

Development Services Department

CITY OF UNIVERSAL CITY
2150 Universal City Blvd
Universal City, TX 78148
(210) 659-0333

APPLICATION FOR AN EVENTS CENTER PERMIT

Property Identification:

Street Address: _____

Legal Description: _____

Present Improvement of Property: _____

Zoning District: _____

Owner of Property:

Name: _____

Mailing Address: _____

Phone: _____

Email: _____

Authorized Agent of Applicant:

Name _____

Mailing Address _____

Phone _____

Email _____

If owner of property is not submitting application, a letter of authorization from the owner to apply for the request must accompany this application.

Events Center Definition:

Events Center: A multi-use facility either run by a nonprofit or for-profit entity consisting of a building, group of buildings and/or outdoor areas intended for individuals and/or groups to gather and promote common interests, celebrations and events for commercial, civic, educational, political or social purposes. A proposed Events Center will be vetted for conformance with State and local Code requirements, including, but not limited to, distance requirements from schools, churches and hospitals.

Proposed Uses Requested:

In accordance with Code Sections 4-5-52 and 4-5-54, an Events Center applicant shall submit an application that identifies **at least two** of the following uses in any combination. Note, if a **Mobile Food Truck** is identified as one of the uses, then **at least a total of three** of the following uses needs to be identified in the application.

Please provide a check mark next to the proposed Events Center uses.

- | | | |
|---|---|--|
| <input type="checkbox"/> Club or Lodge | <input type="checkbox"/> Indoor Sports & Rec | <input type="checkbox"/> Economic Empowerment |
| <input type="checkbox"/> Indoor Entertainment | <input type="checkbox"/> Amusement Redemption | <input type="checkbox"/> Enrichment |
| <input type="checkbox"/> Banquets/Parties | <input type="checkbox"/> Game Room | <input type="checkbox"/> Fitness & Health |
| <input type="checkbox"/> Group Events | <input type="checkbox"/> Bingo | <input type="checkbox"/> Nourishment & Nutrition |
| <input type="checkbox"/> Awards Ceremonies | <input type="checkbox"/> Restaurant | <input type="checkbox"/> Spiritual Services |
| <input type="checkbox"/> Corporate Events | <input type="checkbox"/> Cocktail Lounge | <input type="checkbox"/> Health Care Office |
| <input type="checkbox"/> Wedding Receptions | <input type="checkbox"/> Guidance Services | <input type="checkbox"/> Medical Assistance-clinic |
| <input type="checkbox"/> Dances/Shows | <input type="checkbox"/> Education Classrooms | <input type="checkbox"/> Cultural Services |
| <input type="checkbox"/> Training Events | <input type="checkbox"/> Psychological Services | <input type="checkbox"/> Community Recreation |
| <input type="checkbox"/> Business Meetings | <input type="checkbox"/> Counseling | <input type="checkbox"/> Food Bank/Pantry |
| <input type="checkbox"/> Socialization | <input type="checkbox"/> Social Services | <input type="checkbox"/> Mobile Food Truck |

* See Attachment A for use definitions and alcohol distance requirements, if applicable.

* Note Religious Assembly is not included in the above list of uses and does not apply to any of the uses listed above.

State License Submitted: Yes No Not Applicable

Hours of Operation: _____

Site Plan and/or Floor Plan Submitted: Yes No

If required by City staff, please attach two (2) sets of the site plan and/or floor plan, no larger than 11" x 17". Please include the following information, as applicable:

- (A) Name, address and telephone number of applicant
- (B) Drawn to scale showing scale used, north arrow, date and title of project
- (C) Location, length and width of streets, alleys and easements
- (D) Location and width of driveways and sidewalks
- (E) Property lines and setback lines
- (F) Location and dimension of buildings, parking spaces, landscaped areas and/or open space
- (G) Location of signs and design features
- (H) Location of visual screens and design features, if required or proposed
- (I) Landscape designs and materials proposed
- (J) Total square footage of the lot or lots, proposed buildings, parking spaces, sign area, landscaped areas and/or open space areas
- (K) Height of building(s), signs and visual screens
- (L) Number of parking spaces proposed including handicap accessible spaces.
- (M) Floor plan: layout/location of uses

Note an Events Center is only permitted as a Specific Use in the C3-Commercial Services District and the C5-Highway Commercial District.

Specific Use Permit Application filed? ___Yes ___No

Reason for Events Center:

The applicant believes the Planning & Zoning Commission and City Council should approve this request for the following reason(s):

Has a previous application for an Events Center permit at this location been filed?

___ Yes ___No If Yes, date filed: _____

I hereby certify the preceding information and any supporting documents submitted herewith are true and correct to the best of my knowledge.

I acknowledge this application will not be reviewed by the Planning and Zoning Commission until: (i) an accompanying application for a Specific Use Permit has been filed with the City; (ii) required notices have been published and mailed identifying the scheduled public hearing date; and (iii) all required submissions have been reviewed by City staff and all fees have been paid.

Signature of Applicant

Date

Filing Fee – None; however, Specific Use Permit Application requires a filing fee.

FOR OFFICE USE ONLY

Appeal No. _____ Application Received on: _____ By: _____

Meeting Date: _____

Legal Notice: _____

Revised 4/2020

Events Center

Attachment A

USE	CODE DEFINITION	ALCOHOL DISTANCE REQS
Club or Lodge	<p>A use providing meeting, recreational, or social facilities for a private or nonprofit association, primarily for use by members and guests. Typical uses include private social clubs and fraternal organizations.</p> <p>Cocktail Lounge Definition: A use engaged in the preparation and retail sales of alcohol beverages for consumption on the premises, including taverns, bars, cocktail lounges and similar uses.</p>	<p>300 feet from: Church – door to door Public Hospital – door to door</p> <p>1000 feet from: School – property line to property line</p>
Indoor Entertainment	<p>Predominantly spectator uses conducted within an enclosed building. Typical uses include motion picture theaters, meeting halls and dance halls.</p> <p>Cocktail Lounge Definition: A use engaged in the preparation and retail sales of alcohol beverages for consumption on the premises, including taverns, bars, cocktail lounges and similar uses.</p>	<p>300 feet from: Church – door to door Public Hospital – door to door</p> <p>1000 feet from: School – property line to property line</p>
Banquets & Parties	<p>Indoor Entertainment Definition: Predominantly spectator uses conducted within an enclosed building. Typical uses include motion picture theaters, meeting halls and dance halls.</p> <p>Cocktail Lounge Definition: A use engaged in the preparation and retail sales of alcohol beverages for consumption on the premises, including taverns, bars, cocktail lounges and similar uses.</p>	<p>300 feet from: Church – door to door Public Hospital – door to door</p> <p>1000 feet from: School – property line to property line</p>
Group Events (speaker/luncheon)	<p>Indoor Entertainment Definition: Predominantly spectator uses conducted within an enclosed building. Typical uses include motion picture theaters, meeting halls and dance halls.</p> <p>Cocktail Lounge Definition: A use engaged in the preparation and retail sales of alcohol beverages for consumption on the premises, including taverns, bars, cocktail lounges and similar uses.</p>	<p>300 feet from: Church – door to door Public Hospital – door to door</p> <p>1000 feet from: School – property line to property line</p>
Awards Ceremonies	<p>Indoor Entertainment Definition: Predominantly spectator uses conducted within an enclosed building. Typical uses include motion picture theaters, meeting halls and dance halls.</p> <p>Cocktail Lounge Definition: A use engaged in the preparation and retail sales of alcohol beverages for consumption on the premises, including taverns, bars, cocktail lounges and similar uses.</p>	<p>300 feet from: Church – door to door Public Hospital – door to door</p> <p>1000 feet from: School – property line to property line</p>
Corporate Events	<p>Indoor Entertainment Definition: Predominantly spectator uses conducted within an enclosed building. Typical uses include motion picture theaters, meeting halls and dance halls.</p>	<p>300 feet from: Church – door to door Public Hospital – door to door</p> <p>1000 feet from:</p>

USE	CODE DEFINITION	ALCOHOL DISTANCE REQS
Wedding Receptions	<p>Indoor Entertainment Definition: Predominantly spectator uses conducted within an enclosed building. Typical uses include motion picture theaters, meeting halls and dance halls.</p> <p>Cocktail Lounge Definition: A use engaged in the preparation and retail sales of alcohol beverages for consumption on the premises, including taverns, bars, cocktail lounges and similar uses.</p>	<p>School – property line to property line</p> <p>300 feet from: Church – door to door Public Hospital – door to door</p> <p>1000 feet from: School – property line to property line</p>
Entertainment – Dances & Shows	<p>Indoor Entertainment Definition: Predominantly spectator uses conducted within an enclosed building. Typical uses include motion picture theaters, meeting halls and dance halls.</p> <p>Cocktail Lounge Definition: A use engaged in the preparation and retail sales of alcohol beverages for consumption on the premises, including taverns, bars, cocktail lounges and similar uses.</p>	<p>300 feet from: Church – door to door Public Hospital – door to door</p> <p>1000 feet from: School – property line to property line</p>
Training Events	<p>Business or Trade School: A use providing education or training in business, commerce, language, or other similar activity or occupational pursuit, and not otherwise defined as a home occupation, college or university or public or private educational facility.</p> <p>Indoor Entertainment Definition: Predominantly spectator uses conducted within an enclosed building. Typical uses include motion picture theaters, meeting halls and dance halls.</p>	<p>300 feet from: Church – door to door Public Hospital – door to door</p> <p>1000 feet from: School – property line to property line</p>
Business Meetings	<p>Business or Trade School: A use providing education or training in business, commerce, language, or other similar activity or occupational pursuit, and not otherwise defined as a home occupation, college or university or public or private educational facility.</p> <p>Indoor Entertainment Definition: Predominantly spectator uses conducted within an enclosed building. Typical uses include motion picture theaters, meeting halls and dance halls.</p>	n/a
Socialization	<p>Indoor Entertainment Definition: Predominantly spectator uses conducted within an enclosed building. Typical uses include motion picture theaters, meeting halls and dance halls.</p>	<p>300 feet from: Church – door to door Public Hospital – door to door</p> <p>1000 feet from: School – property line to property line</p>
Indoor Sports & Recreation	<p>Uses conducted within an enclosed building. Typical uses include bowling alleys, billiard parlors, ice and roller skating rinks and arcades.</p> <p>Cocktail Lounge Definition: A use engaged in the preparation and retail sales of alcohol beverages for consumption on the premises, including taverns, bars, cocktail lounges and similar uses.</p>	<p>300 feet from: Church – door to door Public Hospital – door to door</p> <p>1000 feet from: School – property line to property line</p>

USE	CODE DEFINITION	ALCOHOL DISTANCE REQS
Amusement Redemption	Indoor Sports & Recreation Definition: Uses conducted within an enclosed building. Typical uses include bowling alleys, billiard parlors, ice and roller skating rinks and arcades.	300 feet from: Church – door to door Public Hospital – door to door 1000 feet from: School – property line to property line
Game Room	Indoor Sports & Recreation Definition: Uses conducted within an enclosed building. Typical uses include bowling alleys, billiard parlors, ice and roller skating rinks and arcades.	300 feet from: Church – door to door Public Hospital – door to door 1000 feet from: School – property line to property line
Bingo	Indoor Sports & Recreation Definition: Uses conducted within an enclosed building. Typical uses include bowling alleys, billiard parlors, ice and roller skating rinks and arcades.	300 feet from: Church – door to door Public Hospital – door to door 1000 feet from: School – property line to property line
Restaurant	A use engaged in the preparation and retail sale of food and beverages, including sale of alcoholic beverages when conducted as an accessory or secondary feature and producing less than fifty (50) percent of the gross income. A general restaurant may include live entertainment. Typical uses include restaurants, both full service and fast food, coffee shops, dinner houses and similar establishments with incidental alcoholic beverage service.	300 feet from: Church – door to door Public Hospital – door to door 1000 feet from: School – property line to property line
Cocktail Lounge	A use engaged in the preparation and retail sales of alcohol beverages for consumption on the premises, including taverns, bars, cocktail lounges and similar uses.	300 feet from: Church – door to door Public Hospital – door to door 1000 feet from: School – property line to property line
Guidance Services	A use providing counseling, guidance, recuperative, vocational or similar services to persons requiring rehabilitation assistance as a result of mental illness, alcoholism, detention, drug addiction, family violence or similar conditions, either on a residential or daytime care basis.	n/a
Education Classrooms	Religious Assembly Definition: The use of a permanent location providing regular organized religious worship and religious education incidental thereto, but excluding primary or secondary education facilities.	n/a

