



TOWN OF SURFSIDE
Office of the Town Manager
MUNICIPAL BUILDING
9293 HARDING AVENUE
SURFSIDE, FLORIDA 33154-3009
Telephone (305) 861-4863

LETTER TO COMMISSION

No.: 127-2025

To: Mayor Charles W. Burkett, Vice Mayor Tina Paul, and
Members of the Town Commission

From: Mark Blumstein, Town Manager *MB*

Date: April 7, 2025

Subject: **Surfside Building Department – Plan Reviews Activity Report**

The purpose of this Letter to Commission (LTC) is to transmit the attached Plan Review Activity Report for the period March 31 to April 4, 2025.

This Report highlights the **69** total reviews performed by reviewer as follows:

- *Building/Structural* by Daniel Dominguez – 15 reviews;
- *Flood Review* by Erica Valdes – 1 review;
- *Building/Structural* by Ulises Fernandez – 6 reviews;
- *Electrical* by Candelario Martinez – 12 reviews;
- *Mechanical* by Jan Perez – 5 reviews;
- *Planning/Zoning* by Scarlet Hammons – 10 reviews;
- *Plumbing* by Roberto Conde – 14 reviews;
- *Public Works* by Andre Eugent – 1 review;
- *Roofing* by Ulises Fernandez – 3 reviews; and
- *Structural/Multi-Family* by Chrome Engineering – 2 reviews.

I trust you will find this Report informative and insightful to better understand how our Town Building Department staff serves the Town and its residents and businesses.

If you have any questions or need additional information, feel free to contact me.

Enclosed: Surfside Building Department – Review Activity Report (March 31 – April 4, 2025)



ALL REVIEWS BY DUE DATE BY DEPARTMENT (03/31/2025 TO 04/04/2025) FOR TOWN OF SURFSIDE

Reviewer	Permit Number /Plan Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
BUILDING										
DANIEL DOMINGUEZ										
Permit Reviews	2024-006733-BR	1221 Biscaya Dr FI 33154	Building Review (Residential)	Building	In Review	4*	Yes		03/17/2025	03/31/2025
	2024-006750-BR	8842 Byron Ave FI 33154	Building Review (Residential)	Building	Approved	1	Yes	03/26/2025	03/11/2025	04/01/2025
	2024-006757-BR	9272 Abbott Ave FI 33154	Building Review (Residential)	Building	Approved	2*	Yes	03/26/2025	03/25/2025	04/03/2025
	2025-006825-BR	9249 Abbott Ave FI 33154	Building Review (Residential)	Building	Approved	3*	Yes	03/18/2025	03/18/2025	04/01/2025
	2025-006844-BR	600 88 St FI 33154	Building Review (Residential)	Building	Requires Re-submit	1	Yes	03/19/2025	03/15/2025	04/04/2025
				<i>Comments: PLANS DENIED DUE TO: 1- PROVIDE WIND LOADS CALCULATIONS OR MIAMI DADE WIND LOADS CHART. 2- PROVIDE A WINDOWS AND DOORS CHART INDICATING DOORS DIMENSIONS, PSF, AND PRODUCT APPROVALS #. 3- PROVIDE (2) INDEPENDENTS SET OF PRODUCT APPROVALS. HIGHLIGHT DETAILS TO BE USED.</i>						
	2025-007072-BC	9429 Harding Ave FI 33154	Building Review (Commercial)	Building	Requires Re-submit	2*	Yes	02/27/2025	03/17/2025	03/31/2025
	2025-007104-BC	9201 Collins Ave FI 33154	Building Review (Commercial)	Building	Pending Assignment	2*	Yes		03/17/2025	03/31/2025
	2025-007108-BR	9009 Byron Ave FI 33154	Building Review (Residential)	Building	Approved	1	Yes	03/19/2025	03/12/2025	04/02/2025
	2025-007138-BR	9375 Bay Dr FI 33154	Building Review (Residential)	Building	Approved	2*	Yes	03/13/2025	03/19/2025	04/02/2025
	2025-007164-BR	9548 Abbott Ave FI 33154	Building Review (Residential)	Building	Approved	1	Yes	03/13/2025	03/10/2025	03/31/2025
	2025-007175-BR	9280 Carlyle Ave FI 33154	Building Review (Residential)	Building	Approved	1	Yes	03/13/2025	03/12/2025	04/02/2025
	2025-007176-BC	8877 Collins Ave FI 33154	Building Review (Commercial)	Building	Requires Re-submit	1	Yes	03/13/2025	03/12/2025	04/02/2025
				<i>Comments: DATE: 03.13.2025 PLANS EXAMINER: DANIEL DOMINGUEZ ADDRESS: 8777 COLLINS AVE PHA/001 PERMIT: 25-7089 PLANS REVIEW DENIED: 1- PROVIDE A FLOOR PLAN SHOWING LOCATIONS WHERE THE FLOOR MUST BE REPLACED 2- ADD IN THE SCOPE OF WORK SOUNDPROOFING INSTALLATION</i>						
	2025-007178-BR	9133 Froude Ave FI 33154	Building Review (Residential)	Building	Approved	1	Yes	03/13/2025	03/12/2025	04/02/2025
	2025-007180-BR	9224 Bay Dr FI 33154	Building Review (Residential)	Building	Approved	1	Yes	03/19/2025	03/12/2025	04/02/2025

