



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.

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

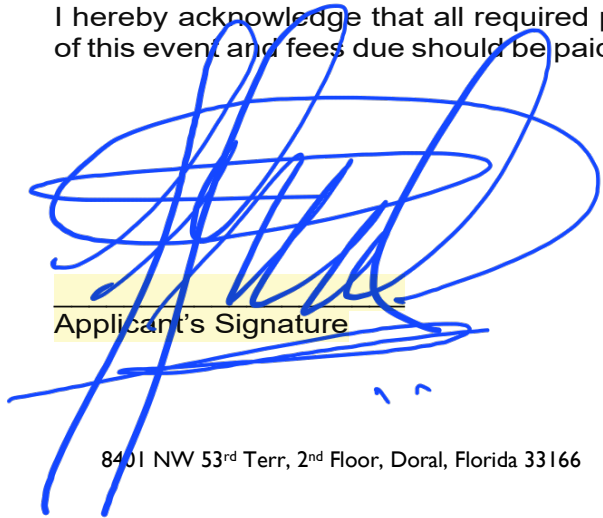
Exceptions to the special events regulations:

- 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

07.16.2025

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 DOGGYTON 5K

Event Organizer: REMAR PRODUCTION LLC Event Address: 11645 NW 50TH ST

Dates: From: 10-26-2025 To: 10-26-2025

Event Hours: From: 7:30 AM (am/pm) To: 9:30 AM (am/pm) Estimated Attendance: 500

Applicant Information

Applicant's Name: MARIA VALERO Title: PRESIDENT

Applicant's Address: 1538 FUNSTON ST

City: HOLLYWOOD State: FL Zip Code: 33020

Phone: 786 6080819 Email: doggyton5k@gmail.com

Promoter/Company Information

Organizer's Name: MARIA VALERO

Organizer's Address: 1538 FUNSTON ST City: HOLLYWOOD State: FL

Telephone: 786 6080819 Email: doggyton5k@gmail.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:

Familiar 5K race for the Doral community and their pets. It will be a fantastic event for gathering the people of our city and different promoters such as companies, sports and healthy organizations, general public and special quests.

PURPOSE OF EVENT:

Bring a new sports and healthy event to our community. For all our residents and their pets, specifically their dogs

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

From: 4:00 am To: 10:30 am

Yes No

☒ ☐ Is this event open to the general public?

☒ ☐ Will there be an admission fee? If yes, please provide amount(s): \$40

☐ ☒ Will alcoholic beverages be served? Type _____ Price _____

☒ ☐ Will you have music? Live ☒ Recorded: ☐ DJ

☒ ☐ Will there be on-site registration?

☒ ☐ Will there be sponsors or vendors on-site? If yes, please list the below:

NESTLE - PURINA - PETSMART - PETCO - ANIMAL HOUSE PET SHOP - DORAL PET GROOMING

Special Event Budget

Detailed Revenue

Source	Price	Total Amount of Income
REGISTRATION	\$40	\$20,000
SPONSORSHIPS	BETWEEN \$500 TO \$7,000	\$25,000
Total Revenue		\$45,000

Detailed Expenditures

Item	Total Amount of Expense
PRODUCTION AND LOGISTICS	\$15,000
MARKETING	\$7,000
PURCHASES AND EXTERNALS SERVICES	\$5,500
OTHER EXPENSES	\$8,500
Total Expenses	\$36,000
Net Income Expected	\$9,000

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. RUN DORAL HALF MARATHON, 5K / 10K / 21K RACE. PRODUCED IN MARCH 2024. WITH 1,250 RUNNERS
2. RUN DORAL HALF MARATHON, 7K / 14K / 21K RACE. PRODUCED IN MARCH 2023. WITH 750 RUNNERS
3. CHRISTMAS RACE, 5K RACE. PRODUCED IN DECEMBER 2023 & 2-24. WITH +600 RUNNERS

Building Department

Will your event require tents? Yes ☒ No ☐ Size: 10X10 Quantity: 10

Will your event require a stage, or platform? Yes ☒ No ☐ Size: 8X8 Quantity: 1

Other temporary structure(s)? Please, explain:

Electrical Trade

Will a generator be used? Yes ☒ No ☐ Size (Watts): 2000 Quantity: 3

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? 150 (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 50TH STREET

From NW 117 AVE To NW 107 AVE

Beginning Date: 10.26.2025 Time: 7:00 AM

Ending Date: 10.26.2025 Time: 9:00 AM

2nd Street name NW 117 AVE

From NW 50TH STREET To NW 58TH STREET

Beginning Date: 10.26.2025 Time: 7:00 AM

Ending Date: 10.26.2025 Time: 9:00 AM

3rd Street name NW 109 AVE

From NW 50TH STREET To NW 53RD LN

Beginning Date: 10.26.2025 Time: 7:00 AM

Ending Date: 10.26.2025 Time: 9:00 AM

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

07.16.2025
Date

****THIS IS ONLY A TEMPLATE. MUST PREPARE DOCUMENT ON COMPANY LETTERHEAD****

(COMPANY/FOUNDATION LETTERHEAD HERE)

Hold Harmless Letter Template

I (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.

