (3) years old, do I need my neighbor's signature for a fence permit?

- **NO**

ANIMALS

1. Dogs and cats must be leashed at all times when they are outside.
2. Do not permit your dog to bark or howl so that it disturbs the peace.
3. While walking your pet, remove all feces deposited by your pet on public or private property and dispose of it in your own trash.
4. Dogs are not allowed in public parks.
5. All dogs must wear valid license tags issued by the county.
6. All dogs and cats over the age of three months must be vaccinated against rabies.
7. Pit Bull dogs are not permitted in the City.
8. Livestock or exotic animals are generally not permitted within the City. Please contact the Animal Control Department if you have any further questions: safetydepartment@cityofparma-oh.gov or call: (440) 885-8010.

NOISE

1. Do not operate yard tools or loud machinery before 8:00 a.m. or after 9:00 p.m. Monday – Saturday. 10am – 6pm Sunday.
2. Be considerate when you play your stereo or television. Make sure that only you can hear it, not the entire neighborhood.
3. Parma does not permit residents to make unreasonably loud noise to the extent that it disturbs the neighbors; you may be issued a citation for not complying to this rule. Parma limits noise to “inside the vehicle or inside the room you are occupying”.

CURFEW

Parents and guardians have the responsibility for enforcing curfew regulations. Those found guilty of curfew violations will be referred to Juvenile Court. Unless the children are accompanied by a parent or other responsible adult, the following restrictions apply:

1. Children under **12** may not be out between the onset of darkness until dawn.
2. Children between the age of **12 and 16** may not be out between the hours of 10:00 p.m. and 6:00 a.m.

Children **17** years of age may not be out between the hours of 12:00 midnight and 5:00 a.m.

OUTDOOR BURNING

Recreation fires (camp fires) are not permitted within the City of Parma. Fires are permitted only in approved containers (containers that are manufactured specifically for outdoor fires) and must be at least 15 feet from a structure. Only well-seasoned (dried) firewood can be burned - you are not allowed to burn lawn waste (grass and weeds), or trash including building materials and such. Bonfires (large outdoor fires) are not permitted on residential property. They also require a permit from the Fire Prevention Bureau and cannot be less than 50 feet from any structure. Any outdoor open burning must be constantly attended until the fire is extinguished. A minimum of one portable fire extinguisher, or other on-site fire extinguishing equipment, such as dirt, sand, water barrel, or garden hose must be immediately available. Contact the Parma Fire Prevention Bureau at (440) 885-1217 ext. 104 for any further questions.

SAFETY

1. Do not allow your children to play in the street. Children should be encouraged to play in their own yards.
3. If you are riding a bicycle, follow traffic safety rules and do not ride in the middle of the street.
4. Where a sidewalk is provided, do not walk in the street. If there is no sidewalk, walk close to the curb on the left side of the road.
5. When walking or jogging at night, wear reflective clothing.
6. Cross the street only at a crosswalk.
7. You do NOT have the right to cut across someone's yard, sit on a neighbor's porch/steps, or congregate on someone's lawn without their permission. This is trespassing. Parents, please remind your children and young adults to stay off other people's property and to respect elderly residents.
8. Smoke alarms must be installed near sleeping areas and on each story of your residence. Please remember to check batteries frequently.

PARKING

1. **Winter Overnight Parking Permits.** Overnight parking is prohibited on all city streets from November 1 through April 15 during the hours of 2:00 a.m. to 6:00 a.m. Permits to park on the street can be issued if there is insufficient room in the driveway to park the vehicles or there is a doctor documented medical hardship. In order to obtain a permit, a request must be made in writing addressed to the Safety Director outlining the reason why the permit is necessary. You must include your name, address and phone number, along with a list of all the vehicles in the household, including year, make, model, license number, serial number and to whom the vehicle is titled. This information can either be mailed or brought in to the Safety Department. **\$10 Permit fee.**
2. During the winter, snow parking bans may be in effect to allow city plows to clear the streets for travel when it snows 2 inches or more within a 24 hour period.
3. Parking on the lawn or tree lawn is prohibited. Any motor vehicle parked on private property must be parked on a concrete driveway or turnabout or other hard surface parking area approved by the Building Department.
4. Inoperable or unregistered vehicles may only be stored in a garage. All vehicles parked in your driveway must display valid license plates.

