



THE SCHOOL DISTRICT OF  
PALM BEACH COUNTY, FL

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

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## 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)