

33-5028-025-0010



VILLAGE OF PALMETTO BAY  
9705 E. HIBISCUS STREET  
PALMETTO BAY, FLORIDA 33157  
(305) 259-1234 Fax: (305) 259-1290

Approved
<i>DE</i>
Edward Silva, Village Manager
<i>RE</i>
6/14/19
Date

REQUEST FOR PUBLIC RECORDS

Requests are filled in accordance with the provisions of Chapters 119 and 257, Florida Statutes.

DATE: 3-22-19

NAME: Guillermo Sanchez

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: 786-291-6084 FAX: \_\_\_\_\_

EMAIL: gizmo7288@gmail

REQUEST (Attach additional page, if necessary): Copies of the following documents:

floor plans / construction design  
for 16051 S. Dixie Hwy  
Brandsmart Location

*via phone on 3-22-19*

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FOR USE BY VILLAGE STAFF ONLY

DATE FORWARDED: 3-22-19

DATE REQUEST FILLED: \_\_\_\_\_

ESTIMATED TIME (IF APPLICABLE): \_\_\_\_\_

HOW WAS REQUEST FILLED? \_\_\_\_\_

IF NOT FILLED, REASON: \_\_\_\_\_

BY: *[Signature]*

TRACKING NO.: 2019-100

ASSIGNED DEPT: Building

NUMBER OF COPIES: \_\_\_\_\_

ESTIMATED COST: \_\_\_\_\_

*BR*

## Admin Temp

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**From:** Angie Hewlett  
**Sent:** Thursday, June 13, 2019 8:16 AM  
**To:** Wesley Maltby; Gladys Bilbraut; Liuvina Diaz  
**Cc:** Admin Temp; Karla Morales-Maestre; Melissa Dodge  
**Subject:** RE: Public Record Request - 2019-100 (Sanchez)  
**Attachments:** prr-2019-100.pdf

Good morning,

We do not have any interior remodeling permits for Brandsmart since our incorporation. The permits we do have are for exterior work and do not require floor plans. The Dade property appraisers show 4 building on this site all built between 1972 and 2000 so we would not have plans with the information they are seeking. They would need to check microfilm at Miami-Dade County at <https://bldgappl.miamidade.gov/microfilm/>

Regards,

**Angie Hewlett**  
**Plans Processing Clerk**  
**Village of Palmetto Bay**  
**9705 E. Hibiscus St**  
**Palmetto Bay, FL 33157**  
**Office: 305-259-1250**  
**Fax: 866-927-5576**  
[www.palmettobay-fl.gov](http://www.palmettobay-fl.gov)

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**From:** Wesley Maltby <wmaltby@palmettobay-fl.gov>  
**Sent:** Wednesday, June 12, 2019 3:46 PM  
**To:** Gladys Bilbraut <gbilbraut@palmettobay-fl.gov>; Liuvina Diaz <ldiaz@palmettobay-fl.gov>; Angie Hewlett <ahewlett@palmettobay-fl.gov>  
**Cc:** Admin Temp <admintemp@palmettobay-fl.gov>; Karla Morales-Maestre <kmorales@palmettobay-fl.gov>  
**Subject:** FW: Public Record Request - 2019-100 (Sanchez)

Ladies Yanara is asking about this one, we may have missed it while Angie was out (?)

See highlighted sections below, it should be pretty easy to prep & send

Please & thank-you!!

Wesley C. Maltby  
Building Official  
Village of Palmetto Bay  
9705 East Hibiscus Street  
Palmetto Bay, FL 33157

305-259-1250

[wmaltby@palmettobay-fl.gov](mailto:wmaltby@palmettobay-fl.gov)

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**From:** Wesley Maltby

**Sent:** Monday, March 25, 2019 10:55 AM

**To:** Liuvina Diaz <[ldiaz@palmettobay-fl.gov](mailto:ldiaz@palmettobay-fl.gov)>; Gladys Bilbraut ([gbilbraut@palmettobay-fl.gov](mailto:gbilbraut@palmettobay-fl.gov)) <[gbilbraut@palmettobay-fl.gov](mailto:gbilbraut@palmettobay-fl.gov)>

**Cc:** Admin Temp ([admintemp@palmettobay-fl.gov](mailto:admintemp@palmettobay-fl.gov)) <[admintemp@palmettobay-fl.gov](mailto:admintemp@palmettobay-fl.gov)>; Karla Morales-Maestre ([kmorales@palmettobay-fl.gov](mailto:kmorales@palmettobay-fl.gov)) <[kmorales@palmettobay-fl.gov](mailto:kmorales@palmettobay-fl.gov)>

**Subject:** FW: Public Record Request - 2019-100 (Sanchez)

Gladys / Liuvina please,

They are asking for floor plans & construction design for the Brandsmart store.

The Dade property appraisers show 4 building on this site all built between 1972 and 2000 so we would not have plans with the information they are seeking. They would need to check microfilm at Miami-Dade County at

<https://bldgappl.miamidade.gov/microfilm/>

We could include a print out of the long list of permits for this address I find in Eden. They could look through this list to see if there is anything that may want to have pulled and copied.

Wesley C. Maltby  
Building Official  
Department of Building and Capital Projects  
Village of Palmetto Bay  
9705 East Hibiscus Street  
Palmetto Bay, FL 33157  
Office :305-259-1250  
Fax: 866-927-5576

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**From:** Admin Temp

**Sent:** Monday, March 25, 2019 9:48 AM

**To:** Wesley Maltby

**Cc:** Olga Cadaval; Missy Arocha; Melissa Dodge; Karla Morales-Maestre

**Subject:** FW: Public Record Request - 2019-100 (Sanchez)

Good morning Wes,

Please see the attached request and forward the response to my attention and cc' Karla.

Thank you!

Yanara Modroño  
Interim Executive Assistant  
Office of the Village Manager  
Village of Palmetto Bay  
9705 East Hibiscus Street  
Palmetto Bay, Florida 33157  
T: 305-259-1234  
F: 305-259-1290

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**From:** Melissa Dodge <[mdodge@palmettobay-fl.gov](mailto:mdodge@palmettobay-fl.gov)>

**Sent:** Friday, March 22, 2019 4:20 PM

**To:** Admin Temp <[admintemp@palmettobay-fl.gov](mailto:admintemp@palmettobay-fl.gov)>; Olga Cadaval <[ocadaval@palmettobay-fl.gov](mailto:ocadaval@palmettobay-fl.gov)>

**Cc:** Missy Arocha <[marocha@palmettobay-fl.gov](mailto:marocha@palmettobay-fl.gov)>; Edward Silva <[esilva@palmettobay-fl.gov](mailto:esilva@palmettobay-fl.gov)>

**Subject:** Public Record Request - 2019-100 (Sanchez)

Good Afternoon,

Attached is Public Record Request No. 2019-100 received from Mr. Guillermo Sanchez. Please forward to the appropriate department.

Sincerely,

*Melissa Dodge  
Administrative Assistant  
Office of the Village Clerk  
Village of Palmetto Bay  
9705 East Hibiscus Street  
Palmetto Bay, FL 33157  
Ph: 305-259-1234  
Fax: 305-259-1290*

**Please Note:** Florida has very broad public records laws. Most written communications to or from local officials regarding official business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.