

**CITY OF DAYTONA BEACH
PROJECT SCHEDULE
613 N. HALIFAX AVE.**

Development Team

Owner/Applicant – Shamrock – Shamrock, Inc.	386-233-5900	psullpsull@yahoo.com
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Planner/Landscape Architects – 2GHO	561-575-9557 561-575-5260	
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Architect – Larry Robinson Architecture	386-252-0429	
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Engineer – Kimley Horn and Associates	561-330-2345	
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Traffic/Parking --Kimley Horn and Associates	561-840-0874	
Adam Kerr – Cell#561-876-6585		adam.kerr@kimley-horn.com
Surveyor- Myer Land Surveying, Inc.	386-255-6304	
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Marine/Dock Designer – The Chappell Group	954-782-1908	
Tyler Chappell		tyler@thechappellgroup.com
Archeological – Environmental Services, Inc.	904-626-9735	
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Tree Assessment – Environmental Services, Inc.	386-566-2733	
Shannon Julien		sjulien@ESINC.CC

**TARGET SUBMITTAL CALENDAR
MAJOR SITE PLAN APPLICATION - JOB# 12-1001.2**

Development Program: Major Site Plan Review

Task	Timing	Actual Date
1. Pre Application: Staff Conference Meeting – Every Tuesday at 9:00a and they are virtual	(Virtual)	
2. Neighborhood Meeting OPTIONAL		
3. Submittal of a Major Site Plan Application - \$1,600 plus \$25 per every 1,000 s.f. greater than 20,000 s.f.	Approx. one month later	
4. TRT Review – staff has 3 weeks to review	30-45 days later	
5. Staff Comments received		
6. Resubmittal based on Comments with a Response Letter	Est. 15-30 days after comments	
7. TRT Review – staff has 3 weeks to review	30-45 days later	
8. Resubmittal based on Comments with a Response Letter	Est. 15-30 days	
9. TRT Review – staff has 3 weeks to review	30-45 days later	

UPDATE: Please Review– Call 2GHO with any questions

10. Resubmittal based on Comments with a Response Letter	Est. 15-30 days	
11. TRT Comments Resolved		
12. Submittal of DEP/COE applications for new marina	Approx. 6 months from Site Plan submittal	
13. Planning Board Meeting – 4 th Thursday of the month		
14. Submittal of Construction Plans	Following Planning Board	

Note: This timing is based on typical staff review. Timing may shift based on the complexity of staff comments and required resubmittal action. Dates TBD

PD Agreements Dates:

- All Construction permits submitted within 24 months of approval (July 1, 2020);
- Construction substantially complete within 5 years of approval;
- Administratively time extension – up to 2 extensions of 12 months each;
- COVID Time Extensions – Staff has stated no need to submit for these legislative time extension since the expiration is July 1, 2022; and staff can approve another 12 months.

Major Site Plan:

- The Major Site Plan process is a separate process then the Building Permit. Once the Major Site Plan is approved, then the contractor can submit for a building permit;
- The DEP/COE application/approval is not needed with the processing of the Major Site Plan application; however these permits will need to be approved prior to building permit issuance.