(Authorized personnel printed name)

(Authorized personnel signature)

07.16.2025

Date






-  START POINT / FINISH LINE
-  STAGE / AUDIO
-  PARKING LOT
-  WATER STATION
-  TENTS / VENDORS
-  COURSE RACE
-  CONES / POLICE
-  BATHROOMS

DOGGYTON 5K

MAY 18th 2025

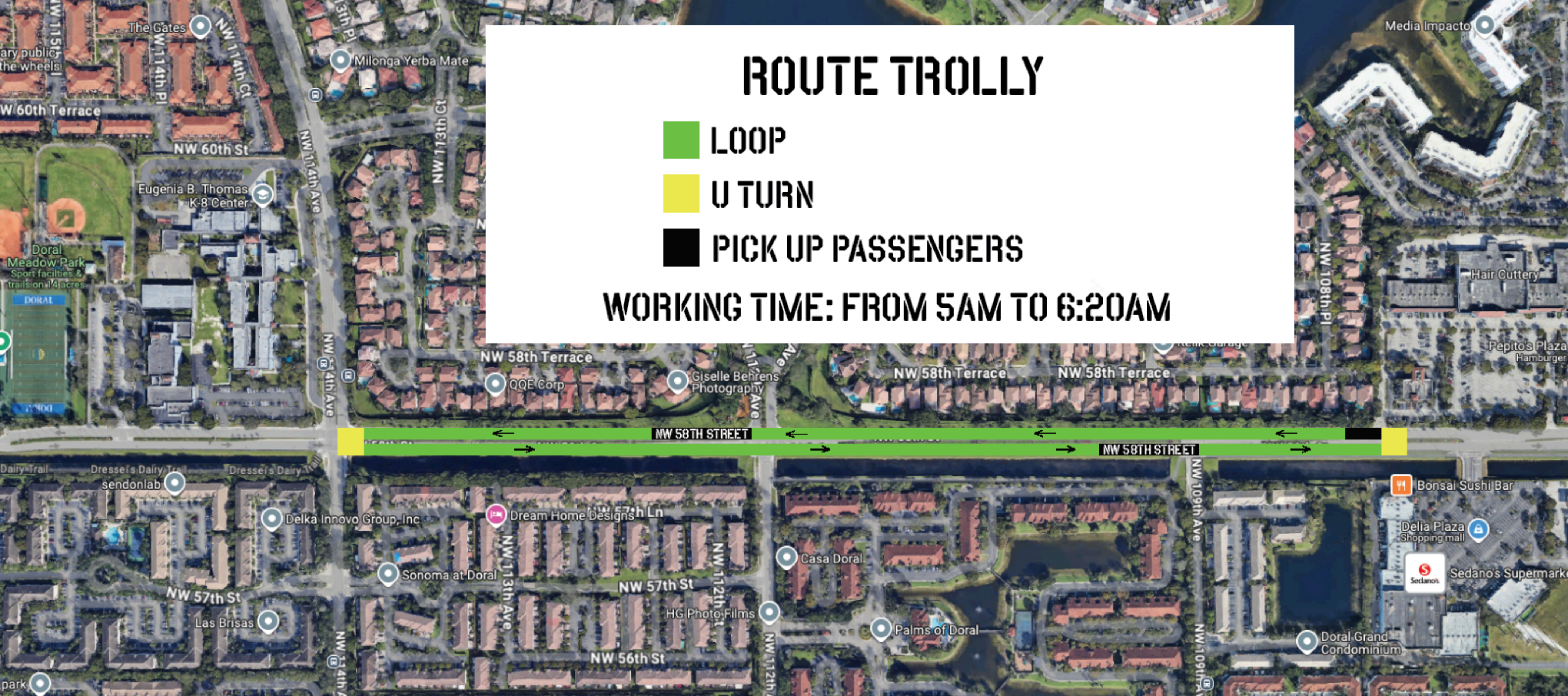
ROUTE TROLLY

-  LOOP
-  U TURN
-  PICK UP PASSENGERS

WORKING TIME: FROM 5AM TO 6:20AM



WORKING TIME: FROM 5AM TO 6:20AM





July , 8th 2025

CITY OF DORAL
PLANNING AND ZONING DEPARTMENT

I agree to Hold The City of Doral, its agents and authorize personnel harmless and relieve them from any responsibility or liability for any legal action or damage, cost, expense (including attorney fee's) resulting from damage and/or personal injury that should occur on the premises, in regards of the event DOGGYTON, which will be produced next: October 26th 2025.

A handwritten signature in blue ink, appearing to be "Marian Valero", written over a blue oval stamp.

Remar Production LLC
DoggyTon 5k
Marian Valero, Race Director