



*Town of Tiburon
Planning Division (415) 435-7390
www.townoftiburon.org*

APPLICATION SUBMITTAL REQUIREMENTS FOR FINAL OR PARCEL SUBDIVISION MAPS

The following materials are typically required with applications for Final or Parcel Map:

1. A completed Town of Tiburon Land Development Application Form.
2. Filing fee deposits for the Public Works/Engineering Department and the Community Development Department, pursuant to the applicable Town Fee Schedule.
3. Ten (10) full size "check print" sets of the Final Map or Parcel Map drawings.
4. Ten (10) full-size "check print" sets of the Subdivision Improvement Drawings (if any) for the subdivision.
5. A narrative describing how each of the "conditions of approval" contained within the Tentative Subdivision Map Resolution, and if applicable, the Precise Development Plan Resolution, have been or will be fulfilled.
6. If applicable, a narrative describing how each of the mitigation measures required pursuant to an Environmental Impact Report or a Mitigated Negative Declaration for the project, have been or will be fulfilled.
7. Three (3) full-size print sets of all sheets of the approved Tentative Map drawings.
8. A current Preliminary Title Report, prepared within the last ninety (90) days.
9. Two (2) sets of copies of all Deeds and Record Maps referenced on the Final Map or Parcel Map.
10. Two (2) sets of the mathematical closure calculations for the subdivision.
11. Two (2) copies of draft CC&R's (if any) for the subdivision.
12. Three (3) copies of any required soils or geotechnical reports for the subdivision.
13. Other information as may reasonably be requested by the Town.

In addition to the above, it may be necessary for applicants to enter into a "Subdivision Improvement Agreement" with the Town to ensure that all required subdivision improvements will be installed. Monetary security (e.g. bonds, cash) for the installation of required subdivision improvements must be provided prior to application approval.

Additional fees (e.g. housing in-lieu fees, traffic mitigation fees, parks and recreation in-lieu fees) and security deposits (e.g. street/curb damage, dust control) may also be required prior to approval of the Final or Parcel Map application

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