



**THE SCHOOL DISTRICT OF  
PALM BEACH COUNTY, FL**

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## SCHOOL CAPACITY AVAILABILITY DETERMINATION (SCAD) Sufficiency Checklist

Intake Date:  
Project Name:  
Application Type:  
Case No.  
Application Status:  
Application Completion Date:

- Insufficient application will be returned if not completed within 1 month from the 1st submittal date
- SCAD review fee is non-refundable

<u>Required Documents</u>	<u>Submitted</u>	<u>Submittal Date</u>
Application Form		
- Signed by Agent in Part I .....	<input type="checkbox"/>	_____
- Signed by Local Government in Part II .....	<input type="checkbox"/>	_____
Brief Statement .....	<input type="checkbox"/>	_____
Application Fee .....	<input type="checkbox"/>	_____
Property Deed .....	<input type="checkbox"/>	_____
Owner/Agent Consent Form .....	<input type="checkbox"/>	_____
Location Map .....	<input type="checkbox"/>	_____
PCN List (if applicable) .....	<input type="checkbox"/>	_____
Previous approval letter(s) (if applicable) .....	<input type="checkbox"/>	_____
Phasing Plan (if Applicable) .....	<input type="checkbox"/>	_____
Site Plan (if applicable) .....	<input type="checkbox"/>	_____
Survey (if applicable) .....	<input type="checkbox"/>	_____