



CITY OF KENNER

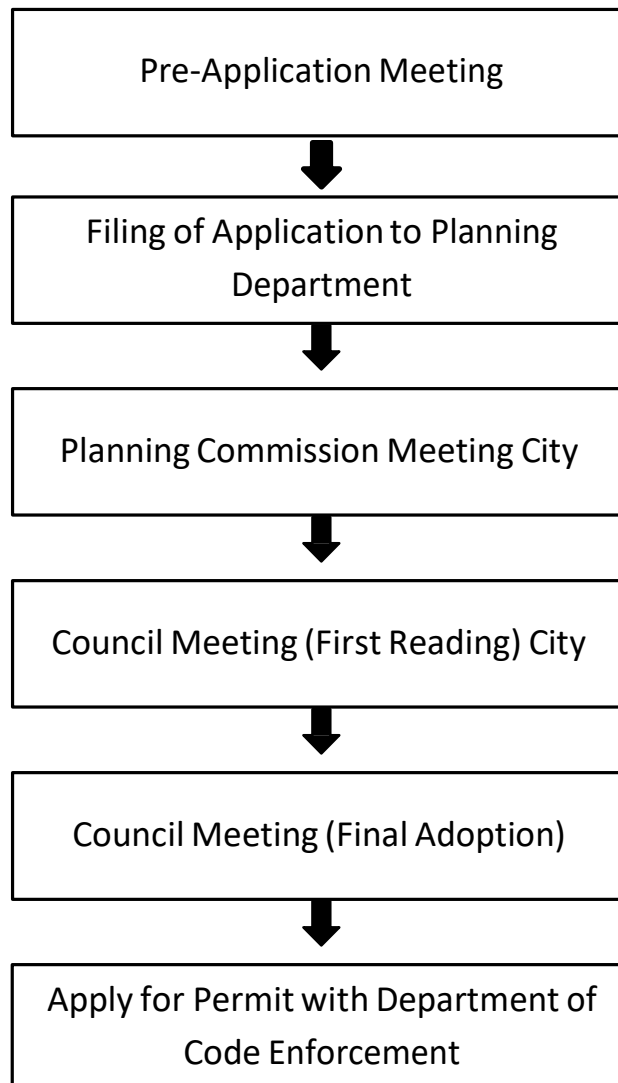
DEPARTMENT OF PLANNING

421 Williams Boulevard
2nd Floor
Kenner, Louisiana 70062
Phone (504) 468-7280

AMUSEMENT CENTER APPLICATION

PRE-APPLICATION MEETING

It is recommended that you meet with one of the Department’s planners prior to filing to discuss zoning and related matters associated with your application and the process involved. Approval of an Amusement Center requires final action by the City Council. Please note that any information provided at this stage is “technical” and for your use in considering the requirements and viability for your application.



FILING OF APPLICATION

NOTE: Once a completed application with all supporting documentation is received, the Planning Department will have up to a maximum of sixty (60) days to conduct a review of the application materials and, if necessary, request any additional materials. Once this review is complete, the Planning Department will advertise the application in the Official Journal for the next available listed meeting date.

The application shall include the following nine (9) items:

1. Cover letter – to include:
 - a. A detailed description of the proposed amusement center.
 - b. Address and legal description of the site.
 - c. Contact information including telephone number.
2. Survey
 - a. One 11” x 17” survey performed and stamped by a licensed surveyor or engineer.
 - b. Must be no more than five (5) years old and reflect existing site conditions.
3. Proposed Ordinance
 - a. The ordinance must be typed, single space on legal size paper (8½” x 14”).
 - b. A sample ordinance is attached to serve as a guide.
 - c. The ordinance must be provided electronically, either via email or on a compact disk (CD).
4. Site Plan
 - a. One 11” x 17” Site Plan performed and stamped by a licensed engineer or architect.
 - b. The Site Plan shall include all relevant site information, including but not limited to lot size and description, north arrow, sign location and setbacks, and the location of other site features including buildings, signs, off-street parking.
5. Sign Plan
 - a. One 11” x 17” Sign Plan performed and stamped by a licensed engineer or architect.
 - b. The Sign Plan shall include the size and dimensions of the sign and architectural features, including but not limited to texture, color, material, lettering, and anchoring.
6. Elevation Plan
 - a. One 11” x 17” Elevation Plan providing an illustration of the proposed structure.
7. Landscape Plan
 - a. One 11” x 17” Landscape Plan Stamped by a licensed Landscape Architect or Landscape Contractor, in accordance with Chapter 24 of Title 13 of the Louisiana Horticulture Law.
8. Felony Letter (form attached)
 - a. Must be certified by the Jefferson Parish Sheriff’s Office.
9. Statement of Ownership (form attached)

IMPORTANT INFORMATION

All property owners within a two hundred fifty foot (250’) radius of the property will be notified by certified mail as to the date, time, and place of the Planning Commission’s Meeting, as well as the subject matter.

*Please note that any changes made that alter the site plan and/or sign plan after obtaining City Council approval will require you to re-submit plans to the Planning Department for review. This action will require a recordation fee of \$105.00 for 1 to 5 pages, \$205.00 for 6 to 25 pages, and \$305.00 for 26 to 50 pages.

FEES

1. Processing Fee

Payment of an application fee of \$300.00 is required at the time of filing. This can be paid by check or money order made payable to the City of Kenner. Fees are nonrefundable.

2. Notification Fees

The Planning Department will handle the notification; however, the applicant is responsible for the cost. Notification includes:

- a. Certified Mailings
- b. Publication in the Official Journal

All fees must be paid before any cases are docketed.

PUBLIC HEARING PROCESS

1. Planning Commission Meeting

Meetings are held on the fourth Wednesday of each month in the Council Chambers of Kenner City Hall, 303 Williams Boulevard, Kenner, Louisiana at six o'clock in the evening (6:00 p.m.). The Planning Commission is an advisory board to the City Council whose responsibility is to provide a recommendation to the City Council of approval, approval subject to modification, or denial. Notice of the meeting shall be published in the Official Journal, the New Orleans Advocate once a week for three (3) consecutive weeks prior to the Planning Commission meeting.

2. City Council Meeting

After receiving a final recommendation from the Planning Commission, the case will be forwarded to the City Council for First Reading. The case will then be placed on the agenda at the next available City Council meeting, which follows first reading, where the case will be up for final adoption. If adopted, it will not go into effect until seventeen (17) days after date of adoption.

(Items left blank will be completed by the City of Kenner.
Items in parenthesis are to be completed by applicant).

On motion of Councilmember _____, seconded by
Councilmember _____, the following ordinance was introduced:

SUMMARY NO. _____ ORDINANCE NO. _____

AN ORDINANCE APPROVING THE ESTABLISHMENT OF AN
AMUSEMENT CENTER AT (MUNICIPAL ADDRESS), MORE PARTICULARLY
KNOWN AS (LOT NUMBER, SQUARE NUMBER, SUBDIVISION).

SECTION ONE: The establishment of an amusement center as defined in Section 7-133 shall be approved at (municipal address), also known as (lot number, square number, subdivision), in the name of (name of center) whose president and general manager is (applicant or proprietor). Said amusement place shall be operated in accordance with all applicable laws, ordinances, and regulations governing same to wit;

Section 7-133 Amusement Places Defined:

Amusement places are hereby defined as any business, place, or establishment where three (3) or more coin-operated or manually activated by lever, or otherwise, amusement games such as, but not limited to, flipper-type machines, target machines, foos ball machines, and the like, are available for the use and enjoyment of the public and the operation of which:

- (1) Constitutes the primary or principal business of any said place, business, or establishment; or
- (2) Utilizes more than ten (10) percent of the gross floor area within the premises.

Section 7.93.2 Persons Under 13 Years of Age

It shall be unlawful for any person whether as proprietor, agent, manager, employee, lessee, or otherwise, conducting or carrying on any place, establishment, or business as an amusement place, as defined herein, for pay or otherwise, to allow or permit persons under the age of thirteen (13) years within the place, business or establishment.

