



CITY OF GRAPEVINE

Entertainment and Attraction Overlay Application

APPLICATION MATERIALS AND REQUIREMENTS:

- A. Meet with Planning Services staff to review application requirements for your specific development.
- B. Completed application with notarized signatures of owner and applicant.
- C. Filing Fee – \$500.00 for first acre + \$25.00 for each additional acre or portion thereof (round up).
- D. Address and / or legal description (lot, block & subdivision) of property on 8 1/2" x 11".
- E. Signature of both owner and applicant on acknowledgement form (pages 2 and 3).
- F. Verification with the City of Grapevine's Public Works / Engineering Department regarding platting information. Have the attached verification statement signed by Public Works (page 6).
- G. Detailed diagram of site plan DRAWN TO SCALE AND DIMENSIONED with other drawings as requested by staff. The plans should utilize an engineering scale and be large enough to be clearly legible.
- H. **Four (4) 24" x 36" blackline prints of complete site plan submittal individually folded by the applicant to 9" x 12"** (include grading, drainage, elevations, landscape, etc.) Scale of no less than 1" = 50'.
- I. **Three (3) 24" x 36" copies of the site plan only individually folded by the applicant to 9" x 12"**.
- J. Submit a letter describing the proposed Entertainment & Attraction Development and note the request on the site plan document. Describe whether the proposed overlay will, or will not cause substantial harm to the value, use, or enjoyment of other property in the neighborhood. Also, describe how the proposed overlay will add to the value, use or enjoyment of other property in the neighborhood.
- K. A flash drive with all files in PDF format at time of submittal.

**APPLICATIONS MUST BE COMPLETE AND MEET ALL CITY OF GRAPEVINE
ORDINANCE REQUIREMENTS BEFORE A REQUEST FOR AN ENTERTAINMENT
AND ATTRACTION OVERLAY CAN BE SET FOR PUBLIC HEARING.**

Questions can be directed to Planning Services staff at (817) 410-3155 or
planning@grapevinetexas.gov.

Delivery Address:
Planning Services
200 S. Main Street
Grapevine, TX 76051

Correspondence Address:
Planning Services
P.O. Box 95104
Grapevine, TX 76099



ENTERTAINMENT AND ATTRACTION OVERLAY APPLICATION AND CHECKLISTS

Subject Property Information

Current or if unplatted, proposed subdivision name(s),
block(s), & lot(s)

Gross area of parcel (to nearest tenth of
acre)

Street frontage & distance to nearest cross street

Describe the Proposed Use

Proposed Zoning

Existing Zoning

Future Land Use Designation

Property Owner Information, Authorization and Acknowledgements

All Entertainment & Attraction Overlay Applications are assumed to be complete when filed and will be placed on the agenda for public hearing at the discretion of the staff. Based on the size of the agenda, your application may be scheduled to a later date.

All public hearings will be opened and testimony given by applicants and interested citizenry. Public hearings may be continued to the next public hearing. Public hearings will not be tabled.

Any changes to a site plan (no matter how minor or major) approved with an entertainment & attraction overlay can only be approved by City Council through the public hearing process.

Any application for a change in zoning or for an amendment to the zoning ordinance shall have, from the date of submittal, a period of four months to request and be scheduled on an agenda before the Planning and Zoning Commission and City Council. If after said period of four months an application has not been scheduled before the Commission and Council said application shall be considered withdrawn, with forfeiture of all filing fees. The application, along with the required filing fee may be resubmitted any time thereafter for reconsideration. Delays in scheduling applications before the Planning and Zoning Commission and City Council created by city staff shall not be considered a part of the four month period.

I have read and understand all of the requirements as set forth by the application for entertainment & attraction overlay and acknowledge that all requirements of this application have been met at the time of submittal.

Owner Name _____

Company _____

Address _____

City _____ State _____ Zip Code _____



**ENTERTAINMENT AND ATTRACTION OVERLAY
APPLICATION AND CHECKLISTS**

Phone _____ Email _____

Project Representation (check one):

- I will represent the application myself; OR
- I hereby designate _____ (*name of project representative*) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this request. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this request.

I hereby certify that I am the property owner of the property and further certify that the information provided on this development application is true and correct. I have selected the above submittal type and representation of my own volition and not at the request of the City of Grapevine.

Property Owner's Signature _____ Date _____

STATE OF: _____

COUNTY OF: _____

BEFORE ME, a Notary Public, on this day personally appeared _____ (*printed property owner's name*) the above signed, who, under oath, stated the following: "I hereby certify that I am the property owner for the purposes of this application; that all information submitted herein is true and correct."

SUBSCRIBDED AND SWORN TO before me, this the _____ day of _____, 20_____

NOTARY PUBLIC in and for the State of Texas



**ENTERTAINMENT AND ATTRACTION OVERLAY
APPLICATION AND CHECKLISTS**

Project Representative Information *(complete if designated by owner)*

Engineer Purchaser Tenant Preparer Other (specify) _____

Name _____

Company _____

Address _____

City _____ State _____ Zip Code _____

Phone _____

Email _____

Applicant's Signature _____ Date _____

STATE OF: _____

COUNTY OF: _____

BEFORE ME, a Notary Public, on this day personally appeared _____
(printed property owner's name) the above signed, who, under oath, stated the following: "I hereby
certify that I am the applicant for the purposes of this application; that all information submitted herein
is true and correct."

