

THE CITY OF SOUTH EUCLID

SCHEDULE OF MEETING

Monday, January 23, 2023

South Euclid Community Center

8:00 PM

The Meeting will also be live streamed for Public Access.

Visit our homepage at www.cityofsoutheuclid.com to join meeting.

1. **PLEDGE OF ALLEGIANCE**

2. **ROLL CALL**

3. **SPECIAL PRESENTATION:** Cuyahoga County Office of Emergency Management Presentation of ReadyNotify Re-Certification.

4. **SPECIAL PRESENTATION:**

1. Resolution 04-23 In appreciation to and recognition of Andrew K. Blackley for his outstanding service as engineer to the city and residents of South Euclid. First Reading.

5. **REPORT OF MAYOR & DEPARTMENT HEADS**

6. **REPORT OF LAW DIRECTOR**

7. **REPORT OF SCHOOL DISTRICT**

8. **PUBLIC HEARINGS (OPEN MEETING) RELATED TO AGENDA ITEMS**

9. **REPORT OF COUNCIL COMMITTEES**

Committee of the Whole

1. Ordinance 22-22 Fixing the salary range, compensation and rates of pay for various offices, boards, commissions and departments of the municipal government, repealing Ordinance 18-22 adopted October 24, 2022, and all other ordinances or parts of ordinances inconsistent herewith; and declaring an emergency. **Third Reading.**

10. **LEGISLATION REQUESTED BY CITY COUNCIL**

1. Ordinance 01-23 Amending Chapter 770 "Signs" of Title Seven "Sign Regulations, Landscaping and Parking" of Part Seven "Planning And Zoning Code," of the Codified Ordinances of the City of South Euclid, Ohio. First Reading. **To be referred to the Planning Commission for review and recommendation.**

2. Ordinance 02-23 Fixing the salaries of the members of council and fixing the salary and bond of the council member selected under the provisions of the city charter to serve as president of council. First Reading.

3. Ordinance 03-23 An Ordinance fixing the salary of the mayor, under the provisions of the city charter; and repealing Ordinance No. 12-07, adopted July 23, 2007. First Reading.

11. LEGISLATION REQUESTED BY THE MAYOR AND ADMINISTRATION

1. Ordinance 04-23 An ordinance to amend Ordinance 19-22 relating to current expenses and other expenditures of the City of South Euclid, State of Ohio, during the fiscal year ending December 31, 2023; and declaring an emergency. First Reading.

12. PUBLIC HEARINGS (OPEN MEETING) RELATED TO OPEN BUSINESS

13. COMMUNICATIONS OF CITY COUNCIL

14. ADJOURN

CITY OF SOUTH EUCLID, OHIO

RESOLUTION NO.: 04-23
INTRODUCED BY: Gray
REQUESTED BY: Mayor

January 23, 2023

A RESOLUTION

IN APPRECIATION TO AND RECOGNITION OF ANDREW K. BLACKLEY FOR HIS OUTSTANDING SERVICE AS ENGINEER TO THE CITY AND RESIDENTS OF SOUTH EUCLID.

WHEREAS, Andrew Blackley has served our community with integrity and a commitment to excellence as the City's Engineer; and

WHEREAS, in addition to the City of South Euclid, he has previously served as City/Village Engineer for: Highland Heights, Village of Chardon and Village of Middlefield; and

WHEREAS, known to his friends and colleagues as Andy, he has earned the respect, admiration and high regard of all those with whom he came into contact and the love and affection of all who considers him a friend; and

WHEREAS, Andy was the Chief Engineer for the Euclid Corridor Project from 1999-2001; and

WHEREAS, he worked as an engineer for the United States Army Corps of Engineers civilian, not enlisted), stationed in Vincenza, Italy; and

WHEREAS, his leadership and skills have afforded him the opportunity to be an intricate part of the following projects coming to fruition: West Side Market Parking Lot Improvements, Cleveland Metroparks Strawberry Pond Rehabilitation, and Ninemile Creek Watershed Improvement; and

WHEREAS, he has also collaborated with Hillcrest Hospital, and Lake County Department of Utilities; and

WHEREAS, he is a member of the American Society of Civil Engineers and former President of the Municipal Engineers Association of Northeast Ohio; and

WHEREAS, he is a graduate of Norwich University and hold a Masters of Arts degree; and

WHEREAS, Andy has presented at the McMullen Naval History Symposium and have written articles that have been published in the Naval Review Journal; and

WHEREAS, Andy is being honored by the Mayor of South Euclid, South Euclid City Council, residents, friends, and co-workers, all appreciative of his contributions to the city; and

WHEREAS, he has diligently served the City of South Euclid to help make its infrastructure a better place to live and work for Year Two of the Deer Sterilization Pilot Program.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of South Euclid, Ohio:

Section 1. That the Mayor and Members of City Council for themselves and on behalf of the people of the City of South Euclid, expresses its sincere appreciation and thanks to Andrew Blackley for his contributions to the community, and highly commends him for the manner in which he has carried out his responsibilities and duties as the City's Engineer.

Section 2: That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees on or after November 25, 1975, that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 3: That this Resolution is deemed to be an emergency measure necessary for the immediate preservation for the public peace, health, and safety and for further reason that a vital function of the municipal government is effected hereby. Wherefore, this Resolution shall take effect and be in force from and after the earliest period allowed by law and upon signature of the Mayor.

Passed this _____ day of _____, 2023.

Ruth I. Gray, President of Council

Attest:

Approved:

Keith A. Benjamin, Clerk of Council

Georgine Welo, Mayor

Approved as to form:

Michael P. Lograsso, Director of Law

CITY OF SOUTH EUCLID, OHIO

ORDINANCE NO.: 22-22
 INTRODUCED BY: Gray
 REQUESTED BY: Hardy

December 12, 2022
 Second Reading: January 9, 2023

AN ORDINANCE

FIXING THE SALARY RANGE, COMPENSATION AND RATES OF PAY FOR VARIOUS OFFICES, BOARDS, COMMISSIONS AND DEPARTMENTS OF THE MUNICIPAL GOVERNMENT, REPEALING ORDINANCE NO. 18-22 ADOPTED OCTOBER 24, 2022 AND ALL OTHER ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT HEREWITH; AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the Council of the City of South Euclid, Ohio:

Section 1: That title, salary, and compensation for the following listed offices are hereby established not to exceed the following amounts (not including longevity):

	<u>RANGE</u>		
	<u>FROM</u>	<u>TO</u>	
Mayor	Reference ordinance number 12-07		
Council	Reference ordinance number 34-10		
Finance Director	\$100,000	\$130,000	Per annum
Building Commissioner/ Zoning Administrator	\$100,000	\$130,000	Per annum
Service Director	\$100,000	\$130,000	Per annum
Planning & Development Director	\$58,012	\$93,480	Per annum
Community Development, Services and Civic Engagement Director	\$58,012	\$93,480	Per annum
Housing Manager	\$53,060	\$93,480	Per annum
Parks & Recreation Director	\$53,060	\$93,480	Per annum
Community Center Director	\$53,060	\$93,480	Per annum
Asst. Director Planning & Development	\$50,382	\$75,000	Per annum
Assistant Service Director	\$50,382	\$75,000	Per annum
Assistant Finance Director	\$50,382	\$96,900	Per annum
Law Director	\$54,173	\$75,240	Per annum and \$160.00 per hour for his or his designee's preparation, representation & appearance in all County, State and Federal Courts including preparation, representation and appearance before State and Federal Boards and Commissions and to representation in all City labor matters. For the current Law Director through December 31, 2023, all such income shall be considered earned income for the purposes of OPERS withholding.

ADMINISTRATION (continued)

	<u>RANGE</u>	
	<u>FROM</u>	<u>TO</u>
Prosecutors	\$15,918	\$35,000 \$31,836 \$120.00 per hour for preparation and appearance in County and State Courts and State and Federal Boards or Commissions, and for preparation and trial time for jury trials in the South Euclid Municipal Court.
City Engineer	\$10,612	\$21,224 Per annum
Fire Chief	Reference ordinance number 04-06	
Police Chief	Reference ordinance number 03-06	
Asst. Fire Chief	Reference ordinance number 04-06	
Asst. Police Chief	Reference ordinance number 03-06	

The Fire Chief, Police Chief, Assistant Fire Chief and Assistant Police Chief shall be entitled to the benefits afforded to their perspective unions under their collective bargaining agreements with the exception of overtime compensation and accrual of accumulated time.

For a Finance Director or Assistant Finance Director who hold a Certified Public Accounting certificate, they shall be entitled to an additional stipend of \$3,000.00 per year.

For a Building Commissioner who holds an Ohio Registration as an Architect or Professional Engineer, they shall be entitled to an additional stipend of \$3,000.00 per year.

The foregoing enumerated offices constitutes administrative and supervisory positions in the city government, and no overtime compensation or accrual of any accumulated compensatory time shall be authorized or permitted.

Traffic Commissioner	Paid one-half rank differential between Police Sergeant and Police Lieutenant
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Corporal	Paid six percent (6%) wage differential over the applicable wage rate for a Class A 4th year patrol officer.
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Section 2: That title, salary and rates of pay for the following special service employees are hereby established not to exceed the following amounts:

SPECIAL SERVICE EMPLOYEES

Special Police Officer	Current Class "C" rate per CBA	
	<u>RANGE</u>	
	<u>FROM</u>	<u>TO</u>
Auxiliary Police Officers	\$12.00/hr	\$25.00
Jailer	\$16.00/hr.	\$31.00
Senior Records Clerk	\$16.00/hr.	\$31.00
Records Clerk	Minimum Wage/hr.	\$22.00
Office Assistant	\$11.00/hr.	\$25.00
Park Guard/Supervisor	Minimum Wage/hr	\$20.00
Parking Ticket Hearing Officer (Refer to Ordinance 147)	\$25.00/hr.	\$25.00/hr.
Administrative Assistant to Police Chief	\$50,382	\$72,586 Per annum
Animal Warden	\$16.00/hr.	\$31.00/hr.

Section 3: That title, salary and rates of pay for the judge and employees of the Municipal Court are hereby established not to exceed the following amounts:

MUNICIPAL COURT

	<u>Annual City Rate</u>
Judge (City Portion)	\$37,950.00
Clerk of Court (City Portion)	\$33,000 – \$57,000
Acting Judge (City Portion)	\$148.20/day
Magistrate (Small Claims) (permanent part time) (City Portion)	\$12,000 - \$27,000

	<u>RANGE</u>	
	<u>FROM</u>	<u>TO</u>
Chief Deputy Clerk (City Portion)	\$20/hr	\$34/hr
Chief Deputy Clerk/Network Administrator	\$20/hr	\$34/hr
Senior Deputy Clerk (City Portion)	\$20/hr	\$34/hr.
Deputy Clerk (City Portion)	\$10/hr \$15/hr.	\$29.24/hr.
Chief Administrative Bailiff (City Portion)	\$15/hr	\$24.28/hr
Chief Security Bailiff (City Portion)	\$15/hr	\$24.48/hr
Security Bailiff (City Portion)	\$12/hr	\$18/hr.
Chief Probation Officer (City Portion)	\$15/hr	\$36.62/hr
Probation Officer (City Portion)	\$15/hr	\$28.85/hr \$25/hr

Section 4: That title, salary and rates of pay for the following departments of the city are hereby established not to exceed the following amounts:

FINANCE DEPARTMENT

	<u>RANGE</u>	
	<u>FROM</u>	<u>TO</u>
Payroll Administrator	\$16.00/hr.	\$31.00/hr
Part Time Office Assistant	Minimum Wage/hr.	\$20.00/hr
Finance Department Assistant	\$14.00/hr.	\$27.00/hr

BUILDING AND HOUSNG DEPARTMENT

Technical

Chief Building Inspector	\$29.00/hr.	\$42.00/hr
Building Inspector I	\$19.00/hr	\$32.00/hr
Building Inspector II	\$27.00/hr.	\$37.00/hr
Lead Housing Inspector	\$19.00/hr.	\$31.00/hr
Housing Inspector	\$17.00/hr.	\$27.00/hr
Permit Specialist	\$16.00/hr.	\$28.00/hr

Administrative

Building or Housing Department Assistant I	Minimum Wage/hr	\$21.00/hr	
Building or Housing Department Assistant II	\$16.00/hr.		\$25.00/hr
Housing Programs Coordinator	\$16.00/hr.		\$28.00/hr
Office Assistant – Part Time	Minimum Wage/hr.		\$20.00/hr
Administrative Asst. to the Building Comm.	\$50,382		\$72,586 Per annum

In addition to the amounts set forth above for Building and Housing Department personnel, an employee holding any of the following certifications set forth under the Ohio Building Code Section ~~103-2(2)~~ **104.2** for required personnel shall be entitled to annual compensation in the amount of \$250.00 per license. Interim certifications are excluded. Certifications must be current with the Board of Building Standards. Failure to maintain certifications will result in forfeiture of compensation. Payable with the first pay of December and prorated for the number of months worked in that calendar year.

