



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.: 61-2025

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

From: Mark Blumstein, Acting Town Manager *MB*

Date: February 12, 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 3 to February 9, 2025.

This Report highlights the **39** total reviews performed by reviewer as follows:

- *Building/Structural* by Daniel Dominguez – 6 reviews;
- *Flood Review* by Erica Valdes – 0 review;
- *Building/Structural* by Ulises Fernandez – 4 reviews;
- *Electrical* by Candelario Martinez – 9 reviews;
- *Mechanical* by Jan Perez – 2 reviews;
- *Planning/Zoning* by Scarlet Hammons – 7 reviews;
- *Plumbing* by Roberto Conde – 5 reviews;
- *Public Works* by Randy Stokes – 1 review;
- *Roofing* by Ulises Fernandez – 4 reviews; and
- *Structural/Multi-Family* by Chrome Engineering – 1 review.

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 3 – Feb. 9, 2025)



ALL REVIEWS BY DUE DATE BY DEPARTMENT (02/03/2025 TO 02/07/2025) FOR TOWN OF SURFSIDE

Reviewer	Permit Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
BUILDING										
Daniel Dominguez	2024-006244	9200 Collins Ave FI 33154	Sign Review	Building	Approved	1	Yes	01/23/2025	01/17/2025	02/03/2025
	2024-006610-BC	9559 Collins Ave FI 33154	Building Review (Commercial)	Building	Approved	2*	Yes	01/23/2025		02/06/2025
	2024-006636-BR	9009 Byron Ave FI 33154	Building Review (Residential)	Building	Approved	2*	Yes	01/22/2025	01/22/2025	02/05/2025
	2024-006733-BR	1221 Biscaya Dr FI 33154	Building Review (Residential)	Building	Requires Re-submit	2*	Yes	01/24/2025	01/24/2025	02/07/2025
	<i>Comments: DATE: 01.14.2025 PLANS EXAMINER: DANIEL DOMINGUEZ ADDRESS: 1221 BISCAYA DR PERMIT: 24-6733 PLANS REVIEW DENIED DUE TO: - ADDRESS ZONING COMMENTS - PENDING STRUCTURAL ENGINEER REVIEW</i>									
	2025-006773-BC	9156 Collins Ave FI 33154	Building Review (Commercial)	Building	Approved	1	Yes	01/14/2025	01/10/2025	02/03/2025
	2025-006829-BR	716 88 St FI 33154	Building Review (Residential)	Building	Approved	1	Yes	01/28/2025	01/10/2025	02/03/2025
TOTAL REVIEWS FOR DANIEL DOMINGUEZ: 6										
Ulises Fernandez	2024-005725-BC	9511 Collins Ave FI 33154	Building Review (Commercial)	Building	In Review	1	Yes		01/10/2025	02/03/2025
	2024-006670-BR	600 Surfside Blvd FI 33154	Building Review (Residential)	Building	Requires Re-submit	2*	Yes	01/29/2025	01/23/2025	02/06/2025
	<i>Comments: PENDING COMMENTS.... PLEASE SUBMIT PROPER PLANS.</i>									
	2025-006861-BR	9450 Bay Dr FI 33154	Building Review (Residential)	Building	Approved	1	Yes	02/04/2025	01/15/2025	02/06/2025
	2025-006864-BR	500 94Th St FI 33154	Building Review (Residential)	Building	Approved	1	Yes	01/16/2025	01/16/2025	02/07/2025
TOTAL REVIEWS FOR ULISES FERNANDEZ: 4										
TOTAL REVIEWS FOR BUILDING: 10										
ELECTRICAL										
Candelario Martinez	2024-006244	9200 Collins Ave FI 33154	Sign Review	Electrical	Approved	1	Yes	01/21/2025	01/17/2025	02/03/2025
	2024-006738-Comm	9540 Harding Ave FI 33154	Electrical Trade Review	Electrical	Requires Re-submit	2*	Yes	02/04/2025	01/23/2025	02/06/2025
	<i>Comments: Please show the following information on plans for LED linear/strip lighting: a. Location and type of drivers/transformers to be used. b. Type of LED to be installed in each location (length, wattage, etc.). c. Type and size/gauge of conductor to be used on secondary/LV side of drivers/transformers.</i>									
	2024-006763-Comm	9511 Collins Ave FI 33154	Electrical Trade Review	Electrical	Requires Re-submit	2*	Yes	01/23/2025	01/23/2025	02/06/2025
	<i>Comments: It appears that the panel to be replaced is in a rated smoke/fire wall. Please show on electrical page which listed method or product will be used to protect opening around panel (must be listed for that specific use).</i>									
	2025-006833-Comm	9317 Collins Ave FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	01/14/2025	01/13/2025	02/04/2025
	2025-006836	9280 Byron Ave FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	01/16/2025	01/15/2025	02/06/2025
	2025-006837-Comm	9472 Harding Ave FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	12/18/2024	01/10/2025	02/03/2025

