

Circleville New Community Authority

The City Council of the City of Circleville (the “City”) has established the Circleville New Community Authority (the “NCA”) under Chapter 349 of the Ohio Revised Code (the “Act”). The NCA is a special purpose district charged with supporting responsible growth in the City. Like other growing Ohio communities, the City relies on the NCA to finance public infrastructure improvements that are necessary for high-quality development.

Properties seeking development approval must apply to join the NCA and obtain approval from City Council and the NCA (approval timeline follows below). City staff and their counsel are available to assist property owners with the application process, which will outline development plans and the anticipated use of NCA charge millage, described below.

Addition of Property to Circleville NCA – Process & Timeline

Day 1 After gaining site control, Developer (as defined by Ohio Revised Code (“RC”) 349.01(E)) files an application with the clerk of the City Council with which the original petition was filed. (RC 349.03(B))

The application describes the property it wishes to add to the district and that the addition will be conducive to the public health, safety, convenience, and welfare, and will be consistent with the development of a new community.

Day 2 – 8 The City Council will set a date for a hearing on the addition of the property. (Typically takes one week and hearing must occur between 30 and 45 days after the filing date) (RC 349.03(A))

Day 8 – 30 Clerk of the City Council publishes notice of the public hearing for three consecutive weeks in a newspaper of general circulation. (RC 349.03(A))

Day 31 – 46 Public Hearing held, and passage of resolution approving application of additional property. At the hearing, Council will determine (by resolution) whether the property addition will be conducive to the public health, safety, convenience, and welfare, and will be consistent with the development of a new community. (RC 349.03(A))

Subsequent
Actions

The NCA will hold a board of trustees meeting in which it will consider a resolution for the Addition of Real Property and a resolution authorizing the Authority to join in a Supplemental Declaration. The Supplemental Declaration must be recorded against the property while it is under the control of the Developer.

After City Council and NCA approval of an application, the City and the property owner will record a document on the affected real property, known as a “supplemental declaration,” that sets forth the following (which can also be detailed in a term sheet, upon request):

- Each property in the NCA is subject to a eight-mill “charge” that is collected like a real property tax and is based on assessed valuation. One mill produces \$1.00 in taxes per

every \$1,000 in assessed valuation. Assessed valuation is 35% of the true value of the property, as determined by the Pickaway County Auditor. Therefore, eight mills generally will produce \$280.00 annually for each \$100,000 of true value.

- Revenue produced by the charge will be used by the City to pay costs of public infrastructure. The NCA will help to ensure that the City can meet infrastructure demands as it grows.
- In addition, each property owner may request additional charge millage. Increases in charge millage will be reviewed by the City and the NCA at the time of the application. Additional millage will be approved only if necessary to pay costs of upgraded public infrastructure improvements benefiting the affected property.