



STARTING A BUSINESS IN DORAL



LONG-TERM VISION

Administration and Council seek to promote business growth and establish a healthy relationship between the private sector and municipal government.



BUSINESS TRENDS

**BUSINESSES AROUND THE WORLD
UNDERSTAND THIS VISION AND ARE
RELOCATING TO THE CITY OF DORAL**

***JOIN US AS WE MAKE THE PROCESS OF STARTING
A BUSINESS IN DORAL
AN EXCELLENT EXPERIENCE***



STEPS WHEN LOCATING A SITE





RESEARCH LOCATION

1. Verify the current use
2. Research for open permits, liens, and violations
3. Determine if moratoriums are in place
4. Ensure that availability of parking spaces meets your business demands and expectations

THREE CATEGORIES

**NO CHANGE OF USE OR
CONSTRUCTION**

CHANGE OF USE ONLY

**CHANGE OF USE AND
CONSTRUCTION**

CATEGORY 1

NO CHANGE OF USE OR CONSTRUCTION

- VISIT THE PLANNING & ZONING DEPARTMENT AND OCCUPATIONAL LICENSE DIVISION
- NO BUILDING PERMIT

Examples:

- *A Real Estate Office opening in an existing office space to be use as is.*
- *A wholesale distributor opening in an existing warehouse to be use as is.*

1. Visit Planning and Zoning Department/ Occupational License Division to apply for a Certificate of Use and the correspondent Local Business Tax receipts.

CATEGORY 2

CHANGE OF USE ONLY

- VISIT THE PLANNING & ZONING DEPARTMENT
- BUILDING PERMIT APPLICATION FOR CHANGE OF USE
 - LIFE SAFETY PLAN
 - FIRE & DERM REVIEW REQUIRED

Example:

- ***A tutoring business opening in an existing office space.***
 1. Visit Planning and Zoning to verify if new use is allowed at the location and meet parking and other zoning standards.
 2. If change of use is allowed, then submit change of use plans and documents required at Building Department. For review and approval.
 3. Once change of use is approved, apply for a Certificate of Use and the correspondent Local Business Tax receipts at the Occupational License Division.

CATEGORY 3

CHANGE OF USE AND CONSTRUCTION

- VISIT THE PLANNING & ZONING DEPARTMENT
- BUILDING PERMIT APPLICATION FOR CHANGE OF USE AND TYPE OF CONSTRUCTION WORK

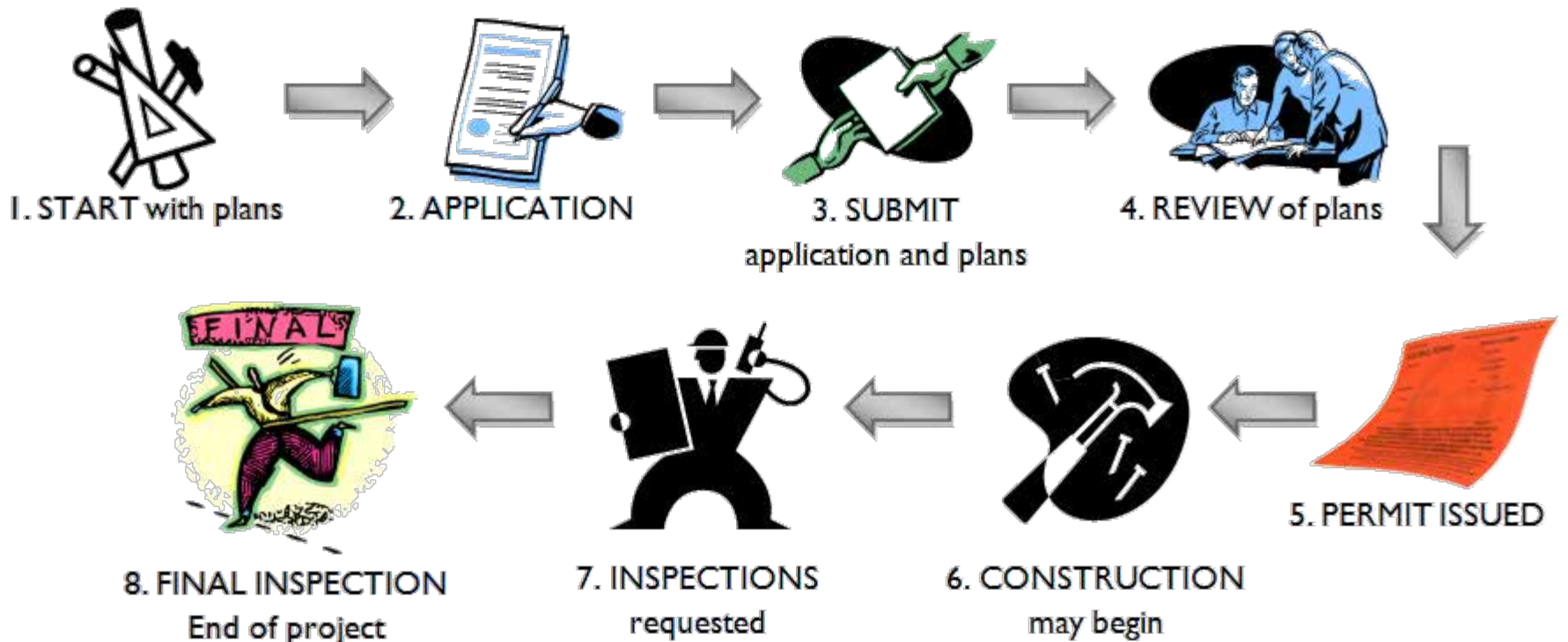
Example:

