



# NEW CONSTRUCTION AND CONVERSION CONDOMINIUM SUBDIVISION APPLICATION

Pursuant to Chapter 27 of the Burbank Municipal Code

Tentative Tract Map No.: \_\_\_\_\_

1. Site Address: \_\_\_\_\_ 2. Zip Code \_\_\_\_\_

2. Total Area: \_\_\_\_\_ square feet \_\_\_\_\_ acres

3. Number of Lots: \_\_\_\_\_ 4. Number of Buildings Proposed: \_\_\_\_\_

5.

<u>Proposed Unit Type</u>	<u>No. of Units</u>	<u>Floor Area Per Unit in Sq. Ft.</u>	<u>Balcony/Patio Area Per Unit in Sq. Ft.</u>
Efficiency	_____	_____	_____
One-Bedroom	_____	_____	_____
Two-Bedroom	_____	_____	_____
Three-Bedroom	_____	_____	_____
> Three-Bedroom	_____	_____	_____

Total number of units: \_\_\_\_\_

6. Parking Provided: compact \_\_\_\_\_ standard \_\_\_\_\_ guest \_\_\_\_\_ Total \_\_\_\_\_

7. Number of existing buildings to be removed: \_\_\_\_\_

8. Type of existing buildings to be removed (single family, duplex, etc.): \_\_\_\_\_

9. Are there deed restrictions now in effect that regulate the number of dwelling units or the use of the land? Yes \_\_\_\_\_ No \_\_\_\_\_ (If "yes", attach copy of said restrictions.)

### PLEASE PROVIDE THE FOLLOWING:

1. A General application, environmental information form, radius map and labels (in accordance with City of Burbank requirements) must be completed and submitted with this and all other land use/development applications.
2. Thirteen (13) copies of tentative tract map, subject to requirements noted on page 2.

**CITY OF BURBANK**  
 COMMUNITY DEVELOPMENT DEPARTMENT  
**Planning Division (818) 238-5250**  
 275 E. Olive Avenue, Burbank, CA 91502  
 P.O. Box 6459, Burbank, CA 91510-6459

# CDD

## TENTATIVE TRACT MAP REQUIREMENTS

1. Each tentative map shall have a minimum dimension of not less than 18 inches by 26 inches. The scale of the map shall be large enough to show clearly all details thereof, but in no case is to be smaller than 1" = 100'.
2. The tentative map shall show the following:
  - A. The tract number as secured from the county engineer displayed in numerals being a minimum height of 3/4 inch.

**NOTE:** If this application is for a vesting tentative map then this map must be titled "VESTING TENTATIVE MAP" in **BOLD LETTERS** being a minimum height of 3/4 inch located directly above the tentative tract number.

- B. The dimensions of the boundaries of the property to be subdivided and the relation of said boundaries to other recorded subdivisions or recognized property lines.
- C. Name and address of the subdivider.
- D. Name, address, registration number, certificate, or other acceptable evidence of professional certification of the tract engineer or surveyor.
- E. Location, size and character of all existing public utility facilities (water, power, gas, phone, sewage) within or adjacent to the proposed subdivision.
- F. The locations, existing names, right-of-way widths, roadway widths, grades, and curve radii of all existing streets and freeways and all proposed streets in or adjacent to the subdivision.
- G. The width and location of all existing and proposed easements, whether public or private, for streets, drainage, sewerage and public utilities, private purposes, etc.
- H. Lot layout, lot numbering, dimensions of each lot and area of each lot in the subdivision.
- I. Statement of present use zone and proposed use or uses of property.
- J. Proposed public areas to be dedicated.
- K. Location, size and species of all trees or stands of trees over six (6) inches in diameter in or adjacent to the area proposed for subdivision, including all trees in the parkway.
- L. Reserve strips, wall or other devices for controlling access to adjacent property.
- M. A vicinity map showing all adjacent and abutting property and streets together with the zoning symbol thereon at a scale no smaller than 1" = 1000'.
- N. Date, north arrow, and scale.
- O. Where the subdivision covers an area having local relief greater than 20 feet, the tentative tract map shall show contours of the entire area (before project implementation and after project development) at an interval of five (5) feet.

Staff Comments: