



City of Doral Special Event Permit Application Packet

What is considered a special event?

Special events are concerts, festivals, races, walks, circuses, carnivals, shows, exhibitions, grand opening promotions, concerts and other similar activities or gatherings taking place in city venues or privately owned property, whether operated partially or totally outdoors on stage, under tents or with the use of temporary buildings or structures, to which members of the public are invited as participants or spectators. Special events shall not be permitted to be located or operated in the city except as provided in this article.

For demonstrations and assemblies, please contact the Police Department at 305-593-6699.

What you should know:

Please contact the planning and zoning department at pzspecialevents@cityofdoral.com for a brief pre-application meeting.

Special events that require city council approval:

- Events expecting 400 or more participants
- Three (3) consecutive days
- Events held on City property
- Events with significant impact on city services, impact on traffic, parking, noise, etc.
- Event application submitted less than 45 days prior to the event.
- **REFER TO SPECIAL EVENTS DEADLINE SUBMITTAL SCHEDULE ATTACHED.**

Fees

- \$350.00 plus \$15.00 technology fee
- Between 89 days - 60 days additional \$200.00
- Between 59 days - 45 days additional \$400.00
- Less than 45 days prior to the event \$1,000.00 fee and requires City Council approval

Please contact the **Building Department at 305-593-6700** for information about required building permits.

Permits Required for:

- Tents larger than 10 x 10
- Generators larger than 10 kw
- Stage
- Portable toilets

Exceptions to the special events regulations:

- A minor outdoor activity, on private property which is defined as an outdoor event and is self-contained that has a total attendance of less than 100 persons, has a limited impact on traffic, parking, and noise in surrounding neighborhoods, and does not exceed the capacity of the facility to other property proposed to be used.
- Corporate parties/gatherings located on business premises that does not require any city services. The sponsor of the proposed outdoor activity shall submit all details of such proposed activity to the planning and zoning department at least 30 days in advance of the event.
- Events by a self-insured governmental entity.
- Outdoor retail events in which the owner or lessee of the property used for a retail use is selling his/her/its merchandise on site may be exempt from the provisions of this article, provided that: such an outdoor retail event is contained wholly on the retail property (shall not occupy public sidewalks, rights-of-way, or property or other private property); event areas may not occupy any required parking spaces; four feet of clear passage is maintained in any occupied private sidewalks; adequate sanitary facilities are available in the subject retail business to accommodate patrons.

Submittal Requirements

- Special event permit application
- Fee (please see above fees information)
- Hold harmless letter.
- Site plan with details required by section 35-48(7) of the city's code.
- Owner's letter of approval, if applicable.
- Certificate of Insurance (the applicant shall provide a certificate of insurance satisfactory to the city manager or designee, such insurance to be comprehensive general liability insurance in a minimum amount as may be determined by the city's risk management division, naming the city as an additional insured)
- Copy of State of Florida Division of Alcoholic Beverages & Tobacco permit or copy of current DBPR license, if selling alcoholic beverages.
- Parking plan identifying the location of vendor parking, volunteer parking, and guest parking (traffic circulation plan).
- Details regarding whether a road closure will be requested including, the proposed road area, proposed use of closure area, and proposed closure hours.

I hereby acknowledge that all required permits should be approved before to the opening of this event and fees due should be paid no later than fourteen (14) days prior to this event.



Applicant's Signature

7/31/25

Date



City of Doral
Planning & Zoning Department
8401 NW 53 Terrace
Doral, FL 33166
Phone: (305) 593-6630

Location Type
Public Property ☐ Private Property ☐

Special Event Permit Application

Special Event Name: Customer appreciation Lunch

Event Organizer: Link Parks Event Address: 8181 NW 14 St Doral, FL 33126 Parking area

Dates: From: 11/05/2025 To: 11/05/2025

Event Hours: From: 8:00 (~~am~~/pm) To: 4:00 (am/~~pm~~) Estimated Attendance: 600

LIST ADDITIONAL LOCATIONS IN A SEPARATE PAGE AND SUBMIT LIST WITH THIS DOCUMENT.

Applicant Information

Applicant's Name: PSBP Industrial LLC Title: Owner

Applicant's Address: 8181 NW 14 St

City: Doral State: FL Zip Code: 33126

Phone: 3055901515 Email: jcastro@linklogistics.com

Promoter/Company Information

Organizer's Name: Link Parks

Organizer's Address: 8181 NW 14 St City: Droal State: FL

Telephone: 3055901515 Email: jcastro@linklogistics.com

General Event Information

TYPE OF EVENT:

Grand Opening ☐ Parade ☐ 5K Run/Walk ☐ Corporate/Business ☒

Groundbreaking/New Project ☐ Athletic/Sports ☐ Holiday Themed ☐

Store Anniversary ☐

Other (specify): _____

SPECIAL CONSIDERATIONS:

Animals ☐ Cooking ☐ Alcoholic Beverages ☐ Road Closures ☐ Firework ☐

Food Trucks ☒

Other (specify): _____

EVENT DESCRIPTION:

