

113.01 POSTING OF ORDINANCES.

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OH

Sheffield Lake

Codified Ordinances of Sheffield Lake, OH

113.01 POSTING OF ORDINANCES.

CHAPTER 113 Ordinances and Resolutions

CHAPTER 113

Ordinances and Resolutions

113.01 Posting of ordinances.

113.02 Copying fees for legislation; minutes.

CROSS REFERENCES

Mayor's veto - see CHTR. Art. III, §5; Art. IV, §11

Effective date - see CHTR. Art. IV, §11

Zoning ordinances - see CHTR. Art. IV, §12

Appropriation ordinance - see CHTR. Art. VIII, §1; ADM. 111.01
(Rule No. 33)

Initiative - see CHTR. Art. X, §1

Referendum - see CHTR. Art. X, §1

Franchise ordinance - see CHTR. Art. IX, §1

Codified Ordinances - see ADM. Ch. 101

Emergency ordinances - see ADM. 111.01 (Rule No. 24)

Referred to Council - see ADM. 111.01 (Rule No. 31)

Form - see ADM. 111.01 (Rule No. 32)

Amendments - see ADM. 111.01 (Rule No. 34)

Passage or adoption - see ADM. 111.01 (Rule No. 35)

113.01 POSTING OF ORDINANCES.

(a) A succinct summary of each municipal ordinance or resolution shall be published using at least one of the following methods:

- (1) In a newspaper of general circulation in the municipal corporation;
- (2) On the official public notice web site;
- (3) On the web site and social media account of the municipal corporation.

Proof of the publication shall be made by affidavit of the proprietor of the newspaper or operator of the official public notice web site, as applicable, and shall be filed with the Clerk of Council.

(b) The publication shall contain notice that the complete text of each such ordinance or resolution may be obtained or viewed at the office of the Clerk of Council. The Law Director shall review the summary of an ordinance or resolution published under this section before forwarding it to the Clerk for publication, to ensure that the summary is legally accurate and sufficient.

(c) Upon publication of a summary of an ordinance or resolution in accordance with this section, the Clerk of Council shall supply a copy of the complete text of each such ordinance or resolution to any person, upon request. The Clerk shall post a copy of the text at the Clerk's office.

(d) Summaries of ordinances or resolutions shall be published in accordance with this section once a week for two consecutive weeks.

(Ord. 25-24. Passed 6-25-24.)

113.02 COPYING FEES FOR LEGISLATION; MINUTES.

(a) An individual, corporation or other entity requesting a copy of any minutes of any Council meeting, committee meeting, meeting of any board or commission of the City of any other minutes of the City of copies of any ordinances or resolutions or the City shall, prior to the receipt of such copies, pay a fee of five cents (\$.05) per page for each copy received.

(b) The Clerk of Council or other City employee designated to make said copies shall have a reasonable amount of time to prepare any copies requested hereunder.

(c) The City and its employees, officers, officials, agents and other representatives shall have no obligations to carry out research or investigation to obtain documents unless an appropriate and clear description of the documents being sought is provided by the individual, corporation or other entity seeking copies of documents.

(Ord. 72-01. Passed 12-4-01.)

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- Effective date - see CHTR
- ordinances - see CHTR
- ordinance - see CHTR
- Ordinances - see ADM
- ordinances - see ADM
- ordinance or resolution shall be published using at least one of the following methods:
- ordinance or resolution may be obtained or viewed at the office of the Clerk of Council
- ordinance or resolution published under this section before forwarding it to the Clerk for publication, to ensure that the summary is legally accurate and sufficient
- ordinance or resolution in accordance with this section, the Clerk of Council shall supply a copy of the complete text of each such ordinance or resolution to any person, upon request
- ordinances or resolutions shall be published in accordance with this section once a week for two consecutive weeks
- Ord. 25-24
- ordinances or resolutions or the City shall, prior to the receipt of such copies, pay a fee of five cents (\$
- Ord. 72-01
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