



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.: 79-2025

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

From: Mark Blumstein, Acting Town Manager *MB*

Date: February 24, 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 February 17 to February 21, 2025.

This Report highlights the **61** total reviews performed by reviewer as follows:

- *Building/Structural* by Daniel Dominguez – 5 reviews;
- *Flood Review* by Erica Valdes – 0 review;
- *Building/Structural* by Ulises Fernandez – 12 reviews;
- *Electrical* by Candelario Martinez – 8 reviews;
- *Mechanical* by Jan Perez – 7 reviews;
- *Planning/Zoning* by Scarlet Hammons – 9 reviews;
- *Plumbing* by Roberto Conde – 10 reviews;
- *Public Works* by Randy Stokes – 4 reviews;
- *Roofing* by Ulises Fernandez – 4 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 (February 17 – Feb. 21, 2025)



ALL REVIEWS BY DUE DATE BY DEPARTMENT (02/17/2025 TO 02/21/2025) 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	2024-005391	9040 Abbott Ave FI 33154	Building Review (Residential)	Building	Pending Assignment	1	Yes		01/30/2025	02/21/2025
	2024-006759-BC	9149 Collins Ave FI 33154	Building Review (Commercial)	Building	Requires Re-submit <i>Comments: ADDRESS ELECTRICAL COMMENTS. PLANS MUST BE SIGN BY ENGINEER/ARCHITECT.</i>	1	Yes	01/29/2025	01/29/2025	02/20/2025
	2025-006860-BC	9317 Collins Ave FI 33154	Building Review (Commercial)	Building	Approved	1	Yes	01/28/2025	01/28/2025	02/19/2025
	2025-006912-BR	8843 Carlyle Ave FI 33154	Building Review (Residential)	Building	Approved	1	Yes	02/05/2025	01/29/2025	02/20/2025
	2025-006914-BC	9100 Collins Ave FI 33154	Building Review (Commercial)	Building	Approved	1	Yes	02/13/2025	01/30/2025	02/21/2025
TOTAL REVIEWS FOR DANIEL DOMINGUEZ: 5										
ULISES FERNANDEZ										
Permit Reviews	2021-000921	668 88 St FI 33154	Building Review (Residential)	Building	Approved	1	Yes	01/29/2025	01/28/2025	02/19/2025
	2024-006397-BC	8995 Collins Ave FI 33154	Building Review (Commercial)	Building	Pending Assignment	1	Yes		01/27/2025	02/18/2025
	2024-006547-BC	9149 Collins Ave FI 33154	Building Review (Commercial)	Building	In Review	1	Yes		01/27/2025	02/18/2025
	2024-006548-BC	9149 Collins Ave FI 33154	Building Review (Commercial)	Building	Pending Assignment	1	Yes		01/27/2025	02/18/2025
	2024-006549-BC	9149 Collins Ave FI 33154	Building Review (Commercial)	Building	In Review	1	Yes		01/27/2025	02/18/2025
	2024-006726-BC	8925 Collins Ave FI 33154	Building Review (Commercial)	Building	Pending Assignment	2*	Yes		02/05/2025	02/20/2025
	2024-006733-BR	1221 Biscaya Dr FI 33154	Building Review (Residential)	Building	Pending Assignment	3*	Yes		02/03/2025	02/18/2025
	2025-006846	9592 Harding Ave FI 33154	Sign Review	Building	Approved	1	Yes	02/05/2025	02/05/2025	02/20/2025
	2025-006892-BC	9317 Collins Ave FI 33154	Building Review (Commercial)	Building	Approved	1	Yes	02/04/2025	02/04/2025	02/18/2025
	2025-006906-BR	9032 Garland Ave FI 33154	Building Review (Residential)	Building	Approved	1	Yes	02/04/2025	01/29/2025	02/20/2025
	2025-006908-BC	9449 Collins Ave FI 33154	Building Review (Commercial)	Building	In Review	1	Yes		01/29/2025	02/20/2025
	2025-006910-BC	225 95Th St FI 33154	Building Review (Commercial)	Building	In Review	1	Yes		02/04/2025	02/20/2025

ALL REVIEWS BY DUE DATE BY DEPARTMENT (02/17/2025 TO 02/21/2025)

