



PLANNING AND ZONING DEPARTMENT MONTHLY REPORT

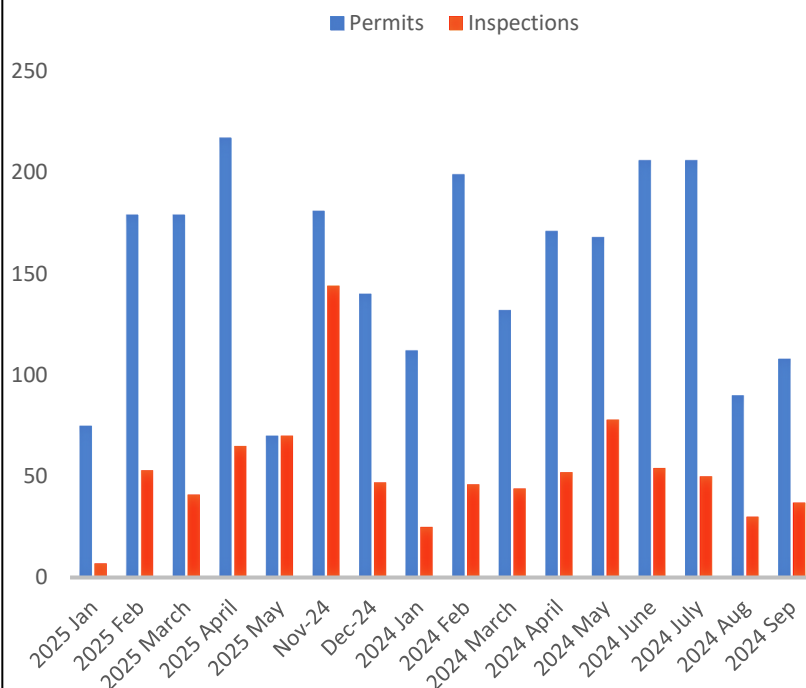
Date: August 13, 2025, Council Meeting
To: Honorable Mayor and Councilmembers
From: Michelle M. Lopez
Interim Planning & Zoning Director
Subject: Planning and Zoning Department's Monthly Report for May 2025

STATISTICS

Customers Assisted (In person)	159
Average Lobby Wait Time (Goal 10 Minutes)	10
Pre-application Meetings	9
Permits Reviewed	179
Site Plans Reviewed	11
Inspections Performed	70
Items Presented to City Council	4
Zoning Verifications/Determinations Reviewed	23
Address Creation	35
Open Projects	27

PLANNING AND ZONING STATISTICS

PERMITS REVIEWED AND INSPECTIONS PERFORMED YEAR-TO-DATE



MAY HIGHLIGHTS

On May 14, 2025, the Mayor and the City Council passed the following Resolutions:

- Res. No. 2025-127 Approval of Public Art at Bridge Point Doral
- Res. No. 2025-128 Approval of Public Art at Doral Central Park
- Res. No. 2025-129 Approval of parking variance for IMF Doral
- Res. No. 25-149 Special Event Sanse Doral

Business Licensing Division:

As of May 31, 2025, there were 7,678 active BTRs and Certificates of Use.

- 102 New Business Tax Receipts (BTRs) issued between April 29 - May 31, 2025.
- 80 Certificates of Use (CU) issued between April 29 - May 31, 2025.

MAY REPORT

On-going professional staff training.

- Chief Licensing Officer attended:
 - Tyler Connect Conference
 - Florida Association of Business Officials (FABTO) conference

BUSINESS LICENSING DIVISION
FY 2024-2025

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

***Cumulative Amounts up to September 30, 2024

Category Status (As of 09/30/2024)

	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25
* Amount Collected for Business Tax Receipts:	\$ 55,739.45	\$ 39,235.45	\$ 36,113.35	\$ 46,582.00	\$ 59,417.65	\$ 44,337.80	\$ 31,891.18	\$ 25,115.05
- BTR Revenue Returned Only	\$ 49,979.68	\$ 31,885.45	\$ 31,953.35	\$ 33,386.00	\$ 49,838.65	\$ 33,297.90	\$ 17,853.19	\$ 18,130.05
+ BTR Revenue New Business Only	\$ 14,769.80	\$ 8,350.00	\$ 4,160.00	\$ 8,316.00	\$ 9,578.00	\$ 12,040.00	\$ 14,038.00	\$ 12,985.00
- Total Business Licenses	403	403		408	407	403	400	423
* Amount Collected for Certificates of Use	\$ 19,236.75	\$ 14,434.45	\$ 11,899.94	\$ 13,815.91	\$ 25,078.55	\$ 28,554.93	\$ 17,824.19	\$ 25,168.04
- Certificate of Use Issued	53	43	44	48	84	99	64	85
* Amount Collected for Foreclosed Property/Outdoor Permits/Alcohol	\$ 75.00	\$ 300.00	\$ 1,075.00	\$ 75.00	\$ 600.00	\$ 800.00	\$ 700.00	\$ 225.00
* Monthly Total	\$ 75,141.36	\$ 54,169.91	\$ 42,488.29	\$ 53,672.91	\$ 82,534.20	\$ 95,742.83	\$ 49,515.29	\$ 45,500.09
* Cumulative Year-to-Date FY 2023-2024 Totals								
Total Adjusted Amount Collected for Business Tax (Oct-24 - Sept-24)	\$ 55,739.45	\$ 94,975.00	\$ 125,088.40	\$ 166,670.40	\$ 226,088.00	\$ 291,425.80	\$ 313,317.00	\$ 336,426.15
Total Adjusted Amount Collected for Cert. of Use (Oct-24 - Sept-24)	\$ 19,236.75	\$ 33,701.20	\$ 45,601.14	\$ 59,417.05	\$ 84,495.60	\$ 110,046.53	\$ 127,870.74	\$ 149,038.79
Total Adjusted Amount Collected for Outdoor, Alcohol & Foreclosed C/U (Oct-24 - Sept-24)	\$ 75.00	\$ 375.00	\$ 1,400.00	\$ 1,725.00	\$ 2,375.00	\$ 3,225.00	\$ 3,925.00	\$ 4,180.00
CUMULATIVE TOTAL FY 2024-2025	\$ 75,141.36	\$ 129,311.27	\$ 171,799.54	\$ 225,472.47	\$ 308,056.67	\$ 403,749.50	\$ 446,264.79	\$ 489,764.88

Projected Revenue 2024-2025 Business Licensing Division	\$ 1,200,000.00
Collected Percentage up to September 30, 2025	41%