- ***A restaurant opening in an existing retail space.***
- ***A fitness gym opening in an existing warehouse.***
 1. Visit Planning and Zoning to verify if new use is allowed at the location and meet parking and other zoning standards.
 2. If change of use is allowed, submit change of use plans and documents required at Building Department for review and approval.
 3. Once change of use is approved, apply for a Certificate of Use and the correspondent Local Business Tax receipts at the Occupational License Division.



PERMITTING PROCESS FLOW

Always Start By Visiting the Planning & Zoning Department

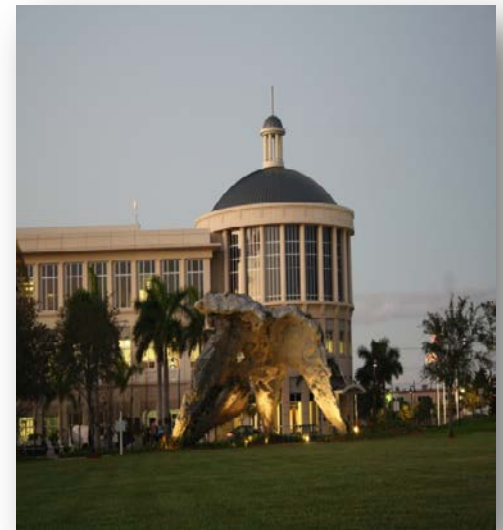




PERMITTING

Permitting starts with a Building Permit Application

1. Visit the Building Department Website
2. Various Services Available
3. Informational Brochures Provided
4. Online Permitting





PLANNING & ZONING DEPARTMENT SERVICES

Occupational License Division

CERTIFICATE OF USE
02/04/2015
2015010033
INFINITY SOUND PRODUCTION INC
PARTY/ENTERTAINMENT SERVICE
1707 NW 79 AVE
DORAL, FL 33126

THE BUILDING ERECTED AND/OR ALTERED UPON THE ABOVE PREMISES HAS BEEN COMPLETED IN ACCORDANCE WITH ZONING AND CODE REQUIREMENTS AND WITH PLANS AND/OR SPECIFICATIONS SUBMITTED TO THE CITY OF DORAL COMMUNITY DEVELOPMENT DEPARTMENT. THIS CERTIFICATE IS ISSUED TO THE ABOVE NAMED APPLICANT FOR THE ABOVE NAMED LOCATION ONLY UPON THE EXPRESS CONDITION THAT THE APPLICANT WILL ABIDE BY AND COMPLY WITH ALL APPLICABLE ORDINANCES AND/OR BUILDING CODES PERTAINING TO THE ERECTION, CONSTRUCTION, ALTERATION, REMODELING, OR USE OF BUILDINGS OR STRUCTURES.

Square Footage: 3,050
No. of Seats/Rooms: 0 / 0

Julian H. Perez, AICP, CFM
Planning and Zoning Department Director

RESTRICTIONS:
OFFICE AND STORAGE ONLY, NO RETAIL SALES, NOT A PARTY PLACE, NO OUTSIDE STORAGE OR DISPLAYS, DRY USE ONLY.

