

Brevard County (Florida) Administrative Procedure

7130.02 - SCHOOL CONCURRENCY REVIEW FEES

FEE ANALYSIS

The fee(s) associated with the School Concurrency review process shall reflect the cost of the School District resources and staff time, as well as any professional consultant expenses that may be employed in the process. The School Board shall adopt a standard Concurrency Fee Schedule as part of this Administrative Procedure and may review and update those fees as needed.

FEES ASSOCIATED WITH REVIEW TYPES

The review types listed in this section are described in Administrative Procedure 7130.01, School Concurrency Management Procedures. The following paragraphs list the general tasks and responsibilities of the School Board to implement the School Concurrency Process.

- A. **Preliminary Development Requests as Determined by Local Government:** Fees associated with this review cover the costs for District staff to assess the information provided by the developer and the local government, and make recommendations. Development information is uploaded into the concurrency database, calculations are performed, the School Impact Analysis is documented and a Capacity Determination Letter is issued. Staff sets up the necessary administration, and insures that all required documentation from the developer and the local government are in order.
 1. **Capacity Enhancement Agreement:** Fees associated with establishing this Agreement cover the costs related to negotiations involving senior District staff, professional consultants, and necessary administration efforts.
- B. **Final Development Requests as Determined by Local Government:** Fees associated with this review cover the costs for District staff to assess the information provided by the developer and the local government, and make recommendations. Development information is uploaded into the concurrency database, calculations are performed, the School Impact Analysis is documented and a School Capacity Availability Determination Letter (SCADL) is issued. Staff sets up the necessary administration, and insures that all required documentation from the developer and the local government are in order.
 1. **Proportionate Share Mitigation:** Fees associated with establishing this Agreement cover the costs related to negotiations involving senior District staff, professional consultants, and necessary administration efforts.
- C. **Exemption Review:** Fees associated with this review include analysis of documents submitted by the applicant, requests for additional information from local governments and applicants, research of historical documentation in School Board records and local government records, and the issuance of an Exemption Letter. Staff sets up the necessary administration, and insures that all required documentation from the developer and local government are consistent and in order.
- D. **Time Extension:** Fees associated with this review include analysis of documents submitted by the applicant, review of School Board records, and analysis of current trends. Staff sets up the necessary administration and issues a letter regarding the time extension request.
- E. **Appeals:** Fees associated with the appeal process shall cover costs related to negotiations involving senior District staff, professional consultants, and necessary administration efforts.

FEE COLLECTION

The non-refundable School Concurrency Review fee(s) associated with review(s) of a proposed development shall be submitted by the developer to the local government having jurisdiction. The fees remitted to the local government(s) shall be made payable to the School Board. The local governments shall collect School Concurrency Review Fees, and forward to the School Board at the same time that the School Concurrency Application is submitted to the School Board.

IMPLEMENTATION FLEXIBILITY

The Board provides to the Superintendent flexibility in the implementation of this Administrative Procedure due to extenuating circumstances. The Superintendent shall notify the Board of any exceptions.

CONCURRENCY FEE SCHEDULE

CONCURRENCY FEE SCHEDULE		
Review / Negotiation	Type	Cost
School Capacity Determination	Preliminary Development Request (CDL)	\$200
Capacity Determination Conversion to Concurrency Determination	Previously Reviewed in the same School Board Reporting Year	\$200
Concurrency Determination	Final Development Request (SCADL)	\$400
Exemption Letter	See Section 13.1(d)2. of the Interlocal Agreement	\$100
Time Extensions	All	\$100
Proportionate Share Mitigation Agreement	All	\$3000
Appeals	All	\$1000
Capacity Enhancement Agreement	All	\$3000