



Community Development Department
Planning Division (415) 435-7390
1505 Tiburon Boulevard, Tiburon, CA 94920
www.townoftiburon.org

INFORMATIONAL HANDOUT FOR “USE-FOR-USE CHANGE” DETERMINATIONS

Tiburon Zoning Provisions

The Tiburon Zoning Ordinance typically requires a conditional use permit for use changes in commercial areas. However, a conditional use permit may not be necessary in the case of:

“Use-for-use changes (e.g., restaurant to restaurant) or minor structural alterations when no substantive intensification of use, as determined by the Director, is proposed. Substantive intensification of use shall be measured in terms of parking requirements, number of employees at maximum shift, total floor area occupied, vehicular trip generation, or other factors within the reasonable discretion of the Director. The term “use for use changes” is qualified to limit its applicability to situations where the replacement use is substantially similar to the prior use in the reasonable discretion of the Director.” [Source: Tiburon Municipal Code, Chapter 16, Section 16-22.030]

Information Required for Determination

In order for the Director to determine whether the proposed use qualifies as a “use-for-use change”, or “minor structural alteration”, please submit a detailed narrative comparing the operating conditions of the Town-recognized prior use of the premises with the proposed use of the premises. The owner, leasing agent, or Town staff should be able to assist you with gathering this information. This narrative description shall include, but may not be limited to:

- A general description of both uses, including any proposed structural alterations to the building or premises
- Hours/days of operation for all aspects of the uses
- Number of employees at maximum shift
- Number of seats, if any (provide separate numbers for indoor and outdoor seats)
- Total interior floor area in square feet
- Square feet of usable outdoor space, if any (e.g., deck or patio areas)
- Potential odor or noise sources, including any type of sound amplification used
- Description of any special events (frequency, hours, maximum # of participants, etc.)
- Hours and types of vehicular deliveries (including size of delivery vehicles)
- Vehicular and pedestrian traffic generation characteristics of patrons/visitors
- Any other characteristics that may be relevant to making the determination