SUBSCRIBED AND SWORN TO before me, this the _____ day of
_____, 20_____

NOTARY PUBLIC in and for the State of Texas



**ENTERTAINMENT AND ATTRACTION OVERLAY
APPLICATION AND CHECKLISTS**

ILLUMINATION PLAN:

An illumination plan to include a site photometric (including illuminated signs) and all fixture details shall be submitted as part of the site plan review process. Applications will not be accepted without this requirement.

I hereby acknowledge that an illumination plan has been included as a part of this submittal.

Applicant Signature _____
Date: _____

Property Owner Signature: _____
Date: _____



**ENTERTAINMENT AND ATTRACTION OVERLAY
APPLICATION AND CHECKLISTS**

PLATTING VERIFICATION:

- It has been determined that the property described below does **require platting or replatting** and the applicant has been instructed on this procedure.

- It has been determined that the property described below is **currently platted or does not require platting or replatting** at this time.

Address of subject property _____

Legal description of subject property

Public Works Department

Date



ENTERTAINMENT AND ATTRACTION OVERLAY APPLICATION AND CHECKLISTS

ENTERTAINMENT & ATTRACTION OVERLAY AND SITE PLAN CHECKLIST:

Use the following as a checklist for a complete application submittal

E. Contents of site plan application, Section 47.E.1.

Form "A" – Entertainment and Attraction Overlay

(check if provided; indicate NA if not applicable)

- Applicant's name, address and telephone number, legal interest in the subject property.
- Owner's name, address and telephone number, if different from applicant, with the owner's signed consent to the filing of the application
- Street address and legal description, or metes and bounds, of the property on 8 ½" x 11" sheet of paper.
- The zoning classification and present use of subject property.
- A letter or note on the site plan generally describing the proposed use, or uses, for the proposed development.
- Show the subdivision boundary in heavy lines. Label line and curve data to match legal description.
- A copy of the final plat, or replat, of approved subdivision by city council showing property boundary lines, dimensions, easements, roadways, rail lines, and public rights-of-way crossing adjacent to the subject property.
- If the property is subject to a master development plan, note in a letter the proposed use substantially conforms to the master development plan.

Form "B" – Site Plan Requirements

(check if provided; indicate NA if not applicable)

The Site Plan shall comply with the following plan format and general standards:

- All site plans submitted in conjunction with a Conditional Use, Section 48; or a Special Use, Section 49; shall be drawn and sealed by a registered surveyor, registered architect, or registered engineer.
- The site plan shall include the name of the site plan, submittal date, case number (s), scale, north point, name of person preparing the site plan (north shall be at the top of the page on all drawings), consecutive sheet numbers and vicinity map. The case name, number and consecutive sheet numbers (ex. sheet 1 of 2) should be placed in the lower right corner
- Location of existing boundary lines and dimensions of the tract. These must match the survey or the approved plat.
- Any proposed grading, or regrading, of the subject property; any significant natural, topographical, or physical features of the property, including, at least, existing soil conditions, water courses, marshes, trees in excess of four (4) inches in diameter, rock outcroppings and existing contours in excess of two (2) feet in one hundred (100) feet.
- Locate center line of existing water courses, drainage features, floodway and drainage easements.



ENTERTAINMENT AND ATTRACTION OVERLAY APPLICATION AND CHECKLISTS

- Map(s) showing the location, dimension, use and arrangement of all proposed building. Note computations in a chart form showing the amount required and provided: height in stories and feet, total building area, total lot area, floor area ratio, total impervious area, total open space (landscaped area), total building and paved areas, number and size of dwelling units, number of bedrooms in residential uses, and building separations. See the [Site and Landscape Data Summary Tables](#) for your reference.
- Minimum yard and buffer dimensions, and where relevant, relation of yard dimensions to the height of any building or structure.
- Location, dimensions and number of all vehicular and pedestrian circulation elements, including streets, roadways, driveways, entrances, curb radii, curb cuts, driving lanes, parking stalls, loading spaces and access aisles; sidewalks, walkways and pathways, including type of surface material, slope and gradient of vehicular elements; total lot coverage of all circulation elements, divided between vehicular and pedestrian ways.
- Location and size of existing and proposed street, right-of-way, and alleys with location of all street medians and intersections adjacent to the area of request.
- Copy of permit to construct access driveway facilities on highway right-of-way issued by the Texas State Department of Highways and Public Transportation.
- Note location and size of existing and proposed water and sewer public utilities on and adjacent to, the site; and fire hydrant locations.
- All existing and proposed surface, and subsurface, drainage facilities; including culverts, drains, and detention ponds, showing size and dimensions of flow.
- Location, size and arrangement of all outdoor signs (pole signs, wall signs, and ground signs); the location and intensity of all outdoor lighting, and exterior lighting.
- Location and height of fences, or screen plantings, and the type or kind of building materials or plantings to be used for fencing or screening.
- Final architectural elevations of proposed structures with the type or kind of building materials used. Note the calculation of the percentage of the masonry of the entire structure. Masonry calculations include the total exterior walls, excluding doors and windows
- Note the location, designation and total area of all usable open space (landscaped areas).
- A detailed landscaping plan meeting the provisions of Section 53 of this ordinance.
- Include the [Site and Landscape Plan Standard Notes](#) on each respective sheet.