Reviewer	Permit Number /Plan Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
TOTAL REVIEWS FOR ULISES FERNANDEZ: 12										
TOTAL REVIEWS FOR BUILDING: 17										
ELECTRICAL										
CANDELARIO MARTINEZ										
Permit Reviews	2024-005391	9040 Abbott Ave FI 33154	Building Review (Residential)	Electrical	Requires Re-submit	1	Yes	02/04/2025	01/30/2025	02/21/2025
					<i>Comments: 2 different pages marked as E-2?</i>					
	2024-006547-BC	9149 Collins Ave FI 33154	Building Review (Commercial)	Electrical	Approved	1	Yes	01/28/2025	01/27/2025	02/18/2025
	2024-006548-BC	9149 Collins Ave FI 33154	Building Review (Commercial)	Electrical	Approved	1	Yes	01/28/2025	01/27/2025	02/18/2025
	2024-006549-BC	9149 Collins Ave FI 33154	Building Review (Commercial)	Electrical	Approved	1	Yes	01/28/2025	01/27/2025	02/18/2025
	2024-006759-BC	9149 Collins Ave FI 33154	Building Review (Commercial)	Electrical	Requires Re-submit	1	Yes	01/28/2025	01/29/2025	02/20/2025
					<i>Comments: NEED SCOPE ELECTRICAL</i>					
	2025-006800	9525 Gb Carlyle Ave FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	01/28/2025	01/28/2025	02/19/2025
	2025-006846	9592 Harding Ave FI 33154	Sign Review	Electrical	Approved	1	Yes	02/05/2025	02/05/2025	02/20/2025
					<i>Comments: APPROVED BY BUILDING UF</i>					
	2025-006910-BC	225 95Th St FI 33154	Building Review (Commercial)	Electrical	Approved	1	Yes	01/30/2025	01/29/2025	02/20/2025
TOTAL REVIEWS FOR CANDELARIO MARTINEZ: 8										
TOTAL REVIEWS FOR ELECTRICAL: 8										
MECHANICAL										
JAN PEREZ										
Permit Reviews	2024-005391	9040 Abbott Ave FI 33154	Building Review (Residential)	Mechanical	Requires Re-submit	1	Yes	01/30/2025	01/30/2025	02/21/2025
					<i>Comments: missing energy and heat load calcu</i>					
	2024-006377	8911 Collins Ave FI 33154	Mechanical Trade Review	Mechanical	Requires Re-submit	2*	Yes	02/04/2025	02/04/2025	02/19/2025
					<i>Comments: MUST HAVE STRUCTRAL REVIEW AS PER FBC2023-1522</i>					
	2024-006547-BC	9149 Collins Ave FI 33154	Building Review (Commercial)	Mechanical	Approved	1	Yes	01/30/2025	01/27/2025	02/18/2025
	2024-006548-BC	9149 Collins Ave FI 33154	Building Review (Commercial)	Mechanical	Approved	1	Yes	01/30/2025	01/27/2025	02/18/2025
	2024-006549-BC	9149 Collins Ave FI 33154	Building Review (Commercial)	Mechanical	Approved	1	Yes	01/30/2025	01/27/2025	02/18/2025
	2025-006910-BC	225 95Th St FI 33154	Building Review (Commercial)	Mechanical	Approved	1	Yes	01/30/2025	01/29/2025	02/20/2025
	2025-006911	9133 Froude Ave FI 33154	Mechanical Trade Review	Mechanical	Approved	1	Yes	01/30/2025	01/29/2025	02/20/2025
TOTAL REVIEWS FOR JAN PEREZ: 7										

ALL REVIEWS BY DUE DATE BY DEPARTMENT (02/17/2025 TO 02/21/2025)

