



**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.: 121-2025

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

From: Mark Blumstein, Town Manager *MB*

Date: March 31, 2025

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

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The purpose of this Letter to Commission (LTC) is to transmit the attached Plan Review Activity Report for the period March 24 to March 29, 2025.

This Report highlights the **77** total reviews performed by reviewer as follows:

- *Building/Structural* by Daniel Dominguez – 17 reviews;
- *Flood Review* by Erica Valdes – 0 reviews;
- *Building/Structural* by Ulises Fernandez – 7 reviews;
- *Electrical* by Candelario Martinez – 16 reviews;
- *Mechanical* by Jan Perez – 6 reviews;
- *Planning/Zoning* by Scarlet Hammons – 9 reviews;
- *Plumbing* by Roberto Conde – 15 reviews;
- *Public Works* by Andre Eugent – 3 reviews;
- *Roofing* by Ulises Fernandez – 1 review; and
- *Structural/Multi-Family* by Chrome Engineering – 3 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 24 – March 29, 2025)



## ALL REVIEWS BY DUE DATE BY DEPARTMENT (03/24/2025 TO 03/29/2025) FOR TOWN OF SURFSIDE

Reviewer	Permit Number /Plan Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
<b>BUILDING</b>										
DANIEL DOMINGUEZ										
Permit Reviews	2024-006632-BC	9505 Harding Ave FI 33154	Building Review (Commercial)	Building	Approved	2*	Yes	03/11/2025	03/11/2025	03/25/2025
	2025-006924	9526 Harding Ave FI 33154	Sign Review	Building	Approved	1	Yes	03/25/2025	03/11/2025	03/25/2025
				<i>Comments: PENDING ZONING APPROVAL</i>						
	2025-007007-BR	9248 Carlyle Ave FI 33154	Building Review (Residential)	Building	Approved	2*	Yes	03/13/2025	03/11/2025	03/25/2025
	2025-007015-BC	8855 Collins Ave FI 33154	Building Review (Commercial)	Building	Approved	1	Yes	03/13/2025	03/05/2025	03/26/2025
	2025-007089-BR	1400 Biscaya Dr FI 33154	Building Review (Residential)	Building	Approved	2*	Yes	03/25/2025	03/14/2025	03/28/2025
				<i>Comments: DATE: 03.25.2025 PLANS EXAMINER: DANIEL DOMINGUEZ ADDRESS: 1400 BISCAYA DR. PERMIT: 25-7089 PLANS REVIEW APPROVED BUT PENDING STRUCTURAL ENGINEER REVIEW</i>						
	2025-007103-BC	9001 Collins Ave S-607 FI 33154	Building Review (Commercial)	Building	In Review	1	Yes		03/10/2025	03/25/2025
	2025-007106-BR	9009 Byron Ave FI 33154	Building Review (Residential)	Building	Approved	1	Yes	03/20/2025	03/03/2025	03/24/2025
				<i>Comments: PENDING STRUCTURAL ENGINEER APPROVAL</i>						
	2025-007112-BC	9349 Collins Ave FI 33154	Building Review (Commercial)	Building	Approved	1	Yes	03/19/2025	03/04/2025	03/25/2025
	2025-007114-BR	9332 Bay Dr FI 33154	Building Review (Residential)	Building	Approved	1	Yes	03/05/2025	03/04/2025	03/25/2025
	2025-007115-BC	9455 Collins Ave FI 33154	Building Review (Commercial)	Building	Approved	1	Yes	03/05/2025	03/03/2025	03/24/2025
	2025-007118-BR	8935 Froude Ave FI 33154	Building Review (Residential)	Building	In Review	1	Yes		03/04/2025	03/25/2025
	2025-007132-BC	9401 Collins Ave FI 33154	Building Review (Commercial)	Building	Approved	1	Yes	03/20/2025	03/05/2025	03/26/2025
				<i>Comments: PENDING ELECTRICAL APPROVAL</i>						
	2025-007138-BR	9375 Bay Dr FI 33154	Building Review (Residential)	Building	Requires Re-submit	1	Yes	03/13/2025	03/06/2025	03/27/2025
				<i>Comments: PLEASE PROVIDE A PROPER FLOOR PLAN AND ORIGINAL ENGINEER SIGNATURE.</i>						
	2025-007139-BR	9308 Byron Ave FI 33154	Building Review (Residential)	Building	Approved	1	Yes	03/12/2025	03/06/2025	03/27/2025
				<i>Comments: PENDING ZONING</i>						
	2025-007152-BR	301 88Th St FI 33154	Building Review (Residential)	Building	Approved	1	Yes	03/13/2025	03/07/2025	03/28/2025
	2025-007158-BR	9456 Abbott Ave FI 33154	Building Review (Residential)	Building	Approved	1	Yes	03/13/2025	03/07/2025	03/28/2025
	2025-007169	9541 Harding Ave FI 33154	Sign Review	Building	Approved	1	Yes	03/25/2025	03/11/2025	03/25/2025
<b>TOTAL REVIEWS FOR DANIEL DOMINGUEZ: 17</b>										