ALL REVIEWS BY DUE DATE BY DEPARTMENT (02/03/2025 TO 02/07/2025)

Reviewer	Permit Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
	2025-006839	9132 Dickens Ave FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	01/13/2025	01/10/2025	02/03/2025
	2025-006863-Comm	9149 Collins Ave FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	12/11/2024	01/15/2025	02/06/2025
	MEP-2024-006728	9156 Collins Ave FI 33154	Electrical Trade Review	Electrical	Requires Re-submit	1	Yes	01/14/2025	01/13/2025	02/04/2025

Comments: Please place a clearly visible note on plans that all electrical equipment must be listed a corrosion resistant as per NEC 110.28.

TOTAL REVIEWS FOR CANDELARIO MARTINEZ: 9

TOTAL REVIEWS FOR ELECTRICAL: 9

MECHANICAL

Jan Perez	2025-006828	9332 Bay Dr FI 33154	Mechanical Trade Review	Mechanical	Approved	1	Yes	11/28/2023	01/10/2025	02/03/2025
	2025-006856	8925 Collins Ave	Mechanical Trade Review	Mechanical	Approved	1	Yes	01/14/2025	01/14/2025	02/05/2025

TOTAL REVIEWS FOR JAN PEREZ: 2

TOTAL REVIEWS FOR MECHANICAL: 2

PLANNING/ZONING

Scarlet Hammons	2024-006324-BR	9260 Carlyle Ave FI 33154	Building Review (Residential)	Planning/Zoning	Requires Re-submit	1	Yes	02/05/2025	10/15/2024	02/05/2025
	2024-006676-BR	9364 Abbott Ave FI 33154	Building Review (Residential)	Planning/Zoning	Approved	2*	Yes	01/17/2025	01/17/2025	02/03/2025
	2024-006722-BC	9455 Collins Ave FI 33154	Building Review (Commercial)	Planning/Zoning	Approved	2*	Yes	01/24/2025	01/24/2025	02/07/2025
	2024-006733-BR	1221 Biscaya Dr FI 33154	Building Review (Residential)	Planning/Zoning	Requires Re-submit	2*	Yes	01/09/2025	01/24/2025	02/07/2025
	2025-006793-BR	8851 Hawthorne Ave FI 33154	Building Review (Residential)	Planning/Zoning	Approved	1	Yes	01/22/2025	01/10/2025	02/03/2025
	2025-006829-BR	716 88 St FI 33154	Building Review (Residential)	Planning/Zoning	Approved	1	Yes	01/28/2025	01/14/2025	02/03/2025
	2025-006861-BR	9450 Bay Dr FI 33154	Building Review (Residential)	Planning/Zoning	Approved	1	Yes	02/04/2025	01/15/2025	02/06/2025

TOTAL REVIEWS FOR SCARLET HAMMONS: 7

TOTAL REVIEWS FOR PLANNING/ZONING: 7

PLUMBING

Roberto Conde	2024-006670-BR	600 Surfside Blvd FI 33154	Building Review (Residential)	Plumbing	In Review	2*	Yes		01/23/2025	02/06/2025
	2025-006840	9317 Collins Ave FI	Plumbing Trade Review	Plumbing	Approved	1	Yes	01/13/2025	01/10/2025	02/03/2025
	2025-006842	8925 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	Approved	1	Yes	01/13/2025	01/10/2025	02/03/2025
	2025-006853	524 89 St FI 33154	Plumbing Trade Review	Plumbing	Requires Re-submit	1	Yes	01/13/2025	01/13/2025	02/04/2025

