

# White Salmon City Council Meeting

## A G E N D A

February 17, 2021 – 6:00 PM

Via Zoom Teleconference

Meeting ID: 861 2261 4780 Passcode: 710806

Call in Numbers:

669-900-6833

929-205-6099

301-715-8592

346-248-7799

253-215-8782

312-626-6799



**We ask that the audience call in instead of videoing in or turn off your camera, so video does not show during the meeting to prevent disruption. Thank you.**

**I. Call to Order, Presentation of the Flag and Roll Call**

**II. Consent Agenda**

- A. Approval of Meeting Minutes - February 3, 2021
- B. Approval of Vouchers

**III. Public Comment**

Public comment will not be taken during the teleconference. Public comment submitted by email to Jan Brending at [janb@ci.white-salmon.wa.us](mailto:janb@ci.white-salmon.wa.us) by 5:00 p.m. on Wednesday, February 17, 2021 will be read during the city council meeting and forwarded to all city council members. Please include in the subject line "Public Comment – February 17, 2021 Council Meeting." ***Please indicate in your comments whether you live in or outside of the city limits of White Salmon.***

**IV. Changes to the Agenda**

**V. Presentations**

- A. Black History Month

**VI. Business Items**

- A. Final Approval of Slug's End Subdivision, WS-SUB-2019-002
  - 1. Presentation
  - 2. Discussion
  - 3. Action
- B. AARP Network of Age-Friendly States and Communities Membership
  - 1. Presentation
  - 2. Discussion
  - 3. Action

**VII. Reports and Communications**

- A. City Council Members
- B. Mayor
- C. Department Heads

**VIII. Executive Session (if needed)**

**IX. Adjournment**

**File Attachments for Item:**

A. Approval of Meeting Minutes - February 3, 2021



**CITY OF WHITE SALMON**  
**City Council Regular Meeting – Wednesday, February 3, 2021**  
**Via Zoom Teleconference**

**Council and Administrative Personnel Present**

**Council Members:**

Jason Hartmann  
David Lindley  
Ashley Post  
Jim Ransier  
Joe Turkiewicz

**Staff Present:**

Marla Keethler, Mayor  
Jan Brending, Clerk Treasurer  
Ken Woodrich, City Attorney  
Russ Avery, Operations Manager  
Mike Hepner, Police Chief

**1. Call to Order and Pledge of Allegiance**

**2. Roll Call**

All council members were present.

**3. Public Comment**

Jan Brending, Clerk Treasurer read an email from Sasha Bentley regarding legislative priorities asking the city to consider adding COVID-19 response as a priority.

**4. Changes to Agenda**

There were no changes to the agenda.

**5. Presentations**

- a. Recognition of Black History Month  
Jim Ransier, Council Member introduced a Ted Talk video with Titus Kaphar titled "Can Art Amend History?"
- b. White Salmon Metropolitan Pool Park District Update, Lloyd DeKay  
Lloyd DeKay presented information to the city council on the status of the new pool noting that the district hopes to open the pool in May 2022.
- c. COVID-19 Public Health Update  
Marla Keethler, Mayor provided an update on vaccine status in Klickitat County.

Jan Brending, Clerk Treasurer read a statement from Erin Quinn, Klickitat County Public Health Director regarding COVID-19 in the county.

Council Members and Paul Moyer, Klickitat County Public Health Board Member discussed that status of Klickitat County in the Governor's Road to Recovery phases.

**6. Proclamation Guidelines**

Marla Keethler, Mayor presented guidelines for developing proclamations.

Council members and the mayor discussed the guidelines. It was noted that the mayor issues proclamations and the city council adopts resolutions and that proclamations are primarily used for recognizing celebrations, events or individuals.

**7. Legislative Priorities 2021**

Marla Keethler, Mayor said she is following up with the city council on legislative priorities after the discussion at the last council meeting. She said it was her understanding that the city council wanted to focus on the singular priority of the bridge.

Jim Ransier, Council Member said he is support of the singular issue and does not see it as a distraction from the focus on COVID-19. He said he thinks the legislative issue is an opportunity to educate people outside of the region.