The eligible certifications are: Building Official, Master Plans Examiner, Building Inspector, Plumbing Inspector, Electrical Safety Inspector **and Mechanical Inspector.**

SERVICE DEPARTMENT

	<u>RANGE</u>	
	<u>FROM</u>	<u>TO</u>
Part Time	Minimum Wage/hr.	\$21.00/hr.
Administrative Support Specialist	\$16.00/hr.	\$32.00/hr

COMMUNITY CENTER

Administrative Support Specialist	Minimum Wage/hr	\$21.00/hr
Building Assistant	Minimum Wage/hr	\$21.00/hr
Support Staff/Maintenance	Minimum Wage/hr	\$21.00/hr

SWIMMING POOL & SPLASH PARK

Pool Director	\$6,898.00	\$11,081 Per season \$10,081
Pool Manager	\$13/hr.	\$17/hr.
Water Instructor	\$12/hr.	\$15/hr.
Lifeguard	\$11/hr.	\$14/hr.
Locker Room (non-certified)	minimum wage/hr	\$12/hr.

MISCELLANEOUS

Clerk of Council	\$16,000	\$28,000 Per annum
Receptionist – Clerk	Minimum Wage/hr	\$25.00/hr
Law Clerk – Part Time	minimum wage/hr	\$17.00/hr
Office Assistant – Part Time	Minimum Wage/hr	\$16.00/hr
Part Time Seasonal Coordinator	Not to exceed \$796.00/week	
Part Time Seasonal Help	Minimum wage/hr.	\$17.00/hr.

Section 5: EXECUTIVE/ADMINISTRATIVE ASSISTANTS

	<u>FROM</u>	<u>RANGE</u>	<u>TO</u>
Executive Assistant to the Mayor	\$50,382		\$75,000

The offices described in Section 5 are administrative and supervisory positions in the city government and therefore no overtime compensation or accrual of any accumulated compensatory time shall be authorized or permitted.

If an employee is regularly designated and agrees to oversee day-to-day department operations in the absence of the Administrator, that person will receive an amount not to exceed five (5) per cent adjustment above the regular hourly rate for all hours worked. Recommendation for being designated or removed from this assigned rate will require the concurrence of the Department Administrator and the Mayor. This adjustment is specifically excluded when calculating payment within the pay range.

Section 6: That title, salary and compensation of appointees and employees of the various Boards and Commissions of the City are hereby established not to exceed the following amounts and number of meetings listed below:

BOARDS AND COMMISSIONS

Board of Zoning Appeals:	Chairman	\$2,100 Per annum
	Members	\$1,500 Per annum
City Planning Commission:	Chairman	\$2,100 Per annum
	Members	\$1,500 Per annum
Civil Service Commission:	Chairman	\$2,100 Per annum
	Members	\$1,500 Per annum
Jury Commission: (Not to exceed One (1))	Chairman	\$4,000 Per annum
	Members	\$1,600 Per annum
Architectural Review Board	Chairman	\$2,100 Per annum
	Members	\$1,500 Per annum
Records Commission	Chairman	\$1,200 Per annum
	Member	\$ 800 Per annum

BOARDS AND COMMISSIONS (continued)

Secretaries:	
Civil Service Commission	\$100 Per meeting
Zoning & Bldg. Stand. Bd. of Appeals	\$100 Per meeting
Planning & Zoning Commission	\$110 Per meeting
Other Boards & Commissions	\$ 70 Per meeting
Architectural Review Board	\$100 Per meeting

Section 7: LONGEVITY

All officials elected to a full time office who purchase additional service credits as permitted by Section 145.201 of

the Revised Code of Ohio shall be reimbursed in amount of the costs thereof.

That in addition to their regular compensation, all full time employees with the exception of regular full time members of the members of the Police, Fire, Service and Dispatch who are covered by a collective bargaining agreement shall be paid additional annual compensation for length of continuous service as follows:

1st through 5th year of continuous service	-	No Entitlement
6th through 10th year of continuous service	-	\$ 900.00
11th through 15th year of continuous service	-	\$1,200.00
16th through 20th year of continuous service	-	\$1,500.00
21st year of continuous service & thereafter	-	\$1,800.00

This amount shall be paid only for the year represented, and not a cumulative amount including prior years. For the purpose of applying this section, the anniversary date of appointment or employment unless it be on the first of any month, shall be considered as being on the first of the month next following the actual date of appointment or employment for which entitlement for service is allowed.

Section 8: UNIFORM ALLOWANCES

Uniform allowances for specified employees within the Department of Public Safety are hereby established as follows:

Uniform allowance for regular school guard personnel, \$350.00 per year payable with the second pay of the month in March.

Uniform allowance for Police civilian personnel to be \$650.00 per year, to be paid in equal installments with the second pay of the month in March and second pay of the month in September of each year. Uniform allowance for part-time Police civilian personnel (working minimum of 20 hrs/week) to be \$440.00 and to be paid in equal installments with the second pay of the month in March and second pay of the month in September.

Uniform allowance for Special Police Officers and Auxiliaries to be \$350.00 per year, to be paid in equal installments with the second pay of the month in March and second pay of the month in September.

In the event an employee's employment is terminated either by the employee or by the city, the uniform allowance paid shall be recovered by the City on a prorated basis computed on full calendar months worked in the current year of employment and the balance due the City shall be deducted from the final salary payment.

Section 9: VACATIONS

The following vacation allowances, schedule and conditions are hereby established for employees of the City:

(A) All full time employees shall be granted the following vacation with pay each year based upon their cumulative length of continuous service as follows:

Hourly paid permanent part-time employees shall accrue vacation time in the same manner as full time employees, except that the per day hours of vacation pay shall be those part-time hours normally worked by said part-time employees. Seasonal employees are defined as those who are employed to work for a specific limited period of time, regardless of number of hours worked in one week, shall not be entitled to vacation pay. Permanent part-time employees are defined as one who is scheduled to work fifty-two (52) weeks per calendar year at regular scheduled hours per week which must be in excess of twenty (20) hours.

<u>Length of Service</u>	<u>Length of Vacation</u>
During 1st year of employment	One-sixth (1/6) week per month to December 31, from date of hire.
After 1 year	Two (2) weeks
After 5 years	Three (3) weeks
After 12 years	Four (4) weeks
After 17 years	Five (5) weeks
After 25 years	Six (6) weeks

Vacation pay for employees shall be at the employee's weekly rate of pay.

(B) For the purposes of computing vacation to which an employee may be entitled, all employees shall have a common anniversary date of December 31. In order that no employees be penalized by reason of the common anniversary date, the following accrual periods shall be observed:

1. During the first year of employment, vacation will be earned at a rate of 1/6th of a week's vacation for each full month worked from the employee's date of hire to the common anniversary date.
2. During the fifth year of employment vacation will be earned at the rate of 1/4th of a week's vacation for each full month worked from the employee's fourth (4th) anniversary date to the common anniversary date.

3. During the twelfth year of employment, vacation will be earned at the rate of 1/3rd of a week's vacation for each full month worked from the employee's eleventh (11th) anniversary date to the common anniversary date.
4. During the seventeenth year of employment, vacation will be earned at the rate of 5/12th of a week's vacation for each full month worked from the employee's seventeenth (17th) anniversary date to the common anniversary date.
5. During the twenty-fifth year of employment, vacation will be earned at the rate of 1/2th of a week's vacation for each full month worked from the employee's twenty-fourth (24th) anniversary date to the common anniversary date.

For those employees hired prior to the sixteenth (16th) of the month, computation will be made as of the first day of the month hired.

For those employees hired from the sixteenth (16th) to the end of the month, computation will be made effective the next month.

- (C) The right to schedule an employee's vacation period is reserved by the City. Employees shall notify the City by February 1, of each year of their choice of vacation dates. The City will post the vacation schedule by March 1, of each year. Wherever possible the City will seek to accommodate employees as to vacation dates. Any conflict in choice shall be resolved on the basis of departmental seniority. Request for vacation period changes must be made at least two weeks prior to the beginning of the previously approved vacation period. The City may reschedule an employee's vacation period for operational reasons provided it notifies the employee's previously approved vacation. Employees shall be required to take their vacation time off from work and may not receive vacation pay in lieu thereof.
- (D) Vacation time may only be transferred from one year to another year with the expressed written consent of the Mayor.
- (E) If a holiday as provided for in Section 10, of this ordinance falls within a full time or permanent part-time employee's scheduled vacation, it will be considered a designated holiday and not a vacation day.
- (F) An eligible employee may elect to receive his vacation check on the pay date prior to the employee's vacation provided two (2) weeks notice has been given of the employee's desire to receive a vacation check.
- (G) An employee who is discharged or who terminates his employment after qualifying for a vacation shall be paid one-twelfth (1/12) the vacation pay due him based upon his completed length of service, for each full month of employment or major fraction thereof for which he has received no vacation pay, provided the employee has given the City two (2) weeks advance notice of his termination of employment. In the event an employee terminates his employment or is discharged and later rehired, he shall be considered a newly-hired employee. In the event of the death of an employee, his accrued vacation pay shall be paid to his surviving spouse or to his estate.
- (H) Any employee who sustains a work related injury covered by Ohio Workers' Compensation will continue to accrue vacation during the period of disability provided the employee returns to his normal duties within one hundred and eighty (180) days of the date of injury.
- (I) Any employee who is receiving compensation for authorized sick leave will continue to earn vacation credits during the period of such compensation from the City.
- (J) "Length of Service" as used in this Section pertaining to vacation schedules means years of employment with South Euclid only. However, any employee of the Municipality who has been previously employed in a full-time capacity by the State of Ohio or any of its political subdivisions, providing a letter of verification from the prior public employer is submitted within the 1st year of employment with the City, is entitled to have such prior service counted as years of employment for the purpose of computing vacation time herein and shall be credited as such on January 1st after initial employment with the City.

Section 10: SICK LEAVE

Sick Leave shall be provided in ~~Codified Ord. 137.05~~ Chapter 137 as amended to-date or as provided in the Collective Bargaining Agreements.

Section 11: HOLIDAYS

The following holidays are hereby established for all full time and permanent part time employees:

All full-time employees of the municipality shall be entitled to time off and to be paid at their hourly rate on the

basis of a normally scheduled workday for the following designated holidays:

New Year's Day	Juneteenth
Martin Luther King, Jr. Day	Labor Day
Memorial Day	Thanksgiving Day
Fourth of July	Christmas Day

In addition, each full-time employee is entitled six (6) days each calendar year which are undesignated holidays. Employees earn one (1) undesignated holiday for each two (2) calendar months of employment. (See Section 12 for Waiting Period.) Undesignated holidays for the current calendar year only may be used prior to being earned but can only be taken when time permits as decided by the department head. If an employee terminates his/her employment, any holiday taken by the employee but not earned will be repaid to the city by reducing the employees last paycheck.