Reviewer	Permit Number /Plan Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
TOTAL REVIEWS FOR MECHANICAL: 7										
PLANNING/ZONING										
SCARLET HAMMONS										
Permit Reviews	2024-006397-BC	8995 Collins Ave FI 33154	Building Review (Commercial)	Planning/Zoning	In Review	1	Yes		01/27/2025	02/18/2025
	2024-006525-BR	9450 Bay Dr FI 33154	Building Review (Residential)	Planning/Zoning	Approved	2*	Yes	01/09/2025	02/05/2025	02/20/2025
	2024-006733-BR	1221 Biscaya Dr FI 33154	Building Review (Residential)	Planning/Zoning	In Review	3*	Yes		02/03/2025	02/18/2025
	2025-006887-BC	8925 Collins Ave FI 33154	Building Review (Commercial)	Planning/Zoning	Approved	1	Yes	01/29/2025	01/27/2025	02/18/2025
	2025-006892-BC	9317 Collins Ave FI 33154	Building Review (Commercial)	Planning/Zoning	Approved	1	Yes	01/29/2025	01/27/2025	02/18/2025
	2025-006906-BR	9032 Garland Ave FI 33154	Building Review (Residential)	Planning/Zoning	Approved	1	Yes	02/04/2025	01/29/2025	02/20/2025
	2025-006908-BC	9449 Collins Ave FI 33154	Building Review (Commercial)	Planning/Zoning	Requires Re-submit	1	Yes	01/29/2025	01/29/2025	02/20/2025
	2025-006912-BR	8843 Carlyle Ave FI 33154	Building Review (Residential)	Planning/Zoning	Approved	1	Yes	02/04/2025	01/29/2025	02/20/2025
	2025-006914-BC	9100 Collins Ave FI 33154	Building Review (Commercial)	Planning/Zoning	Approved	1	Yes	02/03/2025	01/30/2025	02/21/2025

TOTAL REVIEWS FOR SCARLET HAMMONS: 9

TOTAL REVIEWS FOR PLANNING/ZONING: 9

PLUMBING										
ROBERTO CONDE										
Permit Reviews	2024-005391	9040 Abbott Ave FI 33154	Building Review (Residential)	Plumbing	Approved	1	Yes	02/05/2025	01/30/2025	02/21/2025
	2024-006547-BC	9149 Collins Ave FI 33154	Building Review (Commercial)	Plumbing	Approved	1	Yes	01/27/2025	01/27/2025	02/18/2025
	2024-006548-BC	9149 Collins Ave FI 33154	Building Review (Commercial)	Plumbing	Approved	1	Yes	01/27/2025	01/27/2025	02/18/2025
	2024-006549-BC	9149 Collins Ave FI 33154	Building Review (Commercial)	Plumbing	Approved	1	Yes	01/27/2025	01/27/2025	02/18/2025
	2024-006601-BC	9511 Collins Ave FI 33154	Building Review (Commercial)	Plumbing	Approved	3*	Yes	01/08/2025		02/20/2025
	2024-006726-BC	8925 Collins Ave FI 33154	Building Review (Commercial)	Plumbing	Approved	2*	Yes	02/07/2025	02/05/2025	02/20/2025
	2025-006854	9317 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	Requires Re-submit	1	Yes	01/27/2025	01/27/2025	02/18/2025

ALL REVIEWS BY DUE DATE BY DEPARTMENT (02/17/2025 TO 02/21/2025)

Reviewer	Permit Number /Plan Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
				<i>Comments: PROVIDE A SITE PLAN THAT INDICATES YOUR POINT OF CONNECTION TO THE FOUR INCH DUCTILE IRON POTABLE WATER SUPPLY. SHOW BACKFLOW LOCATION ON SITE PLAN. SHOW ALL HOSE BIBB LOCATIONS ON SITE PLAN. NO PENCIL DRAWINGS.....RC</i>						
	2025-006910-BC	225 95Th St FI 33154	Building Review (Commercial)	Plumbing	Approved	1	Yes	01/29/2025	01/29/2025	02/20/2025
	2025-006923	9317 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	Requires Re-submit	1	Yes	01/30/2025	01/30/2025	02/21/2025
				<i>Comments: PROVIDE A SITE PLAN THAT INDICATES YOUR POINT OF CONNECTION TO THE FOUR INCH DUCTILE IRON POTABLE WATER SUPPLY. SHOW BACKFLOW LOCATION ON SITE PLAN. SHOW ALL HOSE BIBB LOCATIONS ON SITE PLAN. NO PENCIL DRAWINGS.....RC</i>						
				Plumbing	Requires Re-submit	2*	Yes	02/05/2025	02/05/2025	02/20/2025
				<i>Comments: 2023 FBC PLUMBING, 608, BACKFLOW PROTECTION REQUIRED, PROTECTION OF POTABLE WATER SUPPLY.....RC</i>						

