



PLANNING AND ZONING DEPARTMENT MONTHLY REPORT

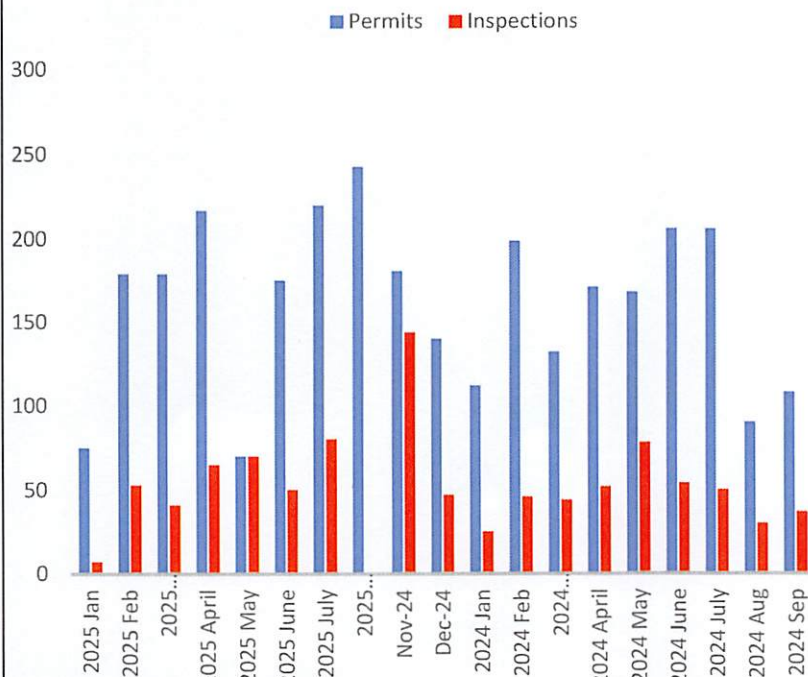
Date: November 12, 2025, Council Meeting
To: Honorable Mayor and Councilmembers
From: Michelle M. Lopez *ML*
 Interim Planning & Zoning Director
Subject: Planning and Zoning Department's Monthly Report for September 2025

STATISTICS

Customers Assisted (In person)	227
Average Lobby Wait Time (Goal 10 Minutes)	13
Pre-application Meetings	13
Permits Reviewed	206
Site Plans Reviewed	4
Inspections Performed	77
Items Presented to City Council	7
Zoning Verifications/Determinations Reviewed	5
Address Creation	24
Open Projects	27

PLANNING AND ZONING STATISTICS

PERMITS REVIEWED AND INSPECTIONS PERFORMED YEAR-TO-DATE



During the September 10, 2025, CC meeting the following items were approved:

- Capital Improvement Element, Res. No.25-25 (Second Reading)
- BP Doral, Res. 25-26
- Text Amendment Special Exception, Res. 2025-27
- Customers Appreciation Lunch, Special Event Res. No. 25-225
- Doral Christmas Race 2025
- Special Event, Res. No. 25-233
- BP -826 FL LLC Site Plan Res. 25-235

Licensing Division

- 58 Business Tax Receipt applications for new licenses
- 99 Business Tax Receipt applications for new business
- 933 Business Tax Renewals for fiscal year 2026 during the month of September.
- 5,903 Active Business Tax Receipts for fiscal year 2026
- 97 Certificate of Use issued between during the month of September.
- 3 State alcohol packets were reviewed for compliance with the City Code.

As of September 30, 2025, there were 5,903 active businesses. The renewal process began June 27, 2025. During September 1-30, 933 business tax renewals were processed, 157 new licenses issued, and 97 new certificates of use issued.

Staff Training:

- On-going professional staff training.
- Acting Assistant Director, Guillermo De Nacimiento and Planner, Javier Pueyo attended the Annual American Planners Association (APA) Conference.

