

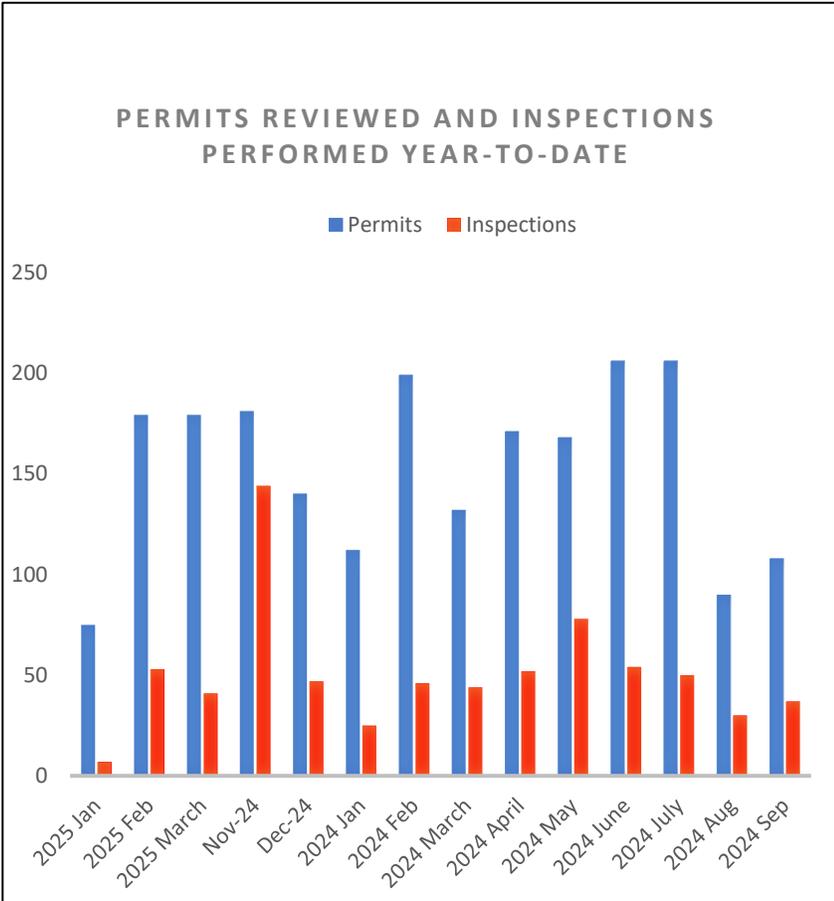


PLANNING AND ZONING DEPARTMENT MONTHLY REPORT

Date: April 16, 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 March 2025

STATISTICS	
Customers Assisted (In person)	270
Average Lobby Wait Time (Goal 10 Minutes)	11
Pre-application Meetings	7
Permits Reviewed	179
Site Plans Reviewed	2
Inspections Performed	41
Zoning Items Presented to City Council	5
Zoning Verifications/Determinations Reviewed	12
Open Projects	29

PLANNING AND ZONING STATISTICS



MARCH HIGHLIGHTS

On March 12, 2024, the Mayor and the City Council passed the following Resolutions:

- Res. No. 2025-94 Site Plan for Doral LPIV, LLC
- Res. No. 2025-089 LIV Golf Invitational-Miami @Trump Doral National, special event.
- Res. No. 2025-75 University of Miami-Health in Motion, special event.
- Res. No. 2025-85 Run Doral, special event.
- Res. No. 2025-76 Blue and Green Day Celebration, special event.

Business Licensing Division:

As of March 31, 2025, there were 7,483 active BTRs and Certificates of Use.

- 74 Business Tax Receipts (BTRs) issued March 2025.
- 89 Certificates of Use (CU) issued March 2025

MARCH REPORT

- Planners, Jhonathan Posada and Stephanie Puglia to attend the Florida Planning and Zoning Association Conference 2025.
- Hiring of Licensing Clerk, Development Review Coordinator and Assistant Director in progress.
- Chief of Licensing Officer, Kenia Palau to attend the Tyler Connect 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 Status (As of 09/30/2025)	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25
* Amount Collected for Business Tax Receipts	\$ 55,739.60	\$ 39,235.45	\$ 30,113.35	\$ 40,582.00	\$ 39,613.45	\$ 44,237.90
- BTR Revenue Renewal Only	\$ 40,970.60	\$ 31,095.45	\$ 21,993.35	\$ 32,266.00	\$ 49,826.45	\$ 53,292.90
- BTR Revenue New Business Only	\$ 14,769.00	\$ 8,140.00	\$ 8,140.00	\$ 8,316.00	\$ 9,787.00	\$ 12,945.00
* Total Business Licenses	642	452	351	448	487	420
* Amount Collected for Certificates of Use	\$ 19,226.76	\$ 14,424.46	\$ 11,299.94	\$ 12,015.91	\$ 22,270.55	\$ 28,551.93
- Certificate of Use Issued	33	52	49	48	64	85
* Amount Collected for Foreclosed Property/Outdoor Permits/Alcohol	\$ 75.00	\$ 500.00	\$ 1,075.00	\$ 75.00	\$ 450.00	\$ 850.00
* Monthly Total	\$ 75,141.36	\$ 54,169.91	\$ 42,488.29	\$ 52,672.91	\$ 62,334.20	\$ 75,742.83
* Cumulative Year-to-Date Data FY 2023-2024 Totals						
Total Adjusted Amount Collected for Business Tax (Oct. 24 - Sept. 25)	\$ 55,739.60	\$ 94,975.05	\$ 125,088.40	\$ 165,670.40	\$ 225,284.05	\$ 291,521.95
Total Adjusted Amount Collected for Cert. of Use (Oct. 24 - Sept. 25)	\$ 19,226.76	\$ 33,761.22	\$ 45,061.16	\$ 58,077.07	\$ 80,347.62	\$ 108,902.55
Total Adjusted Amount Collected for Outdoor, Alcohol & Foreclosed CU (Oct. 24 - Sept. 25)	\$ 75.00	\$ 575.00	\$ 1,650.00	\$ 1,725.00	\$ 2,375.00	\$ 3,225.00
CUMMULATIVE TOTAL FY 2024-2025	\$ 75,141.36	\$ 129,311.27	\$ 171,799.56	\$ 225,472.47	\$ 308,006.67	\$ 403,749.50

Projected Revenues 2024-2025 Business Licensing Division	\$ 1,200,000.00
Collected Percentage up to September 30, 2025	34%