Section 7-93.3 Permissible Hours of Operation

It shall be unlawful for any persons whether as proprietor, agent, manager, employee, lessee or otherwise, conducting or carrying on any place, establishment or business as an amusement place, as defined herein, for pay or otherwise, to permit or allow said business to be carried on after the hour of ten o'clock (10:00) p.m.

Section 7-93.4 Adult Supervision Required

It shall be unlawful for any persons whether as proprietor, agent, manager, employee, lessee, or otherwise, conducting or carrying on any place, business or establishment of amusement places, defined herein, for pay or otherwise, to permit said establishment to be open without adult supervision present on the premises at all times.

SECTION TWO: In addition to the above cited laws said amusement place shall be operated in accordance with all applicable laws and rules, more particularly:

- (a) The hours of operation of said amusement place shall be ten o'clock (10:00) a.m. to ten o'clock (10:00) p.m. daily.
- (b) Adult supervision shall be provided during all hours of operation.
- (c) No one will be allowed to loiter on the premises or use any forms of profanity or obscenity on the premises.
- (d) No one under 13 years of age will be allowed on the premises.

- (e) No magazines, tobacco products, alcoholic beverages, films, books or illegal contraband will be sold or allowed on the premises.
- (f) No one under the influence of alcohol or narcotics or otherwise intoxicated, will be allowed on the premises.

SECTION THREE: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby expressly repealed.

SECTION FOUR: If any section, sentence, clause, or phrase of this ordinance for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses or phrases of this ordinance, or the ordinance of its entirety, it being the legislative intent that this ordinance shall stand notwithstanding the invalidity of such section, sentence, clause or phrase.

This ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS:
NAYS:
ABSENT:
ABSTAINED:

This ordinance was declared adopted on this, the _____ day of _____, _____.

CLERK OF THE COUNCIL

PRESIDENT OF THE COUNCIL

MAYOR

STATE OF LOUISIANA
PARISH OF JEFFERSON
CITY OF KENNER

I, _____, do declare that:
(name of employee/proprietor)

- (1) I am a person of the full age of majority (age 18 years or older) and am of good character and reputation.
- (2) I am the _____ of
(position)
_____.
(name of establishment)
- (3) I have never been convicted of a felony under the laws of the United States, this state, or any state or country.
- (4) I have never been convicted in this or in any other state or by the United States or any other country of soliciting for prostitution, pandering, letting premises for prostitution, contributing to the delinquency of juveniles, keeping a disorderly place or illegally dealing in narcotics.

Signature

Date



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STATEMENT OF OWNERSHIP

Application Type PLEASE CHECK ONE

- ☐ Alley Closing
- ☐ Conditional Use
- ☐ Mobile Home
- ☐ Revocation of Servitude
- ☐ Amusement Center
- ☐ Day Care
- ☐ Modular Home
- ☐ Simple Resubdivision
- ☐ C-2 Use In Industrial
- ☐ General Advertising Sign
- ☐ Nonconforming Residential Structure
- ☐ Use on a Property Zoned AH-1
- ☐ Community/Group Home
- ☐ Hazardous/Obnoxious Use
- ☐ Resubdivision

Owner Information PLEASE CHECK OFF THE POINT OF CONTACT

☒ Name _____ Daytime Phone _____

Mailing Address _____

Email Address _____

☐ Name _____ Daytime Phone _____

Mailing Address _____

Email Address _____

☒ Name _____ Daytime Phone _____

Mailing Address _____

Email Address _____

(USE ADDITIONAL FORMS IF NECESSARY)

Applicant Information (IF DIFFERENT FROM OWNER)

Name _____ Daytime Phone _____

Mailing Address _____

Email Address _____

Property Information

Legal Description:

Subdivision _____ Square _____ Lot Number(s) _____

Address (if known) _____

I hereby certify that all of the information above is true and correct.

Signature of Owner

Date