

MEMORANDUM



Date January 8, 2026

To Honorable Mayor and Members of the City Council

Subject **2025 Annual Report for Permit and License Appeal Board**

The members of the Permit & License Appeal Board are pleased to submit to you our Annual Report of activities for 2025.

We appreciate the opportunity to serve on this very important Board and welcome an opportunity to discuss the report with each of you or collectively as a group.

A handwritten signature in cursive script that reads "Robert F. Agnich".

Robert Agnich, Chairman

Permit and License Appeal Board

c: Kimberly Bizer Tolbert, City Manager
Biliera Johnson, City Secretary

PERMIT AND LICENSE APPEAL BOARD



ANNUAL REPORT 2025

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TAB 1

MISSION STATEMENT

The Permit and License Appeal Board is committed to fulfilling its mission as a citizen led quasi-judicial body, to hear the evidence offered by any interested persons during appeal hearings of city department director's actions pertaining to the denial, suspension or revocation of a license or permit issued by the city and to make an informed decision on the basis of a preponderance of the evidence presented at the hearing and in accordance with the provisions of Chapter 2, Article IX, Sections 95 through 99 of the Dallas City Code.

GUIDING PRINCIPLES

The City of Dallas Permit & License Appeal Board (PLAB) is a citizen-run, independent quasi-judicial body established under Chapter 8 of the Dallas City Code to ensure fairness, transparency, and accountability in the City's permitting and licensing process.

The Board's mission is to ensure:

1. **Access:** Provide a fair, impartial, and accessible forum for individuals and businesses to appeal decisions relating to City permits and licenses;
2. **Fairness:** Apply City ordinances faithfully and independently, deciding each case strictly on the evidence and criteria established by law;
3. **Transparency:** Uphold public confidence by conducting hearings that are orderly, efficient, and consistent with the highest standards of integrity and decorum;
4. **Consistency:** Promote procedural clarity and consistency in the administration of City regulations affecting property, commerce, and quality of life; and
5. **Leadership:** Foster civic understanding and engagement by demonstrating how citizen volunteers can fairly and effectively carry out the City's due-process responsibilities.

Through these principles, the Permit & License Appeal Board affirms its role as a neutral, citizen-led safeguard of due process—ensuring that the City's licensing and permitting systems operate lawfully, equitably, and in the public interest.

TAB 2

AUTHORITY

The Permit and License Appeal Board (“PLAB”) is a City Council–created, quasi-judicial board established by ordinance in Dallas City Code Chapter 2, Article IX (Sections 2-95 through 2-99). PLAB conducts public hearings and acts by majority vote within the authority granted by the City Code, including the authority to affirm, reverse, or modify certain City actions and to grant or deny specified exemptions. PLAB decisions are final as to administrative remedies and are subject to limited judicial review under the substantial-evidence standard.

As a City board, PLAB’s meeting procedures and governance requirements—including regular and special meetings, agenda posting and notice, quorum, minutes and recordkeeping, attendance and forfeiture standards, and annual reporting—are governed by Dallas City Code Chapter 8 (Boards and Commissions), together with applicable open-meetings and public-record requirements. The Board conducts its hearings under its adopted Rules of Procedure, consistent with these governing requirements.

The following are the areas in which PLAB hears appeals of license and permit suspensions, revocations, and denials, in accordance with the provisions of the Dallas City Code:

Aircraft & Airports	Chapter 5
Animals	Chapter 7
Boarding Home Facilities	Chapter 8A
* Billiard Halls	Chapter 9A
Convenience Stores	Chapter 12B
* Dance Halls	Chapter 14
Emergency Vehicles.....	Chapter 15D
Food Establishments	Chapter 17
Health & Sanitation	Chapter 19
Massage Establishments	Chapter 25A
* Habitual Criminal Property	Chapter 27
Motor Vehicles & Traffic	Chapter 28
Parks & Water Reservoirs	Chapter 32
Regulated Property	Chapter 39B

* Appeal Hearings for Calendar Year 2025 held only in this area.

Secondary Metals Recyclers	Chapter 40B
Sexually Oriented Business	Chapter 41A
* Special Events	Chapter 42A
Streets & Sidewalks	Chapter 43
Transportation for Hire	Chapter 47A
Vehicle Tow Service	Chapter 48A
Vacant Buildings	Chapter 48B
Vehicle Immobilization Service	Chapter 48C
Consumer Affairs	Chapter 50
Development Code	Chapter 51A
• Special Parking License	
• Gas Drilling & Production	
• Garage Sale Permits	

And any other matters delegated to PLAB by the Dallas City Council.

PROCESS

- Composition:** 15 members, one board member appointed by each City Council member
- Officers:** Mayor appoints the Chairman, subject to confirmation by a majority of the city council; full city council appoints the vice-chair
- Processing:** Appeal request is received and City Secretary's Office must verify all required documents are submitted. Required documents are the letter from appellant requesting an appeal, copy of the letter sent from the City, Permit and License Appeal Application(only for Late Hours), Receipt of application payment(only for Late Hours), Zoning map(only for Late Hours). There are different deadlines, depending on the type of appeal we receive. Locational Hearing (Late Hours Permits) schedule time is within 60 days, Habitual Criminal Property and Sexually Oriented Business (SOB) schedule time is within 30 days, all other appeals per Chapter 2-96 schedule time is within 60 days. Once all documents are submitted and verified the hearing is scheduled and the notice is sent via email to appellant, city attorney, and all the Permit and License Appeal Members. The City's Secretary's Office sets hearing dates to comply with applicable ordinance deadlines. Hearings occur only at PLAB meetings convened under Chapter 8, regular meetings scheduled by the board, and special meetings called by the chair.
- Hearings** PLAB meets one time per month. Regular hearings are held on the first Thursday of each month according to its Resolution adopted March 5, 2009 (09-0094), except for when that date is a city holiday, in which case the Board will endeavor to schedule a Special Meeting soon thereafter.
- Special**
- Meetings** Special Meetings may be called at any time in accordance with Chapter 8.3 of the Dallas City Code.
- Attendance:** PLAB member attendance is governed under the rules and procedures of Chapter 8, Section 20, 20.1 and 21 of the Dallas City Code (Boards and Commissions). A Member with three (3) unexcused absences in a twelve (12) month period, or who misses three regular meetings in a row forfeits the position
- Time**
- Commitment** A member can expect to devote one day a month to board service or more as the responsibilities of the board necessitate. A final decision is usually made by the board on the same day the appeal is heard unless a continuance is granted by the board.
- An annual meeting is held to review/approve the Annual Report required to be submitted to the City Council in accordance with Dallas City Code Chapter 8, Section 8-1.1(a).