David Lindley, Council Member said he agrees with Ransier. He said he supports focusing on the singular issue and likes the way it is written.

***Moved by Ashley Post. Seconded by Jim Ransier.***

***Motion to adopt the White Salmon Hood River Bridge Project as the 2021 legislative priority. CARRIED 5-0.***

**8. Jewett Water Main Improvement Project – Change Order No. 6**

Jan Brending, Clerk Treasurer review Change Order No. 6 for the Jewett Water Main Improvement Project. She noted that this is the final change order for the project and reconciles costs and dates. Brending said the change order provides for a decrease in the construction contract price from \$2,504,837.62 to \$2,350,983.07 – a decrease of \$153,854.45 and changes the Date of Substantial Completion from November 25, 2020 to December 3, 2020 and changes the Date Ready for Final Payment from December 25, 2020 to January 29, 2021.

***Moved by Jason Hartmann. Seconded by David Lindley.***

***Motion to authorize approval of Jewett Water Main Improvement Project Change Order No. 6 with a decrease in contract price of \$153,854.45 from \$2,504,837.52 to \$2,350,983.07, changing Date of Substantial Completion from November 23, 2020 to December 3, 2020 and changing the Date Ready for Final Payment from December 25, 2020 to January 29, 2021. CARRIED 5-0.***

**9. Approval of Crestline Construction Payment No. 10 and USDA Reimbursement Request No. 10**

Jan Brending, Clerk Treasurer said this is the final payment authorization to Crestline with a payment to be made later for retainage. She noted that the USDA Reimbursement Request amount should be \$220,212.77 instead of \$222,212.77. Brending said the city council will approve a final USDA Reimbursement Request at a future meeting as the city moves toward closing the project tout.

***Moved by Jason Hartmann. Seconded by Joe Turkiewicz.***

***Motion to approve Crestline Construction Payment No. 10 in the amount of \$174,155.75 and USDA Reimbursement Request No. 10 in the amount of \$220,212.77. CARRIED 5-0.***

**10. Consent Agenda**

- a. Approval of Meeting Minutes – January 20, 2021
- b. Approval of Vouchers

Vouchers audited and certified as required by RCW 42.24.080 and expense reimbursement claims as required by RCW 42.24.090 as of this 3<sup>rd</sup> day of February, 2021.

Type	Date	From	To	Amount
<b>Claims</b>	2/3/2021	EFT	EFT	3,480.00
	3/3/2021	36819	36856	130,634.17
			<b>Claims Total</b>	<b>134,114.17</b>
<b>Payroll</b>	2/5/2021	EFT	EFT	111,650.98
	2/5/2021	36816	36818	1,044.19
			<b>Payroll Total</b>	<b>112,695.17</b>
<b>Manual Claims</b>				
			<b>Manual Total</b>	<b>0.00</b>
			<b>Total All Vouchers</b>	<b>246,809.34</b>

***Moved by Joe Turkiewicz. Seconded by Jim Ransier.  
 Motion to approve consent agenda. CARRIED 5-0.***

**11. Department Head and Council Member Reports**

**Mike Hepner, Police Chief** said that Officer Josh Lewis should be working by himself in two weeks. Hepner reviewed the police log that is provided to council members. He said there continue to be a lot of calls at Harvest Market including face masks issues or alcohol thefts. Hepner said the police department has a new webpage on the city’s website which was developed by Office Madelynn McIlwain. He noted that Office McIlwain is on desk duty because she is pregnant and then will be on maternity leave for 12 weeks beginning in May.

David Lindley, Council Member said he wants to acknowledge the work that was done on the police webpage. He said it looks good.

Jim Ransier, Council Member said he agrees with Lindley and appreciates the effort. He said the information is very thorough.

Marla Keethler, Mayor said Officer McIlwain was a huge assets in getting the webpage live.

**Russ Avery, Public Works Operations Manager** said the public works crew has been working on leaks and meter change outs. He noted that Jeff Cooper has been promoted to Public Works Foreman.

**Jan Brending, Clerk Treasurer** reviewed upcoming committee meeting dates. She reminded council members that she is seeking comments on the Comprehensive Plan Update draft elements.

