



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.: 172-2025

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

From: Mark Blumstein, Town Manager *MB*

Date: May 19, 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 May 12 to May 17, 2025.

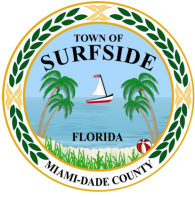
This Report highlights the **56** total reviews performed by reviewer as follows:

- *Building/Structural* by Daniel Dominguez – 6 reviews;
- *Flood Review* by Erica Valdes – 3 reviews;
- *Building/Structural* by Ulises Fernandez – 4 reviews;
- *Electrical* by Candelario Martinez – 9 reviews;
- *Mechanical* by Jan Perez – 4 reviews;
- *Planning/Zoning* by Scarlet Hammons – 10 reviews;
- *Plumbing* by Roberto Conde – 7 reviews;
- *Public Works* by Andre Eugent – 8 reviews; and
- *Structural/Multi-Family* by Chrome Engineering – 5 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 (May 12 – May 17, 2025)



ALL REVIEWS BY DUE DATE BY DEPARTMENT (05/12/2025 TO 05/17/2025) FOR TOWN OF SURFSIDE

Reviewer	Permit Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
BUILDING										
Daniel Dominguez	2025-007205-BR	9280 Byron Ave FI 33154	Building Review (Residential)	Building	Requires Re-submit	1	Yes	04/29/2025	04/22/2025	05/13/2025
		Comments: 1- Address zoning comments 2- No legible plans, provide a bigger one 3- Provide slab thickness, psi, and steel reinforcing.								
	2025-007207-BR	500 93Rd St FI 33154	Building Review (Residential)	Building	Requires Re-submit	1	Yes	04/29/2025	04/22/2025	05/13/2025
		Comments: 1- Address zoning comments 2- No legible plans, provide a bigger one 3- Provide slab thickness, psi, and steel reinforcing.								
	2025-007317-BR	9272 Abbott Ave FI 33154	Building Review (Residential)	Building	Approved	1	Yes	04/29/2025	04/25/2025	05/16/2025
	2025-007356-BR	8942 Byron Ave FI 33154	Building Review (Residential)	Building	Approved	1	Yes	04/30/2025	04/28/2025	05/13/2025
	2025-007396-BR	9272 Bay Dr FI 33154	Building Review (Residential)	Building	Approved	1	Yes	05/06/2025	04/21/2025	05/12/2025
	2025-007420-BR	9341 Bay Dr FI 33154	Building Review (Residential)	Building	Requires Re-submit	1	Yes	05/08/2025	04/24/2025	05/15/2025
		Comments: ADDRESS STRUCTURAL ENGINEER COMMENTS								
TOTAL REVIEWS FOR DANIEL DOMINGUEZ: 6										
Erica Valdes	2023-003631	8918 Froude Ave FI 33154	Building Review (Residential)	Flood	Approved	1	Yes	05/07/2025	04/25/2025	05/16/2025
		Comments: Please refer to Erica's Approval Email found in files								
	2023-005066	303 Surfside Blvd FI 33154	Building Review (Residential)	Flood	Requires Re-submit	4*	Yes	05/01/2025	04/28/2025	05/12/2025
		Comments: This permit is still not approved pending Cost Estimate.								
	2025-007288-BR	9016 Byron Ave FI 33154	Building Review (Residential)	Flood	Approved	2*	Yes	04/10/2025	04/30/2025	05/14/2025

ALL REVIEWS BY DUE DATE BY DEPARTMENT (05/12/2025 TO 05/17/2025)