Permanent part-time employees who are scheduled to work fifty-two weeks per calendar year at regular scheduled hours per week which must be in excess of twenty hours shall be entitled to the designated holidays and undesignated holidays mentioned above. (Payment for permanent part-time employees will be one-fifth (1/5) of their average weekly wage) for each holiday. Employees earn one (1) undesignated holiday for each two (2) calendar months of employment. Undesignated holidays begin to accrue after an employee has completed their waiting period. (See Section 12 for Waiting Period.) Undesignated holidays for the current calendar year only may be used prior to being earned but can only be taken when time permits as decided by the department head. If an employee terminates his/her employment, any holiday taken by the employee but not earned will be repaid to the city by reducing the employees last paycheck.

Eligibility. In order to qualify for holiday pay, any employee who has completed their waiting period, (see Section 12 for Waiting Period) must meet the following requirements:

- A. He/she must be a full-time employee or a permanent part-time employee regularly scheduled to work a minimum of twenty (20) hours per week and have seniority as of the date of such holiday;
- B. He/she must be on the active payroll during the week in which the holiday falls (or the prior week if a Sunday holiday is involved);
- C. He/she must work the last full scheduled shift prior to such holiday and the first full scheduled shift immediately following such holiday unless the employee's absence was involuntary and for a reasonable cause.
- D. Employees who desire to take undesignated holidays must meet the above conditions and give two (2) days' prior notification, if possible, as to when they are taking the time off so that the time off can be approved.

Designated Holiday Observance. Sunday holidays shall be observed on Mondays. If any of the above Holidays falls on a Saturday, the preceding Friday shall be observed as the holiday.

Vacation Exception. Employees who are on vacation during the week in which a holiday is observed and who otherwise qualify for holiday pay and who work their full scheduled shift immediately following such vacation will be paid for that holiday.

Section 12: HEALTHCARE INSURANCE

The City will provide a healthcare plan for full-time employees in active pay status and those recognized by the current healthcare provider and for the Judge of the South Euclid Municipal Court.

Employees who are eligible for health insurance coverage, their dependents and spouses, may voluntarily elect, in writing, not to be covered under the City offered health insurance plan. In the event family coverage is discontinued, the employee may elect to be compensated a minimum of \$400.00 for each month the insurance is discontinued and the employee is not covered by a City health insurance plan. If single coverage is discontinued, the employee may elect to be compensated a minimum of \$144.00 per month for each month the insurance is discontinued and the employee is not covered by a City health insurance plan. Payroll payments under this section will be made the last pay in June and the last pay in December. If two employees are both eligible for family coverage through the city paid health insurance and one of the employees enrolls for family coverage, it renders the other employee ineligible to receive the voluntary waiver of health insurance compensation.

Employees who wish to re-enroll in family or single hospitalization insurance coverage with the City may do so during the various insurance plans' normal enrollment period provided the employee, spouse and dependents meet the eligibility requirements for enrollment. As part of the election not to be covered under the City hospitalization insurance plans, the employee, spouse and dependents must acknowledge that if they should seek re-enrollment in the insurance plans offered by the City, they may not be covered by such carriers for any pre-existing conditions. In addition, the City may require periodic proof of coverage elsewhere. (City to draft waiver.)

Effective January 1, 1999, for all eligible full time employees who have completed two (2) months of service calculated from the employee's date of hire the City will pay the premiums for a minimum \$20,000.00 term life and accidental death and dismemberment insurance.

Section 13: PROBATION PERIOD – WAITING PERIOD

Probation Period – The Probationary Period is considered the first 90 days of employment. All employees shall be considered to be probationary employees until they have completed their probationary period.

Section 14: That officers and employees of the Municipal Government shall be paid bi-weekly, except as otherwise determined by the head of the various departments. All salaries and wages accrued on and after January 1, 2021 shall be paid at the rate provided in this Ordinance.

Section 15: EXPENSE

Any full time, part-time or special employee who is required to use a personal vehicle in the performance of said employee’s municipal duties other than transportation to and from his place of work, shall be reimbursed therefore, at the rate per mile that is currently in effect per IRS Regulations, upon submission to the Finance Director the record indicating the date, time and purpose of such use, and the number of miles driven.

Any employee who, with prior approval of his department head, is required to be beyond the limits of this municipality in the performance of his municipal duties, or to receive training, therefore, shall be reimbursed for the cost of his overnight accommodation and necessary meals consistent with reasonable rates prevailing, as approved by the responsible department head and Mayor.

Section 15A: REIMBURSEMENT FOR APPROVED EDUCATIONAL COURSE COSTS.

For all job related subjects required to attain a bachelor’s degree taken by full time city personnel during an employee's employment and for such other subjects as are approved by the Mayor for department members, the City will reimburse a department member for the costs of said course(s); including applicable tuition, fees, cost of books and related materials necessary in the completion of such course(s), less any amount paid by a federal or public agency toward the cost of said course(s).

The following enumerated conditions and requirements are hereby established as conditions precedent to the reimbursement provided above for approved educational courses:

- A. Full time department members must have completed two continuous years of service in the City before they will be entitled to reimbursement for approved educational courses under this Article.
- B. For reimbursement, a minimum of grade "C" or its equivalent is required to qualify for such reimbursement.
- C. Reimbursement will be paid only at the end of the school quarter or semester upon submission to the satisfaction of the Mayor of the School transcript or other competent evidence that the courses were successfully completed in that particular calendar year.

Section 16: That Ordinance 19-22, the Ordinance fixing the salary, compensation and rates of pay for various offices, boards, commissions and departments of the Municipal Government and all other ordinances and resolutions or parts thereof which are in conflict or inconsistent with any provisions of this Ordinance be and the same are hereby repealed.

Section 17: That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees on or after November 25, 1975, that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 18: That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety for the reason that the functions of the various departments of the municipal government are immediately affected hereby. Wherefore, this Ordinance shall take effect upon passage and approval and the signature of the Mayor.

Passed this _____ day of _____, 2022.

Ruth I. Gray, President of Council

Approved:

Georgine Welo, Mayor

Attest:

Keith A. Benjamin, Clerk of Council

Approved as to form:

CITY OF SOUTH EUCLID, OHIO

ORDINANCE NO.: 01-23
INTRODUCED BY: Gray
REQUESTED BY: Hardy

January 23, 2023

AN ORDINANCE

AMENDING CHAPTER 770 "SIGNS" OF TITLE SEVEN "SIGN REGULATIONS, LANDSCAPING AND PARKING" OF PART SEVEN "PLANNING AND ZONING CODE," OF THE CODIFIED ORDINANCES OF THE CITY OF SOUTH EUCLID, OHIO.

NOW THEREFORE BE IT ORDAINED by the Council of the City of South Euclid, Ohio:

Section 1: That Chapter 770 "Signs" of Title Seven "Sign Regulations, Landscaping And Parking" of Part Seven "Planning and Zoning Code," of the Codified Ordinances of the City of South Euclid, Ohio be hereby amended to read as follows:

770.01 PURPOSE.

(a) In the interest of promoting the health, safety and morals **welfare** of the residents of South Euclid, Ohio, these regulations provide for the use, location and size of signs. More specifically, the purposes of these regulations are to:

(1) Promote and maintain **visually** attractive, ~~high-value~~ residential, ~~office~~ business, retail, commercial and manufacturing districts, and preserve the scenic and natural beauty of designated areas.

(2) Provide reasonable, yet appropriate conditions for identification of uses including residential developments, institutions, businesses, commercial and manufacturing establishments.

(3) Ensure that signs are located and designed to maintain a safe and orderly pedestrian and vehicular environment and eliminate any confusion or hazardous conflict between identification signs and traffic control signs and devices.

~~(4) Minimize the negative consequences of excessive numbers and sizes of signs.~~

(5) (4) Provide review procedures that enable the City to comprehensively evaluate the appropriateness of a sign to the site, building and surroundings.

(b) In establishing these purposes, the City has determined that any sign that does not conform to the regulations of this Planning and Zoning Code, or any subsequent amendment thereto, is a public nuisance, and as such, must be removed in compliance with these regulations. Nonconforming signs are unduly distracting to motorists and pedestrians, and thereby create a traffic hazard and reduce the effectiveness of signs needed to direct the public. ~~The regulations contained in this chapter are the minimum regulations necessary to abate the nuisance and to achieve the stated purposes of this chapter.~~

(Ord. 15-01. Passed 9-22-03.)

770.02 CLASSIFICATION OF SIGNS.

For the purposes of these regulations, a sign is any writing, pictorial representation, emblem, flag or other figure of a similar character, either two-dimensional or three-dimensional, which is attached to, painted on, or in any other manner represented on, a building or other structure visible from the outside, and erected to announce, direct attention to, advertise or promote any activity or service, or the sale of any products, goods, land or building, or architectural elements which are ornamental and achieve purposes which are similar to those achieved by a sign. A sign shall be classified by physical design or structure and by function or purpose based on the following:

(a) Physical Design or Structure.

(1) "Abandoned sign." A sign that no longer identifies or advertises a bona fide business, lessor, service, owner, product, or activity, and/or for which no legal owner can be found.

(2) "Animated sign." Any sign that uses flashing lights or movement of the sign or some element thereof, to depict action or create a special effect or scene.

(3) "Awning" or "canopy sign". Any sign that is painted on, printed on or attached to an awning, canopy, or other fabric, plastic or structural protective cover over a door, entrance or window.

(4) "Banner sign." Any sign of lightweight fabric or similar material with no enclosing framework that is mounted to a building or other structure at one or more edges.

(5) "Building marker." A sign or insignia cut into the exterior building surface, or otherwise permanently mounted on the building.

(6) "Changeable copy sign." A sign such as a bulletin board or announcement board, where the message or graphics is not permanently affixed to the structure, framing, or background allowing the message or graphics to be periodically replaced or covered over manually or by electronic or mechanical devices.

(7) "Electronic message display." A sign capable of displaying words, symbols, figures, or images that can be electronically or mechanically changed by remote or automatic means.

A. "Dissolve." A mode of message transition on an electronic message display accomplished by varying the light intensity or pattern, where the first message gradually appears to dissipate and lose legibility simultaneously with the gradual appearance and legibility of the second message.

B. "Fade." A mode of message transition on an electronic message display accomplished by varying the light intensity, where the first message gradually reduces intensity to the point of not being legible and the subsequent message gradually increases intensity to the point of legibility.

C. "Frame." A complete, static display screen on an electronic message display.

D. "Frame effect." A visual effect on an electronic message display applied to a single frame to attract the attention of viewers.

E. "Scroll." A mode of message transition on an electronic message display where the message appears to move vertically across the display surface.

F. "Transition." A visual effect used on an electronic message display to change from one message to another.

G. "Travel." A mode of message transition on an electronic message display where the message appears to move horizontally across the display surface.

(8) "Flashing sign." A sign that contains an intermittent or sequential flashing light source used primarily to attract attention.

(9) "Freestanding sign." A sign and supports not constructed or intended for permanent use. Such signs are supported from the ground and are not intended to be permanently installed in the ground. This does not include a pole sign, which is expressly prohibited. **(See 770.38 and 770.38A for more details)**

(10) "Illuminated sign." A sign with an artificial light source incorporated internally or externally for the purpose of illuminating the sign.

(11) "Monument sign." A sign that is supported and mounted directly from the ground or structure other than a building. This does not include a pole sign, which is expressly prohibited.

(12) "Portable/Sandwich Board Signs." A sign constructed or fabricated of materials, such as, but not limited to, metal framing and signage, coated or pressure-treated wood of one-half inch thick or greater, which is designed to withstand long-term exposure to the surrounding environmental conditions but is not intended to be permanently installed. Usually has hinged boards along the top creating a triangle shape. (See 770.40 for more details)

~~(12)~~ **(13) "Projecting sign." A sign, other than a wall sign, which is attached to and extends more than 15 inches from a building wall or other structure not specifically designed to support the sign. (See 770.34 for more details)**

~~(13)~~ **(14) "Public purpose/safety sign." A sign erected by a public authority, utility, public service organization, or private industry upon the public right-of-way or, when required by law, on private property and which is intended to control traffic; direct, identify or inform the public; or provide needed public service as determined by the rules and regulations of governmental agencies or through public policy. Such signs include, but are not limited to, "No Parking - Fire Lane".**

(14) **(15) "Roof sign." Any sign erected, constructed or maintained upon or over the roof or parapet wall of a building.**

(16) "Temporary Sign." A sign of any type, which is placed for a specified period of time, intended to announce special events, promotions, sales and the like, which are constructed of poster board, cardboard, Masonite, plywood or plastic material and mounted to wood, metal or wire frames or supports. (See 770.40 for more details)

(17) "Under-canopy sign." A sign suspended beneath a canopy, ceiling, roof or marquee, intended to be viewed by pedestrians from the sidewalk beneath the canopy, ceiling, roof or marquee.