CDPR3029CU

PLANNING AND ZONING DEPARTMENT

MICRO PRINT SIGNATURE LINE SHOWS UP UNDER MAGNIFICATION

**2014-2015
LOCAL BUSINESS TAX RECEIPT**
CITY OF DORAL, FLORIDA
8401 Northwest 53rd Terrace
Doral, Florida 33166
(305) 593-6631

2012009136

213BKK BOOKKEEPING / TAX / IMMIGRATION SVC

L & N GENERAL FILING SERVICES

FOR THE PERIOD COMMENCING OCTOBER 1, 2014
AND ENDING SEPTEMBER 30, 2015 LICENSED TO
ENGAGE IN THE FOLLOWING BUSINESS:
Business Name: **L & N GENERAL FILING SERVICES**
DBA:
Address: 8181 NW 36 ST UNIT 20 E-F
DORAL, FL 33166

ACCOUNTING OFFICE USE ONLY, DRY USE ONLY, NO
OUTSIDE DISPLAYS.

Chief Licensing Official

2
MACHINES:
SEATS:
STATE LIC.#:
EMPLOYEES:
LICENSE FEE: \$60.00

8401 NW 53rd Terrace, Doral, Florida 33166 • www.cityofdoral.com • 305-593-6631 • Fax 305-593-6616
ALL FORMAL WATERMARK SCREENED ONTO BACK OF DOCUMENT



PLANNING & ZONING DEPARTMENT SERVICES

Applies to new businesses and businesses moving into the City of Doral from other cities.

NEW BUSINESS

1. Obtain a Certificate of Use and Local Business Tax applications from the City of Doral
2. Complete and submit applications to Miami Dade DERM Department for approval
3. Request a Fire Inspection by calling (786) 331-4800 and attach copy of the final inspection report to the application package.
4. Attach the following documents to the application package:
 - Corporate documents, Federal Identification Number and Fictitious Name registration if applicable.
 - Lease Agreement
 - Copy of any State License required to operate business.



AVAILABLE INFORMATION

HOME OFFICE

Only office use is allowed to operate from a residence. To operate a business from a home, a Certificate of Use and a Local Business Tax are required with the following conditions:

1. No employees.
2. No customers
3. No storage.
4. No signs.
5. No commercial vehicles.
6. Must be authorized by Home Owners Association if applicable.



AVAILABLE INFORMATION

- **Website:**

- Announcements
- ePermitting (CD-Plus)
- FAQs
- Fee Schedule
- Flood Information
- Forms (fillable)
- Permit Information (most common permits)
- Special Services
- Personnel (email address)

www.cityofdoral.com





CITY OF DORAL
BUILDING DEPARTMENT



Why do we need permits?

Permits are needed to ensure that the work that is being performed is in accordance to the code and meets all life safety concerns

If you are adding, repairing or altering your property a permit is required



PERMITTING PROCESS

SUBMIT OF PLANS AND PERMIT APPLICATION

FIRST STEP

Visit Planning & Zoning

- Verify the locations current use
- Research open permits, liens and violations
- Determine if moratoriums are in place
- Ensure parking spaces meet business demands

OUTSIDE AGENCIES PLAY ROLE

- WASA
- FIRE & DERM

PLANS ARE REVIEWED BY EXAMINERS

PERMIT ISSUED

CONSTRUCTION MAY BEGIN

REQUIRED INSPECTIONS REQUESTED

FINAL INSPECTIONS PASSED

PROJECT COMPLETED / CO ISSUED

SERVICES

- Preconstruction Meetings
- Design Professional Meetings
- Walk Thru Plans Review*
- Expedite Plans Review*
- Digitized Concurrent Plan Review
- Optional Plans Review (OPR)*
- Early Start Permitting*
- Inspection Services Request (ISR)*
- Afterhours Inspections*
- Temporary Certificate of Occupancy or Completion (TCO/TCC)*
- Online E-permitting site
- Inspection Request Line



*Conditional on approval from the Building Official and/or fees may apply



**FOR MORE INFORMATION PLEASE CONTACT THE BUILDING DEPARTMENT AT
305-593-6700 OR VISIT WWW.CITYOFDORAL.COM/BUILDING**