Reviewer	Permit Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
		<div>Comments: Good evening,</div> <div>This permit is approved.</div>								
		<div>Respectfully,</div> <div>Good evening,</div> <div>This permit is approved.</div>								
		<div>Respectfully,</div>								
TOTAL REVIEWS FOR ERICA VALDES: 3										
Ulises Fernandez	2025-007209-BR	1116 88Th St FI 33154	Building Review (Residential)	Building	Pending Assignment	1	Yes		04/21/2025	05/12/2025
	2025-007305-BC	8855 Collins Ave FI 33154	Building Review (Commercial)	Building	Approved	1	Yes	04/27/2025	04/24/2025	05/15/2025
	2025-007424-BC	9595 Collins Ave FI 33154	Building Review (Commercial)	Building	In Review	1	Yes		04/25/2025	05/16/2025
	2025-007425-BC	9301 Collins Ave FI 33154	Building Review (Commercial)	Building	Pending Assignment	1	Yes		04/25/2025	05/16/2025
TOTAL REVIEWS FOR ULISES FERNANDEZ: 4										
TOTAL REVIEWS FOR BUILDING: 13										
ELECTRICAL										
Candelario Martinez	2023-005218	8801 Collins Ave FI 33154	Building Review (Commercial)	Electrical	Pending Assignment	2*	Yes		04/29/2025	05/13/2025
	2025-007390-BC	9559 Collins Ave FI 33154	Building Review (Commercial)	Electrical	Approved	1	Yes	04/24/2025	04/23/2025	05/14/2025
	2025-007398	300 Surfside Blvd FI 33154	Electrical Trade Review	Electrical	In Review	1	Yes		04/21/2025	05/12/2025
	2025-007402	9272 Abbott Ave FI 33154	Electrical Trade Review	Electrical	In Review	1	Yes		04/24/2025	05/15/2025
	2025-007424-BC	9595 Collins Ave FI 33154	Building Review (Commercial)	Electrical	In Review	1	Yes		04/25/2025	05/16/2025
	2025-007431	9272 Abbott Ave FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	04/29/2025	04/25/2025	05/16/2025
	MEP-2025-006991	8942 Hawthorne Ave FI 33154	Electrical Trade Review	Electrical	Requires Re-submit	1	Yes	03/17/2025	04/22/2025	05/13/2025
		<div>Comments: Please show size of service entrance conductor.</div>								

ALL REVIEWS BY DUE DATE BY DEPARTMENT (05/12/2025 TO 05/17/2025)

Reviewer	Permit Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
	MEP-2025-007136	9511 Collins Ave FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	04/29/2025	04/25/2025	05/16/2025
	MEP-2025-007405	8858 Garland Ave FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	04/23/2025	04/23/2025	05/14/2025
TOTAL REVIEWS FOR CANDELARIO MARTINEZ: 9										
TOTAL REVIEWS FOR ELECTRICAL: 9										
MECHANICAL										
Jan Perez	2025-007399	300 Surfside Blvd FI 33154	Mechanical Trade Review	Mechanical	In Review	1	Yes		04/21/2025	05/12/2025
	2025-007424-BC	9595 Collins Ave FI 33154	Building Review (Commercial)	Mechanical	In Review	1	Yes		04/25/2025	05/16/2025
	MEP-2025-007382	9149 Collins Ave FI 33154	Mechanical Trade Review	Mechanical	Approved	1	Yes	05/15/2025	04/23/2025	05/14/2025
	MEP-2025-007383	9149 Collins Ave FI 33154	Mechanical Trade Review	Mechanical	Approved	1	Yes	05/15/2025	04/23/2025	05/14/2025
TOTAL REVIEWS FOR JAN PEREZ: 4										
TOTAL REVIEWS FOR MECHANICAL: 4										
PLANNING/ZONING										
Scarlet Hammons	2025-007205-BR	9280 Byron Ave FI 33154	Building Review (Residential)	Planning/Zoning	Requires Re-submit	1	Yes	04/23/2025	04/22/2025	05/13/2025
	Comments: 1. PROVIDE SCOPE OF WORK. 2. PROVIDE READABLE AND LARGER PLANS - THE LETTERS ARE MINISCULE. EVERY PERMIT IS A STANDALONE. 3. PROVIDE CURRENT SURVEY 4. PROVIDE LOT COVERAGE AND PERMEABILITY CALCULATIONS (%) FOR FRONT YARD. FRONT YARD AREAS RUNS ALONG THE BUILDING STRUCTURE OUT TO THE PROPERTY LINE. 5. PROVIDE LANDSCAPE SCHEDULE, DIMENSIONS, SPECS, AND MATERIALS TO BE USED. 6. IF SYNTHETIC TURF IS INTENDED, PROVIDE ALL SPECS AND COMPLY WITH ORDINANCE SEC. 90-87 (15).									
	2025-007207-BR	500 93Rd St FI 33154	Building Review (Residential)	Planning/Zoning	Requires Re-submit	1	Yes	04/23/2025	04/22/2025	05/13/2025
	Comments: 1. PROVIDE NARRATIVE WITH SCOPE OF WORK. IT IS NOT CLEAR IF THIS IS AN EXPANSION OR THE PERMIT IS SIMPLY AFTER -THE-FACT. 2. PROVIDE READABLE AND LARGER PLANS. EVERY PERMIT IS A STANDALONE. 3. PROVIDE CURRENT SURVEY, IF ANY. PROVIDE ANY INFORMATION REGARDING DESIGNATED FRONT YARD. 4. PROVIDE LOT COVERAGE AND PERMEABILITY CALCULATIONS (%). 5. PROVIDE LANDSCAPE SCHEDULE, DIMENSIONS, SPECS AND MATERIALS TO BE USED. 6. IF SYNTHETIC TURF IS INTENDED, PROVIDE ALL SPECS AND COMPLY WITH ORDINANCE SEC. 90-87 (15).									
	2025-007209-BR	1116 88Th St FI 33154	Building Review (Residential)	Planning/Zoning	Requires Re-submit	1	Yes	04/21/2025	04/21/2025	05/12/2025
	Comments: SUBMIT FRONT YARD PERVIOUS AND IMPERVIOUS CALCULATIONS. NOT MORE THAN 50% OF FRONT YARD CAN BE COVERED.									
	2025-007288-BR	9016 Byron Ave FI 33154	Building Review (Residential)	Planning/Zoning	Requires Re-submit	2*	Yes	05/05/2025	04/30/2025	05/14/2025
	Comments: SAME COMMENT AS BEFORE AS PRIOR DENIAL COMMENT FROM 04/21/25 WAS NOT ADDRESSED: Missing an outdoor lighting plan as now required for permitting of new houses. The plan must include all lighting fixed to the house as well as landscape lighting. The exterior lighting plan is required to comply with Ordinance No.24-1767. This is required at the time of permit application. The P&Z Board conditioned that the glass railing on the rear stairs be replaced with planters, similar to the front stairs.									

