

VILLAGE OF NEW CONCORD
Community Reinvestment Areas – (CRA)
TIMELINE ESTIMATE

NO WORK MAY BEGIN prior to granting of a commercial CRA abatement.

The Village of New Concord is required to take the following actions:

1. Application (original) - date stamp upon receipt.
2. Letter to school district - send summary cover letter and copy of application - starts time line.
Must give 14 business-day notice to school board for abatements requesting 50% or less prior to Council approval. Must give 45 business-day notice for over 50% abatement.
3. Consult with school, applicant, and Mayor to determine abatement term recommendation **1-7 days.**
4. Confirm notification compliance, need for ITA or donation agreement **1 day.**
5. Draft/request legal agreement(s) - abatement (donation and ITA if appropriate) **1-7 days.**
6. After Village Solicitor approval, share draft agreements with school and applicant for comment **1-5 days.**
7. **If over 50% abatement, school board must pass resolution of support. 1-30 days after mandatory 45 business day advance notice.**
8. Send draft recommendation letter with copy of application to Councilors 1 week prior to scheduled agenda deadline **8-14 days.**
9. Draft/request legislation **concurrent with #7.**
10. Submit recommendation letter and one copy of application for Council agenda **1-7 days.**
11. Obtain certified copies of ordinances (agreement, ITA, donation) **2 days after Council Approval - NOTE: Council may request additional meetings to review which can extent 1-30 days.**
12. Secure signatures of all parties and applicant check for \$750 to ODOD **1-5 days.**
13. Send application, notification letters, certified copies of all ordinances, signed abatement agreement and applicant check to ODOD (payable to Ohio Treasurer) with itemized cover letter within 15 days. **1-15 days** (Keep a complete copy of all submission elements on file).
14. Send copy of signed abatement agreement to County Auditor for TIRC annual reviews **1-5 days.**

TIME FROM APPLICATION TO APPROVAL MAY BE UP TO 90 DAYS
PLEASE PLAN AHEAD - NO SITE WORK MAY BEGIN
PRIOR TO COMPLETION OF THE ABATEMENT APPROVAL PROCESS.