ENTERTAINMENT AND ATTRACTION OVERLAY APPLICATION AND CHECKLISTS

Signature Block and Title Block

- Minimum size 3" X 4"
- Title Block and Signature Block must appear on each page of the submittal and final revisions.
- Number each sheet as per example below:
 - Sheet 1 of 4; Sheet 2 of 4; Sheet 3 of 4; Sheet 4 of 4, etc.

SIGNATURE BLOCK EXAMPLE:

<p>CASE NAME: CASE NUMBER: LOCATION:</p> <p>_____</p> <p>_____</p> <p>MAYOR SECRETARY</p> <p>DATE: _____</p> <p>PLANNING AND ZONING COMMISSION</p> <p>_____</p> <p>CHAIRMAN</p>

TITLE BLOCK EXAMPLE:

<p>Site Plan/Landscape Plan/Building Elevations/Photometric Plan (EXAMPLE) for Project Name Lots X-Y, Block X, SUBDIVISION NAME Ab. No. ZZZ City of Grapevine, Tarrant County, Texas X.X acres or XX sq. ft. Zone: "LI" Light Industrial (EXAMPLE) Date of Preparation: January 17, 2022 (EXAMPLE)</p>



**ENTERTAINMENT AND ATTRACTION OVERLAY
APPLICATION AND CHECKLISTS**

City of Grapevine

**REQUIRED TREE LIST FOR REQUIRED LANDSCAPING
(Excluding Landscape Islands)**

(Medium to Large Deciduous Trees)

<u>Tree Name</u>	<u>Scientific Name</u>	<u>Height</u>	<u>Width</u>
Bald Cypress	(Taxodium distichum)	40'-60'	30'-40'
Burr Oak	(Quercus macrocarpa)	50'-60'	40'-50'
Callery Pear	(Pyrus calleryana) (*Varieties: "Rancho", "Aristocrat", "Capital", "Bradford")	30'	15'-25'
Cedar Elm	(Ulmus rassifolia)	50'-60'	40'-50'
Chinese Pistacho	(Pistacia chinensis)	40'-50'	40'-50'
Chinquapin Oak	(Quercus muhlenbergii)	50'-60'	40'-50'
Pecan	(Carya illinoensis)	50'-60'	40'-50'
Shumard Red Oak	(Quercus shumardii)	50'-60'	40'-50'
Texas Red Oak	(Quercus shumardii)	30'-35'	20'-30'
Western Soapberry	(Sapindus drummondii)	30'-40'	25'-35'
Southern Magnolia	(Magnolia grandiflora)	60'-80'	30'-50'
Lacey Oak	(Quercus glancoides)		
<i>EVERGREEN TREES</i>			
Afghan Pine	(Pinus eldarica)	30'-40'	25'-30'
Austrian Pine	(Pinus nigra)	20'-25'	10'-15'
Eastern Red Cedar	(Juniperus virginiana)	30'-40'	20'-30'
Eldarica Pine	(Pinus eldarica)	30'-40'	25'-30'
Japanese Black Pine	(Pinus thunbergiana)	20'-50'	20'-30'
Leyland Cypress	(Cupressocyparis leylandi)	20'-40'	40'-50'
Live Oak	(Quercus virginiana)	25'-35'	35'-55'



ENTERTAINMENT AND ATTRACTION OVERLAY APPLICATION AND CHECKLISTS

ENTERTAINMENT AND ATTRACTION OVERLAY PROCEDURAL TIMETABLE:

Application Deadline	Entertainment and Attraction Overlay/Site Plan Review Submittal
Days 1 -14	Planning Staff Review
Day 15	Technical Review Committee: Planning Services Building Services Public Works Parks Fire Department Geographic Information Systems (GIS)
Day 23	Return revisions to Planning Services staff
Day 25	Notice to newspaper
Day 32	Letters to adjacent property owners and sign(s) posted on property
Day 39	Packets submitted for distribution to City Council and Planning and Zoning Commission
Day 42	City Council and Planning and Zoning Commission joint public hearing

PLANNING AND ZONING COMMISSION RECOMMENDATIONS TO CITY COUNCIL RESULT IN THE FOLLOWING ACTION:

APPROVAL – Requires a Council majority vote

DENIAL - Requires a $\frac{3}{4}$ vote approval by Council

CONTINUATION – Set to a date certain; further research and information required