



SARASOTA
County Schools

PLANNING DEPARTMENT **SCHOOL CONCURRENCY APPLICATION PROCESS**

Instructions: For information regarding the application process or the forms needed for submittal, please contact the School District's Planning Department at 941-927-9000 extension 69052 or email Planning@sarasotacountyschools.net .

Introduction:

Section 163.3180(13), Florida Statutes requires that School Districts and Local Governments adopt a School Concurrency Management System. The School District of Sarasota County, Sarasota County Government, the Town of Longboat Key and the cities of North Port, Sarasota and Venice entered into an interlocal agreement establishing the process and procedures to facilitate public school facilities planning. The School Concurrency Management System requires the School District of Sarasota County to maintain a minimum level-of-service for public school facilities. Accordingly, all new development must be reviewed to ensure that adequate school capacity is in place or will be in place to mitigate the impacts of additional students to the public school system.

School Concurrency Application Process:

All proposed new residential development shall submit a complete School Impact Analysis Application packet, including the applicable fees (checks made payable to the Sarasota School District), for review and analysis by the School District. The application may be submitted by mail, in person or via email to the Sarasota School District:

Email to: Planning@sarasotacountyschools.net

Mail or in person to: The School Board of Sarasota County, Florida
Planning Department
7889 Fruitville Road
Sarasota, FL 34240

Upon receipt of the completed application to the School District, the applicant will be given a School Impact Analysis Application Letter of Receipt or a School Concurrency Exemption Letter of Receipt. This letter must be included as part of the development review package for submittal to the appropriate local governmental agency and must be submitted to them within ten (10) days of the date of that letter or a new letter of receipt will need to be issued by school district staff. After the local government has deemed the proposed project as accepted and notified the School District, district staff will then encumber school capacity based on that date and the project will be in line for school concurrency capacity.

The final results of the School Impact Analysis shall be provided to the local government's Case Planner within the time frames set by each local government for their respective development review processes.



PLANNING DEPARTMENT
SCHOOL CONCURRENCY REVIEW FEES

Instructions: If you have any questions regarding the school concurrency review process please contact the School District's Planning Department at 941-927-9000, extension 69052 or email Planning@sarasotacountyschools.net.

School Capacity Determination- This preliminary capacity review shall apply to applications for comprehensive plan amendments, rezone petitions and preliminary site plans for proposed residential development. This non-binding review analyzes student generation relative to existing school capacities and capacities planned within the District's current Five-year Capital Facilities Work Plan.

| Rezone Petitions | Preliminary Subdivision Plans* | Comprehensive Plan Amendments |
|-------------------------|---------------------------------------|--------------------------------------|
| \$200 | \$200 | \$250 |

School Concurrency Determination- This process applies to all final subdivision plats and final site plans for residential development applying for school concurrency and is inclusive as part of the local government's development review process. A local government's final development order or the equivalent must be issued in order for school capacity to be reserved for the project.

| Final Site Plan Fees | Number of Units | Final Subdivision Plat Fees |
|-----------------------------|------------------------|------------------------------------|
| \$500 | 0-25 | \$500 |
| \$1,000 | 26-300 | \$1,000 |
| \$2,000 | 301-500 | \$2,000 |
| \$3,000 | 501+ | \$3,000 |

Developments of Regional Impact (DRI)*

\$5000 deposit

Large Projects (sub-DRI threshold projects such as DOCC or Villages)*

\$2500

This fee schedule exempts de minimus projects where, when the student generation rate is applied, the result is that less than one student is generated from the project.

*Additional fees may apply to cover staff and attorney review costs for developer agreements.

The School Board of Sarasota County, Florida complies with State Statutes on Veterans' Preference and Federal Statute on non-discrimination on the basis of race, color, sex, religion, national origin, age, handicap, disabilities, marital status or sexual orientation.

Ret: Master, PERM
Dupl., OSA

004-08-LRP-BUS
Eff. 05-12-2015



PLANNING DEPARTMENT
SCHOOL IMPACT ANALYSIS APPLICATION

Instructions: Please complete the entire application and submit or mail, along with the appropriate fees, to the School Board of Sarasota County Planning Department at the address listed on page 2 of this application or email your application to Planning@sarasotacountyschools.net. For questions please call 941-927-9000, extension 69052.

Select type of review being requested:

School Capacity Determination- This preliminary capacity review shall apply to applications for comprehensive plan amendments, rezone petitions and preliminary site plans for proposed residential development. This non-binding review analyzes student generation relative to existing school capacities and capacities planned within the District's current Five-year Capital Facilities Work Plan.

School Concurrency Determination- This process applies to all final subdivision plats and final site plans for residential development applying for school concurrency and is inclusive as part of the local government's development review process. A local government's final development order or the equivalent must be issued in order for school capacity to be reserved for the project.

1. Name of Applicant or Agent _____

Street Address _____

City _____ State _____ Zip Code _____

Phone _____ FAX _____

Owner Email _____ Agent Email _____

2. Name of Project: _____ **Application Type** _____

3. Property Address _____

4. Legal Description including parcel I.D. number(s) (attach additional sheets if needed) and acreage:

5. Property Zoning: Existing _____ Proposed _____

6. Future Land Use: Existing _____ Proposed _____

7. Description of the project including the number and type of dwelling units such as single family or multifamily, including any age restricted units or affordable/workforce/attainable housing units and the project phasing schedule if applicable.

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School Impact Analysis Application**

8. Provide the approximate dates of: start of construction, initial occupancy and build out for each phase of the project.

9. Provide the anticipated resident mix and proposed price range of the units.

10. Provide a location map of the project that identifies the streets adjacent to and surrounding the site.

11. Provide a copy of the proposed site plan layout of the project showing phase lines (if applicable).

Signature of Applicant

Phone Number

Date

Please submit the completed application signed with all required materials and the appropriate fees per the adopted fee schedule to:

School Board of Sarasota County
Planning Department
7889 Fruitville Road
Sarasota, Florida 34240

FOR STAFF USE ONLY

Reviewing Government _____

Case Planner _____

Agency Submittal Number _____

Governmental Agency Approval Date _____

Number of Units Approved for Concurrency Reservation _____

No. of Students ES _____ MS _____ HS _____

The School Board of Sarasota County, Florida complies with State Statutes on Veterans' Preference and Federal Statute on non-discrimination on the basis of race, color, sex, religion, national origin, age, handicap, disabilities, marital status or sexual orientation.

Ret: Master, PERM
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