



**Town of Tiburon**

Community Development Department - Planning Division

1505 Tiburon Boulevard

Tiburon, California 94920

(415) 435-7390

[www.townoftiburon.org](http://www.townoftiburon.org)

**LAND DEVELOPMENT APPLICATION**

**TYPE OF APPLICATION**

Conditional Use Permit  
Precise Development Plan  
Condominium Use Permit  
Zoning Text Amendment  
Rezoning or Prezoning  
General Plan Amendment  
Temporary Use Permit

Design Review (DRB)  
Design Review (Staff Level)  
Variance(s) \_\_\_\_\_ #  
Floor Area Exception  
Tidelands Permit  
Sign Permit  
Tree Permit

Tentative Subdivision Map  
Final Subdivision Map  
Parcel Map  
Lot Line Adjustment  
Other \_\_\_\_\_

Department Use Only:  
Received Date: \_\_\_\_\_

**APPLICANT REQUIRED INFORMATION**

**SITE ADDRESS:** \_\_\_\_\_ **PROPERTY SIZE:** \_\_\_\_\_

**PARCEL NUMBER:** \_\_\_\_\_ **ZONING:** \_\_\_\_\_

**PROPERTY OWNER:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**PHONE/FAX NUMBER:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**APPLICANT (Other than Property Owner):** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**PHONE/FAX NUMBER:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**ARCHITECT/DESIGNER/ENGINEER:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**PHONE/FAX NUMBER:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

*Please indicate with an asterisk (\*) persons to whom Town correspondence should be sent.*

**BRIEF DESCRIPTION OF PROPOSED PROJECT (attach separate sheet if needed):**

I, the undersigned owner (or authorized agent) of the property herein described, hereby make application for approval of the plans submitted and made a part of this application in accordance with the provisions of the Town Municipal Code, and I hereby certify that the information given is true and correct to the best of my knowledge and belief.

I understand that the requested approval is for my benefit (or that of my principal). Therefore, if the Town grants the approval, with or without conditions, and that action is challenged by a third party, I will be responsible for defending against this challenge, with the defense counsel subject to the Town's approval. I therefore agree to accept this responsibility for defense at the request of the Town and also agree to defend, indemnify and hold the Town harmless from any costs, claims or liabilities arising from the approval, including, without limitation, any award of attorney's fees that might result from the third party challenge.

Signature (required): \* \_\_\_\_\_ Date: \_\_\_\_\_

I understand that the property involving this permit request may be subject to deed restrictions called Covenants, Conditions and Restrictions (CC&Rs), or similar instruments that may restrict the property's use and development. These deed restrictions are private agreements and are NOT enforced by the Town of Tiburon. Consequently, development standards specified in such restrictions are NOT considered by the Town when granting permits.

I am hereby advised to determine if the property is subject to deed restrictions and, if so, contact the appropriate homeowners association or affected parties about the proposed project prior to proceeding with the application. Following this procedure will minimize the potential for disagreement among parties and possible litigation.

Signature (required): \* \_\_\_\_\_ Date: \_\_\_\_\_

***\* If other than owner, you must submit an authorization letter from the owner or show evidence of de facto control of the property or premises for purposes of filing this application.***

#### NOTICE TO APPLICANTS

Pursuant to California Government Code Section 65945, applicants may request to receive notice from the Town of Tiburon of any general (non-parcel-specific), proposals to adopt or amend the General Plan, Zoning Ordinance, Specific Plans, or an ordinance affecting building or grading permits.

If you wish to receive such notice, then you may make a written request to the Director of Community Development to be included on a mailing list for such purposes, and must specify which types of proposals you wish to receive notice upon. The written request must also specify the length of time you wish to receive such notices (s), and you must provide to the Town a supply of stamped, self-addressed envelopes to facilitate notification. Applicants shall be responsible for maintaining the supply of such envelopes to the Town for the duration of the time period requested for receiving such notices.

The notice will also provide the status of the proposal and the date of any public hearings thereon which have been set. The Town will determine whether a proposal is reasonably related to your pending application, and send the notice on that basis. Such notice shall be updated at least every six weeks unless there is no change to the contents of the notice that would reasonably affect your application. Requests should be mailed to:

**Town of Tiburon  
Community Development Department  
Planning Division  
1505 Tiburon Boulevard  
Tiburon, CA 94920  
(415) 435-7390 (Tel)  
(415) 435-2438 (Fax)  
[www.townoftiburon.org](http://www.townoftiburon.org)**



## COPYRIGHT MATERIALS RELEASE: LIMITED LICENSE TO REPRODUCE ARCHITECTURAL/ENGINEERING PLANS

To the extent that your application submittal packet includes plans or drawings prepared by a licensed, registered, or certified professional, as defined pursuant to the California Health and Safety Code Section 19851 or Business and Professions Code Section 5536.25, such as a licensed engineer, architect or other design professional, the Town must first obtain the signature release and permission of said professional prior to publication or reproduction of any such plans or drawings. Such drawings and plans may also be protected by copyright laws. By signing below, you are granting the Town of Tiburon a limited license authorizing the Town to reproduce and publish plans and drawings submitted with your application packet for a period of time limited to the duration of the public review process, including making plans and drawings available on the Town's website for public review and providing electronic reproductions to the Town's review boards and commissions. The purpose of this limited license is limited solely to the purpose of facilitating the timely review of this application, and the plans and drawings will not be utilized by the Town for other purposes. By signing below, those individuals who have prepared plans and drawings submitted with this application agree to the limited license described herein for the publication or reproduction of any such plans or drawings by the Town. If you wish to revoke this license at any time, please contact the Planning Department.

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Architect (where applicable): \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Engineer (where applicable): \_\_\_\_\_ Date: \_\_\_\_\_