



Letter of Intent – Doral Isles Community Run & Walk 5K

Date: 3/10/2026

City of Doral

8401 NW 53rd Terrace

Doral, FL 33166

Subject: Letter of Intent – Doral Isles Community Run & Walk 5K

To Whom it May concern

This letter serves as the formal Letter of Intent for the proposed Doral Isles Community Run & Walk 5K, planned to take place within the Doral Isles community located in the City of Doral, Florida, specifically at 6450 NW 110th Ave, Doral Florida 33178.

The purpose of this event is to promote community engagement, health, and wellness among residents, while providing a family-friendly activity that encourages participation and interaction within the neighborhood.

Event Details:

Event Name: Doral Isles Community Run & Walk 5K

Proposed Event Date: April 26th 2026.

Event Start Time: 7:00 am

Event End Time: 11:00 ~~pm~~ ^{am}

Location:

The event will take place within the Doral Isles Community, utilizing designated internal roadways and common areas.



Event Description:

The Doral Isles Community Run & Walk 5K will consist of a recreational run/walk event open to residents only. The event will begin and end within the community and will follow a predetermined route through designated internal streets. Attached you will find the map with specific details about the roadways to be used for purposes of the event.

Activities associated with the event may include:

- Participant check-in and registration
- Distribution of race bib numbers
- The 5K run/walk
- Water stations for participants
- Post-event gathering for residents

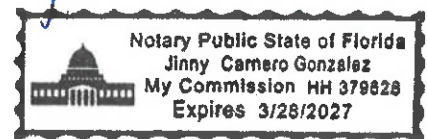
Any necessary temporary traffic control or internal street adjustments within the community will be coordinated to ensure the safety of participants and residents.

The organizers will comply with all applicable City of Doral regulations, permit requirements, and safety guidelines associated with hosting this event.

Please feel free to contact us should you require any additional information regarding this event.

Sincerely,
Juan Comas
HOA Board President
Doral Isles Community Association Inc
6450 NW 110 Ave
Doral Fl 33178
Ph: (305) 608-4500
Comas@aivicom.com

Jenny Camero 3/10/2026





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 indoors, outdoors, on stage, under tents or with the use of temporary buildings or structures, to which members of the general 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 pzspeialevents@cityofdoral.com for a brief pre-application meeting.

Special events that require city council approval:

- Events expecting 400 or more participants
- Events longer than 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.

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 special activity, on private property which is defined as special 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 alter the use, occupancy, occupant load, or facility count of the facility proposed to be used.
- Corporate events located on business premises that does not require any city services. The sponsor of the proposed special 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.

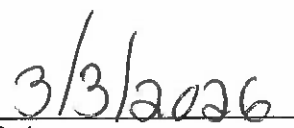
Submittal Requirements

- 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



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: Doral Isles Community 5k Run & Walk

Event Organizer: Doral Isles Community Association Event Address: 6450 NW 110 Av Doral FL 33178

Dates: From: April 26th 2026 To: April 26th 2026

Event Hours: From: 7:00 (am/pm) To: 11:00 (am/pm) Estimated Attendance: 100

Applicant Information

Applicant's Name: Claudia Rojas Title: General Manager

Applicant's Address: 6450 NW 110 Ave

City: Doral State: Florida Zip Code: 33178

Phone: (305) 436-0912 Ext 106 Email: Dimanager@renovationspm.com

Promoter/Company Information

Organizer's Name: Doral Isles Community Association

Organizer's Address: 6450NW 110 Ave City: Doral State: Florida

Telephone: (305) 436-0912 Ext 106 Email: Dimanager@renovationspm.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): 1 Lane Closure within the community

EVENT DESCRIPTION:

Doral Isles Community Run & Walk 5K is a Family-Friendly fitness event held entirely within the streets and common areas of a private, gated residential community.

PURPOSE OF EVENT:

The Event is Designed to promote health, wellness, and community engagement among Residents.