## ALL REVIEWS BY DUE DATE BY DEPARTMENT (03/24/2025 TO 03/29/2025)

Reviewer	Permit Number /Plan Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
ULISES FERNANDEZ										
Permit Reviews	2024-005786-BC	8877 Collins Ave FI 33154	Building Review (Commercial)	Building	Approved	1	Yes	02/27/2025	03/07/2025	03/28/2025
	2025-006868-BC	9317 Collins Ave FI 33154	Building Review (Commercial)	Building	Pending Assignment	1	Yes		03/07/2025	03/28/2025
	2025-006894-BC	8925 Collins Ave FI 33154	Building Review (Commercial)	Building	Approved <i>Comments: Approved as per ulises request</i>	3*	Yes	03/13/2025	03/14/2025	03/28/2025
	2025-007032-BC	9341 Collins Ave FI 33154	Building Review (Commercial)	Building	Approved	1	Yes	03/27/2025	03/08/2025	03/28/2025
	2025-007065-BR	9556 Abbott Ave FI 33154	Building Review (Residential)	Building	Pending Assignment	1	Yes		03/03/2025	03/24/2025
	2025-007095-BC	9165 Collins Ave FI 33154	Building Review (Commercial)	Building	Pending Assignment	1	Yes		03/03/2025	03/24/2025
	2025-007137	8851 Hawthorne Ave FI 33154	Building Review (Residential)	Building	In Review	1	Yes		03/06/2025	03/27/2025

TOTAL REVIEWS FOR ULISES FERNANDEZ: 7

**TOTAL REVIEWS FOR BUILDING: 24**

ELECTRICAL										
CANDELARIO MARTINEZ										
Permit Reviews	2024-006632-BC	9505 Harding Ave FI 33154	Building Review (Commercial)	Electrical	Approved	2*	Yes	03/11/2025	03/11/2025	03/25/2025
	2025-006924	9526 Harding Ave FI 33154	Sign Review	Electrical	Approved	1	Yes	03/25/2025	03/21/2025	03/25/2025
	2025-007015-BC	8855 Collins Ave FI 33154	Building Review (Commercial)	Electrical	Approved	1	Yes	03/06/2025	03/05/2025	03/26/2025
	2025-007111	9133 Froude Ave FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	03/05/2025	03/03/2025	03/24/2025
	2025-007112-BC	9349 Collins Ave FI 33154	Building Review (Commercial)	Electrical	Approved	1	Yes	03/11/2025	03/04/2025	03/25/2025
	2025-007120-BC	9149 Collins Ave FI	Building Review (Commercial)	Electrical	Approved	1	Yes	03/06/2025	03/04/2025	03/25/2025
	2025-007121-BC	9149 Collins Ave FI	Building Review (Commercial)	Electrical	Approved	1	Yes	03/06/2025	03/04/2025	03/25/2025
	2025-007123	8705 Carlyle Ave FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	03/05/2025	03/04/2025	03/25/2025
	2025-007127-BC	8995 Collins Ave FI 33154	Building Review (Commercial)	Electrical	Approved	1	Yes	03/06/2025	03/05/2025	03/26/2025
	2025-007132-BC	9401 Collins Ave FI 33154	Building Review (Commercial)	Electrical	Requires Re-submit	1	Yes	03/11/2025	03/05/2025	03/26/2025

## ALL REVIEWS BY DUE DATE BY DEPARTMENT (03/24/2025 TO 03/29/2025)

Reviewer	Permit Number /Plan Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date		
				<i>Comments: 1. Please show the location of the electrical panel with clearances as per article 110.26 of the NEC.                      2. It appears that the design will include LED linear/strip lighting. If so please show the following on plans:                      a. Type and locations for all drivers/transformers.                      b. Type of LED to be used in each location (length, wattage, etc.).                      c. Type and size/gauge of conductor to be used on secondary/LV side.</i>								
	2025-007143	301 88Th St FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	03/11/2025	03/07/2025	03/28/2025		
	2025-007151	301 88Th St FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	03/11/2025	03/07/2025	03/28/2025		
	2025-007153-BR	9517 Bay Dr FI 33154	Building Review (Residential)	Electrical	Approved	1	Yes	03/11/2025	03/07/2025	03/28/2025		
	2025-007169	9541 Harding Ave FI 33154	Sign Review	Electrical	Approved	1	Yes	03/25/2025	03/21/2025	03/25/2025		
	MEP-2025-007126	9349 Collins Ave FI 33154	Electrical Trade Review	Electrical	Approved	1	Yes	03/11/2025	03/04/2025	03/25/2025		
	MEP-2025-007135	9401 Collins Ave FI 33154	Electrical Trade Review	Electrical	In Review	1	Yes		03/05/2025	03/26/2025		