This is a private, tenant-only FREE appreciation event organized by the MICC property management and ownership team. The purpose of the event is to express gratitude to our commercial tenants and their employees for their continued occupancy and partnership. The event is not open to the general public and will occur on private property. There will be no on-site registration and no sponsors or vendors on-site. 4 licensed food trucks and one licensed coffee truck. ~~No external connections to power. Providing complimentary meals and beverages~~ (no alcohol) food trucks and vendors will arrive around 8am for set up and breakdown between 3:00pm-4:00pm

PURPOSE OF EVENT:

Customer appreciation

Period of requested use (including set-up/ tear-down and clean-up time):

From: 11/04/2025

To: 11/05/2025

Yes No

- ☐ ☒ Is this event open to the general public?
- ☐ ☒ Will there be an admission fee? If yes, please provide amount(s):
- ☐ ☒ Will alcoholic beverages be served? Type _____ Price _____

If yes, provide: Catering business name _____

License Number _____

Pursuant to the City Code, Section 35-82.1 Mandatory police personnel are required for events where alcohol is served or sold.

- ☒ ☐ Will you have music? Live ☐ Recorded: ☒
City Noise Ordinance may apply depending on the event location.
- ☐ ☒ Will there be on-site registration?
- ☐ ☒ Will there be sponsors or vendors on-site? If yes, please list the below:

Special Event Budget

Detailed Revenue

Source	Price	Total Amount of Income
Total Revenue		\$0.00

Detailed Expenditures

Item	Total Amount of Expense
Event budget	15,000.00
Total Expenses	15,000.00
Net Income Expected	\$0.00

Outdoor Event History

List any events sponsored by your organization and where they were held. Please include the event name, date, total attendance, and any incidents during the event (if any).

1. Customer appreciation lunch held on March20/2025 total attendance 580 customers
no incidents reported.
2. Customer appreciation lunch held on March20/2025 total attendance 580 customers
no incidents reported.
3. N/A

Building Department

Will your event require tents? Yes ☒ No ☐ Size: 40x60 Quantity: 1

Will your event require a stage, or platform? Yes ☐ No ☒ Size: _____ Quantity: _____[□]

Other temporary structure(s)? Please, explain:

N/A

Electrical Trade

Will a generator be used? Yes ☐ No ☒ Size (Watts): _____ Quantity: _____

Will light towers be used? Yes ☐ No ☒ Quantity: _____

Any other electrical need(s) not specified? Yes ☐ No ☒

Please, explain: N/A

Plumbing Trade

What type of restroom facilities will be provided? Existing Building ☐ Portable Toilets ☒

What is the distance of the path to the restrooms nearest the main event? 50 (ft.)

Public Works Department
Traffic Impact Initial Review

Will your event involve any partial or complete road/lane closures? Yes ☐ No ☒
if yes, please provide additional information below.

Will your event involve any partial or complete sidewalk closures? Yes ☐ No ☒

Proposed event will occupy: One lane ☐ Two Lanes ☐ Half Street ☐ Full Street ☐

Street name N/A

From _____ To _____

Beginning Date: _____ Time: _____

Ending Date: _____ Time: _____

2nd Street name N/A

From _____ To _____

Beginning Date: _____ Time: _____

Ending Date: _____ Time: _____

3rd Street name N/A

From _____ To _____

Beginning Date: _____ Time: _____

Ending Date: _____ Time: _____

You may be required to hire off-duty police officers for traffic control and ensure the safety of participants and/or spectators. Emergency vehicles must have access without delay.


Applicant's Signature

7/31/25
Date



PSBP INDUSTRIAL, L.L.C.
c/o Link Logistics Real Estate Management LLC
277 Park Avenue, 46th Floor
New York, NY 10172

July 23, 2025

City of Doral
8401 Northwest 53rd Terrace
2nd Floor
Doral, FL 33166

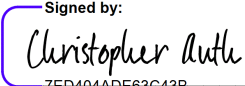
RE: Property Owner Hold Harmless Letter – Special Event Permit Application – 8181 NW 14th Street,
Miami, FL 33126

Dear Building Official:

