

## Operational Statement Template

Please use this template as a specific guide to explaining the scope of your project. This required information will assist all individuals, departments and agencies in their review and drafting of their comments, conditions and suggestions. Our goal is to facilitate an accurate and complete description of your project in order to avoid unnecessary delays in gathering additional information. If you have any questions about the requested information or need help completing any portions of this form please call the Development Partnership Center at (559) 621-8180. This form must be completed and submitted in order to process your application. If this operational statement is not submitted or incomplete your application will not be accepted for processing.

### Project Description:

\_\_\_\_\_ is being submitted by \_\_\_\_\_ of \_\_\_\_\_ on behalf of \_\_\_\_\_ and pertains to \_\_\_\_\_ acres of property located at \_\_\_\_\_  
APN: \_\_\_\_\_ and is zoned \_\_\_\_\_ with a planned land use of \_\_\_\_\_  
\_\_\_\_\_ is requesting authorization to:

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The proposed development will consist of:

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The existing site currently exists of \_\_\_\_\_ with \_\_\_\_\_ existing parking spaces.  
The proposed hours of operation are from \_\_\_\_\_ to \_\_\_\_\_ on \_\_\_\_\_  
Other facts pertinent to this project are as follows:

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Operational Narrative: (*This is your opportunity to communicate in detail all other characteristics of your property that would be important to consider when reviewing for completeness and contemplating approval. Describe your proposed operation/development in as much detail as possible including information such as name of business, product or service, anticipated traffic-customers, deliveries, etc., any special events, number of employees, required equipment, on-site storage, demolition or adaptive reuse of existing structures, noise generation, any hazardous materials, etc.*)