**Jim Ransier, Council Member** said the Community Development Committee will meet on February 11 and will consider the tenant housing code, climate crisis resolution and associated task force.

**Ashley Post, Council Member** said the Tree Board will meet on Monday, February 8 and will discuss the heritage tree section of the critical areas ordinance and 2021 tree maintenance.

**Jason Hartmann, Council Member** said he met with a resident who is interested in performing some bank stabilization. He said it will be discussed at the upcoming city operations committee meeting.

**David Lindley, Council Member** said he attended a site visit at Gaddis Park with the Department of Natural Resources (DNR) to review the fire fuel break project. He said it was a good visit with stakeholders and looked at what treatments might be used. Lindley said the feedback was that it was important to provide a balance of fuel reduction while maintaining some understory because of an interpretive trail in the area. He said DNR is open to that.

**Marla Keethler, Mayor** said that business license renewals were due the end of January but that the opportunity to renew through the Department of Revenue continues.

Jan Brending, Clerk Treasurer noted that at this time late fees and penalties are not being charged per the Governor's orders. She said the information for pending business licenses will remain available for 120 days after the expiration date.

**Marla Keethler, Mayor** said that she has been attending a variety of meetings addressing topics such as local investment networks, broadband infrastructure, economic development, youth and art, and the Hood River bridge. She noted that as presented tonight, the pool project is moving forward and that the city will need to focus this year on the removal of the old pool.

## 12. Adjournment

The meeting adjourned 7:39 p.m.

---

Marla Keethler, Mayor

---

Jan Brending, Clerk Treasurer

**File Attachments for Item:**

A. Final Approval of Slug's End Subdivison, WS-SUB-2019-002

1. Presentation

2. Discussion

3. Action



---

## AGENDA MEMO

Needs Legal Review: Yes  
Council Meeting Date: February 17, 2021  
Agenda Item: Slug's End Subdivision, WS-SUB-2019-002  
Presented By: Pat Munyan, City Administrator

### Action Required

Final approval of Subdivision 2019.002 including acceptance of Sophie Lane as a city street and the associated water and sewer mainline for the City's use and maintenance.

### Proposed Motion

Move to approve Slug's End Subdivision WS-SUB-2019-002, accepting Sophie Lane as a city street and the associated water and sewer mainline for City use and maintenance.

### Explanation of Issue

White Salmon Municipal Code 19.10.040 provides that final approval of a subdivision is by the city council during a regular council meeting.

The Planning Commission held a public hearing on January 8, 2020 and considered the application for Slug's End Subdivision, WS-SUB-2019-002. The Planning Commission forwarded a recommendation to the City Council for approval with conditions. The City Council considered the proposed subdivision on January 15, 2020 and preliminarily approved the subdivision with the conditions as recommended by the Planning Commission.

The staff report and final plat are attached. Doug Holzman and Rick Bretz request approval of the final plat for the Slug's End Subdivision with dedication of Sophie Lane as a city street and acceptance of the water and sewer main lines for city use and maintenance.

The development consists of seven single-family residential lots varying in size served by Sophie Lane. The subject parcel is split-zoned with a majority of the overall site zoned Single Family Residential (R-1) and a portion of the site bordering future Michigan Avenue right-of-way zoned as Two-Family Residential (R-2). Five out of the seven lots (1, 2, 5, 6, and 7) have R-1 and R-2 zoning. There are no existing structures on the project site, beyond a retaining wall along the cul-de-sac's western edge. Access off of NW Michigan Avenue was approved. A fifty-foot road and utility easement is being dedicated to the City of White Salmon.

### Budget

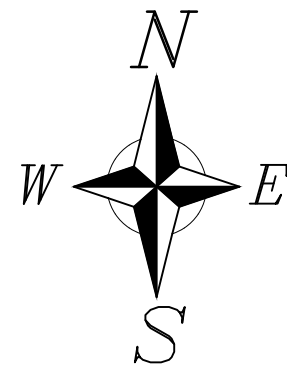
The Subdivision does not have an immediate impact on the city's budget. However, the subdivision water, sewer, and street development increase the need for future transportation maintenance and improvement funds.