CITY INCOME TAX

Who Must File Tax Returns

- Full and part-year residents age 18 and older*
- Businesses operating within the City of Parma
- Property owners who received gross monthly rent greater than \$125
- Non-resident employees working within the city whose employer did not withhold taxes for Parma

***Individuals** or couples with income that is non taxable to the City of Parma, such as Social Security, pensions, interest and dividends should file one last return so that their non-taxing status is recorded. While retired, if you return to work part-time, are self employed, have rental income, business income or gambling income, you should file a tax return for that portion of your income.

Tax Return Due Date

Tax returns from individuals or couples are due by April 15th or the IRS due date if different than April 15th for the preceding tax year. Federal extensions are honored if filed with the Parma Tax Department by the due date. Extensions are for the actual return, not the taxes due.

Payment Due Dates

Quarterly payments for individuals and businesses are due in the calendar year in which they are earned based on estimated annual income. The Quarter due dates are:

1st Quarter-April 15 2nd Quarter-June 30th
3rd Quarter-Sept 30th 4th Quarter-Dec 31st

Estimates will be based on the previous year's income tax return and are required when liability to Parma is \$200 or greater. Differences between estimated and actual amount owed will be reconciled upon filing of tax return.

Questions? For more information, call us at 440-885-8045 or visit the City's website for forms and more information at: www.cityofparma-oh.gov and click on Division of Taxation.

DO NOT KNOCK REGISTRY

1. If you do not want to have sales people and/or solicitors coming to your home you may register for our city's "Do Not Knock List."
2. You may choose to restrict peddlers (sales people or handymen), solicitors (people seeking funds by traveling door to door), or both.
3. For specific information on how to sign up, you may visit the city's website: www.cityofparma-oh.gov and click on "Do Not Knock" or you may call City Hall at 440-885-8001.
4. Please note that the City of Parma cannot restrict individuals who wish to conduct polling or surveying, circulate petitions or engage in political or religious speech.

LANDLORD/TENANT ASSISTANCE PROVIDED BY CLEVELAND TENANTS ORGANIZATION

For the benefit of Parma residents, the Cleveland Tenants Organization provides information and answers frequently asked questions regarding landlord/tenant law. You are encouraged to utilize this service as a resource in addressing the many issues which arise in the landlord/tenant relationship. Please contact the Cleveland Tenants Organization at 216-432-0617, Monday through Friday, 9:00 a.m. to 5:00 p.m. For additional information on Ohio landlord/tenant law, go to www.clevelandtenants.org.



2016-2017 PARMA CITY COUNCIL

www.cityofparma-oh.gov/en-US/City-Council.aspx

- PRESIDENT** SEAN BRENNAN - 6306 Hampstead Ave. - 44130
440-885-8091
sbrennan@cityofparma-oh.gov

- WARD 1** VITO DIPIERRO - 12307 Tuscon Dr. - 441309
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- WARD 2** DEBBIE LIME - 7618 Dorothy Ave. - 44129
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- WARD 3** MARK CASSELBERRY - 4718 Woodrow Ave. - 44134
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- WARD 5** ALLAN DIVIS - 7805 Fort Myers Court - 44134
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- WARD 6** LARRY NAPOLI - 4151 Hilltop Dr. - 44134
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deblaryn@aol.com

- WARD 7** BRIAN BROCHETTI - 8011 Sierra Oval - 44129
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bbrochetti@cityofparma-oh.gov

- WARD 8** DENNIS M. KISH - 6428 Fordham Dr. - 44129
City Hall: 440-885-8091
dkish@cityofparma-oh.gov

- WARD 9** JEFFREY CROSSMAN - 6429 South Park - 44134
Home: 216-373-6926
jeffcrossman@outlook.com

Timothy J. DeGeeter, Mayor

LAW DIRECTOR: TIMOTHY G. DOBECK

AUDITOR: BRIAN DAY

TREASURER: TOM MASTROIANNI



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NOTES:
