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

THE GOOD NEIGHBOR GUIDE

THE CITY OF PARMA
PROGRESS THROUGH PARTNERSHIPS
est. 1816

Helpful information for those new to Parma: Refuse Collection, Recycling, Curfew, Pets, Noise, City Income Tax, Important Phone Numbers and More!

A Message from…

MAYOR TIM DEGEETER

Dear New Resident,

I wish to welcome you to the City of Parma, and I am pleased to provide you with this Good Neighbor Guide, which will answer many questions new renters 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,

Tim DeGeeter,
Mayor

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

Service Department.....440-885-8184

Cuyahoga County Public Works...216-443-8201
(Sanitary Sewers)

Recreation Department.....440-885-8144

Senior Services.....440-885-8800

Landlord/Tenant Assistance
Program (Law Department).....440-885-8132

http://www.cityofparma-oh.gov

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Follow us on Twitter: @ParmaMayor

Your Landlord's Name:_____

Your Landlord's Phone #:_____

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TRASH COLLECTION

Your trash pick-up day is:_____.

1. **DO NOT PUT YOUR TRASH OUT BEFORE 12:00 PM THE AFTERNOON BEFORE YOUR COLLECTION DAY. TRASH CANS MUST BE RETURNED FROM THE TREE LAWN 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 Services and stored out of the public view. If you need a larger container or a smaller container, please contact **Republic Services at: 1-800-433-1309**.

4. Appliances and Furniture. Bulk items will only be accepted once a month, on your regular trash day, during the bulk pick up week. Please refer to the refrigerator magnet provided by the City or the City website to find out when your bulk pick up week will be.

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. It helps the environment and saves the City money by not having to pay costly landfill bills. Place recyclables in the **green** cart on your scheduled collection day. If you would like an additional green recycling cart, you may call Republic Services and obtain one free of charge. **Please do not place yard waste in the green recycling cart.**

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

What is NOT Recyclable? No containers with excessive foods or liquids still in the container. No containers 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 (located at 5680 Chevy Blvd.) on weekdays from 8:00 a.m. until 2:00 p.m. You don't have to wait for a special round up for these products (each group has its own shed): 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-

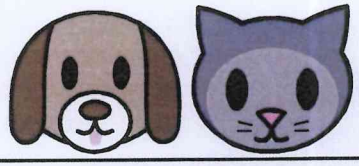
free batteries, tires (off the rim), and computers. Do not leave any items outside the fence; the area is under 24-hour video surveillance.

YARD WASTE

Separate yard waste collection will take place from April 15th thru November 30th on your regular pickup day. Grass clippings and other yard waste should be placed in brown paper yard waste bags not to exceed 40 pounds or residents may also place yard waste loose in old garbage cans marked "yard waste." Any 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 should be 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 of Parma's website: www.cityofparma-oh.gov and click on "Service Department" for the leaf pick up schedule/route and have your leaves raked to the curb, without sticks or other yard waste.

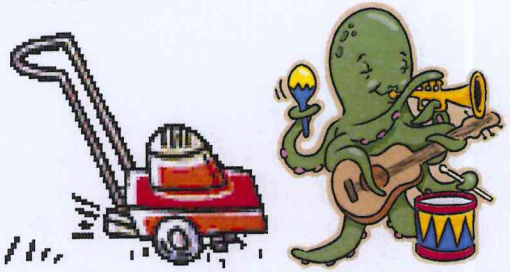
PROPERTY MAINTENANCE

1. All grass must be maintained and at no time exceed 6 inches in height in all yard areas and bushes and trees properly maintained.
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, and 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; not covered by leaves or snow. Do not paint the fire hydrants yourself; the Fire Department color-codes the hydrants.



ANIMALS

1. Check with your landlord before getting any pet.
2. Dogs and cats must be leashed at all times when they are outside.
3. Do not permit your dog to bark or howl so that it disturbs the peace.
4. While walking your pet, remove all feces deposited by your pet on public or private property and dispose of it in your own trash.
5. Dogs are not allowed in public parks.
6. All dogs must wear valid license tags issued by the county.
7. All dogs and cats over the age of three months must be vaccinated against rabies.
8. Pit Bull dogs are not permitted in the City.
9. 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) 885-8174.



NOISE

1. Do not operate yard tools or loud machinery before 8:00 a.m. or after 9:00 p.m.
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. Loud noise is measured by police and you may be issued a citation.