(16 18) "Wall sign." A sign intended to identify the principal use of a lot, development, building, or building unit that is attached parallel to and extending not more than 15 inches from the outside wall of a building and with no copy on the sides or edges.

(1719) "Window sign." A sign that is applied or attached to the interior of a window or located near a window within a building so that it can be seen from the exterior for the purpose of being visible to and read from the outside of the building. (See 770.33 and 770.40 for more details)

(Ord. 15-01. Passed 9-22-03; Ord. 11-08. Passed 5-10-10.)

770.03 SIGNS EXEMPT FROM REGULATION.

~~The following signs shall be exempt from regulation under the Planning and Zoning Code. The following signs are allowed without a sign permit, and are not required to be included in the determinations of the allowable number, type, or area of signs in each zoning classification. The following signs are not permitted to be attached to any type of utility pole:~~

(a) Any and all signs erected by a valid and applicable Federal, State or local law or regulation, including, but not limited to the *Ohio Manual of Uniform Traffic Control Devices* and the South Euclid Codified Ordinances.

(b) Any sign inside a building, not attached to a window or door that is not legible from a distance of more than three feet beyond the building in which such sign is located.

(c) A nameplate, which indicates only the name, address of the occupant and a permitted home occupation, may be displayed for each dwelling unit. The total area of such nameplate shall not exceed one square foot in area, and shall be located at least five feet from a right-of-way and 15 feet from any other lot line. When such nameplate is located at or behind the building line, its total area shall not exceed two square feet.

~~(d) One banner sign per business entity attached to a permanent structure other than a flagpole and not exceed three square feet in area.~~

~~(d) Garage and Yard Sale Signs: signs advertising garage and yard sales in residential areas;~~
~~(e) Hazard and Prohibition Signs: signs warning of construction, excavation or other similar hazards, so long as the hazard exists, "No Trespassing", and other similar warning signs;~~

~~(e f) Scoreboard for athletic fields, which may be of a pole sign type. However, no scoreboard shall have attached to it any advertising, which exceeds a cumulative total of eight square feet.~~

~~(f g) Memorial plaques and cornerstones not to exceed two square feet in area designed, intended, or used to preserve the memory of a person, place, or event, including landmark plaques and historical plaques which must be constructed of bronze or other noncombustible materials and be permanently affixed to the building or premises thereto.~~

~~(g h) Matter appearing on gasoline pumps, newspaper dispensing devices and automatic teller machines and other vending machines as purchased or installed.~~

~~(h i) Matter appearing on or adjacent to entry doors including "Push", "Pull", "Open", or "Closed" signs, not exceeding one square foot in area per establishment.~~

~~(i j) Matter appearing on display windows or doors to retail or service establishments denoting hours of operation, credit cards accepted, and similar information, not exceeding a cumulative total of one square foot in area per establishment.~~

~~(j k) Works of art that do not include a commercial message.~~

~~(k l) Religious and other holiday lights, decorations and seasonal flags containing no commercial message when displayed during the appropriate time of year.~~

~~(l m) Flags of the United States, the State of Ohio, foreign nations having diplomatic relations with the United States, any flag adopted or sanctioned by an elected legislative body of competent jurisdiction, and an official flag of an institution or business entity. These flags must be flown in accordance with protocol established by the Congress of the United States for the Stars and Stripes. Any flag not meeting these conditions shall be considered a sign and shall be subject to regulations as such. Additionally, the height of such flagpoles shall not exceed 15 feet in residential districts and 30 feet in nonresidential districts.~~

~~(m n) Banner signs as provided for in South Euclid Codified Ordinances, Chapter 1151.~~

~~(n o) Security signs placed within the front yard of any district dwelling, provided that such signs shall not have a height, measured from grade to the top of the sign, that exceeds 30 inches, a maximum total area of one square foot.~~

~~(o p) Public information signs identifying telephones, restrooms and similar facilities, not to exceed two square feet. Advertising matter is not permitted on such signs.~~

(Ord. 15-01. Passed 9-22-03.)

770.04 PROHIBITED SIGNS.

All signs not expressly permitted in this chapter or excepted from regulation pursuant to Section [770.03](#) of this chapter, shall be prohibited in the City. Such signs include, but are not limited to, the following:

- (a) Signs containing information or advertising for any product not sold or produced on the premises or for any use that does not occur on the premises.
- (b) Animated; flasher, blinker, racer type, intermittent, rotating, moving or revolving signs, whirligig devices, inflatable signs and tethered balloons, pennants, ribbons, **wave flags**, streamers, spinners, exposed light bulbs, and strings of lights not permanently mounted to a rigid background, except those exempt under the previous section, and other similar types of attention-getting devices.
- (c) Signs placed on parked vehicles or trailers where the apparent purpose is to advertise a business, product, or direct people to a business or activity located on the same or nearby property. Motor vehicles engaged in the cartage of goods or the transport of passengers is exempt from this restriction.
- (d) Signs containing any words or symbols that would cause confusion because of their resemblance to highway traffic control or direction signals.
- (e) Merchandise, equipment, products, vehicles or other items not themselves for sale and placed for attention-getting, identification or advertising purposes.
- (f) Signs located in the public right-of-way or on utility poles, except those exempted by South Euclid Codified Ordinances, Chapter 1151.
- (g) Pole signs, which are defined as any sign not attached to a building or other structure, and which are permanently supported by a stationary pole(s) or post(s) that are visible between the bottom of the sign facing and the ground.
- (h) Signs painted directly on external walls, fascia, parapet or chimney of a building or on a fence.
- (i) Roof signs.

(Ord. 15-01. Passed 9-22-03.)

SCOPE

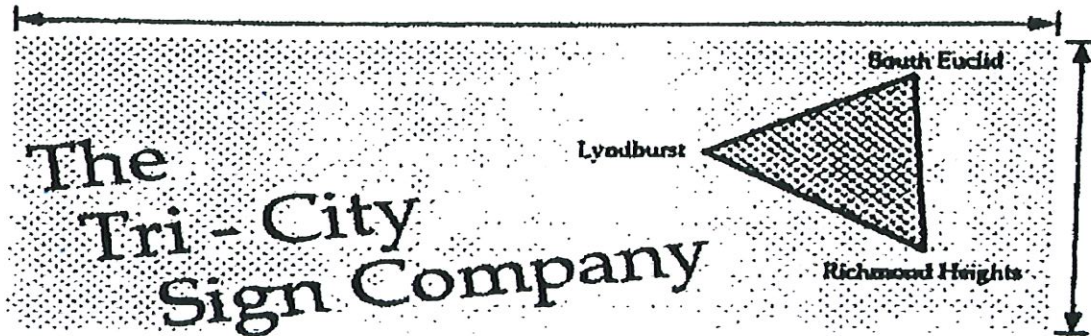
770.06 COMPUTATIONS.

The following principals shall control the computation of sign area and sign height:

- (a) Determining Sign Area or Dimension. The area of a sign shall be determined using the following calculation methods.
 - (1) For a sign that is framed, outlined, painted or otherwise prepared and designed to include a background for a sign display, the sign area or dimensions shall include the entire portion within such background or frame.



- (2) For a sign comprised of individual letters, figures, emblems, logos or elements on a wall, or an irregular shaped sign. The area of the sign shall mean the entire area within a geometric shape such as, but not limited to, a circle, triangle, parallelogram, rectangle, or square, enclosing the extreme limits of individual letters, figures, emblems, logos or elements together with other material(s) or color forming an integral part of the display used to differentiate the sign from the background against which it is placed.



(3) The sign area shall include the frame, but shall not include the structural support unless such structural support is illuminated or otherwise so designated to constitute a display device.

(4) The area for a sign with more than one face shall be computed by adding together the area of all sign faces visible. When two identical sign faces are placed back to back so that both faces cannot be viewed from any point at the same time, and when such sign faces are part of the same sign structure and are not more than 18 inches apart, the sign area shall be computed by the measurement of one of the faces.

(b) Determining Sign Height. The height of a freestanding or monument sign shall be measured from the site plan approved grade at the sign location.

(c) Determining Building Frontage and Building Unit. The building wall that faces the principal street or building wall that contains the main entrance to the use(s) therein shall be considered the primary building frontage.

(1) The primary building frontage shall be measured along the length of the wall that contains the main entrance and which is between the exterior faces of the perpendicular walls.

(3) For lots fronting on two or more streets, or where the building has its main entrance on a wall other than the wall that faces the street, the property owner shall determine which wall shall be the primary building frontage. Only one outside wall of any business shall be considered its primary frontage.

(4) For multi-tenant buildings with a common primary building frontage for each of the tenants, the portion of a building that is owned or leased by a single tenant shall be considered a building unit. The building frontage for a building unit shall be measured from the centerline of the party walls defining the building unit.

(d) Architectural Features. Architectural features that are part of the building or part of a monument structure are not considered signs and are thus exempt from these regulations. An architectural feature is any construction attending to, but not an integral part of the sign, and which may consist of landscape or building or structural forms complementing the site in general.

(Ord. 15-01. Passed 9-22-03.)

770.07 SIGN DESIGN AND CONSTRUCTION CRITERIA.

In addition to ensuring compliance with the numerical standards of these regulations, the Architectural Review Board and Zoning Administrator **Building Commissioner**, as the case may be, shall consider the proposed general design arrangement and placement of the sign according to the following criteria:

(a) Design Criteria.

(1) The lettering shall be large enough to be easily read but not overly large or out of scale with the building or site.

(2) The sign should be consolidated into a minimum number of elements.

(3) The ratio between the message and the background shall permit easy recognition of the message.

(4) The size, style and location of the sign shall be appropriate to the activity of the site.

(5) The sign shall complement the building and adjacent buildings by being designed and placed to enhance the architecture of the building.

(6) Signs shall be designed with a limited number of, and harmonious use of, colors.

(7) Signs, if seen in series, shall have a continuity of design with the style of sign generally consistent throughout the building or block.

(8) Instructional signs shall contain the minimum information and the minimum area necessary to convey the message and instruct the viewer in the safe and efficient use of the facility.

(b) Illumination. Signs permitted to be illuminated shall comply with South Euclid Codified Ordinances, Chapter 1328, "Outdoor Lighting," and the following:

(1) Signs shall not include flashing, moving or intermittent lighting where any part of the message changes at a rate of more than once every ten seconds.

(2) The illumination of signs shall not obstruct traffic control or any other public informational signs. Signs visible from sight lines along streets shall not contain symbols or words, or red and green lights that resemble highway traffic signs or devices.

(c) Construction Standards.

(1) All signs shall be constructed in a professional manner in conformance with the appropriate building code and other applicable requirements of the City and shall be structurally sound and located so as to pose no threat to pedestrian or vehicular traffic.

(2) Permanent signs shall be fabricated on and of materials that are of good quality and good durability.

(3) All signs shall be rigidly secured and no sign shall swing. No part of any sign shall be revolving, oscillating or otherwise designed to move to attract attention.

(4) No sign shall be erected to project over or obstruct any window, door, fire escape, balcony, platform, stairway, ladder, vent or other means of ingress of any building.

(5) No sign shall be located on the roof of any building.

(6) Temporary signs shall be of durable and weather-resistant material suitable for its intended use, non-illuminated and fastened or anchored sufficiently, whether attached to the building, structure, or positioned in the ground.