ALL REVIEWS BY DUE DATE BY DEPARTMENT (05/12/2025 TO 05/17/2025)

Reviewer	Permit Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
	2025-007319-BR	8951 Garland Ave FI 33154	Building Review (Residential)	Planning/Zoning	Requires Re-submit	2*	Yes	05/05/2025	04/28/2025	05/12/2025
	<i>Comments: 1. THE TIKI HUT'S OVERALL HEIGHT MUST BE MAX 12FT. THE DRAWING PLAN PROVIDED APPEARS TO PROPOSE A HEIGHT OF 7.8FT + 7FT TALL WHICH EQUALS TO ABOUT 14.8FT. PLEASE MODIFY THE PLAN SHEET ACCORDINGLY.</i> <i>2. SPECIFY 5FT MINIMUM REAR AND SIDE SETBACKS ON PLAN</i> <i>3. SUBMIT CURRENT PROPERTY SURVEY</i> <i>IF YOU HAVE FURTHER QUESTIONS, PLEASE SET UP AN APPOINTMENT WITH PLANNING AND ZONING DEPT.</i>									
	2025-007325-BR	9124 Harding Ave FI 33154	Building Review (Residential)	Planning/Zoning	Requires Re-submit	1	Yes	04/30/2025	04/22/2025	05/13/2025
	<i>Comments: THIS APPLICATION WILL NEED TO RETURN TO THE PLANNING AND ZONING BOARD FOR APPROVAL OF THE RAILING TYPE AND MATERIAL CHANGE. THIS IS NOT WHAT WAS SUBMITTED TO THE PLANNING AND ZONING BOARD IN APRIL 2024. YOU CAN ALSO REFER TO THE MEETING MINUTES OR WATCH THE VIDEO TO REFRESH YOUR MEMORY ON THE BOARD COMMENTS. THEY HAD COMMENTS ON WHAT THE BALCONY RAILING COULD LOOK LIKE, AND THE CHANGE THAT IS PROPOSED IS NOT CONSISTENT WITH WHAT WAS APPROVED.</i> <i>ALTERNATIVELY, THE BUILDING PERMIT APPLICATION CAN BE RESUBMITTED TO COMPLY WITH THE PLANNING AND ZONING BOARD APPROVAL.</i>									
	2025-007356-BR	8942 Byron Ave FI 33154	Building Review (Residential)	Planning/Zoning	Approved	1	Yes	04/30/2025	04/21/2025	05/12/2025
	2025-007420-BR	9341 Bay Dr FI 33154	Building Review (Residential)	Planning/Zoning	Approved	1	Yes	05/05/2025	04/24/2025	05/15/2025
	2025-007425-BC	9301 Collins Ave FI 33154	Building Review (Commercial)	Planning/Zoning	Approved	1	Yes	05/05/2025	04/25/2025	05/16/2025
	<i>Comments: APPROVED AS LONG AS EACH MAINTAINS THE MIN 5FT SETBACKS ON REAR AND SIDES</i>									
	2025-007441-BC	9195 Collins Ave FI 33154	Building Review (Commercial)	Planning/Zoning	Approved	1	Yes	05/14/2025	05/14/2025	05/14/2025