### Staff Recommendation

As submitted, Slug's End Subdivision WS-SUB-2019-002 meets the requirements of White Salmon Municipal Code (WSMC) Title 16 – Land , WSMC Chapter 17.24 – R-1 Single-Family Residential District, WSMC Chapter 17.28 – R-2 Two-Family Residential District, is consistent with the White Salmon Comprehensive Plan and meets the conditions of preliminary approval.

Staff recommends City Council approve the final plat for Slug's End Subdivision WS-SUB-2019-002 with the acceptance of Sophie Lane as a city street and the associated water and sewer main lines for City's use and maintenance.

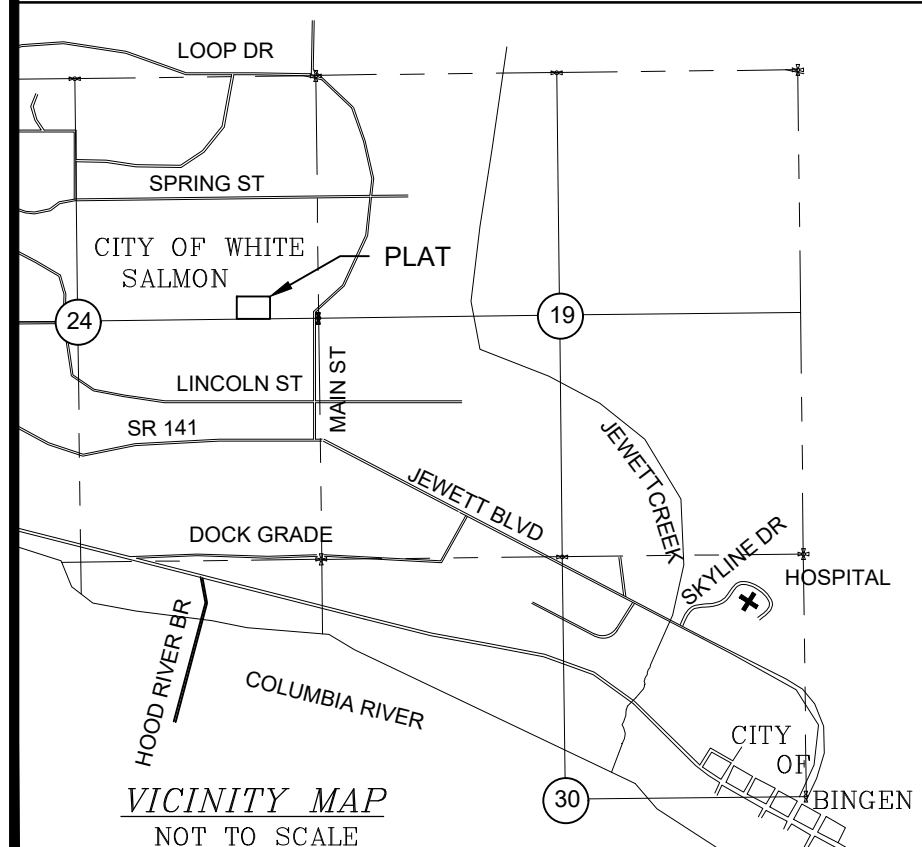