USE	CODE DEFINITION	ALCOHOL DISTANCE REQS
	<p>Business or Trade School: A use providing education or training in business, commerce, language, or other similar activity or occupational pursuit, and not otherwise defined as a home occupation, college or university or public or private educational facility.</p> <p>Guidance Services Definition: A use providing counseling, guidance, recuperative, vocational or similar services to persons requiring rehabilitation assistance as a result of mental illness, alcoholism, detention, drug addiction, family violence or similar conditions, either on a residential or daytime care basis.</p>	
Psychological Services	Guidance Services Definition: A use providing counseling, guidance, recuperative, vocational or similar services to persons requiring rehabilitation assistance as a result of mental illness, alcoholism, detention, drug addiction, family violence or similar conditions, either on a residential or daytime care basis.	n/a
Counseling	Guidance Services Definition: A use providing counseling, guidance, recuperative, vocational or similar services to persons requiring rehabilitation assistance as a result of mental illness, alcoholism, detention, drug addiction, family violence or similar conditions, either on a residential or daytime care basis.	n/a
Social Services	Guidance Services Definition: A use providing counseling, guidance, recuperative, vocational or similar services to persons requiring rehabilitation assistance as a result of mental illness, alcoholism, detention, drug addiction, family violence or similar conditions, either on a residential or daytime care basis.	n/a
Economic Empowerment	Personal Improvement Services Definition: Establishments primarily engaged in the provision of informational, instructional, personal improvement and similar services of a nonprofessional nature. Typical uses include photography studios, driving schools, health or physical fitness studios, reducing salons, dance studios, handicraft and hobby instruction.	n/a
Enrichment	Personal Improvement Services Definition: Establishments primarily engaged in the provision of informational, instructional, personal improvement and similar services of a nonprofessional nature. Typical uses include photography studios, driving schools, health or physical fitness studios, reducing salons, dance studios, handicraft and hobby instruction.	n/a
Fitness & Health	Personal Improvement Services Definition: Establishments primarily engaged in the provision of informational, instructional, personal improvement and similar services of a nonprofessional nature. Typical uses include photography studios, driving schools, health or physical fitness studios, reducing salons, dance studios, handicraft and hobby instruction.	n/a
Nourishment & Nutrition	Personal Improvement Services Definition: Establishments primarily engaged in the provision of informational, instructional, personal improvement and similar services of a nonprofessional nature. Typical uses include photography studios, driving schools, health or physical fitness studios, reducing salons, dance studios, handicraft and hobby instruction.	n/a

USE	CODE DEFINITION	ALCOHOL DISTANCE REQS
Spiritual Services	<p>Personal Improvement Services Definition: Establishments primarily engaged in the provision of informational, instructional, personal improvement and similar services of a nonprofessional nature. Typical uses include photography studios, driving schools, health or physical fitness studios, reducing salons, dance studios, handicraft and hobby instruction.</p> <p>Guidance Services Definition: A use providing counseling, guidance, recuperative, vocational or similar services to persons requiring rehabilitation assistance as a result of mental illness, alcoholism, detention, drug addiction, family violence or similar conditions, either on a residential or daytime care basis.</p>	n/a
Health Care Office	A use providing consultation, diagnosis, therapeutic, preventative or corrective personal treatment services by physicians, dentists, medical and dental laboratories and similar practitioners of medical and healing arts.	n/a
Medical Assistance (clinic)	Hospital Services Definition: A facility providing medical, psychiatric or similar service for sick or injured persons primarily on an inpatient basis including ancillary facilities for outpatient and emergency treatment, diagnostic services, training, research, administration and services to patients, employees or visitors.	n/a
Cultural Services	A library, museum, art gallery, or similar non-profit use affording display, preservation and exhibition of objects of permanent interest in one (1) or more of the arts and sciences.	<p>300 feet from: Church – door to door Public Hospital – door to door</p> <p>1000 feet from: School – property line to property line</p>
Community Recreation	A nonprofit recreational facility for use by residents and guests of a particular residential development or limited residential neighborhood, including both indoor and outdoor facilities.	<p>300 feet from: Church – door to door Public Hospital – door to door</p> <p>1000 feet from: School – property line to property line</p>
Food Bank/Pantry	State Statute Definition: a nonprofit organization that solicits, warehouses, and redistributes edible but unmarketable food to an agency that feeds needy families and individuals.	n/a
Mobile Food Truck	A self-contained food service operation, designed to be readily movable and used to store, prepare, display, serve or sell food. Mobile food units must completely retain their mobility at all times and will continually move from place to place throughout the City with no fixed location or address, using motor driven wheeled conveyance. The City of Universal City does not recognize a roadside vendor or a push cart as Mobile food units and as such, are prohibited from operating within the City limits (Refer to Solicitor's Ordinance Section 3-3-62(b) as amended).	<p>300 feet from: Church – door to door Public Hospital – door to door</p> <p>1000 feet from: School – property line to property line</p>