

PLANNING AND ZONING COMMISSION DRAFT MINUTES OF JUNE 6, 2016

PUBLIC HEARING AGENDA Item #24 – SU160603 – Specific Use Permit - 2315 W. Jefferson Street (City Council District 1). Chief City Planner Jim Hinderaker presented the case report and gave a Power Point presentation for approval of a Specific Use Permit (SUP) allowing for a multi-purpose special event center to operate within an existing building that was formally occupied by the Hi-Ho Ballroom. The 2.142-acre property, located at 2315 W. Jefferson Street and within the Central Business District No. 1 (CBD-1), is zoned Commercial (C) District. The property is located south of W. Jefferson and west of SW 23rd Street. The Applicant is Jessie Aguilar.

Mr. Hinderaker stated the 2.142-acre subject property is developed with a 22,161-square foot building and a 184-space asphalt parking lot. Access to the property will come from existing driveways on W. Jefferson Street and SW 23th Street. No changes to the existing access or circulation of the property are proposed. The minimum parking requirements for a special event center is one parking space per every three persons based on the maximum occupancy load of the building. Occupancy loads are based on a number of factors. The property has 184 parking spaces, which is clearly not sufficient parking to handle the full occupancy capabilities of the building. To address this issue, the applicant has agreed to limit the total occupancy of the building based on the available parking (184 parking spaces x 3 persons per parking space = 552 persons maximum occupancy load).

Mr. Hinderaker stated the statement of operation indicates the space would be rented out for special events (e.g.: weddings, quinceañeras, anniversaries, reunions, fund raisers, corporate events, Chamber of Commerce events, school banquets, trainings, church or social gathering and similar uses.). Per the information submitted, the event center would have the following hours of operation: Monday through Sunday 5:00 p.m. to 2:00 a.m., Day Time Events dependent on client needs. The business owner characterizes her business as a family business. She stated that it is her intent to close the existing bar located within the building and to closely monitor the property to ensure that it is a safe environment for all staff and special event attendees. She and her family propose to staff the events. The statement of operations contains the following information:

- No on-site food preparation will occur. The events will be catered.
- Alcohol will be “bring your own” (BYOB).
- Hi-Ho will contract Texas Alcohol Beverage Commission (TABC) Servers.
- Security Officers will be on-site for all events as needed.

Mr. Hinderaker stated the Development Review Committee paid great attention to the occupancy load for the proposed use. The seating in the suite is not fixed. The tables and chairs will be arranged according to the needs of the event. Since the existing building does not have a sprinkler system, Staff reviewed the historical occupancy permitted in the suite. The historical occupancy load was greater than what the applicant wished to have. As a result, the occupancy load was capped at 552 persons which meet the needs of the business owner and does not exceed the parking capacity of the property. The proposal meets all applicable minimum dimension requirements for the C zoning district. The adopted Unified Development Code requires 10% of the site to be landscaped. The existing building was constructed in 1959, prior adoption of the current UDC. The site development is existing non-conforming. There is no landscape on site. No additional landscape is proposed with this request.

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Mr. Hinderaker stated no appeals are being requested by the applicant. The DRC recommends approval of the request for a Specific Use Permit to operate a multi-purpose special event center, also known as a special event center, subject to the following conditions:

1. All operations shall conform to the site plan as approved by City Council under case number SU160603.
2. Operator of Special Event Center shall maintain compliance with State regulations and local ordinances for food service operations.
3. No on-site food preparation shall be allowed. Food service areas shall be utilized for catering services only.
4. For the purpose of this Specific Use Permit, the definition of a Special Event Center shall be understood as: *An indoor establishment that is regularly rented out, for a limited time period, for special events such as birthday parties, retirement parties, weddings, anniversaries, meetings and banquet events.*
5. The Special Event Center shall only be used for organized group assemblies. The center shall not be open to the general public or require a per person admission charge.
6. As deemed necessary and per city standards, the parking lot shall be re-surfaced and/or re-stripped. Prior to all work, the owner/operator shall submit plans to Building Inspections for departmental approval.
7. The Special Event Center shall include only indoor areas for operational use.
8. The Special Event Center shall not function as a restaurant, bar or nightclub.
9. The applicant may allow the person(s) renting the room to “bring their own bottles” (BYOB) in accordance with TABC provisions, as defined in the Alcoholic Beverage Code of the State of Texas.
10. A uniformed, state-licensed security guard shall to be present for any event that exceeds 20 people, and which occurs after or extends past 5 p.m. to the conclusion of the event.
11. The Special Event Center shall meet all relevant safety requirements prescribed by the City of Grand Prairie and the State of Texas.
12. The maximum occupancy load of 552 persons shall be posted in the building per City standards.
13. An inspection shall be performed by the Fire Dept. prior to the issuance of a certificate of occupancy to confirm compliance.
14. The property address shall be posted on the building per City ordinance.
15. Fire lanes shall be painted per City Ordinance.
16. As deemed necessary by the Fire Department, Knox box locks shall be installed on building.
17. The hours of operation for the Special Event Center shall be Monday through Sunday, 6:00 a.m. to 2:00 p.m.
18. The Special Event Center shall comply with the City Noise Ordinance.
19. The Special Event Center shall comply with all state and local laws regarding dance floor, food, solid waste and alcohol.
20. A DUMPSTER ENCLOSURE SHALL BE PROVIDED: A 12 x 12 dumpster enclosure area must meet City of Grand Prairie requirements. Dumpster must be in an area that allows easy accessibility to garbage trucks. Show city specifications. See the unified development code, reference article 8 for dumpster screening fences.
21. The operation of the facility shall be in strict compliance with all requirements of the Environmental Services Department, Building Inspections, Police Department and Fire Administration.

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22. Any unsafe or unauthorized operations or activities shall be deemed as sufficient grounds for revocation of this Specific Use Permit by action the City Council.

Chairperson Garrett noted there were no more questions for staff, opened the public hearing, and asked for speakers.

Jessie Aguilar, 1046 Capetown Drive, Grand Prairie, TX was present representing the case and to respond to questions from the Commission.

Commissioner Moser asked if this case would be setup for a one year review, and if Mrs. Aguilar has any concerns with the noise ordinance.

Mrs. Aguilar stated she does not anticipate having any concerns with noise coming from her establishment.

There being no further discussion on the case, Commissioner Moser moved to close the public hearing and approve case SU160603 as presented and recommended by staff with a one year review and comply with noise level 2 of the City's Noise Ordinance. The action and vote being recorded as follows:

Motion: Moser

Second: Dr. Perez

Ayes: Garrett, Johnson, Lopez, Moser, Motley, Dr. Perez, Philipp, Spare, and Womack

Nays: None

Approved: 9-0

Motion: **carried.**