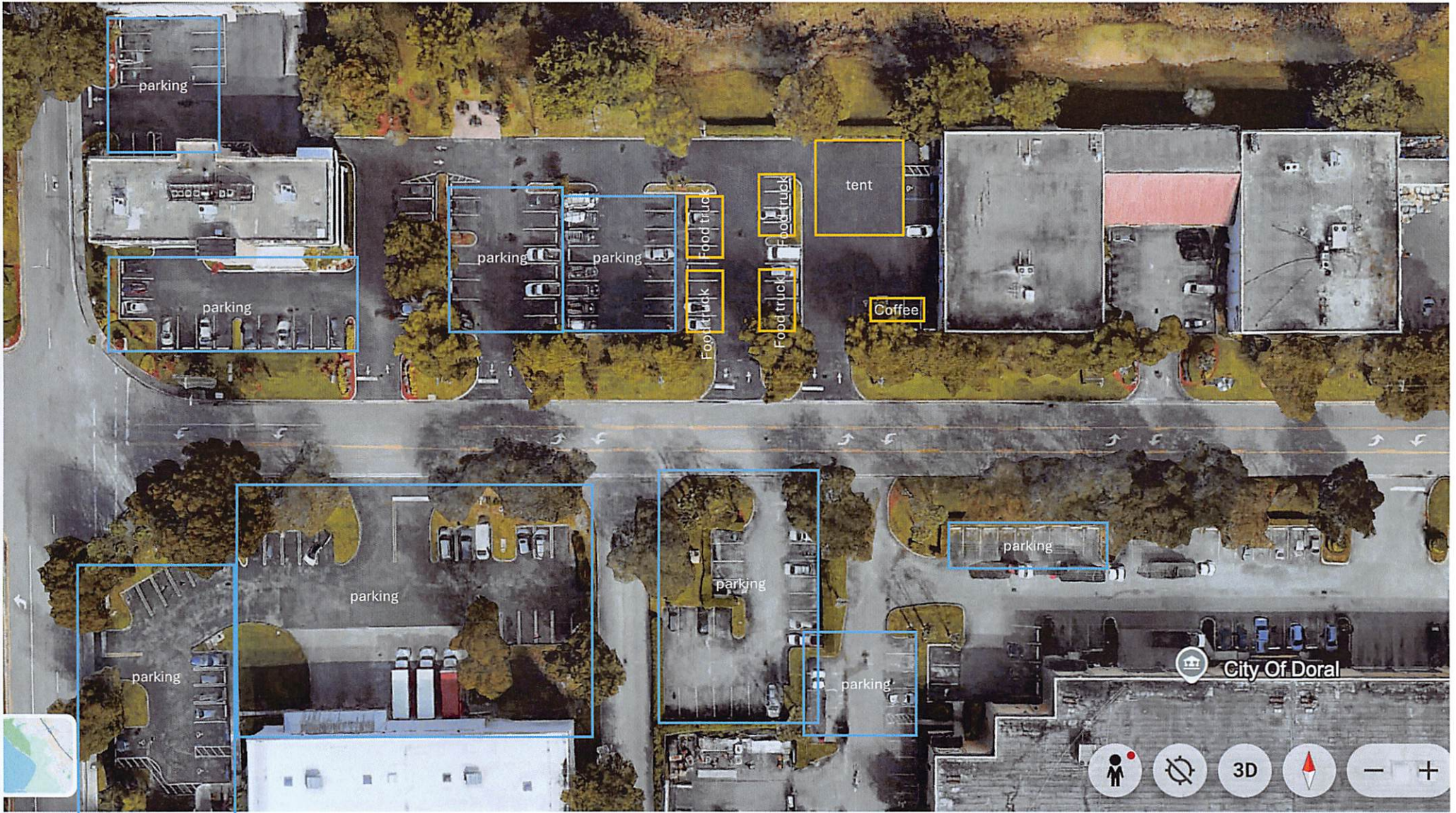
We agree to hold the City of Doral, its agent and authorized personnel, harmless and relieve them from any responsibility or liability for any legal action or damage, cost or expense (including attorney's fees) resulting from damage and/or personal injury that should occur on the premises.

Sincerely,

PSBP INDUSTRIAL, L.L.C.,
a Delaware limited liability company

By: 
Its: Christopher Auth
Title: Authorized Signatory

Signed by:
7ED404ADE63C43B...





[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Foreign Limited Liability Company

PSBP INDUSTRIAL, L.L.C.

Filing Information

Document Number	M03000004077
FEI/EIN Number	95-4609260
Date Filed	12/05/2003
State	DE
Status	ACTIVE
Last Event	LC AMENDMENT
Event Date Filed	02/19/2024
Event Effective Date	NONE

Principal Address

602 W. OFFICE CENTER DRIVE, STE. 200
FORT WASHINGTON, PA 19034

Changed: 02/19/2024

Mailing Address

602 W. OFFICE CENTER DRIVE, STE. 200
FORT WASHINGTON, PA 19034

Changed: 02/19/2024

Registered Agent Name & Address

CORPORATION SERVICE COMPANY
1201 HAYS STREET
TALLAHASSEE, FL 32301-2525

Name Changed: 01/30/2020

Address Changed: 01/30/2020

Authorized Person(s) Detail

Name & Address

Title MEMBER

B9 Sequoia 1 Mezz A LLC
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Title SENIOR MANAGING DIRECTOR AND VICE PRESIDENT

AGARWAL, A.J.
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Annual Reports

Report Year	Filed Date
2023	04/19/2023
2024	02/06/2024
2025	04/30/2025

Document Images

04/30/2025 -- ANNUAL REPORT	View image in PDF format
02/19/2024 -- LC Amendment	View image in PDF format
02/06/2024 -- ANNUAL REPORT	View image in PDF format
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