(7) No sign shall be located in the public right-of-way or attached to a utility pole, tree, trash receptacle, bench or other structure not intended or approved as a sign support.

(8) The external walls, fascia, parapet or chimney of a building shall be restored to its original condition before the mounting of any signs.

(d) Electronic message displays may be permitted subject to Section [770.10](#) Administration Procedures and subject to the following requirements:

(1) Operational limitations. Such displays shall be limited to static displays, messages that appear or disappear from the display through dissolve, fade, travel or scroll modes, or similar transitions and frame effects that have text, animated graphics or images that appear to move or change in size, or be revealed sequentially rather than all at once.

(2) Minimum display time. Each message on the sign must be displayed for a minimum of ten seconds.

A. No message transition may be displayed for less than one-half second.

B. No message may be repeated at intervals of less than two seconds.

(3) Illumination. No electronic message display may be illuminated to a degree of brightness that is greater than necessary for adequate visibility.

(4) An electronic message display sign that is nonconforming as outlined by the requirements of this chapter shall, within thirty days from the date of the enactment of this chapter, be altered to comply with the provisions of this chapter or be removed.

(Ord. 15-01. Passed 9-22-03; Ord. 11-08. Passed 5-10-10; Ord. 42-12. Passed 9-23-13.)

770.08 MAINTENANCE.

All signs shall be maintained in accordance with the following:

(a) The owner of a sign shall maintain the sign in a condition fit for the intended use and has a continuing obligation to comply with all requirements of this chapter.

(b) Each sign shall contain the name, address and telephone number of a firm or person responsible for erecting the sign. Such information shall be placed on the frame or other supports and large enough to be read by a person standing on the ground, sidewalk or parking lot nearest the sign.

(c) If the sign is deemed by the ~~Zoning Administrator~~ **Building Commissioner** to be in an unsafe condition, **insecure, a menace to the public**, or has been constructed, erected, or maintained in violation of this Planning and Zoning Code, the owner of the sign shall be immediately notified, in writing, and shall, within 48 hours of such notification, correct such unsafe condition or remove the sign. If the correction has not been made within the 48 hours, the sign may be **removed** or altered by the City to comply with these regulations at the expense of the owner of the sign or occupant of the property upon which the sign is located, and the City shall be permitted to collect the cost of such removal or alteration so incurred pursuant to the provisions of Section **770.12(b)** of this chapter.

(d) Whenever any sign, either conforming or nonconforming to these regulations, is required to be removed for the purpose of repair, refurbishing, or repainting, the same may be done with a no cost permit ~~provided that~~ **if** all of the following conditions are met:

(1) There shall be no alteration or remodeling to the structure or the mounting of the sign itself.

(2) There shall be no increase in any of the dimensions of the sign or its mounting structure.

(3) The sign shall be accessory to a legally permitted, conditional or nonconforming use.

(e) The ~~Zoning Administrator~~ **Building Commissioner** may order any sign to be painted or refurbished at least once each year, if needed, to keep the sign in a neat and safe condition. All supports, guys, braces, and anchors for such signs shall be maintained in a safe condition, and it shall be unlawful for the owners or person having charge of such sign not to remove the same after receiving notice from the ~~Zoning Administrator~~ **Building Commissioner**.

(f) Any sign now or hereafter existing that no longer identifies or advertises a bona fide business or service located on the premises shall be removed by the owner, agent or person having beneficial use of the building, structure or premises upon which such sign is located within ten days after written notification from the ~~Zoning Administrator~~ **Building Commissioner**. Upon failure to comply with such notice within the time specified in such order, the ~~Zoning Administrator~~ **Building Commissioner** is hereby authorized to cause removal of such sign, at the expense of and cost assessed to the owner or occupant of the property upon which the sign is located.

(g) Any sign removed for any of the above reasons, shall have the building or structure returned to its original condition if the replacement sign does not cover the outline of the previous sign, prior mounting locations, electrical outlets, or any other unsightliness from view. (Ord. 15-01. Passed 9-22-03.)

ADMINISTRATION

770.10 ADMINISTRATION PROCEDURES.

(a) Architectural Review Board. In addition to all the requirements within the Planning and Zoning Code for the City of South Euclid, the Architectural Review Board shall review all sign applications as identified within this chapter.

(b) Signs Requiring a Permit. Except as otherwise regulated by Section **770.03** and Section **770.04**, permits are required prior to the erection or alteration of all permanent signs, including wall signs, awning or canopy signs, window signs, monument signs, temporary special event signs, projecting signs, freestanding long-term signs (commercial district only), and public purpose/safety signs.

(c) Signs not Requiring Permit. The erection of freestanding signs in residential districts, **and** building markers ~~and window signs~~ shall not require a permit.

(d) Signs in the C-C District. Signs proposed in the C-C District that require a permit, according to division (a) of this section, shall be subject to the review and approval of the Architectural Review Board, in accordance with Chapter 738.

(e) Sign Concept Plan. For all buildings, development projects and institutional buildings within all zoning districts that now exists or are herein after enacted, the Architectural Review Board shall approve basic sign parameters that set forth the location, size, and style of each sign under this chapter. Such sign parameters shall be established when the Architectural Review Board reviews development plans for new buildings or at the time, a specific sign application is made for an identification sign for an existing building. Whenever the Architectural Review Board has approved such sign parameters, the ~~Zoning Administrator~~ **Building Commissioner** shall be authorized to review and approve any subsequent sign application submitted for a tenant of the development or building that complies with such sign parameters.

(f) Application Requirements. An application for a sign permit shall be made to the ~~Zoning Administrator~~ **Building Commissioner** on the form provided. The application shall include two copies; one copy depicting the actual colors of the building and sign, either drawing or photo,

with the second copy at eight and one-half by eleven size and suitable for reproduction. The application shall present the sign in a manner which best illustrates how the sign shall be experienced by the public after it is erected on the site. Specifically, the application shall include:

- (1) A complete site plan or photograph showing the location of the sign and its relationship to the building, the building setbacks and lot width, the locations and square footage areas of all existing signs on site, the adjacent parcels and parking lots, drives and sidewalks;
- (2) Detailed drawings showing the design of the sign, including size, content, style of lettering, logo and other graphic features, colors of the applied lettering and background, materials of the sign and the frame or structure, and approximate weight of the sign;
- (3) Construction, erection or fastening details, including wattage of electric lamps or illuminating tubes, if applicable;
- (4) A detailed landscape plan of the sign site location; and
- (5) A permit fee for each sign application, as established by City Council.

When ~~an~~ a person other than the owner of the property submits a sign application, the owner of the property or a designated agent for the owner shall also sign such application.

(g) Issuance of Permits.

(1) The applicant shall submit the sign application to the ~~Zoning Administrator~~ **Building Commissioner** for review. The ~~Zoning Administrator~~ **Building Commissioner** shall determine if the proposed sign is in full compliance with the requirements of this Zoning Ordinance.

(2) Upon acceptance of the application, the ~~Zoning Administrator~~ **Building Commissioner** shall submit the application to the Architectural Review Board for its review and recommendation pursuant to the procedures and requirements set forth by Section [770.07](#) of this chapter.

(3) The ~~Zoning Administrator~~ **Building Commissioner** shall not issue a permit for a proposed sign unless the application complies with all requirements of this chapter and all other applicable ordinances of the City, and has received the approval of the ~~Zoning Administrator~~ **Building Commissioner** and Architectural Review Board.

(h) Validity of Permit. If the work authorized under a sign permit has not been initiated within one year after the date of issuance, the permit shall become null and void.

Sign Permit Procedure 1

[\[Click here to view\]](#)

Sign Permit Procedure 2

[\[Click here to view\]](#)

(Ord. 15-01. Passed 9-22-03; Ord. 42-12. Passed 9-23-13.)

770.11 REGULATIONS FOR NONCONFORMING SIGNS.

(a) Maintenance of Nonconforming Signs. Nonconforming signs shall be maintained in good condition pursuant to Section [770.08](#) of this chapter, and may continue until such sign is required to be removed as set forth in this section.

(b) Alteration and Removal of Nonconforming Signs.

(1) Nonconforming signs shall be removed and any subsequent modification or replacement, excluding maintenance pursuant to Section [770.08](#) of this chapter, shall conform to all requirements of this chapter:

A. When more than 50 percent of the value of the sign has been destroyed or has been taken down;

B. When the use which the nonconforming sign is accessory to is vacant for 90 consecutive days, which shall then be removed by the owner of the premises within ten days after it is deemed vacant or abandoned;

C. A nonconforming sign that exceeds the height, size or spacing limitations by more than ten percent, or that is nonconforming in any other way except as may be otherwise exempted in this chapter shall, within five years from the date of the enactment of this chapter, be altered to comply with the provisions of this chapter or be removed; and

D. Existing nonconforming monument signs, as of the passage of this chapter shall be permitted.

(2) A nonconforming sign shall not be altered, modified or reconstructed other than to comply with this chapter except that:

A. When the existing use has new ownership, which results in a change in the name of the use of business on the property, or when the space is reoccupied by a similar use and the new occupant requires no external building or site renovation, then the message of a nonconforming sign may be changed.

B. An existing sign pursuant to this division may be changed by replacing a sign panel or by repainting a sign face only. Such alterations shall not require changes to the structure, framing or erection or relocation of the sign unless such changes conform to this chapter.

(3) Subject to the provisions of this section, nonconforming signs may be repaired and renovated so long as the cost of such work does not exceed within any 12 month period 50 percent of the value of such sign.

(Ord. 15-01. Passed 9-22-03.)

770.12 VIOLATIONS AND PENALTIES.

(a) Any sign that is erected or attempted to be erected after the effective date of this chapter that does not conform to the regulations of this chapter, or to any subsequent amendment thereof, shall constitute a nuisance, and the sign owner, sign erector, the owner of the business being identified or advertised and/or the owner of the property upon which the sign is located shall be subject to a suit for injunctive relief as well as prosecution for criminal violations in accordance with the penalties provided in Section [764.99\(a\)](#).

(b) Any sign that is erected or attempted to be erected after the effective date of this chapter and which does not conform to the regulations of this chapter, or to any subsequent amendment thereof, shall constitute a nuisance, and in addition to any penalty provided in these Codified Ordinances for such violation, the nuisance may be abated in the manner provided for in current or future Ohio Revised Code provisions, or the manner provided for in Chapter 531 of the South Euclid General Offenses Code. Appropriate notices under either the Ohio Revised Code or Chapter 531 of the South Euclid General Offenses Code shall be issued to the sign owner, the owner of the business being identified or advertised and/or the owner of the property upon which the sign is located, at the discretion of the Zoning Administrator. In addition to the method of collection of the cost incurred by the City in abating the nuisance under either the Ohio Revised Code or the South Euclid Codified Ordinances, the City may recover such cost by instituting an action in any court of competent jurisdiction in the manner provided in Ohio R.C. 715.261 against the sign owner, the owner of the business being identified or advertised and/or the owner of the property upon which the sign is located.

(Ord. 15-01. Passed 9-22-03.)

RESIDENTIAL DISTRICTS

770.15 SIGNS IN RESIDENTIAL DISTRICTS.

All signs in Residential Districts shall, based upon the type of sign, conform to the maximum number of each type of sign allowed, the maximum area, and for freestanding signs and monument signs, the maximum height standards set forth in this section. The following type of signs are expressly permitted within the Residential Districts, all other signs unless exempted are prohibited.

(Ord. 15-01. Passed 9-22-03.)

770.16 PUBLIC PURPOSE/SAFETY SIGN.

A sign erected by a public authority, utility, public service organization, or private industry upon the public right-of-way or, when required by law, on private property and which is intended to control traffic; direct, identify or inform the public; or provide needed public service as determined by the rules and regulations of governmental agencies or through public policy. Such signs include, but are not limited to, "No Parking - Fire Lane".

(a) Restrictions.

(1) Size. Each sign shall not be larger than necessary to serve the intended instructional purpose.

(2) Location. Shall be clearly intended, designed, and located for instructional purposes and does not possess design characteristics that constitute or serve the purposes of an identification sign.

