THE SCHOOL DISTRICT OF
PALM BEACH COUNTY, FL

PLANNING AND INTERGOVERNMENTAL RELATIONS
3300 FOREST HILL BOULEVARD, SUITE B-102
WEST PALM BEACH, FL 33406

KRISTIN K. GARRISON, AICP
DIRECTOR

PHONE: 561-434-8020
WWW.PALMBEACHSCHOOLS.ORG/PLANNING

SCHOOL CAPACITY AVAILABILITY DETERMINATION (SCAD)

APPLICATION CHECKLIST

Intake Date: _____
Project Name: _____
Application Type: _____
Case No. _____

Required:

- ☐ Completed Application
  - ☐ Signed by Owner or Owner's Agent in Part I
  - ☐ Signed by Local Government in Part II
- ☐ Brief Statement
- ☐ PCN List (If applicable)
- ☐ Application Fee
- ☐ Property Deed
- ☐ Owner/Agent Consent Form
- ☐ Location Map
- ☐ Previous Approval Letter(s) (if applicable)
- ☐ Phasing Plan (If Applicable)
- ☐ Site Plan (If applicable)
- ☐ Survey (If applicable)