**TOTAL REVIEWS FOR CANDELARIO MARTINEZ: 16**

**TOTAL REVIEWS FOR ELECTRICAL: 16**

### MECHANICAL

JAN PEREZ

Permit Reviews	2025-007112-BC	9349 Collins Ave FI 33154	Building Review (Commercial)	Mechanical	Approved	1	Yes	03/13/2025	03/04/2025	03/25/2025
	2025-007117	9172 Collins Ave FI 33154	Mechanical Trade Review	Mechanical	Approved	1	Yes	03/04/2025	03/04/2025	03/25/2025
	2025-007132-BC	9401 Collins Ave FI 33154	Building Review (Commercial)	Mechanical	Approved	1	Yes	03/13/2025	03/05/2025	03/26/2025
	2025-007140-BR	8926 Froude Ave FI 33154	Building Review (Residential)	Mechanical	Approved	1	Yes	03/13/2025	03/06/2025	03/27/2025
	MEP-2025-007124	9349 Collins Ave FI 33154	Mechanical Trade Review	Mechanical	Approved	1	Yes	03/19/2025	03/04/2025	03/25/2025
	MEP-2025-007134	9401 Collins Ave FI 33154	Mechanical Trade Review	Mechanical	In Review	1	Yes		03/05/2025	03/26/2025

**TOTAL REVIEWS FOR JAN PEREZ: 6**

**TOTAL REVIEWS FOR MECHANICAL: 6**

### PLANNING/ZONING

SCARLET HAMMONS

Permit Reviews	2025-006868-BC	9317 Collins Ave FI 33154	Building Review (Commercial)	Planning/Zoning	Approved	1	Yes	03/10/2025	03/07/2025	03/28/2025
	2025-006924	9526 Harding Ave FI 33154	Sign Review	Planning/Zoning	Requires Re-submit	1	Yes	03/21/2025	03/11/2025	03/25/2025
	2025-007065-BR	9556 Abbott Ave FI 33154	Building Review (Residential)	Planning/Zoning	Requires Re-submit	1	Yes	03/03/2025	03/03/2025	03/24/2025
	2025-007089-BR	1400 Biscaya Dr FI 33154								

*Comments: PAGES 2-7 NEED TO BE SIGNED BY ENGINEER ONLY PAGE 1 IS SIGNED*

## ALL REVIEWS BY DUE DATE BY DEPARTMENT (03/24/2025 TO 03/29/2025)

Reviewer	Permit Number /Plan Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
			Building Review (Residential)	Planning/Zoning	In Review	2*	Yes		03/14/2025	03/28/2025
	2025-007095-BC	9165 Collins Ave FI 33154	Building Review (Commercial)	Planning/Zoning	In Review	1	Yes		03/03/2025	03/24/2025
	2025-007108-BR	9009 Byron Ave FI 33154	Building Review (Residential)	Planning/Zoning	Approved	1	Yes	03/10/2025	03/07/2025	03/28/2025
	2025-007139-BR	9308 Byron Ave FI 33154	Building Review (Residential)	Planning/Zoning	Approved	2*	Yes	03/26/2025	03/14/2025	03/28/2025
	2025-007152-BR	301 88Th St FI 33154	Building Review (Residential)	Planning/Zoning	Approved	1	Yes	03/12/2025	03/07/2025	03/28/2025
	2025-007169	9541 Harding Ave FI 33154	Sign Review	Planning/Zoning	Approved	1	Yes	03/21/2025	03/11/2025	03/25/2025

