



**CITY OF KELSO
COMMUNITY DEVELOPMENT DEPARTMENT**

P.O. Box 819
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Kelso, WA 98626

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Project #	Description:
Parcel Number(s)	
Owner(s)	

The Narrative Form is designed to help you and the application reviewer understand how your project meets the legal requirements in the *Kelso Municipal Codes*. In addition to this narrative form you may be asked to fill out other forms that apply to your proposal. You should refer to the appropriate sections of the ordinance, when applicable. You can obtain a copy of the ordinance in our offices, or access it on the internet at www.kelso.gov (click on City of Kelso Code and Charter).

Please tell us the Who, What, Where, When, and Why of your proposal. A checklist for content is provided below. If you address each of the items identified below, the narrative will be complete. Some of the questions may not apply. The area provided for your narrative continues on the second page of this form. You may attach additional pages if needed.

Narrative Content:

- Describe the uses and structures, if any that are proposed.
- Describe the size of the structures and scope of the each use, if any.
- Describe who will be using the structures and implementing the uses (for example; number of people, private or public, any fees . . .)
- Describe timelines for construction and completion of structures, if any.
- Describe timelines that apply to uses (for example: when the uses will take place, how frequently, hours of operation . . .)
- Describe the current use of the area and surrounding area, if any. Please include only those uses that are immediately adjoining your proposal and those which are in the vicinity and may be affected by your proposal.
- Describe the structures currently on site and in the surrounding area (for example: how many, what size . . .)