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

From: 7:00 am To: 11:00 am

Yes No

- Is this event open to the general public?
- Will there be an admission fee? If yes, please provide amount(s): \$15 per participant
- Will alcoholic beverages be served? Type _____ Price _____
- Will you have music? Live Recorded:
- Will there be on-site registration?
- Will there be sponsors or vendors on-site? If yes, please list the below:
Brightview Landscaping, Ozone, PSW, Dr. G Smile

**Special Event Budget
Detailed Revenue**

Source	Price	Total Amount of Income
Participant Fee	\$10.00	\$1000
Total Revenue		\$1000

Detailed Expenditures

Item	Total Amount of Expense	
Water	\$ 100	
DJ	\$500	
T-shirts	\$400	
Total Expenses		\$1000
Net Income Expected		0

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. _____

2. _____

3. _____

Building Department

Will your event require tents? Yes No Size: 10x10 Quantity: 4

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

Other temporary structure(s)? Please, explain:

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: _____

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? 500 (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 NW 60th Avenue

From NW 113 Ave/NW 60 street To NW 110 Ave/ NW 72 Street

Beginning Date: April 26 2026 Time: 7:00 am

Ending Date: April 26 2026 Time: 11:00 am

2nd Street name _____

From _____ To _____

Beginning Date: _____ Time: _____

Ending Date: _____ Time: _____

3rd Street name _____

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

3/3/2026
Date



DORAL ISLES COMMUNITY ASSOCIATION

6450 NW 110th Avenue
Doral Florida 33178
305-436-0912)

To:

City of Doral
Attn: Stephanie Puglia
Planning and Zoning Department
8401 NW 53 Terrace
Doral, Fl 33166
Phone: (305) 593-6630

Hold Harmless Letter

The Doral Isles Community Association ("Association") hereby agrees to hold harmless the City of Doral, including its officers, agents, employees, and authorized representatives, from and against any and all claims, demands, actions, causes of action, liabilities, losses, damages, costs, or expenses of any nature whatsoever, including reasonable attorneys' fees, arising out of or related to any property damage and/or personal injury occurring on the subject premises.

This Hold Harmless agreement shall be binding upon the Association and shall remain in full force and effect in accordance with applicable law.

Should you have any questions or require further documentation, please do not hesitate to contact us.

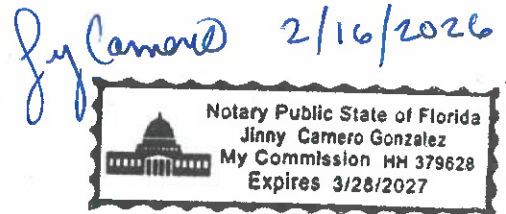
Sincerely

DORAL ISLES COMMUNITY ASSOCIATION

Authorized Signature

2/16/2026

Date



Juan Jose Comas

Authorized **Printed Name**



Homeowners Association Letter of No Objection

Date: 3/10/2026
City of Doral
8401 NW 53rd Terrace
Doral, Florida 33166

To Whom It May Concern,

This letter serves to confirm that the Board of Directors of Doral Isles Community Association Inc. has reviewed the proposed Doral Isles Community Run & Walk 5K Event scheduled to take place on April 26th of 2026 within the community of Doral Isles, at 6450 NW 110 Ave Doral Florida 33178 located in the City of Doral, Florida.

After consideration of the proposed event and its intended use of the community areas and roadways, the Homeowners Association hereby states that it has no objection to the organization and execution of the 5K run event, subject to compliance with all applicable city regulations, permits, and safety requirements established by the City of Doral and any other relevant authorities.

The event organizers are responsible for obtaining all necessary permits, coordinating with local authorities, and ensuring that appropriate safety, traffic control, and operational measures are implemented.

This letter is issued for the purpose of supporting the event application to be presented before the City of Doral.

Should you require any additional information, please do not hesitate to contact us.

Sincerely,
Juan Comas

HOA Board President

Doral Isles Community Association Inc

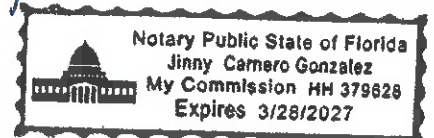
6450 NW 110 Avenue Doral Florida 33178

Ph: (305) 608-4500

comas@ajvicom.com

A handwritten signature in blue ink, appearing to read 'Juan Comas', written over a faint grid background.

Jenny Camero 3/10/2026



4/26/2026

5K Doral Isles, ~~4/12/2026~~

