



**SCHOOL IMPACT ANALYSIS FORM**

**INTRODUCTION**

New residential development is required to demonstrate compliance with school concurrency as regulated in Nassau County through the County’s Comprehensive Plan Public School Facilities Element and the Interlocal Agreement for Public School Facility Planning adopted by the County on July 14, 2008. No new residential rezoning, preliminary plat, site plan or functional equivalent may be approved by the County unless the residential development is exempt from requirements outlined in Section 9.13 of the Amended Interlocal Agreement OR a School Concurrency Reservation Letter has been issued by the School Board indicating that adequate school facilities exist.

**Application Process for School Concurrency:**

1. Submittal of Development Application, including this School Impact Analysis (SIA) Form.
2. County PEO Staff transmit SIA to Nassau County School Board.
3. The Nassau County School Board reviews the SIA Form per requirements in the Interlocal Agreement and makes a determination of capacity.
4. If sufficient capacity is available, the School Board will issue a School Concurrency Reservation Letter. This letter indicates only that school facilities are currently available, and capacity is not reserved until Nassau County issues a Certificate of Concurrency.
5. Upon receipt of a School Concurrency Reservation Letter, Nassau County Planning Staff will issue a Certificate of Concurrency for the development. Certificates are valid for a two (2) year period. Approved construction plans or building permits extend the life of the certificate concurrent with the expiration of the applicable plan or permit.
6. If sufficient capacity is not available, the School Board will issue a Concurrency Deficiency Letter, at which time the applicant will be offered the opportunity to enter into a negotiation period to allow time for the mitigation process as outlined in the Interlocal Agreement. At the end of the negotiation period, the School Board will issue a School Concurrency Reservation Letter where mitigation has been mutually agreed upon; or if mitigation has not been agreed upon, a School Concurrency Deficiency Letter. If a Reservation Letter is drafted, the County will issue a subsequent Certificate of Concurrency.

**KEY CONTACTS**

County PEO staff will guide your SIA form through the process. [planninginfo@nassaucountyfl.com](mailto:planninginfo@nassaucountyfl.com) or 904-530-6300

<b>Owner of Record</b>	As recorded with the Nassau County Property Appraiser
Owner(s) Name	
Company (if applicable)	
Street Address	
City, State, Zip	
Telephone Number	
Email Address	

<b>Applicant or Agent</b>	If an agent will be representing the owner, an Owner’s Authorization for Agent form must be included
Applicant or Agent Name	
Company (if applicable)	
Mailing Address	
City, State, Zip	
Telephone Number	
Email Address	



# PLANNING DEPARTMENT

NASSAU COUNTY, FLORIDA

## Project Information

PIN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**Project Address**

**Access Road** Name: \_\_\_\_\_  
 County-Maintained  Unpaved Private Easement

<b>Size of Property</b>		<b>Present Property Use</b>	
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<b>Zoning District</b>		<b>Future Land Use Map</b>		<b>Overlay District</b>	
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<b>Wetlands</b>		<b>Flood Zone</b>		<b>Water &amp; Sewer</b>	
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**Project Description (use separate sheet if necessary):**

**Number of Dwelling Units Proposed (Total):**

**Number of Dwelling Units Proposed (By Type):**

Single-Family Detached:	
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Single-Family Attached:	
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Multi-Family:	
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**List any applications under review or approved which may assist in the review of this application:**

**I HEREBY CERTIFY THAT ALL INFORMATION IS TRUE AND CORRECT**

I understand that reasonable inspections of the project may be made as part of the application review process. I understand that I will incur any costs associated with third-party review fees. I also understand that any material misrepresentations or errors contained in this application or supporting documents may void an approved application, at the reasonable determination of the County considering the Land Development Code, Comprehensive Plan, and other applicable regulations.

PRINT	SIGNATURE	DATE
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