

NOTE: Application will expire twelve (12) months from date of submittal if not approved

In order for the county to issue a Concurrency Certificate, the following evaluating departments must complete their reviews. To ensure that your concurrency certificate is issued in a timely manner, you must provide all necessary information and pay all applicable fees to the following evaluating departments:

TRAFFIC ENGINEERING DIVISION - (**NORTH OF S.R. 60** - JEANNE BRESETT, (772) 226-1326 OR **SOUTH OF S.R. 60** GEOFF BASS AT (772) 226-1527 FOR REVIEW AND APPROVAL OF THE PROJECT'S TRAFFIC **IMPACT STATEMENT OR TRAFFIC IMPACT ANALYSIS**).

UTILITIES DEPARTMENT (CONTACT PERSON - GORDON SPARKS, (772) 226-1823 OR MARIE JENKINS (772) 226-1835, IF YOU CANNOT REACH GORDON, FOR CAPACITY **AVAILABILITY, AND PAYMENT OF UTILITY CAPACITY CHARGES**)

PLANNING DIVISION (CONTACT PERSON - NANCY WOOD, (772) 226-1255 **FOR PAYMENT OF IMPACT FEES**)

PLANNING DIVISION (CONTACT PERSON - VICKIE JOHNSTON, (772) 226-1241 or STEVEN DEARDEUFF (772) 226-1923 **FOR INFORMATION ON IMPACT FEES CALCULATION AND CONCURRENCY CERTIFICATE STATUS**).

FOR SCHOOL CONCURRENCY (CONTACT PERSON – SUSAN OLSON, (772) 564-5076) **FOR SCHOOL CONCURRENCY AVAILABILITY FOR RESIDENTIAL PROJECTS ONLY**).).

CONCURRENCY REQUIREMENTS MUST BE SATISFIED AND CONCURRENCY CERTIFICATE MUST BE ISSUED PRIOR TO OBTAINING BUILDING PERMITS.

FAILURE TO SATISFY ALL THE REQUIREMENTS OF EVALUATING DEPARTMENTS, INCLUDING PAYMENT OF APPLICABLE IMPACT FEES, PAYMENT OF APPLICABLE UTILITIES CAPACITY CHARGES, AND SUBMITTAL OF A COMPLETE PROJECT TRAFFIC STUDY, MAY CAUSE A DELAY IN ISSUANCE OF YOUR CONCURRENCY CERTIFICATE WHICH WILL RESULT IN A “HOLD” ON THE RELEASE OF YOUR BUILDING PERMIT AND EVENTUAL CANCELLATION OF YOUR CONCURRENCY APPLICATION ONE YEAR AFTER SUBMITTAL.

Revised: March 1, 2007

NOTICE - Please be advised that **starting April 1, 2008**, the county requires concurrency applicants to submit their project impact study to the traffic engineering section first. In conjunction with their concurrency application, applicant must submit a document from the county traffic engineering section indicating approval of the project's traffic impact study or a document indicating that traffic impact study is not required for the project . Planning staff will not accept new concurrency applications without attached referenced documents from the traffic engineering section.

For a multi-building commercial or multi-building multi-family residential project applicant must submit a concurrency application and traffic assignments for each building. Staff will create a sub-project for each building. Building permit for each building will then be attached to the appropriate sub-project.