

PROCEDURES FOR SPECIAL TAX DISTRICTS WATER SYSTEMS

1. Interested party ("applicant" such as homeowners association, etc.) contacts the Oconee County Utility Department (OCUD) and requests that the OCUD initiate the process.

Oconee County Utility Dept. - (706) 769-3960

2. The OCUD will investigate the technical feasibility and preliminary costs for providing water service to the subdivision or area in question.
3. The OCUD will investigate the potential level of participation within the proposed service area.
4. The OCUD will coordinate the preliminary request with the office of the Oconee County Board of Commissioners.
5. If the OCUD determines that the tax district is a practical option, it will prepare an estimate of:
 - A. Engineering costs
 - B. Construction costs
 - C. Amortization cost for financing
 - D. Other applicable costs
6. The OCUD will prepare a petition showing the service area and cost estimates and signature blank for all parcels in the proposed district.
7. The applicant is responsible for obtaining signatures on the petition for 2/3rds of the property owners within the proposed tax district. All parties on the deed of record must sign for a tax parcel to count towards the 2/3rds required number of parcels.
8. The OCUD verifies 2/3rds with the tax records.
9. The OCUD advertises the petition for consideration by the Board of Commissioners.
10. The Board of Commissioners approves or denies the request.
11. If approved, the OCUD proceeds with permitting and installation of the water system.
12. When the system is completed, the OCUD advises the Tax Commissioners and Tax Assessors Office to begin taxing parcels in the district for the prescribed amortization schedule (usually 20 years).
13. Upon completion of water system installation, the property owners may set up accounts with the OCUD. The property owners are responsible for connecting their homes or buildings to the OCUD water meter which is normally located at the street right-of-way line. Note that all residential customers which connect to the Oconee County Water System pay a one-time meter and connection fee of \$875.00 at the time the meter is installed and connected. This is a one-time fee separate from the annual tax. The one-time fee is for the meter and associated costs as opposed to the annual tax which is for the engineering and installation of water lines and hydrants in the right-of-way. By law, the annual taxes must be levied and collected on all lots within an approved tax district. This is true whether or not the lot owner signed the petition or connects to the county water system.