(3) Quantity. Not applicable.

(4) Duration. Restricting time period not applicable.

(5) Exemption. None.

(6) Permit. The Architectural Review Board shall review and act on applications for the design and construction criteria set forth in Section [770.07](#) of this chapter.

(b) Applicable Sections.

(1) Section 770.06, Computations.

(2) Section 770.07, Sign Design and Construction Criteria.

(3) Section 770.08, Maintenance.

(4) Section 770.10, Application Requirements.
(Ord. 15-01. Passed 9-22-03.)

770.17 SPECIAL EVENT SIGN.

A special event freestanding sign, with time and quantity limitations, shall be permitted for institutions, churches, synagogues and other non-profit entities who have obtained tax exempt status under Section 501(c)(3) of the Internal Revenue Code or government owner facilities. The time and quantity limitations defined within this section are imposed to avoid visual clutter, the development of litter, traffic hazard or other adverse effects.

(a) Restrictions.

(1) Size. The sign facing can be shaped in any dimensional configuration, limited by the allowable sign face square footage. The entire sign structure is to allow for the various sign face dimensional configurations, but shall not exceed the maximum structure's stated limitations.

- A. Maximum structure height: 5 feet.
- B. Maximum structure width: 8 feet.
- C. Maximum sign face area: 36 square feet.

(2) Location.

A. No closer than 20 feet from the front property line; and
B. No closer than 15 feet from any other property line.
C. On corner lots, no sign shall be allowed within a triangle formed between points on the front and side property lines within 35 feet from their intersection.

(3) Quantity. One sign per event.

(4) Duration.

- A. Not to exceed 15 days;
- B. Not more than six times per calendar year; and
- C. Such sign shall be removed within two days of the completion of the event or project.

(b) Applicable Sections.

- (1) Section 770.06, Computations.
- (2) Section 770.07, Sign Design and Construction Criteria.
- (3) Section 770.08, Maintenance.
- (4) Section 770.10, Application Requirements.

(Ord. 15-01. Passed 9-22-03.)

770.18 FREESTANDING LONG-TERM USE SIGN.

A freestanding long-term use sign, with time and quantity limitations, shall be constructed or fabricated of materials, such as, but not limited to, metal framing, coated or pressure-treated wood of one-half inch thickness or greater, which is designed to withstand long-term exposure to the surrounding environmental conditions which is not intended to be permanently installed. This does not include a pole sign, which is expressly prohibited. The time and quantity limitations defined within this section are imposed to avoid visual clutter, the development of litter, traffic hazard or other adverse effects.

(a) Restrictions.

(1) Size. The sign facing can be shaped in any dimensional configuration, limited by the allowable sign face square footage. The entire sign structure is to allow for the various sign face dimensional configurations, but shall not exceed the maximum structure's stated limitations.

- A. Maximum structure height: 5 feet.
- B. Maximum structure width: 8 feet.
- C. Maximum sign face area: 24 square feet.

(2) Location.

A. No closer than 20 feet from the front property line; and
B. No closer than 15 feet from any other property line.
C. On corner lots, no sign shall be allowed within a triangle formed between points on the front and side property lines within 35 feet from their intersection.

(3) Quantity. One per lot.

(4) Duration. No longer than 180 days on two separate occasions during a year.

(5) Exemption. Signs with a maximum structure height of four feet and a maximum sign face area of 12 square feet shall be exempt from the permit requirement.

(6) Permit. The ~~Zoning Administrator~~ **Building Commissioner** shall review and act on applications according to the design and construction criteria set forth in Section [770.07](#) of this chapter.

(b) Applicable Sections.

- (1) Section [770.06](#), Computations.

- (2) Section [770.07](#), Sign Design and Construction Criteria.
 - (3) Section [770.08](#), Maintenance.
 - (4) Section [770.10](#), Application Requirements.
- (Ord. 15-01. Passed 9-22-03.)

770.19 FREESTANDING SHORT-TERM USE SIGN.

A freestanding short-term use sign, with time and quantity limitations, shall be constructed or fabricated of materials, which is not designed to withstand long-term exposure to the surrounding environmental conditions, such as, but not limited to, cardboard, wire, plastic, or thin wood stakes which is easily moved and not intended to be permanently installed. This does not include a pole sign, which is expressly prohibited. The time and quantity limitations defined within this section are imposed to avoid visual clutter, the development of litter, traffic hazard or other adverse effects.

(a) Restrictions.

(1) Size.

- A. Maximum height: 4 feet.
- B. Maximum sign area: 6 square feet.

(2) Location.

- A. No closer than five feet from the front property line; and
- B. No closer than 15 feet from any other property line.

(3) Quantity. Each dwelling structure shall be permitted to erect up to four freestanding short-term use signs simultaneously.

(4) Duration. A freestanding short-term use sign shall be displayed for no longer than 30 days, on six separate occasions in any given year.

(5) Exemption. None.

(6) Permit. A freestanding short-term use sign shall not require a permit.

(b) Applicable Sections.

- (1) Section 770.06, Computations.
- (2) Section 770.07, Sign Design and Construction Criteria.
- (3) Section 770.08, Maintenance.

(Ord. 15-01. Passed 9-22-03.)

770.20 WINDOW SIGN.

A window sign that is applied or attached to the interior of a window or located near a window within a residence so that it can be seen from the exterior for the purpose of being visible to and read from the outside of the residence. This does not include commercial signs, which are prohibited within residential districts.

(a) Restrictions.

(1) Size. Maximum sign area: 6 square feet.

(2) Location. A window sign must be located on or near the window and be contained totally within a single window.

(3) Quantity. One per dwelling unit.

(4) Duration. A window sign shall be displayed for no longer than 30 days, on six separate occasions in any given year.

(5) Exemption. None.

(6) Permit. A window sign shall not require a permit provided compliance with all other applicable regulations of this section.

(b) Applicable Sections.

- (1) Section 770.06, Computations.
- (2) Section 770.07, Sign Design and Construction Criteria.
- (3) Section 770.08, Maintenance.

(Ord. 15-01. Passed 9-22-03.)

COMMERCIAL AND MANUFACTURING DISTRICTS

770.30 SIGNS IN COMMERCIAL AND MANUFACTURING DISTRICTS.

(a) Scope. All signs in Commercial and Manufacturing Districts shall, based upon the type of sign and the intended function of the sign, conform to the maximum number of each type of sign allowed, the location, the maximum area, and for monument signs, the maximum height standards set forth in this section. The following type of signs are expressly permitted within the Commercial and Manufacturing Districts, all other signs unless exempted are prohibited.

(b) Typical Sign Requirements.

[\[Click here to view image.\]](#)

(Ord. 15-01. Passed 9-22-03.)

770.31 WALL SIGN.

A sign intended to identify the principal use of a lot, development, building, or building unit that is attached parallel to and extending not more than 15 inches from the outside wall of a building and with no copy on the sides or edges.

(a) Restrictions.

(1) A. Size. The maximum area of walls signs along the frontage of a single business entity shall be equal to one square foot per linear foot of building frontage and in no case less than 30 square feet. The maximum area determination shall be the sum of the areas of all wall, awning or canopy signs attached to the building, and shall also include the area of instructional signs unless such instructional signs are determined to be exempt pursuant to Section [770.36](#) of this chapter.

B. Size Variance; Large Building Setbacks. The maximum allowable area for identification wall signs may be increased by one square foot of sign area for each foot of building frontage when the principal building is set back more than 200 feet from the principal street on which the building is located. However, if only a portion of the building is set back more than 200 feet from the principal street, the sign area may be increased by one-half square foot of sign area for each lineal foot of that portion of the building which is more than 200 feet from the street and the additional sign area is included in a sign placed on that portion of the building.

(2) Location.

A. Building facade. A wall sign cannot be located above the cornice line or second floor window line of a building whichever is lower.

B. Street frontage orientation. All wall signs shall be oriented to face the street by being mounted on the building facade generally parallel or perpendicular to the street. Where a property is located on a corner lot, signs may be provided on both streets.

C. Side or rear entrance. The business entity has a customer entrance facing a parking lot and such parking lot does not face the main street frontage as defined by the business entity's address. An additional 50 percent of the wall sign area permitted for the primary frontage shall be permitted for the secondary customer entrance provided that:

1. The additional wall sign area is utilized only on the secondary building frontage.

2. The wall sign area permitted on the principal building frontage may, however, be redistributed along the secondary building frontage(s), provided that the total sign area facing the secondary street(s) or parking lot, does not exceed the formula based on the length of the building frontage.

(3) Quantity. As defined from the requirements of division (a)(1) and (2) of this section.

(4) Duration. Restricting time period not applicable.

(5) Exemption. None.

(6) Permit. The Architectural Review Board shall review and act on applications for the design and construction criteria set forth in Section [770.07](#) of this chapter.

(b) Applicable Sections.

(1) Section 770.06, Computations.

(2) Section 770.07, Sign Design and Construction Criteria.

(3) Section 770.08, Maintenance.

(4) Section 770.10, Application Requirements.

(Ord. 15-01. Passed 9-22-03.)

770.32 AWNING OR CANOPY SIGN.

Any sign that is painted on, printed on or attached to an awning, canopy or other fabric, plastic, or structural protective cover over a door, entrance or window.

(a) Restrictions.

(1) Size.

A. Canopies or awnings used as an entity's identification sign, the area of such sign may not exceed 25 percent of the surface of the canopy or awning.

B. Canopies or awnings not used as an entity's identification sign, the lettering may only be placed on the edge of a canopy or awning hanging perpendicular to the street.

(2) Location.

A. No portion of a canopy or awning shall be less than eight and one-half feet above the level of the sidewalk or other public thoroughfare over which it protects.

B. No portion of a canopy or awning may extend more than five feet from the building facade.

- C. No portion of a canopy or awning may be located within the public right-of-way.
 - (3) Quantity. Limited to size and location limitations.
 - (4) Duration. Restricting time period not applicable.
 - (5) Exemption. Under-canopy sign: a sign suspended beneath a canopy, ceiling, roof or marquee, intended to be viewed by pedestrians from the sidewalk beneath the canopy, ceiling, roof or marquee. The area of under-canopy sign shall not be included in the sum total set forth for wall signs in Section [770.31\(a\)\(1\)](#) of this chapter.
 - (6) Permit. The Architectural Review Board shall review and act on applications for the design and construction criteria set forth in Section [770.07](#) of this chapter.
 - (b) Applicable Sections.
 - (1) Section 770.06, Computations.
 - (2) Section 770.07, Sign Design and Construction Criteria.
 - (3) Section 770.08, Maintenance.
 - (4) Section 770.10, Application Requirements.
- (Ord. 15-01. Passed 9-22-03.)

770.33 WINDOW SIGN.

A commercial sign that is applied to attached to the interior of a window or located near a window within a building so that it can be seen from the exterior for the purpose of being visible to and read from the outside of the building.

- (a) Restrictions.
 - (1) Size. The total combined maximum area for temporary or permanent window signs placed in or painted on a window shall be 20 percent of the window area through which the signs may be seen. Window panels separated only by millions shall be considered as one continuous windowpane in the computation of window surface area.
 - A. The total aggregate area of temporary window sign(s) shall not exceed 20 percent of the area of that window.
 - B. The total area of permanent window signs cannot exceed 15 percent of the area of the window through which the sign may be seen. Any background material attached, affixed, or associated to a permanent window sign shall be transparent.
 - (2) Location. A permanent window sign must be located on the window and be contained totally within a single window. A sign will also be considered as a window sign if it is located within six feet inside the window.
 - (3) Quantity. As defined within division (a)(1) of this section.
 - (4) Duration. Temporary window signs shall be displayed no longer than 30 days after placement, after which time such sign shall either be removed or replaced. ~~The date of initial display and the date of required removal or replacement shall be located and clearly visible on the temporary sign.~~ Restricting time period for a permanent window sign(s) not applicable when in compliance with this section.
 - (5) Exemption. Window displays shall be limited to 40 percent of the window area. No window display located within six feet of the window may be maintained, which has the effect of circumventing the intent of this Section [770.33](#). If material purporting to be a window display has such effect, it shall be deemed to be a temporary window sign and not a window display.
 - (6) Permit.
 - A. Permanent window signs. The Architectural Review Board shall review and act on applications for the design and construction criteria set forth in Section [770.07](#) of this chapter.
 - B. Temporary window signs. **A permit for approval of the display of a temporary window sign(s) shall be filed with the Building Department. The permit shall be approved by the Building Commissioner and not the Architectural Review Board. Must also submit a picture/drawing of the sign to include dimensions and how it is secured/anchored, and a site plan with the temporary sign location.**
 - (b) Applicable Sections.
 - (1) Section 770.06, Computations.
 - (2) Section 770.07, Sign Design and Construction Criteria.
 - (3) Section 770.08, Maintenance.
 - (4) Section 770.10, Application Requirements.
- (Ord. 15-01. Passed 9-22-03.)

