



**Volusia County
FLORIDA**
Plan Review Application
Land Development, Volusia County, Florida

Requests may be submitted through Connect Live.

Alternatively, the completed application and required submission documents may be submitted in person or mailed to: County of Volusia, Growth & Resource Management Department, Planning & Development Services, 123 W. Indiana Avenue, Room 202, DeLand, Florida 32720

Type of Application

- ☒ ODP - Overall Development Plan
☐ PPL - Preliminary Plat & Construction Plan (ODP Development Order is required to submit PPL)
☐ FPL - Final Plat (PPL Development Order is required to submit FPL)
☐ CPN - Conceptual Site Plan
☐ FSP - Final Site Plan (CPN Response Letter is required to submit FSP)

Project Information

Project Name:

Tax Parcel Numbers:

Intended Use:

Zoning Classification: Future Land Use Designation:

Parcel Size:

Water Utility Provider: Sewer Utility Provider:

Subdivision Information

Number of Lots: Number of Dwelling Units:

Project Density: Minimum Proposed Lot Area:

Minimum Proposed Lot Width:

Commercial Site Plan Information

Building Square Footage: Existing: Proposed:

Impervious Area Square Footage: Existing: Proposed:

Number of Structures: Number of Parking Spaces:

For staff use only [Revised 12/13/21]

RSN:

Property Owner Information

Name:

Company:

Address:

City: State: Zip Code:

Phone: Fax: E-Mail:

Applicant Information

Name:

Company:

Address:

City: State: Zip Code:

Phone: Fax: E-Mail:

Developer Information

Name:

Company:

Address:

City: State: Zip Code:

Phone: Fax: E-Mail:

Engineering Information

Name:

Company:

Address:

City: State: Zip Code:

Phone: Fax: E-Mail:

Surveyor Information

Name: Duane Young

Company: Allen & Company Surveying

Address: 16 E Plant Street

City: Winter Garden State: FL Zip Code: 34787

Phone: 407-657-5355, Ext 113 Fax: (407) 654-5356 E-Mail: Duane@allen-company.com

Landscape Architect Information

Name: Todd W. Bonnett, RLA

Company: Bonnett Design Group, LLC

Address:

City: State: Zip Code:

Phone: 407-622-1588 Fax: E-Mail: Todd@bonnettdesigngroup.com

Required submission documents may be accepted in person or mailed: [One standard paper size [8.5X11]; or one architectural paper size [24-inchX36-inch]; and PDF copy on disk]

Overall Development Plan [ODP]

- Signed & sealed folded civil plans meeting the requirements of Section 72-538
- Non-Concurrency Affidavit, if more than one lot
- Concurrency Certification of Capacity Application, for one lot only
- Boundary survey, no more than 2 years old, signed and sealed by a Florida licensed surveyor
- Biological report, including a wetland delineation, when applicable
- Environmental Impact Assessment (EIA) if the project is within the Natural Resource Management Area (NRMA)
- Tree Survey, for all specimen and historic trees (at minimum)
- Specimen tree calculations
- Review Fee(s)

Conceptual Plan [CPN]

- Signed & sealed folded architectural plans meeting the requirements of Section 72-577 (c)(1), with proposed structures, vehicle circulation & parking depicted
- Non-Concurrency Affidavit
- Review Fee(s)

Preliminary Plat [PPL]/Final Site Plan [FSP]

Cover letter addressing any outstanding ODP/CPN comments must be submitted with items below:

- Signed & sealed folded architectural plans meeting the requirements of Section 72-540 and plat sheets in the same format required by Chapter 177 Florida Statutes [PPL]/Section 72-577 (c)(2) [FSP], including a signed & sealed boundary survey, landscape and irrigation plans and any other required items per their respective checklist
- Tree preservation plan and tree removal/replacement plan and calculations
- Concurrency Certificate of Capacity Application

- Tree Survey, as required by Environmental Permitting
- CAD files of all plat sheets [PPL]
- Stormwater Calculations
- Title Opinion/Declaration of Covenants and Restrictions, when applicable [PPL]
- Biological Report including wetland delineation, when applicable
- Traffic Impact Analysis, when applicable
- Review Fee(s)
- Environmental Impact Assessment (EIA) if the project is within the Natural Resource Management Area (NRMA)

Final Plat [FPL]

Cover letter addressing any outstanding ODP/PPL comments must be submitted with items below:

- Plat sheets in the same format meeting the requirements of [Section 72-541](#) and [Chapter 177 Florida Statutes](#).
- Title Opinion/Declaration of Covenants and Restrictions, when applicable
- Review Fee(s)
- New CAD files of all plat sheets [PPL]

By signing below, you acknowledge the requirement for the complete application submission and all review fees to be received in this office no later than 12:00 noon on the applicable posted submission deadline date.

Applicant Signature:



Date:

10/14/2025

If you are not the property owner or the designated authorized agent, you must have the owner complete the attached "Notarized Authorization of Owner".

For staff use only

RSN: