

**REQUEST FOR TECHNICAL REVIEW STAFF MEETING  
VOLUSIA COUNTY**

MAIL COMPLETED FORM WITH LOCATION MAP AND PROPOSED PLAN TO:  
VOLUSIA COUNTY LAND DEVELOPMENT, 123 W. INDIANA AVE., ROOM 202,  
DELAND, FLORIDA 32720-4604  
FAX YOUR REQUEST TO 386-740-5148  
EMAIL YOUR REQUEST TO [VBraddock@co.volusia.fl.us](mailto:VBraddock@co.volusia.fl.us)

NAME: \_\_\_\_\_  OWNER  AGENT  
COMPANY: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY, STATE, ZIP \_\_\_\_\_  
PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ EMAIL: \_\_\_\_\_  
PROPERTY ADDRESS/ PARCEL NUMBER: \_\_\_\_\_  
PROJECT NAME: \_\_\_\_\_  
DESCRIPTION OF PROJECT: \_\_\_\_\_

PROPERTY SIZE: \_\_\_\_\_ ZONING/ FUTURE LAND USE \* \_\_\_\_\_  
UTILITIES: Central Water \_\_\_\_\_ Central Sewer \_\_\_\_\_ Private Well \_\_\_\_\_ Septic Tank \_\_\_\_\_  
PROPOSED USE:  Comm./Retail  Industrial  Office  Mixed-use  Residential  
REVIEW TYPE:  Site Plan  Subdivision ( Public  Private roads)  
 Rezone/ Plan amendment  Other \_\_\_\_\_  
ISSUES YOU WOULD LIKE TO DISCUSS: \_\_\_\_\_

**NOTE: The TRS meeting is an informal exchange of ideas and information. The owner/developer must be prepared to discuss the technical details of their project. The information exchanged at the meeting should not be construed as the official position of the County. The review does not constitute any waiver or variance to any codes. Any opinion expressed during the meeting may be modified during the review of the actual application. Staff may visit the site as part of their review.**

**ATTACH:**  
 REQUEST  LOCATION MAP (8 1/2" X 11")  
 SITE PLAN – EXISTING, PROPOSED STRUCTURES, LOTS (8 1/2" X 11")

UPON RECEIPT OF THIS FORM, STAFF WILL FAX OR EMAIL IT BACK TO YOU WITH THE TIME AND DATE OF YOUR REVIEW. If you have any questions call:  
DeLand 386-736-5942, Daytona Bch 386-248-8157, New Smyrna Bch 386-423-3872

<b>*****STAFF USE ONLY *****</b>	
MEETING DATE: _____	MEETING TIME: _____
PROJECT NUMBER: _____	

\* Zoning information is available at:  
DeLand 386-943-7059 ext. 5522  
Daytona Bch 386-248-8115 ext. 5522  
New Smyrna Bch 386-424-6815 ext. 5522  
[www.volusia.org](http://www.volusia.org)