BUSINESS LICENSING DIVISION
FY 2024-2025

***This report includes Chief Licensing Officer and Licensing Clerk activity.

****Cumulative Amounts are from October 1, 2024 to September 30, 2025

Category: Taxes (A) (9/30/2025)

	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25
* Amount Collected for Business Tax Receipts:												
- RTA Revenue Received Only	\$ 20,729.46	\$ 20,220.45	\$ 20,112.30	\$ 49,382.00	\$ 39,612.00	\$ 46,227.95	\$ 31,891.15	\$ 25,110.00	\$ 160,230.00	\$ 272,820.00	\$ 79,242.00	\$ 118,716.00
- RTA Revenue New Business Only	\$ 48,978.00	\$ 21,600.00	\$ 35,903.30	\$ 32,064.00	\$ 48,826.00	\$ 35,395.90	\$ 11,853.10	\$ 18,100.00	\$ 146,551.00	\$ 354,866.00	\$ 68,638.00	\$ 100,546.00
- RTA Revenue New Business Only	\$ 14,787.00	\$ 8,100.00	\$ 9,100.00	\$ 9,816.00	\$ 9,787.00	\$ 12,640.00	\$ 16,838.00	\$ 12,760.00	\$ 13,470.00	\$ 19,362.00	\$ 13,222.00	\$ 18,170.00
- Total Business Licenses	\$ 84	\$ 85	\$ 91	\$ 498	\$ 361	\$ 361	\$ 190	\$ 173	\$ 4,071	\$ 4,071	\$ 870	\$ 1,081
* Amounts Collected for Certificate of Sale	\$ 18,338.70	\$ 14,434.40	\$ 11,209.54	\$ 13,013.71	\$ 33,170.00	\$ 38,324.97	\$ 17,824.17	\$ 33,100.00	\$ 24,004.12	\$ 19,901.80	\$ 33,128.14	\$ 37,488.36
- Certificate of Sale Issued	\$ 31	\$ 61	\$ 49	\$ 66	\$ 81	\$ 81	\$ 81	\$ 80	\$ 81	\$ 75	\$ 81	\$ 81
* Amount Collected for Franchised Property/Outdoor Permits/Alcohol	\$ 75.00	\$ 100.00	\$ 1,670.00	\$ 75.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ 300.00	\$ 100.00	\$ 100.00	\$ 370.00	\$ 335.00
* Monthly Total	\$ 78,141.36	\$ 54,168.91	\$ 42,408.28	\$ 53,472.91	\$ 82,524.20	\$ 95,742.83	\$ 40,515.29	\$ 48,500.00	\$ 184,434.12	\$ 292,914.30	\$ 181,827.14	\$ 146,409.28
* Cumulative Year-to-Date FY 2024-2025 Totals												
Total Amount Amount Collected for Business Tax Receipts (A) (9/30/2025)	\$ 52,729.46	\$ 94,978.00	\$ 120,080.40	\$ 168,476.40	\$ 256,238.00	\$ 291,627.95	\$ 313,512.00	\$ 326,230.00	\$ 491,859.10	\$ 769,680.00	\$ 949,628.00	\$ 967,244.62
Total Amount Amount Collected for Cert of Sale (B) (9/30/2025)	\$ 18,338.70	\$ 33,767.22	\$ 45,061.10	\$ 58,077.27	\$ 88,147.27	\$ 108,922.97	\$ 126,825.14	\$ 149,580.70	\$ 173,080.90	\$ 192,976.70	\$ 216,110.28	\$ 240,585.10
Total Amount Amount Collected for Franchised Property/Outdoor Permits/Alcohol (C) (9/30/2025)	\$ 75.00	\$ 200.00	\$ 1,670.00	\$ 2,225.00	\$ 2,725.00	\$ 3,225.00	\$ 3,725.00	\$ 4,225.00	\$ 4,725.00	\$ 5,225.00	\$ 6,225.00	\$ 6,990.00
CUMULATIVE TOTAL FY 2024-2025	\$ 75,141.36	\$ 129,311.27	\$ 171,799.58	\$ 226,472.47	\$ 308,066.47	\$ 402,149.36	\$ 444,264.79	\$ 489,764.00	\$ 674,199.00	\$ 967,153.30	\$ 1,068,976.44	\$ 1,215,279.79

Projected Revenues 2024-2025 Business Licensing Division	\$ 1,200,000.00
Collected Percentage up to September 30, 2025	101%