Comments: PLANS ARE NOT LEGIBLE. PROVIDE PLANS AS PER THE 2023 FBC BUILDING, 107.2.1, SUBMISSION OF DOCUMENTS. PROVIDE ON PLAN THE LOCATION OF THE GAS PIPING FROM METER TO POINT OF CONNECTION ON GENERATOR. PIPE SIZING, TABLE 402.1 2023 FBC FUEL GAS CODE ON PLAN....RC

	2025-006855	600 Surfside Blvd FI 33154	Plumbing Trade Review	Plumbing	Requires Re-submit	1	Yes	01/15/2025	01/14/2025	02/05/2025
--	-------------	----------------------------	-----------------------	----------	--------------------	---	-----	------------	------------	------------

ALL REVIEWS BY DUE DATE BY DEPARTMENT (02/03/2025 TO 02/07/2025)

Reviewer	Permit Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
<i>Comments: 2023 FBC BUILDING, 107.2.1, SUBMITTAL OF DOCUMENTS, PLANS REQUIRED, A FLOOR PLAN THAT SHOWS THE LOCATION OF THE BATHROOM. PROVIDE A SHOWER PAN DETAIL. PROVIDE YOUR ENTIRE SCOPE OF WORK ON PLAN. BUILDING PERMIT APPLICATION REQUIRED...RC</i>										
TOTAL REVIEWS FOR ROBERTO CONDE: 5										
TOTAL REVIEWS FOR PLUMBING: 5										
PUBLIC WORKS										
Randy Stokes	2025-006889	9494 Harding Ave FI 33154	Right of Way Review	Public Works	In Review	1	Yes		01/24/2025	02/07/2025
TOTAL REVIEWS FOR RANDY STOKES: 1										
TOTAL REVIEWS FOR PUBLIC WORKS: 1										
ROOF										
Ulises Fernandez	2024-005921-BR	424 90Th St FI 33154	Roof Review	Roof	In Review	1	Yes		01/10/2025	02/03/2025
	2025-006795-BR	9133 Froude Ave FI 33154	Roof Review	Roof	Approved	2*	Yes	01/29/2025	01/23/2025	02/06/2025
	2025-006831-BR	1220 Biscaya Dr FI 33154	Roof Review	Roof	Requires Re-submit	1	Yes	01/29/2025	01/10/2025	02/03/2025
<i>Comments: 1. PLEASE SHOW LOCATION AND DIMENSIONS OF ELEVATED PRESSURES ON ROOF PLAN. 2. PLEASE SHOW TYPE AND SIZE OF FASTENERS FOR ISO. 3. PLEASE SHOW TYPE, SIZE AND SPACING OF FASTENERS FOR DRIP EDGE. 4. PLEASE SUBMIT U.L. LISTING. 5. PLEASE DO NOT USE THE BACK OF SHEETS, PRINT ONE SIDE ONLY.</i>										
	2025-006859-BR	1276 Biscaya Dr FI 33154	Roof Review	Roof	Requires Re-submit	1	Yes	01/29/2025	01/15/2025	02/06/2025
<i>Comments: 1. PLEASE SHOW ALL DIMENSIONS ON ROOF PLAN. 2. PLEASE COMPLETE ALL OF SECTION C. IF A COMPONENT IS NOT USED, IDENTIFY A N/A". 3. PLEASE SELECT SYSTEM TO BE USED FROM N.O.A. 4. PLEASE SUBMIT U.L. LISTING.</i>										
TOTAL REVIEWS FOR ULISES FERNANDEZ: 4										
TOTAL REVIEWS FOR ROOF: 4										
STRUCTURAL										
Structural Reviewer	2025-006861-BR	9450 Bay Dr FI 33154	Building Review (Residential)	Structural	Approved	1	Yes	02/04/2025	01/15/2025	02/06/2025
TOTAL REVIEWS FOR STRUCTURAL REVIEWER: 1										
TOTAL REVIEWS FOR STRUCTURAL: 1										
GRAND TOTAL OF ALL REVIEWS: 39										

** This review is a resubmittal*