





# City of New Smyrna Beach

## Plan Review Committee Members

---

### **CITY ENGINEER**

#### **Kyle Fegley**

Engineering Department  
2650 North Dixie Freeway  
New Smyrna Beach, FL 32168  
386.410.2811  
kfegley@cityofnsb.com

### **PLANNING DIRECTOR**

#### **Amye King**

Planning Department  
2650 North Dixie Freeway  
New Smyrna Beach, FL 32168  
386.410.2831  
aking@cityofnsb.com

### **CITY BUILDING OFFICIAL**

#### **Mike Knotek**

Building and Permitting  
2650 North Dixie Freeway  
New Smyrna Beach, FL 32168  
386.410.2858  
mknotek@cityofnsb.com

### **CHIEF PLANNER/CITY HORTICULTURIST**

#### **Jeff Gove**

Planning Department  
2650 North Dixie Freeway  
New Smyrna Beach, FL 32168  
386.410.2832  
jgove@cityofnsb.com

### **PUBLIC WORKS**

#### **Faith Miller**

Maintenance Operations  
124 Industrial Park Avenue  
New Smyrna Beach, FL 32168  
386.424.2202  
fmiller@cityofnsb.com

### **POLICE DEPARTMENT**

#### **Mark Severance**

New Smyrna Beach Police Department  
246 Industrial Park Avenue  
New Smyrna Beach, FL 32168  
386.424.2231  
mseverance@cityofnsb.com

### **FIRE DEPARTMENT**

#### **Don Snell**

New Smyrna Beach Fire Department  
103 Faulkner Street  
New Smyrna Beach, FL 32168  
386.402.8125  
dsnell@cityofnsb.com

### **UTILITIES COMMISSION**

#### **Randy Walter**

Utilities Commission, City of New Smyrna Beach  
200 Canal Street  
New Smyrna Beach, FL 32168  
386.424.3026  
rwalter@ucnsb.org

### **Additional Contacts**

#### **POSTMASTER/U.S. POST OFFICE**

301 Mission Drive  
New Smyrna Beach, FL 32168  
(800) 275.8777

#### **VOLUSIA COUNTY SCHOOL DISTRICT PLANNING SPECIALIST**

##### **Helen C. Lavallee**

**3750 OLSON DRIVE**  
**DAYTONA BEACH, FL 32124**  
**386.947.8786 EXT. 50805**  
hclavall@volusia.k12.fl.us

#### **VOLUSIA COUNTY TRAFFIC ENGINEER**

##### **Jon Cheney**

123 W. Indiana Avenue  
DeLand, FL 32720-4262  
386.736.5968 x. 2358  
jcheney@co.volusia.fl.us

#### **FDOT MAINTENANCE ENGINEER**

##### **Richard Wiskeman**

1655 N. Kepler Road  
DeLand, FL 32724  
386.740.3403

## PLAN REVIEW COMMITTEE (PRC) 2017 MEETING SCHEDULE

### MEETING DATES

**PRC:** 1<sup>st</sup> Friday of each month at 9:00 a.m.

**PLANNING AND ZONING BOARD:** 1<sup>st</sup> Monday of each month at 6:30 p.m., unless otherwise indicated

### MEETING LOCATION

City Commission Chambers, 210 Sams Avenue, New Smyrna Beach

PRC SUBMITTAL DEADLINE	PRC MEETING DATE	RESUBMITTAL DEADLINE	PLANNING AND ZONING BOARD MEETING DATE
Nov. 4, 2016	Dec. 2, 2016	Jan. 6, 2017	Feb. 6, 2017
Dec. 2, 2016	Jan. 6, 2017	Feb. 3, 2017	Mar. 3, 2017
Jan. 6, 2017	Feb. 3, 2017	Mar 3, 2017	April 3, 2017
Feb. 3, 2017	Mar. 3, 2017	Mar. 24, 2017	May 1, 2017
Mar. 3, 2017	Mar 31, 2017	Apr. 28, 2017	June 5, 2017
Apr. 7, 2017	May 5, 2017	May 26, 2017	July 4, 2017
May 5, 2017	June 2, 2017	June 23, 2017	Aug. 1, 2016
June 2, 2017	June 30, 2017	July 28, 2017	Sept. 6, 2016*
July 7, 2017	Aug. 4, 2017	Aug. 25, 2017	Oct. 3, 2016
Aug. 4, 2017	Sept. 1, 2017	Sep. 29, 2017	Nov. 7, 2016
Sept. 8, 2017	Oct. 6 2017	Oct. 27, 2017	Dec. 5, 2016
Oct. 6, 2017	Nov. 3, 2017	*Nov. 22, 2017*	*Jan. 2, 2018*
Nov. 3, 2017	Dec. 1, 2017	Dec. 29, 2017	Feb. 5, 2018
Dec. 8, 2017	Jan. 5, 2018	Jan. 26, 2018	Mar. 5, 2018
Jan. 5, 2018	Feb. 2, 2018	Feb. 23, 2018	April 2, 2018

**ONLY COMPLETE APPLICATION PACKAGES WILL BE ACCEPTED. INCOMPLETE APPLICATIONS WILL BE RETURNED TO THE APPLICANT.**

All final subdivision plats, Class III site plans and PUD rezonings must also be reviewed and approved by the Planning and Zoning Board.

\* date change, due to holiday

**ALL DEADLINES ARE SUBJECT TO CHANGE DEPENDENT UPON STAFF WORKLOAD AND PROJECT COMPLEXITY. UP TO FOUR (4) NEW PROJECTS WILL BE REVIEWED EACH MONTH. APPLICATIONS WILL BE PROCESSED ON A FIRST-COME, FIRST-SERVED BASIS.**

**All applications must have a staff signed pre-application meeting form.**

**ONLY COMPLETE APPLICATION PACKAGES WILL BE ACCEPTED AND MUST BE RECEIVED BY 12:00PM DAY OF THE SUBMITTAL DEADLINE. INCOMPLETE APPLICATIONS WILL BE RETURNED TO THE APPLICANT.**