



School Capacity Availability Determination (SCAD)

At least 30 days prior to seeking approval from County/local government, applicant shall submit a complete application to the School District for School Capacity Availability Determination (SCAD) review for one or more of the following:

- a. **Future Land Use Atlas Amendment (FLUA)**
 - b. **Rezoning that modifies or adds any residential designation or increase in residential density (Rezoning)**
 - c. **Development Order or Amendment to Development Order (D. O.)**
 - d. **No Impact**
1. The applicant shall submit SCAD application(s) electronically via email to the School District Planning staff (SDPS) to joyce.cai@palmbeachschools.org. The information and supporting documents shall be reviewed through the SCAD review process by SDPS.
 2. The applicable non-refundable SCAD review fee shall be paid online through the School District's SchoolCashOnline website - <https://palmbeach.schoolcashonline.com/>
 3. SDPS shall log in the application and assign case number(s) to the application. The case number(s) indicates the year, month, day and sequential number(s) of the application.
 4. SDPS shall review the information and supporting documents for completeness. If complete, the information is entered into the intake record database. If the application remains incomplete for more than one (1) month, it shall be returned to the applicant, and the case number eliminated. The SCAD review fee is non-refundable.
 5. SDPS shall review the information submitted and evaluate the impact of the proposed FLUA amendment, Rezoning or D.O. on the following:
 - a. The consistency of the proposed FLUA amendment, Rezoning or D. O. with the School District's Five-Year Capital Facilities Plan
 - b. The impact on public schools and the projected timing and delivery of public school facilities.

Within twenty (20) days of receipt of complete information and supporting documents, SDPS shall submit to the appropriate local government and the applicant a SCAD letter which:

- a. Sets forth the finding and recommendations of the School District, and
 - b. Specifically indicates the available capacity and utilization percentage based on evaluation of the most current School District's Five-Year Enrollment Projections on the additional students potentially generated from the proposed residential development.
6. Should the proposed FLUA amendment, Rezoning or D. O. negatively impact the public school system, SDPS may recommend reasonable conditions to mitigate such impacts. These conditions shall be included in the local government's staff report or equivalent document to be considered by the Local Government in reviewing the proposed FLUA amendment, Re-zoning or D. O.
 7. The Local Government, in its sole discretion, may incorporate such conditions as it deems appropriate.