

Minutes of the Ordinance Committee meeting
Sheffield Lake, Ohio
February 6, 2024

This regular meeting of the Ordinance Committee was held Tuesday, February 6, 2024. Chairman Cizl called the meeting to order at 7:09 PM.

ROLL CALL OF MEMBERS:

Present: Cizl, Wtulich, DeBottis, Mayor Radeff, Law Director Graves, Service Director Hastings.

Excused: None.

Attending: Citizen.

MINUTES: January 8, 2024. *Motion by Wtulich/Second by DeBottis to accept the minutes with any corrections. Yeas All.

PRESENTATIONS: None.

OLD BUSINESS: Golf Carts, parking ban on hold. Short discussion had on Economic Development Committee with the following key points/questions. Law Director graves says after the revisions were incorporated as discussed by council, there really is very little substantive difference between this proposed committee and what we already have on the books under CH. 159. The only real difference would be the ability to have one member who resides outside of the community. Member Wtulich says I think it makes sense to make that change. Mayor Radeff says I talked to community development and they said as much as we want them involved, they will be involved.

*Motion by Wtulich/Second by DeBottis to move to council with noted changes. Yeas All.

NEW BUSINESS: Lengthy discussion on property maintenance had with the following key points: Mayor Radeff states I am working with Tom Melbar to put together changes to the property maintenance code so that we have a clear picture of our goals going forward. I reviewed a portion and 1395.07 (e) breaks down the things you can be charged with/violations. It's hard to understand. In my opinion, this can be simplified and cleaned up. Specifically, it says give notice and it says to send it certified mail, that is about \$7 each, maybe we just do regular mail and certified on the actual violation. Also, it doesn't tell how long you should give them. I'm looking for some direction from council. Then there is a rule for zoning board and I'm confused on why we would allow someone to appeal property maintenance to the zoning board. Law Director Graves says he (the mayor) is right, this is cumbersome and goes back to 1993. It almost puts the option where exterior maintenance is discovered, to go on two different tracks. You can go a civil process with notice, appeal, etc. and at the end there is a provision stating; Notwithstanding everything

you just read, you can just cite them into court. We should probably look at the whole 1395.08. We can put together a proposal to streamline it. Mayor Radeff says we should also look at streamlining the tickets and there is some issue on deciding who has to serve it. The main idea is to give them a warning letter mailed to the address and give them so many days to address it. A warning letter is a courtesy. Chairman Cizl asks what would happen, since we have a lot of properties that are rentals? You send a letter to the household and the people ignore it. Mayor Radeff replies with rentals, most require you to get a rental permit and they are supposed to specifically put on there that this is who gets service. For example, in Cleveland they put on a really broad definition of owner that says anyone who is in possession/control of the land. Member Wtulich asks does this ordinance spell out what the violations are? Mayor Radeff replies yeah. Member DeBottis asks does Mr. Melbar have help or enough time? Mayor Radeff responds that's the discussion I'm having with him now. He says he has enough time. I told him if it gets to the point he doesn't and there is room in his budget, we can get somebody part-time. Member Wtulich says we had a property maintenance officer a few years ago. Law Director Graves replies that was Tom Melbar before he became building inspector. Member DeBottis asks the CHIP program; does that help with possible upgrades for homeowners that would qualify? Mayor Radeff replies yeah. Member Wtulich says along with the CHIP program, maybe give information on the Office on Aging too, because I know they offer a lot of help.

Mayor Radeff says we have also set our first records commission meeting and I believe after we approve the updated retention schedule, there will be an ordinance coming through. Member Wtulich asks what is this records commission, digitizing stuff? Mayor Radeff responds every city has to have a records retention and ours hasn't been updated in a while. Law Director Graves says we adopted our record retention schedule in 2008 and in 2017 the state streamlined that. Previously, it was once your record retention schedule was approved, then every time you want to destroy records, you have to send a notice of intent to dispose to the state. In 2017, they said once we approve your schedule, we will indicate on there the records we want to be notified of, it is only a handful. We will also be revising all civil service rules in the same fashion. On legislation: Law Director Graves says with Council #002, I hope council would consider suspending the rules on that. It is just adopting the changes to the state code and incorporating them into our general offenses and traffic as well as codifying all the ordinances we passed. There will be legislation coming approving an amendment to the MOU with Ford between the three cities.

CITIZEN'S COMMENTARY: *Tammy Asire, 648 Maplewood Ave.* says I was in this past week to talk to the building inspector. I adopted a dog and am trying to decide if I want to fence in my property or not or set up a temporary dog run. I knew if I wanted to fence in my yard, I would need a permit and it would need to be inspected, etc. I asked for a list of companies in the city registered to do that. I was a little surprised to find out that if I went to Home Depot and bought 6ft. panels and connected them together as a dog run that could be moved around my yard, that I

need a permit for that. He also explained to me because that would be wire, it couldn't be over 4ft. tall unless I paid \$250 and applied for a zoning amendment. If you put up a 4ft. dog run, most dogs are going to go over that. I've been roaming around the city and the chicken runs are permitted and most of those are well over 4ft. tall and none of those are solid wood. Maybe this is another area of the ordinances that needs to be looked at. If you are putting up a 6x6 dog run, that is not concreted in, maybe that should be an exception instead of having to pay and go to zoning appeals for a variance. Mayor Radeff asks is that in the zoning code or building? We just redid the zoning code. Ms. Asire replies what he explained to me was that even though it's movable, it's still a fence so you have to get a permit. That's why I am asking for it to be looked at and possibly amended. Service Director Hastings asks is the dog run you are describing a four-sided wire fence that you can physically pick up and move? Ms. Asire replies yes sir, with a canvas top over it and not attached to anything. Law Director graves says I will talk with the building inspector and get his thoughts and what provisions of code he feels apply.

ORDINANCE/RESOLUTIONS BEFORE COUNCIL AT THIS TIME:

COUNCIL #002- SECOND READING- AN ORDINANCE APPROVING THE RECODIFICATION, EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF SHEFFIELD LAKE, OHIO, AND THE DECLARING OF AN EMERGENCY.

MEETING ADJOURNED: With no further business before this committee, *Motion by Wtulich/Second by DeBottis to adjourn at 7:40 pm. Yeas All.

CLERK OF COMMITTEE AFFIRMATION:

This Meeting of the City Committee of the City of Sheffield Lake, Ohio, was and conducted under all Rules and Regulations Governing the Sunshine Laws of the State of Ohio as they may apply. All meetings are recorded and available in Council's Office.

CLERK OF COUNCIL/COMMITTEES

Brandy Randolph

I, Brandy Randolph, duly appointed Clerk of Committee Of Sheffield Lake DO HEREBY CERTIFY that this

Is a true and exact copy of the Minutes of the Ordinance Committee of Feb. 6, 2024.

CHAIRPERSON

Mark Cizl

COUNCIL PRESIDENT

Rick Rosso