TOTAL REVIEWS FOR SCARLET HAMMONS: 10

TOTAL REVIEWS FOR PLANNING/ZONING: 10

PLUMBING

Roberto Conde	2021-001445	9272 Abbott Ave FI 33154	Plumbing Trade Review	Plumbing	In Review	1	Yes		04/21/2025	05/12/2025
	2025-007390-BC	9559 Collins Ave FI 33154	Building Review (Commercial)	Plumbing	Approved	1	Yes	04/23/2025	04/23/2025	05/14/2025
	2025-007400	300 Surfside Blvd FI 33154	Plumbing Trade Review	Plumbing	Approved	1	Yes	04/25/2025	04/21/2025	05/12/2025
	2025-007407	9201 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	In Review	1	Yes		04/22/2025	05/13/2025
	2025-007417	9559 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	Approved	1	Yes	04/23/2025	04/24/2025	05/15/2025
	2025-007424-BC	9595 Collins Ave FI 33154	Building Review (Commercial)	Plumbing	Approved	1	Yes	05/16/2025	04/25/2025	05/16/2025
	2025-007430	919 Gb 92 St FI 33154	Plumbing Trade Review	Plumbing	Approved	1	Yes	05/09/2025	04/25/2025	05/16/2025

TOTAL REVIEWS FOR ROBERTO CONDE: 7

TOTAL REVIEWS FOR PLUMBING: 7

PUBLIC WORKS

Andre Eugent	2025-007205-BR	9280 Byron Ave FI 33154	Building Review (Residential)	Public Works	In Review	1	Yes		04/22/2025	05/13/2025
	2025-007206	9280 Byron Ave FI 33154	Right of Way Review	Public Works	In Review	1	Yes		04/29/2025	05/13/2025
	2025-007207-BR	500 93Rd St FI 33154	Building Review (Residential)	Public Works	In Review	1	Yes		04/22/2025	05/13/2025

ALL REVIEWS BY DUE DATE BY DEPARTMENT (05/12/2025 TO 05/17/2025)

Reviewer	Permit Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
	2025-007209-BR	1116 88Th St FI 33154	Building Review (Residential)	Public Works	Pending Assignment	1	Yes		04/21/2025	05/12/2025
	2025-007406	9080 Collins Ave FI 33154	Right of Way Review	Public Works	Approved	1	Yes	05/12/2025	04/30/2025	05/14/2025
	2025-007414	9293 Harding Ave FI 33154	Right of Way Review	Public Works	In Review	1	Yes		04/28/2025	05/12/2025
	2025-007437	9011 Collins Ave FI 33154	Right of Way Review	Public Works	Approved	1	Yes	04/29/2025	04/29/2025	05/13/2025
	2025-007443	8842 Carlyle Ave FI 33154	Right of Way Review	Public Works	Approved	1	Yes	05/01/2025	05/01/2025	05/15/2025

TOTAL REVIEWS FOR ANDRE EUGENT: 8

TOTAL REVIEWS FOR PUBLIC WORKS: 8

STRUCTURAL										
Structural Reviewer	2023-005218	8801 Collins Ave FI 33154	Building Review (Commercial)	Structural	In Review	2*	Yes		04/29/2025	05/13/2025
	2024-006377	8911 Collins Ave FI 33154	Building Review (Commercial)	Structural	Approved	1	Yes	11/26/2024	04/24/2025	05/15/2025
	2025-007288-BR	9016 Byron Ave FI 33154	Building Review (Residential)	Structural	Requires Re-submit	2*	Yes	05/07/2025	04/30/2025	05/14/2025
	2025-007420-BR	9341 Bay Dr FI 33154	Building Review (Residential)	Structural	Requires Re-submit	1	Yes	05/06/2025	04/24/2025	05/15/2025
	<i>Comments: please see review response sheet attached on files 5/6/2025</i>									
	2025-007425-BC	9301 Collins Ave FI 33154	Building Review (Commercial)	Structural	In Review	1	Yes		04/25/2025	05/16/2025

TOTAL REVIEWS FOR STRUCTURAL REVIEWER: 5

TOTAL REVIEWS FOR STRUCTURAL: 5

GRAND TOTAL OF ALL REVIEWS: 56

** This review is a resubmittal*