770.34 PROJECTING SIGN.

A sign, other than a wall sign, which is attached to and extends perpendicular more than 15 inches from a building wall or other structure not specifically designed to support the sign. [\[Click here to view image.\]](#)

(a) Restrictions.

(1) Size.

A. Maximum extension. The sign shall project a minimum of 15 inches and a maximum of three feet from the face of the building.

B. Maximum area. No more than six square feet per face.

(2) Location.

A. No element of a projecting sign, including any support structure or cables, shall extend above the cornice line of the building to which it is attached.

B. The location of a projecting sign and its spacing in relation to any other sign shall be established and approved by the Architectural Review Board.

(3) Quantity. One projecting sign shall be permitted per business entity.

(4) Duration. Restricting time period not applicable when in compliance with this section.

(5) Exemption. None.

(6) Permit. The Architectural Review Board shall review and act on applications for the design and construction criteria set forth in Section [770.07](#) of this chapter.

(b) Applicable Sections.

(1) Section 770.06, Computations.

(2) Section 770.07, Sign Design and Construction Criteria.

(3) Section 770.08, Maintenance.

(4) Section 770.10, Application Requirements.

(Ord. 15-01. Passed 9-22-03.)

770.35 MONUMENT SIGN.

A sign that is supported and mounted directly from the ground or a structure other than a building. This does not include pole signs, which are expressly prohibited. When a monument sign is permitted on a site that has more than one tenant, it is the property owner's responsibility to determine if the sign area shall be devoted to identification of the building(s), the anchor tenant, all tenants, or some combination thereof. Identification monument signs may have up to 50 percent of the permitted sign area set forth in this section devoted to changeable copy.



(a) Restrictions.

(1) Size. The sign facing can be shaped in any dimensional configuration, limited by the allowable sign face square footage. The entire sign structure is to allow for the various sign face dimensional configurations, but shall not exceed the maximum structure's stated limitations.

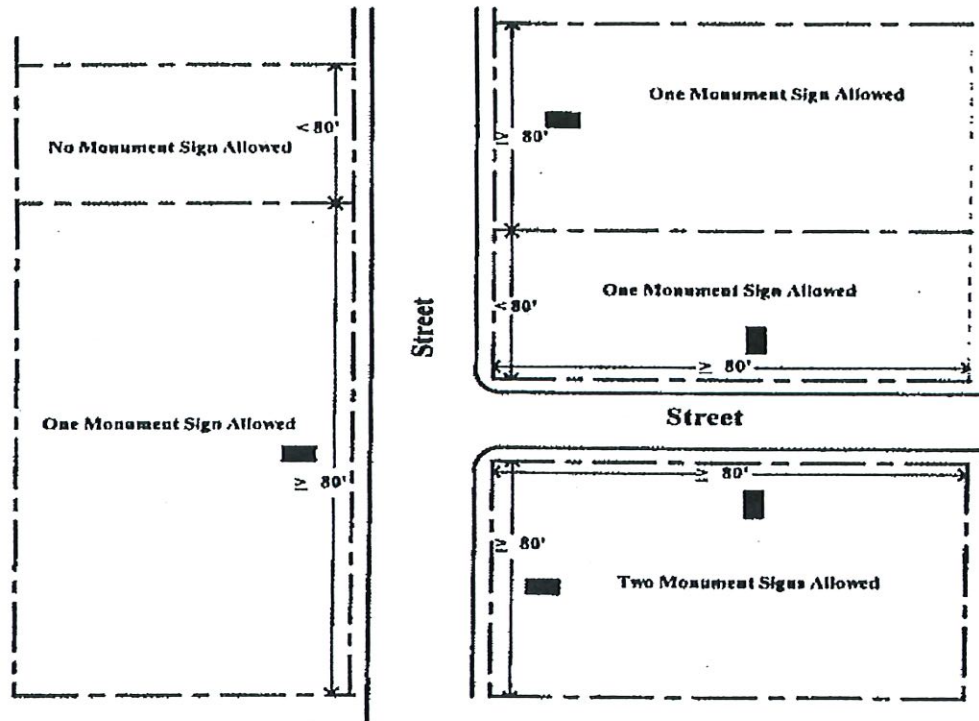
A. Maximum height: 6 feet.

B. Maximum width: 8 feet.

C. Maximum area: 24 square feet per face. A monument sign may not display more than two faces, located on opposite faces of the sign.

(2) Location.

A. A monument sign shall be permitted on a lot, only when the lot has not less than 80 feet of frontage at grade along a street.



B. In determining the appropriate location of a monument sign along the property frontage, a minimum separation of 80 feet from other monument signs shall be maintained. Monument signs shall be located in an approved landscaped base no closer than five feet from the front property line; no closer than ten feet to the principal structure; no closer than ten feet to the driveway; and no closer than ten feet to a side lot line, except that when a side lot line coincides with a residential zoning district boundary line, then the side lot line setback shall be 20 feet.

C. On corner lots, no sign shall be allowed within a triangle formed between points on the front and side property lines within 35 feet from their intersection.

(3) Quantity. One monument sign shall be permitted per project or development, except for facilities on corner lots, pursuant to location requirements of division (a)(2) of this section.

(4) Duration. Restricting time period not applicable when in compliance with this section.

(5) Exemption. Existing nonconforming monument signs, as of the passage date of this chapter shall be permitted.

(6) Permit. The Architectural Review Board shall review and act on applications for the design and construction criteria set forth in Section [770.07](#) of this chapter.

(b) Applicable Sections.

(1) Section 770.06, Computations.

(2) Section 770.07, Sign Design and Construction Criteria.

(3) Section 770.08, Maintenance.

(4) Section 770.10, Application Requirements.

(Ord. 15-01. Passed 9-22-03.)

770.36 PUBLIC PURPOSE/SAFETY SIGN.

A sign erected by a public authority, utility, public service organization, or private industry upon the public right-of-way or, when required by law, on private property and which is intended to control traffic; direct, identify or inform the public; or provide needed public service as determined by the rules and regulations of governmental agencies or through public policy. Such signs include, but are not limited to, "No Parking - Fire Lane".

(a) Restrictions.

(1) Size. Each sign shall not be larger than necessary to serve the intended instructional purpose.

(2) Location. Shall be clearly intended, designed, and located for directional purposes and does not possess design characteristics that constitute to serve the purposes of an identification sign.

(3) Quantity. Not applicable within this section.

(4) Duration. Restricting time period not applicable.

(5) Exemption. None.

(6) Permit. The Architectural Review Board shall review and act on applications for the design and construction criteria set forth in Section [770.07](#) of this chapter.

(b) Applicable Sections.

(1) Section 770.06, Computations.

(2) Section 770.07, Sign Design and Construction Criteria.

(3) Section 770.08, Maintenance.

(4) Section 770.10, Application Requirements.

(Ord. 15-01. Passed 9-22-03.)

770.37 BUILDING MARKER.

A sign or insignia cut into the exterior building surface or otherwise permanently mounted on the building.

(a) Restrictions.

(1) Size. Maximum area: six square feet.

(2) Location. No applicable, provided compliance with all other applicable regulations of this section.

(3) Quantity. One per building.

(4) Duration. Restricting time period not applicable when in compliance with this section.

(5) Exemption. None.

(6) Permit. The building marker shall not require a permit provided compliance with all other applicable regulations of this section.

(b) Applicable Sections.

(1) Section 770.06, Computations.

(2) Section 770.07, Sign Design and Construction Criteria.

(3) Section 770.08, Maintenance.

(Ord. 15-01. Passed 9-22-03.)

770.38 FREESTANDING SIGN.

A sign and supports not constructed or intended for permanent use. The sign is supported from the ground and is not intended to be permanently installed. This does not include a pole sign, which is expressly prohibited. The time and quantity limitations defined within this section are imposed to avoid visual clutter, the development of litter, traffic hazard or other adverse effects. Freestanding short-term use signs are prohibited within the Commercial and Manufacturing Districts.

(Ord. 15-01. Passed 9-22-03.)

770.38A FREESTANDING LONG-TERM USE SIGN.

A freestanding long-term use sign, with time and quantity limitations, shall be constructed or fabricated of materials, such as, but not limited to, metal framing, coated or pressure-treated wood of one-half inch thickness or greater, which is designed to withstand long-term exposure to the surrounding environmental conditions which is not intended to be permanently installed. This does not include a pole sign, which is expressly prohibited. The time and quantity limitations defined within this section are imposed to avoid visual clutter, the development of litter, traffic hazard or other adverse effects.

(a) Restrictions.

(1) Size. The sign facing can be shaped in any dimensional configuration, limited by the allowable sign face square footage. The entire sign structure is to allow for the various sign face dimensional configurations, but shall not exceed the maximum structure's stated limitations.

A. Maximum height: 5 feet.

B. Maximum width: 10 feet.

C. Maximum area: 30 square feet per face.

(2) Location.

A. No closer than 20 feet from the front property line; and

B. No closer than 15 feet from any other property line.

C. On corner lots, no sign shall be allowed within a triangle formed between points on the front and side property lines within 35 feet from their intersection.

- (3) Quantity. Maximum: one sign for each street on which the lot has frontage.
 - (4) Duration. No longer than 180 days on two separate occasions during a year.
 - (5) Exemption. Signs with a maximum structure height of four feet; and a maximum sign face area of 12 square feet shall be exempt from the permit requirement.
 - (6) Permit. **A permit for approval of a freestanding long-term use sign shall be filed with the Building Department. The permit shall be approved by the Building Commissioner and not the Architectural Review Board. Must also submit a picture/drawing of the sign to include dimensions and how it is secured/anchored, and a site plan with the sign location and distance to road if applicable.** ~~The Zoning Administrator shall review and act on applications according to the design and construction criteria set forth in Section 770.07 of this chapter.~~
- (b) Applicable Sections.
 - (1) Section 770.06, Computations.
 - (2) Section 770.07, Design and Construction Criteria.
 - (3) Section 770.08, Maintenance.
 - (4) Section 770.10, Application Requirements.
- (Ord. 15-01. Passed 9-22-03.)

770.39 SPECIAL EVENT SIGN.

A special event sign, with time and quantity limitations, shall be for the purpose of advertising the opening of a business, community event, community program or community festival. The permitted type of signs allowable within Commercial and Manufacturing Districts shall be freestanding or banner sign. The time and quantity limitations defined within this section are imposed to avoid visual clutter, the development of litter, traffic hazard or other adverse effects.