ALL REVIEWS BY DUE DATE BY DEPARTMENT (03/31/2025 TO 04/04/2025)

Reviewer	Permit Number /Plan Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
	2025-007195-BR	8942 Hawthorne Ave FI 33154	Building Review (Residential)	Building	Requires Re-submit	1	Yes	03/19/2025	03/14/2025	04/04/2025
				<i>Comments: ADDRESS ELECTRICAL COMMENTS</i>						
TOTAL REVIEWS FOR DANIEL DOMINGUEZ: 15										
ERICA VALDES										
Permit Reviews	2024-006750-BR	8842 Byron Ave FI 33154	Building Review (Residential)	Flood	Requires Re-submit	1	Yes	03/19/2025	03/19/2025	04/03/2025
				<i>Comments: This permit has been reviewed and denied pending: Flood legend information on plans to include ZONE: AE BFE: 8 FIRM PANEL: 12086CO326L -High/Low of elevations of the back of all sidewalks abutting the property, identify the road(s) if no sidewalk then sidewalk = N/A -High/Low elevations of Crown of Roads, identify the road -Proposed lowest floor elevation of garage -Proposed lowest machinery elevation – provide description and location -Cost Estimate/contract for labor and materials. -A BUC for the garage addition/conversion is required AND an FEC is required for the entire structure once completed. Building Value is \$278,586 per Miami Dade Property Appraiser Cost of Const 19,000 (pending contract) 5 year cumulative = 19,000 Assessed 5 year is 6.82%</i>						
TOTAL REVIEWS FOR ERICA VALDES: 1										
ULISES FERNANDEZ										
Permit Reviews	2024-005234-BC	8777 Collins Ave FI 33154	Building Review (Commercial)	Building	Pending Assignment	1	Yes		03/15/2025	04/04/2025
	2024-006563	8801 Emerson Ave FI 33154	Pool Review	Building	Pending Assignment	2*	Yes		03/28/2025	04/04/2025
	2024-006759-BC	9149 Collins Ave FI 33154	Building Review (Commercial)	Building	Requires Re-submit	3*	Yes	04/03/2025	03/31/2025	04/02/2025
				<i>Comments: PLANS NEED TO BE PROPERLY SIGNED AND SEALED. NEED TO REMOVE STATEMENT "PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED" FROM TITLE BLOCK.</i>						
	2025-007131-BR	8818 Hawthorne Ave FI 33154	Building Review (Residential)	Building	Requires Re-submit	1	Yes	03/13/2025	03/11/2025	03/31/2025
				<i>Comments: 1. PLANS NEED TO BE CLEAR AS TO THE SCOPE OF WORK. 2. NEED ZONING APPROVAL.</i>						
	2025-007167-BR	9440 Abbott Ave FI 33154	Building Review (Residential)	Building	Pending Assignment	1	Yes		03/13/2025	04/01/2025

ALL REVIEWS BY DUE DATE BY DEPARTMENT (03/31/2025 TO 04/04/2025)

Reviewer	Permit Number /Plan Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
	2025-007192-BC	8777 Collins Ave FI 33154	Building Review (Commercial)	Building	Pending Assignment	1	Yes		03/13/2025	04/03/2025