TOTAL REVIEWS FOR ROBERTO CONDE: 10

TOTAL REVIEWS FOR PLUMBING: 10

PUBLIC WORKS

RANDY STOKES

Permit Reviews	2024-006397-BC	8995 Collins Ave FI 33154	Building Review (Commercial)	Public Works	Pending Assignment	1	Yes		01/27/2025	02/18/2025
	2025-006938	919 Gb 92 St FI 33154	Right of Way Review	Public Works	Approved	1	Yes	02/14/2025	02/03/2025	02/18/2025
	2025-006939	9593 Harding Ave FI 33154	Right of Way Review	Public Works	Approved	1	Yes	02/14/2025	02/06/2025	02/21/2025
	2025-006943	9511 Collins Ave FI 33154	Right of Way Review	Public Works	In Review	1	Yes		02/03/2025	02/18/2025

TOTAL REVIEWS FOR RANDY STOKES: 4

TOTAL REVIEWS FOR PUBLIC WORKS: 4

ROOF

ULISES FERNANDEZ

Permit Reviews	2024-005391	9040 Abbott Ave FI 33154	Building Review (Residential)	Roof	Pending Assignment	1	Yes		01/30/2025	02/21/2025
	2025-006862-BR	9317 Dickens Ave FI 33154	Roof Review	Roof	Requires Re-submit	1	Yes	01/29/2025	01/29/2025	02/20/2025

ALL REVIEWS BY DUE DATE BY DEPARTMENT (02/17/2025 TO 02/21/2025)

Reviewer	Permit Number /Plan Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
				<i>Comments: 1. PLEASE DO NOT SUBMIT ORIGINAL (NO PEN/INK MARKINGS). 2. PLEASE DO NOT USE BACK OF SHEETS. 3. PLEASE USE PROPER FBC 2023 ROOFING PACKAGE. 4. ROOF PLAN TO INCLUDE ALL DIMENSIONS. 5. CLARIFY WHY SECTION C IS BEING SUBMITTED AS THERE IS NO LOW SLOPE ROOF SHOWN ON ROOF PLAN. 6. IF THERE IS A LOW SLOPE ROOF BEING DONE, PLEASE PROVIDE WIND LOAD CALCULATIONS AND SHOW LOCATION AND DIMENSIONS OF ELEVATED PRESSURES ON ROOF PLAN. 7. ALL APPLICABLE ITEMS ON EACH ROOF SECTION TO BE COMPLETED. IF A COMPONENT IS NOT USED, IDENTIFY AS "N/A". 8. VERIFY ROOFING PACKAGE SO THAT THERE ARE NO DUPLICATE SHEETS. 9. VERIFY THAT ALL PRODUCT APPROVAL DOCUMENTS HAVE BEEN SUBMITTED. 10. SUBMIT U.L. LISTING.</i>						
	2025-006888-BR	9064 Byron Ave Fl 33154	Roof Review	Roof	Requires Re-submit	1	Yes	01/29/2025	01/29/2025	02/20/2025
				<i>Comments: PLEASE SO NOT USE THE BACK OF SHEETS FOR SUBMITTAL. PRINT COPIES ON ONE SIDE ONLY. THANK YOU</i>						
				Roof	Approved	2*	Yes	02/04/2025	02/04/2025	02/19/2025
TOTAL REVIEWS FOR ULISES FERNANDEZ: 4										
TOTAL REVIEWS FOR ROOF: 4										
STRUCTURAL										
STRUCTURAL REVIEWER										
Permit Reviews	2024-005391	9040 Abbott Ave Fl 33154	Building Review (Residential)	Structural	In Review	1	Yes		01/30/2025	02/21/2025
	2024-006733-BR	1221 Biscaya Dr Fl 33154	Building Review (Residential)	Structural	In Review	3*	Yes		02/03/2025	02/18/2025
TOTAL REVIEWS FOR STRUCTURAL REVIEWER: 2										
TOTAL REVIEWS FOR STRUCTURAL: 2										
GRAND TOTAL OF ALL REVIEWS: 61										

** This review is a resubmittal*