OUTDOOR BURNING

Recreation fires (camp fires) are not permitted within the City of Parma. Fires in approved containers (containers that are manufactured specifically for outdoor fires) must be at least 15 feet from a structure. Only well-seasoned (dried) firewood can be burned, not lawn waste like 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. extension 104 if you have any other questions.

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

SAFETY

1. Do not allow your children to play in the street. Children should be encouraged to play in their own yards.
2. If you are riding a bicycle, follow traffic safety rules and do not ride in the middle of the street.
3. 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.
4. When walking or jogging at night, wear reflective clothing.
5. Cross the street only at a crosswalk.
6. You do NOT have the right to cut across someone's yard, sit on a neighbor's porch or steps without their permission, or congregate on someone's lawn. This is trespassing. Parents, please remind your children and young adults to stay off other people's property and to respect elderly residents.
7. 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, the following information must be provided: A request must be made in writing addressed to the Safety Director outlining the reason why the permit is necessary. Please 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.
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 immediately following the end of the year that is being taxed. 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 $100 or greater. Differences

between estimated and actual amount owned 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 obtain a registration form from our City's website or you can obtain a form from City Hall at the Safety Department.
3. You may choose to restrict either peddlers (sales people or handymen) or solicitors (people seeking funds by traveling door to door for any cause) or both on the form.
4. You can complete the form online at the city's website: www.cityofparma-oh.gov and click on "Do Not Knock," or you may mail the completed form to: City of Parma Do Not Knock Registry c/o Safety Department 6611 Ridge Road Parma, Ohio 44129.
5. Please note that the City cannot restrict individuals who wish to conduct polling or surveying, circulate petitions, engage in political or religious speech.
6. The City will add your name to the "Do Not Knock" Registry and send out decals for you to display at your home.

LANDLORD/TENANT ASSISTANCE PROGRAM

For the benefit of Parma residents, the Law Department provides information and answers frequently asked questions regarding landlord/tenant law. You are encouraged to utilize this program as a resource in addressing the many issues which arise in the landlord/tenant relationship. Please contact the Law Department 440-885-8132, Monday through Friday, 8:30 a.m. to 4:30 p.m. For additional information on Ohio landlord/tenant law, go to www.cityofparma-oh.gov and click on "Landlord and Tenant Information."

2014-2015
CITY COUNCIL

www.cityofparma-oh.gov

PRESIDENT	SEAN BRENNAN• 6306 Hampstead Avenue• 44129 Home: 440-884-0489 councilmanbrennan@sbcglobal.net
WARD 1	VITO DIPIERRO•8023 Newport Drive • 44129 Home: 216-215-8877 Parmaward1@gmail.com
WARD 2	DEBBIE LIME• 7618 Dorothy Avenue • 44129 Home: 440-845-1714 Limeward2@gmail.com
WARD 3	MARK CASSELBERRY• 4718 Woodrow Avenue •44134 Home: 440-842-6710 Casselberryward3@att.net
WARD 4	BRIAN DAY•1107 Meadowlawn • 44134 Home: 216-351-2909 councilmanday@cox.net
WARD 5	ALLAN DIVIS• 7805 Fort Myers Court• 44134 Home: 440-888-7213 Allandivis@yahoo.com
WARD 6	LARRY NAPOLI•4151 Hilltop Drive• 44134 Home: 440-845-4547 deblaryn@aol.com
WARD 7	BRIAN BROCHETTI• 8011 Sierra Oval • 44129 Home: 440-345-5239 Parmaward7@gmail.com
WARD 8	SCOTT TUMA• 6887 Lalemant Drive• 44129 Home: 440-842-8068 councilmantuma@cox.net
WARD 9	JEFFREY CROSSMAN 6429 South Park Drive. 44134 Home: 216-373-6926 jeffcrossman@outlook.com

Tim J. DeGeeter, Mayor
Parma City Council

PRESIDENT	SEAN BRENNAN
WARD 1	VITO DIPIERRO
WARD 2	DEBBIE LIME
WARD 3	MARK CASSELBERRY
WARD 4	BRIAN DAY
WARD 5	ALLAN DIVIS
WARD 6	LARRY NAPOLI
WARD 7	BRIAN BROCHETTI
WARD 8	SCOTT TUMA
WARD 9	JEFFREY CROSSMAN

LAW DIRECTOR: TIMOTHY G. DOBECK

AUDITOR: DENNIS KISH

TREASUER: TOM MASTROIANNI

PARMA CLERK OF COURTS: MARTY VITTARDI

PARMA MUNICIPAL COURT JUDGES:

TIMOTHY GILLIGAN
DEANNA O'DONNELL
KENNETH SPANAGAL

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NOTES: