

August 6, 2023

Matt Martin, Planning Director
City of Valdosta
P.O. Box 1125
Valdosta, Ga 31603

Dear Mr. Martin,

This letter is written with the intent to obtain a Conditional Use Permit for the commercially leased property located at 2525 North Ashley Street, Suites O & M. This permit will be utilized to operate this location as an Event Center. The operating hours will be Monday through Friday 9:00AM – 10:00PM and Saturday and Sunday 9:00 AM – 11:00 PM with hours varying based upon client requests.

The intended operation of the space will be for the hosting of baby showers, birthday dinners, birthday parties for children, business seminars, and luncheons. The space will also act as the primary meeting location for event consultations to be booked at the venue.

One of the visions of the Luxxe Lounge is to help the community of Valdosta, Georgia. Luxxe Lounge will offer its use of space and services at a reduced rate. We have provided these services in the past at other locations and looking forward to continuing our relationships at this location. Some of the businesses and organizations we have provided our services include, the LAMP (Lowndes Associated Ministries to People), the VA (Veterans Affairs) of Valdosta, the Lowndes County Juvenile Justice, Grace City Church and the PINES community. We will also be hosting religious services, seminars, holiday events, educational courses, and small business meet and greets.

The Luxxe Lounge maximum capacity seating is 45 guests. The Luxxe Lounge will not hold no more than five events during the weekday and no more than three events per weekend. The number of bookings will vary from week to week as they are dependent upon the client's scheduling.

There will be no events booked at the venue that will request cash upon entry. All event bookings will have a signed contract between the Luxxe Lounge and the client stating that they agree that any tickets that are to be sold must be pre-sold for luncheons, seminars, courses, and other ticketed events.