**TOTAL REVIEWS FOR SCARLET HAMMONS: 9**

**TOTAL REVIEWS FOR PLANNING/ZONING: 9**

### PLUMBING

#### ROBERTO CONDE

Permit Reviews	2024-006695	9073 Dickens Ave FI 33154	Plumbing Trade Review	Plumbing	Approved	3*	Yes	03/19/2025	03/12/2025	03/26/2025
	2025-006855	600 Surfside Blvd FI 33154	Plumbing Trade Review	Plumbing	Approved	2*	Yes	03/12/2025	03/12/2025	03/26/2025
	2025-007015-BC	8855 Collins Ave FI 33154	Building Review (Commercial)	Plumbing	Approved	1	Yes	03/10/2025	03/05/2025	03/26/2025
	2025-007097	716 88 St FI 33154	Plumbing Trade Review	Plumbing	Approved	2*	Yes	03/10/2025	03/10/2025	03/24/2025
	2025-007112-BC	9349 Collins Ave FI 33154	Building Review (Commercial)	Plumbing	Approved	1	Yes	03/05/2025	03/04/2025	03/25/2025
	2025-007132-BC	9401 Collins Ave FI 33154	Building Review (Commercial)	Plumbing	Approved	1	Yes	03/05/2025	03/05/2025	03/26/2025
	2025-007142	301 88Th St FI 33154	Plumbing Trade Review	Plumbing	Approved	1	Yes	03/10/2025	03/07/2025	03/28/2025
	2025-007157-BC	8888 Collins Ave FI 33154	Building Review (Commercial)	Plumbing	Requires Re-submit	1	Yes	03/10/2025	03/07/2025	03/28/2025
	2025-007186	9201 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	Approved	2*	Yes	03/12/2025	03/12/2025	03/26/2025
	MEP-2025-007083	9149 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	In Review	1	Yes		03/08/2025	03/28/2025
	MEP-2025-007085	9149 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	Approved	1	Yes	03/10/2025	03/08/2025	03/28/2025
	MEP-2025-007107	9009 Byron Ave FI 33154	Plumbing Trade Review	Plumbing	Approved	1	Yes	03/10/2025	03/03/2025	03/24/2025
	MEP-2025-007125	9349 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	Approved	1	Yes	03/19/2025	03/04/2025	03/25/2025
	MEP-2025-007128	9201 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	In Review	1	Yes		03/05/2025	03/26/2025
	MEP-2025-007133	9401 Collins Ave FI 33154	Plumbing Trade Review	Plumbing	In Review	1	Yes		03/05/2025	03/26/2025

**TOTAL REVIEWS FOR ROBERTO CONDE: 15**

**TOTAL REVIEWS FOR PLUMBING: 15**

## ALL REVIEWS BY DUE DATE BY DEPARTMENT (03/24/2025 TO 03/29/2025)

Reviewer	Permit Number /Plan Number	Address	Submittal	Review	Review Status	Version	Required	Complete Date	Assigned Date	Due Date
<b>PUBLIC WORKS</b>										
<b>ANDRE EUGENT</b>										
Permit Reviews	2025-007065-BR	9556 Abbott Ave Fl 33154	Building Review (Residential)	Public Works	In Review	1	Yes	03/03/2025	03/03/2025	03/24/2025
	2025-007095-BC	9165 Collins Ave Fl 33154	Building Review (Commercial)	Public Works	Pending Assignment	1	Yes	03/03/2025	03/03/2025	03/24/2025
	2025-007191	9172 Harding Ave Fl 33154	Right of Way Review	Public Works	Approved	1	Yes	03/14/2025	03/17/2025	03/27/2025
<i>Comments: Approved by Andre</i>										

**TOTAL REVIEWS FOR ANDRE EUGENT: 3**

**TOTAL REVIEWS FOR PUBLIC WORKS: 3**

<b>ROOF</b>										
<b>ULISES FERNANDEZ</b>										
Permit Reviews	2025-007113-BR	8951 Abbott Ave Fl 33154	Roof Review	Roof	Requires Re-submit	1	Yes	03/13/2025	03/03/2025	03/24/2025
<i>Comments: 1. PLEASE SUBMIT PROPER FBC 2023 ROOFING PACKAGE.                  2. PROVIDE ALL DIMENSIONS ON ROOF PLAN.                  3. SHOW LOCATION AND DIMENSIONS OF ELEVATED PRESSURES ON ROOF PLAN FOR LOW SLOPE ROOF.                  4. SUBMIT WIND LOAD CALCULATIONS.                  5. COMPLETE PROPER CALCULATIONS FOR SLOPED ROOF ON SECTION E.                  6. SUBMIT U.L. LSTING.                  7. ALL WRITING TO BE LEGIBLE.                  8. NO ORIGINALS, PEN/PENCIL MARKING (SUBMIT ONLY COPIES).</i>										

**TOTAL REVIEWS FOR ULISES FERNANDEZ: 1**

**TOTAL REVIEWS FOR ROOF: 1**

<b>STRUCTURAL</b>										
<b>STRUCTURAL REVIEWER</b>										
Permit Reviews	2025-007032-BC	9341 Collins Ave Fl 33154	Building Review (Commercial)	Structural	Requires Re-submit	1	Yes	03/14/2025	03/08/2025	03/28/2025
	2025-007089-BR	1400 Biscaya Dr Fl 33154	Building Review (Residential)	Structural	In Review	2*	Yes	03/14/2025	03/14/2025	03/28/2025
	2025-007106-BR	9009 Byron Ave Fl 33154	Building Review (Residential)	Structural	In Review	1	Yes	03/03/2025	03/03/2025	03/24/2025

**TOTAL REVIEWS FOR STRUCTURAL REVIEWER: 3**

**TOTAL REVIEWS FOR STRUCTURAL: 3**

**GRAND TOTAL OF ALL REVIEWS: 77**

*\* This review is a resubmittal*