March 5, 2009

WHEREAS, the Permit and License Appeal Board (PLAB) hears appeals from the denial, suspension or revocation of a license or permit issued by a city department director and filed in accordance with Section 2-96 of the Dallas City Code; and

WHEREAS, on August 14, 2002, by Ordinance No. 25002, the City Council amended the Sections 2-95 through 2-99 of Chapter 2 of the Dallas City Code to eliminate PLAB hearing panels (there were five three-member panels conducting hearings) thereby requiring the full board to hear each appeal and exemption request; and

WHEREAS, since August 2002, as required by Section 8-2 of the Dallas City Code, the PLAB has scheduled its regular meetings for the first and third Thursdays of each month to hear appeals, and, as authorized by Section 8-3 of the Dallas City Code, the PLAB has called special meetings to conduct other business; and

WHEREAS, since 2006, there have been an average of 15 regular PLAB meetings held per year to conduct appeal hearings negating the need for the PLAB to conduct its regular meetings on a bi-weekly basis; and

WHEREAS, at its February 19, 2009 meeting, the PLAB wished to schedule its regular meetings to hear appeals on a monthly basis (the first Thursday of each month) instead of on a bi-weekly basis and to call special meetings when necessary as authorized by Section 8-3 of the Dallas City Code;

Now, Therefore,

BE IT RESOLVED BY THE CITY OF DALLAS PERMIT AND LICENSE APPEAL BOARD:

Section 1: That the regular meetings of the PLAB to hear appeals from denial, suspension or revocation of a license or permit issued by a city department director under Section 2-96 of the Dallas City Code will be held on a monthly basis instead of on a bi-weekly basis.

Section 2: That regular meetings of the PLAB will be held on the first Thursday of each month and, as authorized by Section 8-3 of the Dallas City Code, special meetings of the PLAB will be called by the chair, as needed.

Section 3: This resolution shall take effect immediately upon its passage.

TAB 3

STAFF SUPPORT

- CITY SECRETARY'S OFFICE

- Bilierae Johnson, City Secretary
214-670-5654 ♦ bilierae.johnson@dallas.gov
- Miroslava Martinez, Assistant City Secretary
214-670-3809 ♦ miroslava.martinez@dallas.gov
- Dawna Brown, Boards and Commissions Manager
214-670-3741 ♦ dawna.brown@dallas.gov
- Nancy Sanchez, EAC/PLAB Board Coordinator
214-671-9895 ♦ nancy.sanchez@dallas.gov
- Ashley De La Rosa, Administrative Specialist
214-670-3055 ♦ ashley.delarosa@dallas.gov

- CITY ATTORNEY'S OFFICE

- Theresa Carlyle, Assistant City Attorney, PLAB Counsel
214-671-7979 ♦ theresa.carlyle@dallas.gov

TAB 4

BOARD STEWARDSHIP

BOARD MEMBERS

as of December 31, 2025

Board Member	Position	Original Appointment Date	Current Status
Robert Agnich, Chair	15	10/08/25	Appointed 10/08/25
Jonathan Saxer	1	11/12/25	Appointed 11/12/25
Carmen Ayala	2	06/04/25	Reappointed 10/01/25
Vacant (09/30/25 to present)	3	—	—
Vacant (12/27/19 to present)	4	—	—
Fredia Thomas	5	01/15/2025	Reappointed 10/22/25
Laura Baez Torres, Vice Chair	6	09/22/21	Reappointed 11/05/25
Johnny Jefferson	7	11/01/23	Holdover 09/30/25
Marsha Lynn Jackson	8	11/12/25	Appointed 11/12/25
Richard Cuccia	9	11/06/19	Reappointed 08/27/25
Stephen Jeffus	10	04/04/23	Reappointed 10/01/25
Vacant (09/30/25 to present)	11	—	—
Robert Quint	12	01/25/23	Reappointed 11/05/25
Jennifer A. Shinn	13	01/19/22	Reappointed 10/01/25
Javan Gonzalez	14	03/26/25	Holdover 09/30/25

OTHER BOARD MEMBERS SERVING DURING 2025

Board Member	Position	Original Appointment Date	Current Status
Benjamin Setnick	15	10/08/19	Term End 10/08/25
John “Jack” M. Hayes	11	10/13/21	Term End 09/30/25
Stephani Kyle	1	08/07/24	Term End 09/30/25
Angela Y. Willis	3	6/22/22	Resigned 04/02/25
Efrain Vera	14	11/01/23	Resigned 01/07/25

NEW BOARD MEMBER TRAINING

JANUARY 2025 THROUGH DECEMBER 2025

The City Secretary’s Office and the City Attorney’s Office provided training for 5 appointed members in accordance with Chapter 2, Section 2-95.1 of the Dallas City Code which states “Every person appointed as a member of the permit and license appeal board must attend a one-day training course...”

MEMBER(S) FOR TERM 2023-2025				
NAME	POSITION	APPOINTMENT	TRAINING	OBSERVED HEARING
Fredia Thomas	5	01/15/25	04/22/25	02/20/25
Javan Gonzalez	14	03/26/25	04/22/25	04/03/25

MEMBER(S) FOR TERM 2025-2027				
NAME	POSITION	APPOINTMENT	TRAINING	OBSERVED HEARING
Robert Agnich	15	10/08/25	10/15/25	10/17/24
Jonathan Saxer	1	11/12/25	12/22/25	08/15/24
Marsha Lynn Jackson	8	11/12/25	12/22/25	09/04/25

2025 ATTENDANCE RECORD

MEETING DATES:		1/2/25	1/16/25	2/6/25	2/20/25	3/6/25	3/20/25	4/3/25	4/17/25	5/1/25	5/15/25	6/5/25	6/19/25	7/3/25	7/17/25	8/7/25	8/21/25	9/4/25	9/18/25	10/2/25	10/16/25	11/6/25	11/20/25	12/4/25	12/18/25	
		Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	Hearing	
POS	BOARD MEMBERS																									
1	Jonathan Saxer (as of 11/12/2025)																							C	C	C
2	Carmen Ayala (as of 06/04/25)											C	C	OH	C	C	C	P	C	C	C	C	C	C	C	C
3	VACANT (as of 04/02/25)							V	C	C	V	C	C	V	C	C	C	V	C	C	C	C	C	C	C	C
4	VACANT (as of 12/27/19)	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V
5	Fredia Thomas (as of 1/29/25)			C	OH	C	C	PV	C	C	P	C	C	PV	C	C	C	PV	C	C	C	C	C	C	C	C
6	Laura Baez Torres (as of 09/22/21)	C	A	C	P	C	C	PV	C	C	A	C	C	P	C	C	C	P	C	C	C	C	C	C	C	C
7	Johnny Jefferson (as of 11/01/23)	C	PV	C	PV	C	C	A*	C	C	PV	C	C	PV	C	C	C	PV	C	C	C	C	C	C	C	C
8	Marsha Jackson (as of 11/12/25)																									
9	Richard Cuccia (as of 11/06/19)	C	PV	C	A	C	C	PV	C	C	A	C	C	A	C	C	C	PV	C	C	C	C	C	C	C	C
10	Stephen Jeffus (as of 04/04/23)	C	A	C	A	C	C	PV	C	C	P	C	C	P	C	C	C	P	C	C	C	C	C	C	C	C
11	VACANT (as of 09/30/25)																				C	C	C	C	C	C
12	Robert Quint (as of 01/25/23)	C	P	C	PV	C	C	PV	C	C	PV	C	C	P	C	C	C	PV	C	C	C	C	C	C	C	C
13	Jennifer Shinn (as of 01/19/22)	C	A	C	PV	C	C	A	C	C	A	C	C	P	C	C	C	PV	C	C	C	C	C	C	C	C
14	Javan Gonzalez (as of 04/02/25)							OH	C	C	P	C	C	PV	C	C	C	A	C	C	C	C	C	C	C	C
15	Robert Agnich (as of 10/08/25)																									

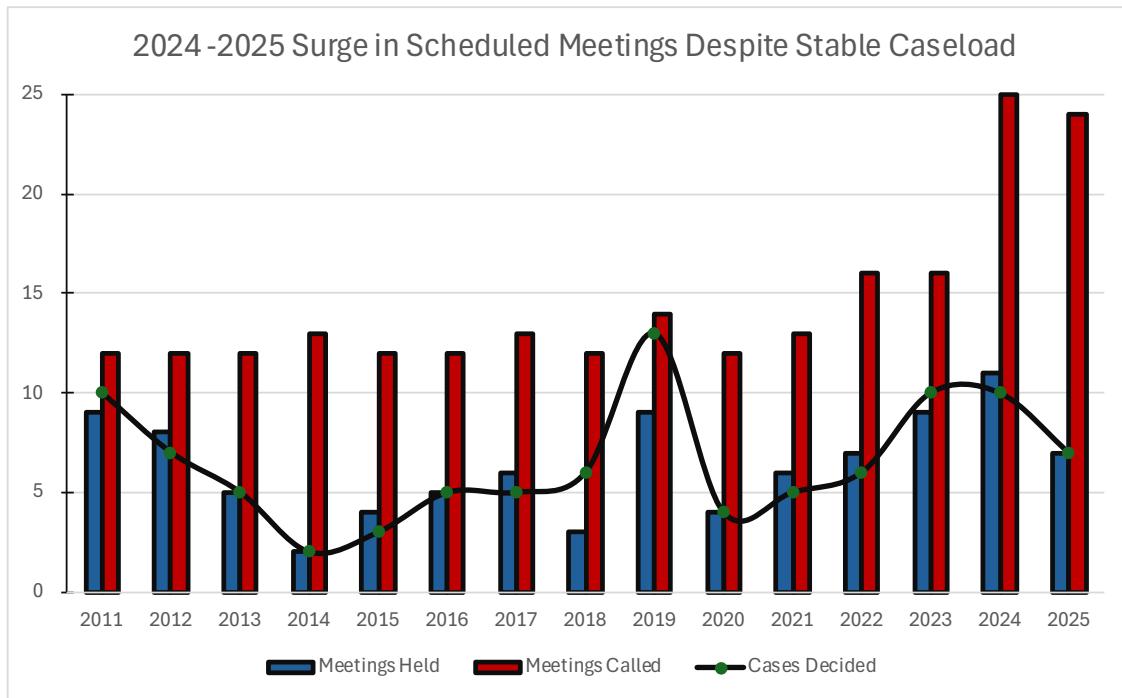
A-Absent F-Forfeit OH-Observe Hearing P-Present PV-Present Virtually R-Resigned RH-Reset Hearing V-Vacant C-Mtg Cancelled
A*- Absent more than 50% of the meeting.

TAB 5

OVERVIEW AND CONTEXT – REVIEW OF 2025 GOALS AND OBJECTIVES

The Permit and License Appeal Board did not adopt formal goals and objectives for calendar year 2025. In lieu of a retrospective “goals review,” the Board presents the operational context reflected in the year’s activity—and the data-driven conditions that shape the Board’s 2026 goals and work program.

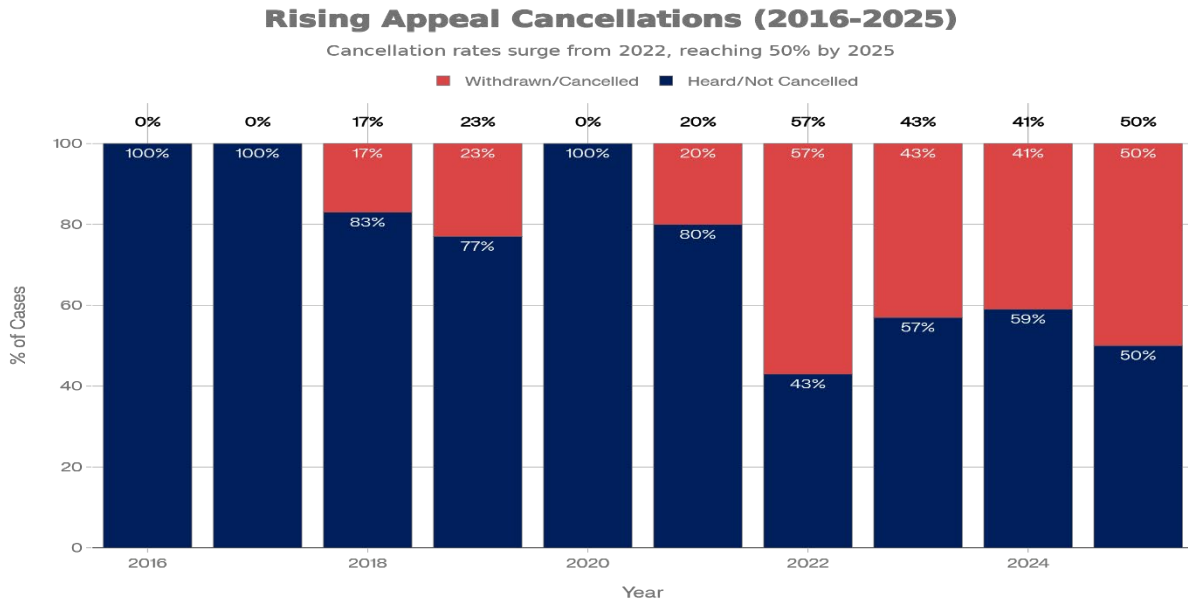
1. Scheduled meetings reflect calendar supply; meetings held and decisions reflect case demand and readiness. The widening spread in recent years indicates that additional settings often did not translate into additional hearing days or decisions. The Board’s return to its statutory monthly setting is intended to reduce avoidable cancellations and improve case readiness.



