



Town of Tiburon
1505 Tiburon Boulevard
Tiburon, California 94920
(415) 435-7373 | www.townoftiburon.gov

SUPPLEMENTAL APPLICATION FORM FOR VARIANCES

A Variance is a form of regulatory relief available when a strict or literal application of zoning regulation or standards would result in practical difficulties or unnecessary physical hardships for an applicant. These difficulties and/or hardships must be caused by physical conditions on or in the immediate vicinity of a site. Please refer to Section 16.52.030 of Chapter 16 (Zoning) of the Tiburon Municipal Code for additional information regarding Variances.

Confirm Variance(s) Requested:

	Required Per Zone	Existing Calculation	Proposed Calculation	Magnitude of Variance
Front Setback				
Rear Setback				
Left Side Setback				
Right Side Setback				
Lot Coverage				
Height				
Parcel Area Per Dwelling Unit				
Usable Open Space				
Parking				

Other (please describe below)

Required Findings

The Tiburon Municipal Code, Chapter 16 (Zoning, Section 16-52.030(E)) and California State law (Government Code Section 65906) require that specific findings be made prior to granting of a variance. These findings must be supported by evidence presented to the decision-making body prior to granting of the variance.

As part of your application submittal, please provide a written response, including any supporting attachments, to each of the required findings below.

1. Describe what special circumstances apply to the property (such as size, shape, topography, location, or surroundings) that cause a strict application of the zoning regulations to deprive you of privileges enjoyed by other properties in the vicinity and same or similar zone.
2. Explain how granting of the variance would not result in a special privilege that is inconsistent with limitations on other properties in the vicinity and in the same or similar zone.
3. Explain how the strict application of the zoning regulations would result in practical difficulty or unnecessary physical hardship. Self-created hardships shall not be considered.
4. Explain how granting of the variance would not be detrimental to the public welfare or injurious to other property in the vicinity.

Procedure

Applications for variances are processed concurrently with Site Plan and Architectural Review (Design Review) applications. These applications are acted upon by the Design Review Board (DRB) at a public hearing.

Application documents shall be submitted electronically to the Town of Tiburon Planning Division through the eTrakit Portal available at <https://trakit.townoftiburon.gov/eTRAKiT> or by emailing all required documents to planning@townoftiburon.gov. All electronic submittals shall be in .pdf format. Paper submittals will not be accepted.