- (a) Restrictions.
 - (1) Size. The sign facing can be shaped in any dimensional configuration, limited by the allowable sign face square footage. The entire sign structure is to allow for the various sign face dimensional configurations, but shall not exceed the maximum structure's stated limitations.
 - A. Freestanding short-term use sign. Maximum structure height: 5 feet.
 - B. Temporary special event and banner sign. Maximum sign face area: 24 square feet.
 - (2) Location.
 - A. Freestanding sign:
 - 1. No closer than 20 feet from the front property line;
 - 2. No closer than 15 feet from any other property line; and
 - 3. On corner lots, no sign shall be allowed within a triangle formed between points on the front and side property lines within 35 feet from their intersection.
 - B. Banner sign: Attached to the front of the building.
 - (3) Quantity. The business entity shall be permitted one sign per event.
 - (4) Duration.
 - A. Not to exceed 30 days; and
 - B. Not more than four times per calendar year.
 - (5) Exemption. None.
 - (6) Permit. **A permit for approval of special event sign(s) shall be filed with the Building Department. The permit shall be approved by the Building Commissioner and not the Architectural Review Board. Must also submit a picture/drawing of the special event sign to include dimensions and how it is secured/anchored, and a site plan with the sign location and distance to road if applicable.** ~~The Zoning Administrator shall review and act on applications according to the design and construction criteria set forth in Section 770.07 of this chapter.~~
 - (b) Applicable Sections.
 - (1) Section 770.06, Computations.
 - (2) Section 770.07, Sign Design and Construction Criteria.
 - (3) Section 770.08, Maintenance.
 - (4) Section 770.10, Application Requirements.
- (Ord. 15-01. Passed 9-22-03.)

770.40 PORTABLE MENU/SANDWICH BOARD SIGN.

~~The sign, with time and quantity limitations, shall be constructed or fabricated of materials, such as, but not limited to, metal framing and signage, coated or pressure-treated wood of one-half inch thick or greater, which is designed to withstand long-term exposure to the surrounding environmental conditions but is not intended to be permanently installed. The time and quantity limitations defined within this section are imposed to avoid visual clutter, the development of litter, traffic hazard or other adverse effect.~~

- ~~(a) Restrictions.~~

- ~~—(1) Size.~~
 - ~~—A. Maximum height: 4 feet.~~
 - ~~—B. Maximum width: 3 feet.~~
 - ~~—(2) Location. No greater than five feet from the entrance of the business entity. May encroach upon the public right-of-way provided an unobstructed walkway is reserved for public passage.~~
 - ~~—(3) Quantity. One per business entity.~~
 - ~~—(4) Duration. During business entity's operational hours.~~
 - ~~—(5) Exemption. None.~~
 - ~~—(6) Permit. The portable menu/sandwich board sign shall not require a permit.~~
 - ~~—(b) Applicable Sections.~~
 - ~~—(1) Section 770.06, Computations.~~
 - ~~—(2) Section 770.07, Sign Design and Construction Criteria.~~
 - ~~—(3) Section 770.08, Maintenance.~~
- (Ord. 15-01, Passed 9-22-03.)

770.40 TEMPORARY SIGNS.

Temporary Signs may be ground signs, window signs, or sandwich board signs. A sign of any type, which is placed for a specified period of time, intended to announce special events, promotions, or sales.

(a) Restrictions.

Size. The area of a temporary window sign shall not exceed 20% of the total transparent glass area of the window total area in which the sign is placed. The size of a sandwich board sign shall have a maximum height of 4 feet and maximum width of 3 feet.

- (1) Location. Non-window signs shall be located no greater than five feet from the entrance of the business entity. Sandwich board signs may encroach upon the public right-of-way provided an unobstructed walkway is reserved for public passage.
- (2) Quantity. Three per calendar year
- (3) Duration. 30 days each (not to be split up, whether it is one day, one week or 30 days it will be considered as one of the three permits for the year). Sandwich board signs shall only be outside during business hours.
- (4) Exemption. A business that uses a temporary sign while awaiting the arrival of their permanent primary sign may have the sign up for no more than 90 days, and only once per calendar year. A permit approved by the Building Commissioner is still required.
- (5) Permit. A permit for approval shall be filed with the Building Department. The permit shall be approved by the Building Commissioner and not the Architectural Review Board. Must also submit a picture/drawing of the temporary sign to include dimensions and how it is secured/anchored, and a site plan with the temporary sign location and distance to road if applicable.

(b) Applicable Sections

- (1) Section 770.06, Computations.
- (2) Section 770.07, Sign Design and Construction Criteria.
- (3) Section 770.08, Maintenance.

770.41 DEVELOPMENT MONUMENT SIGN.

A development monument sign shall be permitted as an option for the development with multiple tenants and buildings, with a total acreage greater than ten contiguous acres. The exercise of this option is contingent that no other monument sign which is visible from the public right-of-way shall be erected at any time within the development.

(a) Restrictions.

- (1) Size. The sign facing can be shaped in any dimensional configuration, limited by the allowable sign face square footage. The entire sign structure is to allow for the various sign face dimensional configurations, but shall not exceed the maximum structure's stated limitations.

- A. Maximum Height: Nine feet
- B. Maximum Width: Sixteen feet.
- C. Maximum Area: Seventy-two square feet per face. A monument sign may display not more than two faces, located on opposite faces of the sign.

(2) Location. A monument sign shall be permitted on the development at grade along a street.

(3) Quantity. One monument sign shall be permitted per development.

(4) Duration. Restricting time period not applicable when in compliance with this section.

(5) Exemption. Existing nonconforming monument signs, as of the passage date of this section, shall be permitted.

(6) Permit. The Architectural Review Board shall review and act on applications for the design and construction criteria set forth in Section 770.07, Sign Design and Construction Criteria.

(b) Applicable Sections.

770.06 Computations

770.07 Sign Design and Construction Criteria

770.08 Maintenance

770.10(f) Application Requirements

(Ord. 02-13. Passed 6-24-13.)

Section 2: That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees on or after November 25, 1975, that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 3: That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare in the City and this Ordinance shall take effect and be in force immediately upon its adoption by the Council and approval by the Mayor, or otherwise shall take effect and be in force after the earliest period allowed by law.

Passed this _____ day of _____, 2023.

Ruth I. Gray, President of Council

Attest:

Approved:

Keith A. Benjamin, Clerk of Council

Georgine Welo, Mayor

Approved as to form:

Michael P. Lograsso, Director of Law

CITY OF SOUTH EUCLID, OHIO

ORDINANCE NO.: 02-23
INTRODUCED BY: Gray
REQUESTED BY: Hardy

January 23, 2023

AN ORDINANCE

FIXING THE SALARIES OF THE MEMBERS OF COUNCIL AND FIXING THE SALARY AND BOND OF THE COUNCIL MEMBER SELECTED UNDER THE PROVISIONS OF THE CITY CHARTER TO SERVE AS PRESIDENT OF COUNCIL.

WHEREAS, Article VI, of the Charter of the City of South Euclid provides that Council "shall fix the compensation of all elected officials at least ninety (90) days before their last respective filing dates for petitions for such offices for the term beginning the next succeeding first day of January"; and

WHEREAS, City Council last considered and adopted changes to council salaries in 2011.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of South Euclid, Ohio:

Section 1: That effective with the first day of the next successive term of office, commencing January 1, 2024, the annual salary for the office of Councilmember is hereby established at the rate of \$12,000 for the period January 1, 2024 through December 31, 2024 and each year thereafter; said salary to be paid in equal installments every two weeks commencing the first day of January 2024.

The member of Council selected to be President of Council at the organizational meeting of January 2024 shall receive, in addition to the foregoing annual compensation, the sum of \$1,000 per annum. He or she shall give Bond in the sum of One Thousand Dollars (\$1,000.00).

Section 2: That existing Ordinance No. 34-10, adopted July 11, 2011, be and the same is hereby expressly repealed.

Section 3: That the Clerk of Council is hereby authorized and directed to forward a certified copy of this Ordinance to the Board of Elections of Cuyahoga County, Ohio.

Section 4: That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees on or after November 28, 1975, that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 5: That this Ordinance shall take effect from and after the earliest period allowed by law and upon signature of the Mayor.

Passed this _____ day of _____, 2023.

Ruth I. Gray, President of Council

Attest:

Approved:

Keith A. Benjamin, Clerk of Council

Georgine Welo, Mayor

Approved as to form:

Michael P. Lograsso, Director of Law

CITY OF SOUTH EUCLID, OHIO

ORDINANCE NO.: 03-23
INTRODUCED BY: Gray
REQUESTED BY: Hardy

January 23, 2023

AN ORDINANCE

AN ORDINANCE FIXING THE SALARY OF THE MAYOR, UNDER THE PROVISIONS OF THE CITY CHARTER; AND REPEALING ORDINANCE NO. 12-07, ADOPTED JULY 23, 2007.

WHEREAS, Article VI, of the Charter of the City of South Euclid provides that Council "shall fix the compensation of all elected officials at least ninety (90) days before their last respective filing dates for petitions for such offices for the term beginning the next succeeding first day of January"; and

WHEREAS, City Council last considered and adopted changes to the salary of the position of Mayor in 2007.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of South Euclid, Ohio:

Section 1: That effective with the first day of the next successive term of office, commencing January 1, 2024, the salary of Mayor of the City of South Euclid shall be \$115,000. Said salary is to be paid in equal installments every two weeks commencing the first day of January 2024. The Mayor shall also receive those benefits as are provided to all full-time employees of the City including, but not limited to, health care insurance and longevity.

Section 2: That existing Ordinance No. 12-07, adopted July 23, 2007, be and the same is hereby expressly repealed.

Section 3: That the Clerk of Council is hereby authorized and directed to forward a certified copy of this Ordinance to the Board of Elections of Cuyahoga County, Ohio.

Section 4: That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees on or after November 28, 1975, that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 5: That this Ordinance shall take effect from and after the earliest period allowed by law and upon signature of the Mayor.

Passed this _____ day of _____, 2023.

Ruth I. Gray, President of Council

Attest:

Approved:

Keith A. Benjamin, Clerk of Council

Georgine Welo, Mayor

Approved as to form:

Michael P. Lograsso, Director of Law

THE CITY OF SOUTH EUCLID, OHIO

ORDINANCE NO.: 04-23
 INTRODUCED BY: Gray
 REQUESTED BY: Mayor

January 23, 2023

AN ORDINANCE

AN ORDINANCE TO AMEND ORDINANCE 19-22 RELATING TO CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF SOUTH EUCLID, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2023; AND DECLARING AN EMERGENCY.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of South Euclid, State of Ohio, that:

Section 1: That to provide for the current expenses and other expenditures of the City of South Euclid during the fiscal year ending December 31, 2023, the sums as herein set forth in Exhibit 1 be increased, decreased and/or transferred and the same are hereby appropriated.

Section 2: There shall be, and there are hereby, monies transferred from various funds in amount not to exceed those stated below.

FROM	AMOUNT	TO
101-GENERAL FUND	\$200,000	206-SWIMMING POOLS
101-GENERAL FUND	50,000	327-GENERAL BOND RETIREMENT FUND
101-GENERAL FUND	1,378,000	408-GENERAL IMPROVEMENT & REPAIR FUND
101-GENERAL FUND	551,000	415-ENEREGY EFFICIENCY FUND
101-GENERAL FUND	605,000	440-LAND ACQUISITION FUND
101-GENERAL FUND	94,000	511-STREET LIGHTING FUND
101-GENERAL FUND	120,000	926-SICK LEAVE BENEFIT FUND
101-GENERAL FUND	80,000	927-SALARY AND BENEFITS RESERVE FUND
TOTAL TRANSFERS FROM FUNDS	\$3,078,000	

Section 3: That the City Finance Director is hereby authorized to draw warrants for payments from any of the foregoing appropriations upon receiving proper certificates and vouchers therefore, approved by the Board of Officers authorized by law to approve same, or an ordinance or resolution of Council to make the expenditures; provided that no warrants shall be drawn or paid for salaries or wages except to persons employed by authority of and in accordance with law or ordinance. Provided further, that the appropriation for contingencies can be expended upon approval of a two-thirds vote of Council for items constituting a legal obligation against the City for purposes other than those covered by other specific appropriations, herein made.

Section 4: That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees on or after November 25, 1975, that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 5: That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the City and for further reason that funds cannot be properly disbursed in 2023 unless this Ordinance goes into immediate effect. Wherefore, this Ordinance shall take effect upon passage and approval.

Passed this _____ day of _____, 2023.

Ruth Gray, President of Council

Attest:

Approved:

Keith A. Benjamin, Clerk of Council

Georgine Welo, Mayor

Approved as to form:

Michael P. Lograsso, Director of Law