Source: City of Dallas Permit and License Appeal Board Annual Reports (2011 – 2025)

2. The Board’s Rules of Procedure were written in 2002 and selectively updated to set hearings at once per month in 2009. Otherwise, the Rules of Procedures reflect a City Code that has since evolved. In one case, the Rules of Procedure appear to reach beyond the limits set on the Board by the City Council (“An affirmative vote of two-thirds of the members present is required to grant or deny any license appeal request.”).
3. In 2025, 13 matters were scheduled for meetings, 7 were withdrawn/abandoned, and 18 scheduled days resulted in no hearing held. In 2024, 26 hearings were scheduled and 14 resulted in no hearing or decision. This pattern indicates that the incremental scheduled setting most often converts into an unused setting—not an additional hearing day and not an

additional decision. That is exactly the dynamic this policy is designed to correct: fewer “default” settings and stronger readiness expectations.



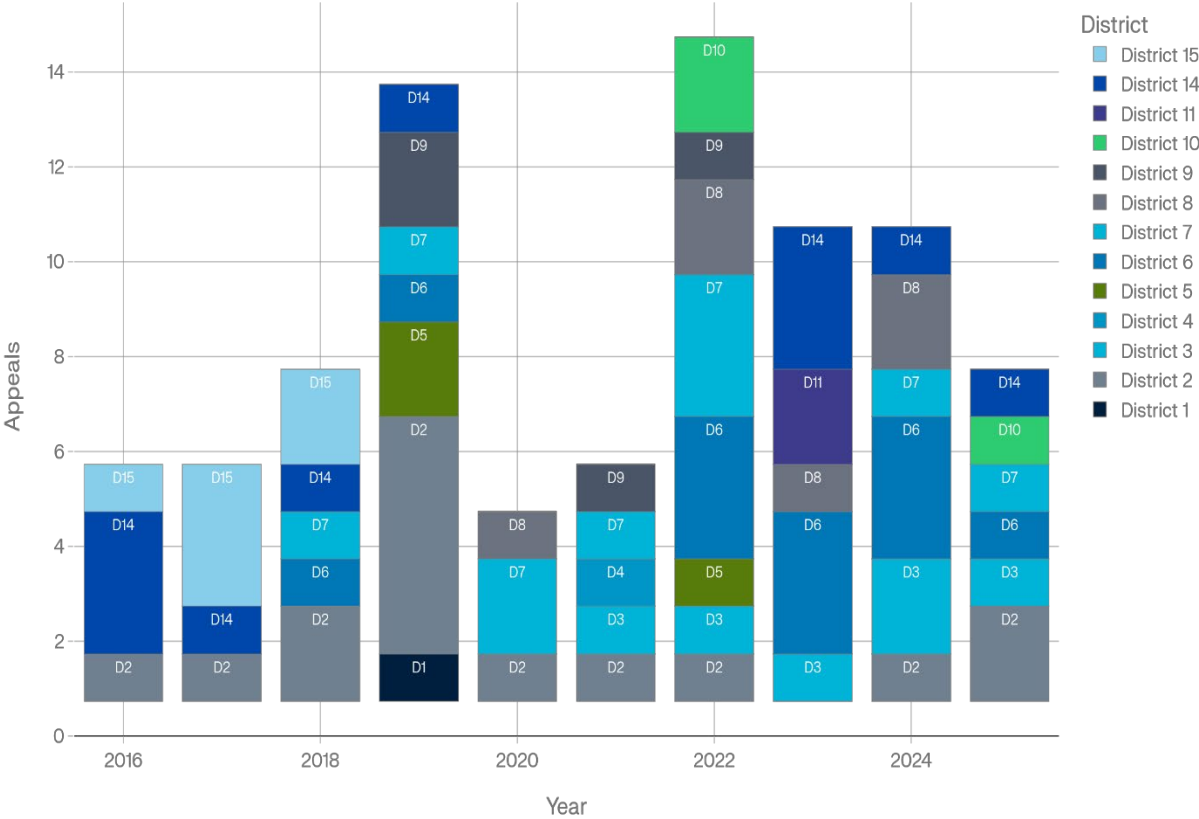
Source: City of Dallas Permit and License Appeal Board Annual Reports (2016 – 2025)

- The Board’s work tracks the city’s enforcement priorities rather than geographic dynamics. The following two charts show the distribution of cases heard across districts. Cases are not evenly distributed in most years, with activity clustering in a handful of districts rather than spreading uniformly. District 2 is the only district that approaches consistent inclusion. Similarly, case type tends to follow a pattern of clustering in a handful of changing districts. Habitual Criminal Property appeals have most recently peaked.

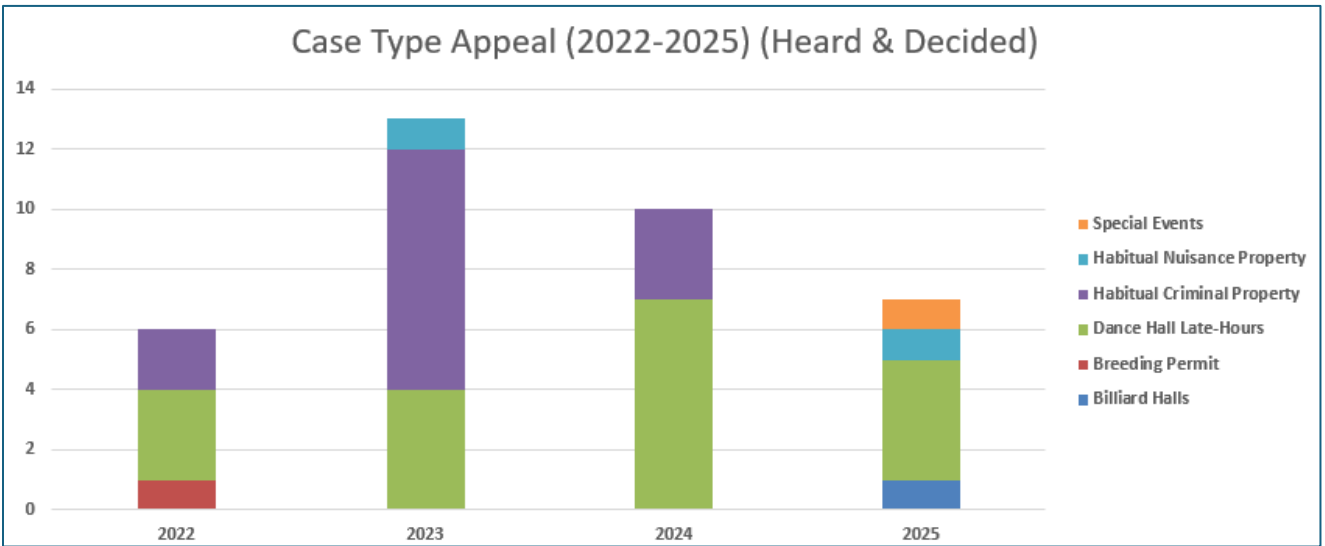
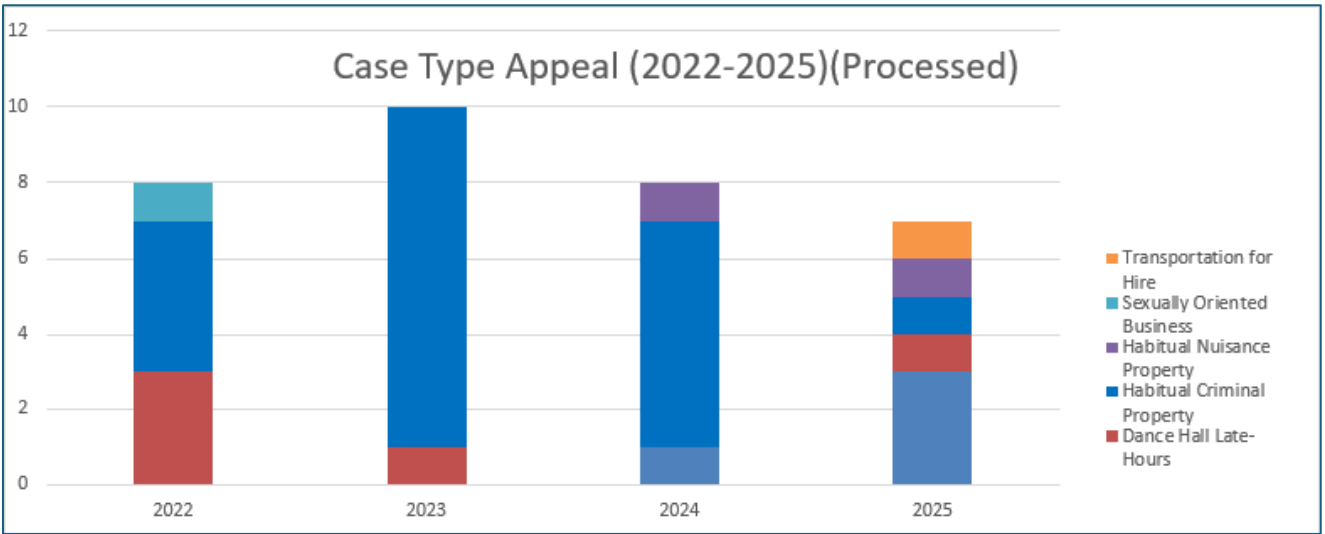
This provides an excellent opportunity for the Board to focus its training time on these kinds of cases.

Council District Appeals Fluctuate (2016-2025)

District 2 and 6 show highest activity in recent years



Source: City of Dallas Permit and License Appeal Board Annual Reports (2016 – 2025)



Source: City of Dallas Permit and License Appeal Board Annual Reports (2022 – 2025)

ACCOMPLISHMENTS

The following is a summary of activity within the period January 2025 through December 2025.

I. 25 Scheduled Hearing, Meeting and/or Training Days:

- 6 days Appeal hearings conducted
(1/16/25, 2/20/25, 4/3/25, 5/15/25, *7/3/25, 9/4/25)
** 2 hearings held 7/3/25*
- 18 days No hearings held as no appeal requests were received or scheduled hearing was cancelled
(1/02/25, 2/6/25, 3/6/25, 3/20/25, 4/17/25, 5/1/25, 6/5/25, 6/19/25, 7/17/25, 8/7/25, 8/21/25, 9/18/25, 10/2/25, 10/16/25, 11/6/25, 11/20/25, 12/4/25, 12/18/25)
- 1 day Regular board meeting
(1/16/25)

II. 13 Appeal Requests Received by the City Secretary's Office and Scheduled for PLAB Hearing:

- 6 days Appeal requests considered, and judgments rendered
(1/16/25, 2/20/25, 4/3/25, 5/15/25, *7/3/25, 9/4/25)
** 2 hearings held 7/3/25*
- 7 days Appeal hearing requests withdrawn
7 Appeal Requests Received but not scheduled:
 - Hearing requests withdrawn/abandoned/Invalid by City or Appellant prior to scheduled hearing date

HEARING AND DISPOSITION SUMMARY

- I. Detail of Appeal Requests processed by the City Secretary’s Office for PLAB within the period of January 2025 through December 2025.

Requests	License/Permit/ Designation	Appeal Hearing Disposition		Appeal Hearing Not Held
Appeals	Description	Denied	Granted	Withdrawn/Abandoned
5	Dance Hall Late-Hours Permit Denial	0	4 ♦ Club Los Rieles, LLC ♦ Kalua Discoteque, LLC ♦ Rodeo West Dallas ♦ Sue Ellen’s	1 ♦ De Dior Cafe LLC
1	Habitual Criminal Property	0	0	1 ♦ GOKUL Group Corp. Grand Inn
2	Habitual Nuisance Property	1 ♦ Manor Hospitality Corp.	0	1 ♦ Townview Apartments (Invalid)
3	Boarding Home Facilities	0	0	3 ♦ 1825 Cedar Crest Blvd. ♦ 3714 Hamilton Ave. (Invalid) ♦ 3435 Los Angeles Blvd.
1	Special Events	1 ♦ Peter Pan’s Backyard	0	0
1	Billiard Halls	1 ♦ CK Billiards	0	0
1	Transportation for Hire	0	0	1 ♦ Kiros Woldu
Total 14		3	4	7

[Continue on Next Page]

II. Council District Breakdown of Appeal Requests processed by the City Secretary’s Office for PLAB

District	Number of Cases	Type
01	0	
02	2	<ul style="list-style-type: none"> ● Habitual Nuisance Property (Manor Hospitality Corp.) ● Special Events (Peter Pan’s Backyard)
03	1	<ul style="list-style-type: none"> ● Dance Hall Late-Hours (Rodeo West Dallas)
04	0	
05	0	
06	1	<ul style="list-style-type: none"> ● Dance Hall Late-Hours (Kalua Discoteque, LLC)
07	1	<ul style="list-style-type: none"> ● Dance Hall Late-Hours (Club Los Rieles, LLC)
08	0	
09	0	
10	1	<ul style="list-style-type: none"> ● Billiard Halls (CK Billiards)
11	0	
12	0	
13	0	
14	1	<ul style="list-style-type: none"> ● Dance Hall Late-Hours (Sue Ellen’s)
15**	0	
Total	7	

** City Wide (transportation, taxicab, etc.)

TAB 6

OBJECTIVES AND PROGRAMS FOR THE COMING YEAR

PLAB will follow its published rules, schedule only what it can credibly use, and run hearings that reliably culminate in a decision supported by a clean record.

1. **Update and publish modern Rules of Procedure (replace/refresh the 2002 rules).** Adopt a consolidated, current rules document that matches actual practice, is publicly posted, and is used consistently at hearings.
2. **Hold at least one training session in 2026.** Possible topics include:
 1. Changes in City Code as it relates to enforcement standards of cases under PLAB jurisdiction
 2. Relevant legal decisions applicable to PLAB,
 - 2.3. Common mistakes that quasi-judicial boards make, including bias training by the City Attorney's Office.
3. **Publish decision and minutes of PLAB meetings on the PLAB website.** This is an effort to both deliver on the Board's duty to transparency and to insulate the Board from process based judicial challenges.
4. **Adopt a 2026 Annual Meeting Calendar consistent with legislative authority.** Provide a predictable calendar that makes the Board available once a month, with a commitment to call Special Meetings in emergency situation or for management of case load.
5. **Achieve a 90% attendance rate to called hearings.** The Board has reverted to its statutory meeting cadence of one meeting per month in order to efficiently and effectively use the resources of Members, Litigants, city staff and city resources. In doing so, a member's time commitment has been reduced to a level that reasonably equates to case load.

TAB 7

SUMMARY OF THE BOARD'S RECOMMENDATIONS TO CITY COUNCIL

1. **Support the Permit and Licensing Appeal Board's professional staff in their desire to have ownership of the Board's website.** This directly supports the Board's objectives of transparency, efficiency and fulfillment of our legal obligations.

2. **Hold at least one training session in 2026.** Possible topics include: 1. Changes in City Code as it relates to enforcement standards of cases under PLAB jurisdiction 2. Relevant legal decisions applicable to PLAB, 3. Common mistakes that quasi-judicial boards make.

3. **Fill and maintain PLAB with appointed members.** As of December 31, 2025 the Board lacks an appointed member from Districts 3, 4, and 11

4. Recommend that the council undertake a review of the current code provisions related to the permanent appeals process for businesses in good standing with consideration given to authorizing the PLAB to grant longer durations of exceptions related to appeals than currently allowed.

TAB 8

APPENDIX A – THE DALLAS CITY CODE

ARTICLE IX. PERMIT AND LICENSE APPEAL BOARD.

SEC. 2-95. PERMIT AND LICENSE APPEAL BOARD - CREATED; FUNCTION; TERMS.

(a) There is hereby created the permit and license appeal board of the city, which shall be composed of 15 members. Each city council member shall appoint one member to the board. The mayor shall appoint the board chair, and the full city council shall appoint the vice-chair.

(b) The permit and license appeal board shall hear appeals of department directors' actions on licenses and permits issued by the city filed in accordance with Section 2-96 of this chapter and requests for exemptions from locational restrictions filed in accordance with Section 14-2.3, 14-2.4, or 41A-14 of this code, whichever applies.

(c) Each member shall be appointed for a two- year term beginning on October 1 of each odd-numbered year. All members shall serve until their successors are appointed and qualified. (Ord. Nos. 18200; 21153; 21514; 22259; 23386; 25002; 29645)

SEC. 2-95.1. TRAINING.

(a) Every person appointed as a member of the permit and license appeal board must attend a one-day training course before hearing an appeal under Section 2-96 of this chapter or a request for an exemption from locational restrictions under Section 14-2.3, 14-2.4, or 41A-14 of this code, whichever applies. The training course will include, but not be limited to:

(1) an orientation session concerning the powers and duties of the permit and license appeal board and the procedures and requirements for hearing appeals and requests for exemptions from locational restrictions;

(2) instruction in the city's ordinances governing the various licenses and permits issued by the city that may be involved in appeals to the permit and license appeal board;

(3) instruction concerning locational restrictions contained in Chapters 14 and 41A of this code and the procedures and requirements for obtaining exemptions from those restrictions; and

(4) a mock hearing or an observation of an actual hearing.

(b) A person who fails to attend the one-day training course within 90 days from the date of appointment as a member of the permit and license appeal board shall forfeit that position with the city, and that position becomes vacant. (Ord. Nos. 23386; 23736; 25002)

SEC. 2-96. APPEALS FROM ACTIONS OF DEPARTMENT DIRECTORS.

(a) If the director of a city department denies, suspends, or revokes a license or permit over which the director has regulatory authority, and no appeal is provided by ordinance to another city board, the action is final unless the applicant, licensee, or permittee files a written appeal to the permit and license appeal board with the city secretary within 10 calendar days after the date of receiving notice of the director's action.

(b) If a written request for an appeal hearing is filed with the city secretary within the 10-day limit, the permit and license appeal board shall hear the appeal. The city secretary shall set a date for the hearing within 60 days after the date the appeal is filed.

(c) The permit and license appeal board shall hear and consider evidence offered by any interested person. The formal rules of evidence do not apply. The permit and license appeal board shall decide the appeal on the basis of a preponderance of the evidence presented at the hearing if there is a dispute of fact, otherwise the board shall decide the appeal in accordance with the provisions of this code. The board shall affirm, reverse, or modify the action of the director by a majority vote. Failure to reach a majority decision on a motion leaves the director's decision unchanged. A hearing of the permit and license appeal board may proceed if a quorum of the board is present. The decision of the permit and license appeal board is final as to administrative remedies, and no rehearing may be granted. (Ord. Nos. 18200; 20279; 21185; 23386; 25002)

SEC. 2-97. RESETS AND CONTINUANCES OF HEARINGS BEFORE THE PERMIT AND LICENSE APPEAL BOARD.

(a) A request for a reset or continuance of an appeal hearing or of a hearing on an exemption from a locational restriction must be granted by the city secretary if the request is received in writing by the city secretary not less than 10 days before the scheduled hearing date.

(b) The city secretary may not grant any request for a reset or continuance received less than 10 days before a scheduled hearing date, unless the city secretary, after notifying all parties to the appeal or exemption hearing of the request, determines that:

(1) exigent, compelling, or exceptional circumstances exist that:

(A) were unforeseen by and beyond the control of the person requesting the reset or continuance; and

(B) require immediate action or attention by the person requesting the reset or continuance; and

(2) no opposing party will be unreasonably damaged or inconvenienced by the reset or continuance.

(c) Notwithstanding Subsection (a) of this section, a party that has been granted one reset of a scheduled hearing may not be granted another reset of any scheduled hearing for the same appeal or request for an exemption unless the city secretary makes the determinations required by Subsection (b) of this section. (Ord. Nos. 23386; 25002)

SEC. 2-98. PUBLIC NOTICE REQUIREMENTS FOR HEARINGS ON EXEMPTIONS FROM LOCATIONAL RESTRICTIONS.

If a permit or license is denied because of a locational restriction and the applicant is seeking an exemption to the locational restriction from the permit and license appeal board, a nonrefundable public notice fee of \$100 must be paid to the director of development services at the time the written request for the exemption hearing is filed. Not less than 10 days before the hearing date, the director of development services shall publish notice of the hearing in a newspaper of general circulation and provide written notice of the hearing to all neighborhood associations registered with the department of development services to receive zoning notices for the area in which the subject of the exemption is located. The director of development services may waive the \$100 public notice fee upon receipt of an affidavit from the applicant showing financial hardship. (Ord. Nos. 23386; 25002; 25047; 27697; 32002)

SEC. 2-99. APPEALS TO STATE DISTRICT COURT.

Once the decision of the permit and license appeal board is final under Section 2-96 of this chapter for an appeal of a department director’s action on a license or permit or under Section 14-2.3, 14-2.4, or 41A-14 of this code, whichever applies, for a request for an exemption from a locational restriction, the decision may be appealed to the state district court by the city, by the applicant, licensee, or permittee, or by any other person aggrieved by the decision. An appeal to the state district court must be filed within 20 days after the date of the board’s final decision. An appeal to the state district court is limited to a hearing under the substantial evidence rule. (Ord. Nos. 18200; 20279; 21185; 23386; 25002)

SEC. 2-100. RESERVED.

TAB 9

APPENDIX B - APPEALS HEARD BY PLAB

JANUARY 2025 THROUGH DECEMBER 2025

This report is a summary of all appeal requests scheduled by the City Secretary's Office for a hearing and heard by the Permit and License Appeal Board.

1. NOTICE OF FINAL DETERMINATION AS A HABITUAL NUISANCE PROPERTY

Habitual Nuisance Property under Section 27-48 of the Dallas City Code

Hearing Date: January 16, 2025
Representative: Lance H. "Luke" Beshara
Business Name: **Manor Hospitality Corp.**
Location: 7002 Harry Hines Blvd., 75235
Denial: Notice of Final Determination as a Habitual Nuisance Property
Issuing Department: CCS
Council District: 2
Date Filed with CSO: November 12, 2024
Disposition: Affirm the decision of the Director of Code Compliance
Vote: 7-0 (3 absent, 5 vacancies)
CSO File: 24-6551

2. REVOCATION OF A SPECIAL EVENT PERMIT

Revocation of Special Event Permit under Ch. 42A of the Dallas City Code

Hearing Date: February 20, 2025
Representative: Blane Townsend
Business Name: **Peter Pan's Backyard/Geoji**
Location: 700 Sports St., 75207
Denial: Revocation of Special Event Permit
Issuing Department: CES
Council District: 2
Date Filed with CSO: January 3, 2025
Disposition: Affirm the decision of the Director of Convention and Event Services
Vote: 7-0 (3 absent, 1 observing, 4 vacancies)
CSO File: 25-5052

3. DENIAL OF A DANCE HALL LATE-HOURS PERMIT

Application for a Dance Hall Late-Hours Permit under section 14-3.1 of the Dallas City Code

Hearing Date: April 3, 2025
Appellant: Jose P. Luis
Representative: Martha Luis
Business Name: **Club Los Rieles, LLC**
Location: 4930 Military Pkwy., 75227
Denial: Business located within 1,000 feet of the property line of a lot devoted to a residential use
Issuing Department: DPD
Council District: 7
Date Filed with CSO: February 7, 2025
Disposition: Find for the applicant and reverse the decision of the Chief of Police, granting an exemption from locational restrictions
Vote: 8-0 (3 absent, 1 observing, 3 vacancies)
CSO File: 25-5356

4. DENIAL OF A DANCE HALL LATE-HOURS PERMIT

Application for a Dance Hall Late-Hours Permit under Section 14-3.1 of the Dallas City Code

Hearing Date: May 15, 2025
Appellant: Saul Cardona
Representative: Roger E. Albright
Business Name: **Kalua Discoteque, LLC**
Location: 2435 N. Northwest Hwy., Suite 101, 75220
Denial: Business located within 1,000 feet of the property line of a lot devoted to a residential use
Issuing Department: DPD
Council District: 6
Date Filed with CSO: April 10, 2025
Disposition: Find for the applicant and reverse the decision of the Chief of Police, granting an exemption from locational restrictions.
Vote: 8-0 (3 absent, 4 vacancies)
CSO File: 25-5692

5. DENIAL OF A DANCE HALL LATE-HOURS PERMIT

Application for a Dance Hall Late-Hours Permit under Section 14-3.1
of the Dallas City Code

Hearing Date: July 3, 2025
Appellant: Eduardo Ellis
Representative: Gena Cannon
Business Name: **Rodeo West Dallas**
Location: 704 S. Walton Walker Blvd., Suite 140, 75211
Denial: Business located within 1,000 feet of the property line of a lot devoted to a residential use
Issuing Department: DPD
Council District: 3
Date Filed with CSO: April 18, 2025
Disposition: Find for the applicant and reverse the decision of the Chief of Police, granting a one-year exemption from locational restrictions.
Vote: 8-0 (3 absent, 1 Observing, 3 vacancies)
CSO File: 25-5698

6. DENIAL OF A BILLIARD HALL PERMIT

Denial of billiard hall Permit under Section 9A-3 of the Dallas City Code

Hearing Date: July 3, 2025
Appellant: Chae Song
Business Name: **CK Billiards**
Location: 9247 Skillman St., 75243
Denial: An applicant has been operating the proposed business as a billiard hall without a valid license issued under this chapter.
Issuing Department: DPD
Council District: 10
Date Filed with CSO: May 30, 2025
Disposition: Affirm the decision of the Chief of Police
Vote: 7-2 (3 absent, 3 vacancies)
CSO File: 25-5856

7. DENIAL OF A DANCE HALL LATE-HOURS PERMIT

Application for a Dance Hall Late-Hours Permit under Section 14-3.1 of the Dallas City Code

Hearing Date:	September 4, 2025
Appellant:	Michael A. Nguyen
Representative:	James H. Birch
Business Name:	Sue Ellen's
Location:	3014 Throckmorton St., 75219
Denial:	Business located within 1,000 feet of the property line of a lot devoted to a residential use
Issuing Department:	DPD
Council District:	14
Date Filed with CSO:	August 7, 2025
Disposition:	Find for the applicant and reverse the decision of the Chief of Police, granting a two-year exemption from locational restrictions.
Vote:	8-0 (4 absent, 3 vacancies)
CSO File:	25-6108

TAB 10

APPENDIX C - APPEALS NOT HEARD BY PLAB JANUARY 2025 THROUGH DECEMBER 2025

This report is a summary of all appeal requests received by the City Secretary's Office for a hearing but not heard by the Permit and License Appeal Board.

1. NOTICE OF FINAL DETERMINATION AS A HABITUAL CRIMINAL PROPERTY

Habitual Criminal Property under Section 27-48 of the Dallas City Code

Representative: Steve Salazar
Business Name: **GOKUL Group Corp.**
Location: 220 W. Camp Wisdom Rd., 75232
Denial: Notice of Final Determination as a Habitual Criminal Property
Issuing Department: DPD
Council District: 8
Date Filed with CSO: February 14, 2025
Scheduled Date: March 6, 2025
Outcome: Appeal withdrawn by Appellant on February 27, 2025

2. DENIAL OF BOARDING HOME LICENSE

Denial of boarding home facility license under Section 8A-9 of the Dallas City Code

Representative: Jean Rogers
Business Name: **1825 Cedar Crest Blvd.**
Location: 1825 Cedar Crest Blvd., 75232
Denial: The applicant has made a false statement as to a material matter in the application for a license. The occupant has been operating illegal boarding at 7040 Carter Rd. while having a licensed boarding home registered
Issuing Department: DCC
Council District: 4
Date Filed with CSO: February 20, 2025
Scheduled Date: May 15, 2025
(Note: reset request received March 28, 2025. May 15, 2025 was last scheduled date)
Outcome: Appeal withdrawn by Appellant on May 9, 2025

3. REVOCATION OF BOARDING HOME LICENSE

Revocation of boarding home license under Section 8A-4 of the Dallas City Code

Representative: Ivin Mullen
Business Name: **3714 Hamilton Ave.**
Location: 3714 Hamilton Ave., 75210
Denial: Pursuant to Section 8A-4, the facility is operating without a valid license. Pursuant to Section 8A-11(a)(2), the operator intentionally made a false statement regarding a material matter in the application or during a hearing concerning the license.
Issuing Department: DCC
Council District: 7
Date Filed with CSO: March 18, 2025
Outcome: Appeal was denied due to Invalid Request

4. REVOCATION OF BOARDING HOME LICENSE

Revocation of boarding home license under Section 8A-4 of the Dallas City Code

Representative: Daychell Bridges
Business Name: **3435 Los Angeles Blvd**
Location: 3435 Los Angeles Blvd., 75233
Denial: Pursuant to Section 8A-4, the facility is operating without a valid license. Pursuant to Section 8A-11(a)(2), the operator intentionally made a false statement regarding a material matter in the application or during a hearing concerning the license.
Issuing Department: DCC
Council District: 3
Date Filed with CSO: March 21, 2025
Scheduled Date: April 17, 2025
Outcome: Appeal withdrawn by City on March 28, 2025

5. DENIAL OF A DANCE HALL LATE-HOURS PERMIT

Application for a Dance Hall Late-Hours Permit under Section 14-3.1 of the Dallas City Code

Appellant: Homayoun Zolfagharian
Representative: Homayoun Zolfagharian
Business Name: **De Dior Café LLC**
Location: 3650 N. Buckner Blvd., Suite 110, 75228
Denial: Business located withing 1,000 feet of the property line of a lot devoted to a residential use
Issuing Department: DPD
Council District: 7
Date Filed with CSO: October 15, 2025
Scheduled Date: November 6, 2025
Outcome: Appeal withdrawn by City on November 4, 2025

6. NOTICE OF SUSPENSION OF TAXICAB DRIVER PERMIT

Notice of Suspension under Section 47A of the Dallas City Code

Appellant: Kiros Woldu
Business Name: **Ambassador Cab #L008**
Location: 8008 Herb Kelleher Way,75235
Denial: Pursuant to 47A-2.4.10, drivers and operating authorities may not knowingly or intentionally quote, charge, or attempt to charge a fare higher than the fare calculated, 47A-2.4.5(a) driver must take the most direct and expeditious route available, unless otherwise directed by the passenger
Issuing Department: AVI
Council District: City Wide
Date Filed with CSO: October 20, 2025
Scheduled Date: December 4, 2025
Outcome: Appeal withdrawn by Appellant on November 20, 2025

7. NOTICE OF FINAL DETERMINATION AS A HABITUAL NUISANCE PROPERTY

Habitual Nuisance Property under Section 27-48 of the Dallas City Code

Appellant:	Alim Premji
Business Name:	Townview Apartments
Location:	4999 S. Buckner Blvd., 75227
Denial:	Notice of Final Determination as a Habitual Nuisance Property
Issuing Department:	DCC
Council District:	7
Date Filed with CSO:	November 17, 2025
Outcome:	Appeal was denied due to Invalid Request