



**CITY OF KELSO
COMMUNITY DEVELOPMENT DEPARTMENT**

P.O. Box 819
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ZONING TEXT CHANGE CHECKLIST

*The following checklist identifies information to be included with the application for Zoning Text Change(s). **All of the following information must be submitted and the application fee(s) must be paid before the application is considered complete.** Please see the Kelso Municipal Code (KMC) Chapter 17.04 for more information.*

I) Application Fees - \$500

II) Completed SEPA Checklist - must be completed and returned with the appropriate fee of \$750.00.

III) Four (4) folded and collated copies of the following information:

- 1. Land Use Application Form** - shall be completed and signed in ink by the applicant.
- 2. Narrative** - A written narrative shall be submitted with the application that addresses the suggested amendment including the reasons for the suggested amendment and how it meets the applicable criteria in Kelso Municipal Code Section 18B.10.040C. Together with relevant supporting documentation.
- 3. Zoning Map** – **Reduced copies** in 11" x 17" or 8-1/2" x 11" format highlighting the zoning district(s) that would be affected by the proposed text change.