TOTAL REVIEWS FOR ULISES FERNANDEZ: 6

TOTAL REVIEWS FOR BUILDING: 22

ELECTRICAL										
CANDELARIO MARTINEZ										
Permit Reviews	2024-006563	8801 Emerson Ave FI 33154	Pool Review	Electrical	Pending Assignment	2*	Yes		03/28/2025	04/04/2025
	2024-006750-BR	8842 Byron Ave FI 33154	Building Review (Residential)	Electrical	Approved	1	Yes	03/18/2025	03/11/2025	04/01/2025
	2024-006759-BC	9149 Collins Ave FI 33154	Building Review (Commercial)	Electrical	Approved	3*	Yes	03/20/2025	03/19/2025	04/02/2025
				<i>Comments: Resign. Previously approved on 2/11/25.</i>						
	2025-007073-BC	9225 Collins Ave FI 33154	Building Review (Commercial)	Electrical	In Review	1	Yes		03/13/2025	04/03/2025
	2025-007168-Comm	9526 Harding Ave FI 33154	Electrical Trade Review	Electrical	In Review	1	Yes		03/11/2025	04/01/2025
	2025-007170-Comm	9541 Harding Ave FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	03/25/2025	03/11/2025	04/01/2025
	2025-007172-Comm	9133 Collins Ave FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	03/18/2025	03/12/2025	04/02/2025
				<i>Comments: Sub to 2024-006441</i>						
	2025-007195-BR	8942 Hawthorne Ave FI 33154	Building Review (Residential)	Electrical	Requires Re-submit	1	Yes	03/17/2025	03/14/2025	04/04/2025
				<i>Comments: Please show size of service entrance conductor.</i>						
	2025-007198-Comm	9149 Collins Ave FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	03/06/2025	03/14/2025	04/04/2025
	2025-007199-Comm	9149 Collins Ave FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	03/06/2025	03/14/2025	04/04/2025
	MEP-2025-007012	9505 Harding Ave FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	03/11/2025	03/11/2025	04/01/2025
				<i>Comments: Approved as per plans on master permit 24-6632</i>						
	MEP-2025-007190	225 95Th St FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	03/14/2025	03/14/2025	04/04/2025

TOTAL REVIEWS FOR CANDELARIO MARTINEZ: 12

TOTAL REVIEWS FOR ELECTRICAL: 12

MECHANICAL										
JAN PEREZ										
Permit Reviews	2024-006750-BR	8842 Byron Ave FI 33154	Building Review (Residential)	Mechanical	Approved	1	Yes	03/13/2025	03/11/2025	04/01/2025
	2024-006759-BC	9149 Collins Ave FI 33154	Building Review (Commercial)	Mechanical	Approved	3*	Yes	03/27/2025	03/19/2025	04/02/2025
	2025-007167-BR	9440 Abbott Ave FI 33154	Building Review (Residential)	Mechanical	Requires Re-submit	1	Yes	03/13/2025	03/11/2025	04/01/2025
				<i>Comments: pending zoning</i>						
	2025-007181	9316 Byron Ave FI 33154	Mechanical Trade Review	Mechanical	Approved	1	Yes	12/07/2023	03/12/2025	04/02/2025
	MEP-2025-007189	225 95Th St FI 33154	Mechanical Trade Review	Mechanical	Approved	1	Yes	03/14/2025	03/13/2025	04/03/2025

ALL REVIEWS BY DUE DATE BY DEPARTMENT (03/31/2025 TO 04/04/2025)

Reviewer	Permit Number /Plan Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
TOTAL REVIEWS FOR JAN PEREZ: 5										
TOTAL REVIEWS FOR MECHANICAL: 5										
PLANNING/ZONING										
SCARLET HAMMONS										
Permit Reviews	2024-005234-BC	8777 Collins Ave FI 33154	Building Review (Commercial)	Planning/Zoning	In Review	1	Yes		03/15/2025	04/04/2025
	2024-006563	8801 Emerson Ave FI 33154	Pool Review	Planning/Zoning	Pending Assignment	2*	Yes		03/28/2025	04/04/2025
	2024-006733-BR	1221 Biscaya Dr FI 33154	Building Review (Residential)	Planning/Zoning	Approved	4*	Yes	03/18/2025	03/17/2025	03/31/2025
	2024-006750-BR	8842 Byron Ave FI 33154	Building Review (Residential)	Planning/Zoning	Approved	1	Yes	01/13/2025	03/11/2025	04/01/2025
	2024-006757-BR	9272 Abbott Ave FI 33154	Building Review (Residential)	Planning/Zoning	Approved	2*	Yes	03/21/2025	03/20/2025	04/03/2025
	2025-007072-BC	9429 Harding Ave FI 33154	Building Review (Commercial)	Planning/Zoning	Requires Re-submit	2*	Yes	03/17/2025	03/17/2025	03/31/2025
	2025-007139-BR	9308 Byron Ave FI 33154	Building Review (Residential)	Planning/Zoning	Requires Re-submit	1	Yes	03/14/2025	03/14/2025	04/04/2025
				<i>Comments: 1.provide narrative describing scope of the work. 2.provide specs of materials. 3.provide dimensions and elevation profiles of pictures of intent</i>						
	2025-007167-BR	9440 Abbott Ave FI 33154	Building Review (Residential)	Planning/Zoning	Requires Re-submit	1	Yes	04/02/2025	03/13/2025	04/01/2025
				<i>Comments: ord. sec. 90-67 all mechanical equipment shall be acoustically screened to reduce noise to no more than 55 dba when measured from any property line.</i>						
				<i>Enclosed should have sufficient height to hide from view.</i>						
	2025-007180-BR	9224 Bay Dr FI 33154	Building Review (Residential)	Planning/Zoning	Approved	1	Yes	03/19/2025	03/12/2025	04/02/2025
	2025-007192-BC	8777 Collins Ave FI 33154	Building Review (Commercial)	Planning/Zoning	In Review	1	Yes		03/13/2025	04/03/2025
TOTAL REVIEWS FOR SCARLET HAMMONS: 10										
TOTAL REVIEWS FOR PLANNING/ZONING: 10										
PLUMBING										
ROBERTO CONDE										
Permit Reviews	2024-006563	8801 Emerson Ave FI 33154	Pool Review	Plumbing	In Review	2*	Yes		03/28/2025	04/04/2025
	2024-006750-BR	8842 Byron Ave FI 33154	Building Review (Residential)	Plumbing	Approved	1	Yes	03/21/2025	03/11/2025	04/01/2025
	2025-007037-Comm	9485 Harding Ave FI 33154	Plumbing Trade Review	Plumbing	Approved	2*	Yes	03/19/2025	03/18/2025	04/01/2025
	2025-007104-BC	9201 Collins Ave FI 33154	Building Review (Commercial)	Plumbing	Approved	2*	Yes	03/17/2025	03/17/2025	03/31/2025
	2025-007166	9455 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	Approved	1	Yes	03/17/2025	03/11/2025	04/01/2025

