

The **Land Development Application** form must be completed and accompany the following Planning applications:

- Conditional Use Permit
- Design Review – Minor Alterations
- Design Review – Major Additions
- Design Review – New Residences
- Lot Line Adjustment
- Minor Subdivision
- Precise Development Plan
- Precise Development Plan Amendment
- Tree Permit
- Secondary Dwelling Unit
- Sign Permit
- Variance
- Water Well

Additional information and other necessary forms for these Planning applications are available on the Town of Tiburon website under the **SERVICES** heading by clicking on the link to **FORMS**.



Planning Division (415) 435-7390  
www.ci.tiburon.ca.us

## APPLICATION FOR **LOT LINE ADJUSTMENT**

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**PLEASE ANSWER THE FOLLOWING:**

1. Existing area of each site in square feet: \_\_\_\_\_

\_\_\_\_\_

2. Proposed area of each site in square feet: \_\_\_\_\_

\_\_\_\_\_

3. Existing use of each site: \_\_\_\_\_

\_\_\_\_\_

4. Proposed use of each site: \_\_\_\_\_

\_\_\_\_\_

5. Surrounding land use: North: \_\_\_\_\_

South: \_\_\_\_\_

East: \_\_\_\_\_

West: \_\_\_\_\_

6. Please indicate the reason for the lot line adjustment: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PLEASE PROVIDE THE FOLLOWING ADDITIONAL MATERIALS:**

1. Twelve (12) full-size copies of a Lot Line Adjustment map (Tentative Record of Survey). Maps shall be prepared by a registered civil engineer or licensed land surveyor and shall be drawn to a size and scale to clearly show the details of the plan (preferably one inch equals 40 feet). Every map shall be clearly and legibly reproduced and shall contain the following information:
  - a. Site Sketch. A site sketch indicating the location of the proposed Lot Line Adjustment in relation to the surrounding properties;
  - b. Title. The track name, north arrow, scale, and sufficient boundaries to define the tract;
  - c. Names and Addresses. Name, address, and telephone number of the property owner of record, the applicant, and the engineer or surveyor;
  - d. Adjacent streets. Location, names, present width and grades of adjacent or abutting roads, streets, highways, or other travelways;
  - e. Inundated areas. Approximate location of all areas subject to inundation or storm water overflow, and the location, width, and direction of flow of all watercourses;
  - f. Easements. The approximate width and location of all easements for drainage, sewerage, public utilities, or other purposes;
  - g. Lots. The approximate area and dimension of all lots, and radii of all curves.
2. One copy of the preliminary or final title report for the affected properties.
3. Any other pertinent information should be attached on a separate sheet.
4. Legal descriptions of all properties affected by the proposed adjustment. These should include a legal description of each property as it currently exists and legal descriptions of each property following the lot line adjustment.

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