ALL REVIEWS BY DUE DATE BY DEPARTMENT (03/31/2025 TO 04/04/2025)

Reviewer	Permit Number /Plan Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
	2025-007177-BR	700 95Th St FI 33154	Building Review (Residential)	Plumbing	Approved	1	Yes	03/12/2025	03/12/2025	04/02/2025
	2025-007182	9201 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	Approved	1	Yes	03/12/2025	03/12/2025	04/02/2025
	2025-007183	9201 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	Approved	1	Yes	03/12/2025	03/12/2025	04/02/2025
	2025-007184	9201 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	Approved	1	Yes	03/12/2025	03/12/2025	04/02/2025
	2025-007185	9201 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	Approved	1	Yes	03/12/2025	03/12/2025	04/02/2025
	2025-007186	9201 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	Requires Re-submit	1	Yes	03/12/2025	03/12/2025	04/02/2025
<i>Comments: PROVIDE SPECS FOR THE PROPOSED WATER HEATER....RC</i>										
	MEP-2025-007165	9133 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	Approved	1	Yes	03/17/2025	03/12/2025	04/02/2025
	MEP-2025-007179	9148 Emerson Ave FI 33154	Plumbing Trade Review	Plumbing	Approved	1	Yes	03/12/2025	03/12/2025	04/02/2025
	MEP-2025-007194	225 95Th St FI 33154	Plumbing Trade Review	Plumbing	Approved	1	Yes	03/14/2025	03/14/2025	04/04/2025

TOTAL REVIEWS FOR ROBERTO CONDE: 14

TOTAL REVIEWS FOR PLUMBING: 14

PUBLIC WORKS

ANDRE EUGENT

Permit Reviews	2024-005234-BC	8777 Collins Ave FI 33154	Building Review (Commercial)	Public Works	Pending Assignment	1	Yes		03/15/2025	04/04/2025
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TOTAL REVIEWS FOR RANDY STOKES: 1

TOTAL REVIEWS FOR PUBLIC WORKS: 1

ROOF

ULISES FERNANDEZ

Permit Reviews	2025-007062-BR	300 92Nd St FI 33154	Roof Review	Roof	Approved	2*	Yes	03/27/2025	03/20/2025	04/03/2025
	2025-007154-BR	8851 Carlyle Ave FI 33154	Roof Review	Roof	Approved	1	Yes	03/27/2025	03/13/2025	04/03/2025
	2025-007188-BR	8858 Garland Ave FI 33154	Roof Review	Roof	Approved	1	Yes	03/13/2025	03/13/2025	04/03/2025

TOTAL REVIEWS FOR ULISES FERNANDEZ: 3

TOTAL REVIEWS FOR ROOF: 3

STRUCTURAL

STRUCTURAL REVIEWER

Permit Reviews	2024-006563	8801 Emerson Ave FI 33154	Pool Review	Structural	Pending Assignment	2*	Yes		03/28/2025	04/04/2025
	2024-006733-BR	1221 Biscaya Dr FI 33154	Building Review (Residential)	Structural	Approved	4*	Yes	03/17/2025	03/17/2025	03/31/2025

TOTAL REVIEWS FOR STRUCTURAL REVIEWER: 2

TOTAL REVIEWS FOR STRUCTURAL: 2

ALL REVIEWS BY DUE DATE BY DEPARTMENT (03/31/2025 TO 04/04/2025)

Reviewer	Permit Number /Plan Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
GRAND TOTAL OF ALL REVIEWS: 69										

* This review is a resubmittal