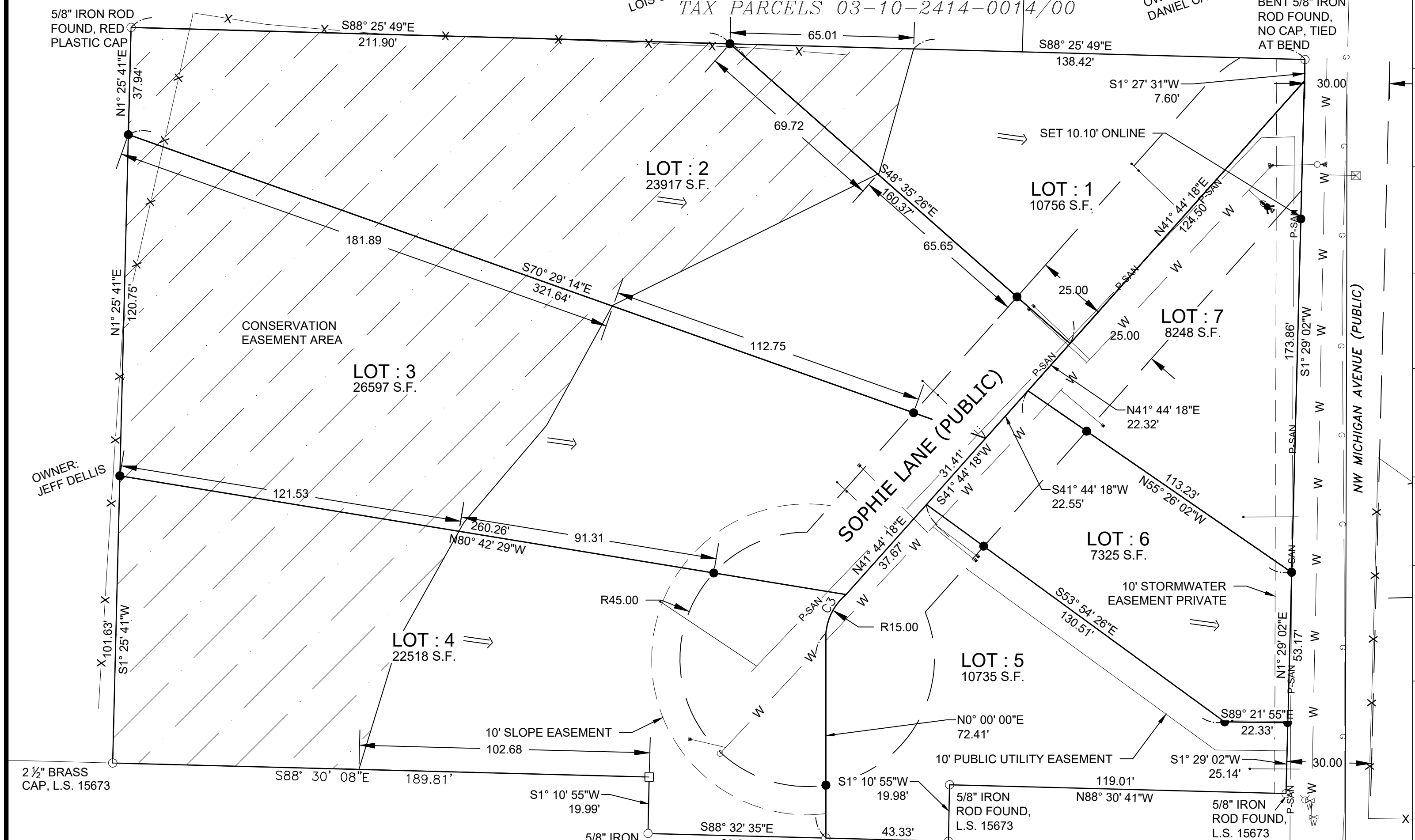




# SLUG'S END SUBDIVISION WS-SUB-2019-002 IN THE CITY OF WHITE SALMON

IN THE SE1/4 NE1/4 OF SECTION 24, R 3 N, R 10 E, WM  
Klickitat County, Washington

TLs 35, 35A, 36, 36A IN SENE AND TL 77E IN NESE IRR TRACTS TO W.S.  
TAX PARCELS 03-10-2414-0014/00



**LEGEND**

- SET 5/8"x24" REBAR W/ PLASTIC CAP
- EXISTING MONUMENT OF RECORD
- CALCULATED CORNER/NOT SET
- EXISTING FENCE
- ⇒ DRAINAGE DIRECTION

**BASIS OF BEARINGS**  
WASHINGTON SOUTH, STATE PLANE, GRID BEARINGS & U.S. FEET.  
VERTICAL DATUM IS NAVD88

**REFERENCES**  
SURVEY'S 24114  
VOLUME 2, PAGE 19 OF PLATS  
VOLUME 1, PAGE 2 OF SHORT PLATS

**MONUMENTS VISITED**  
FEBRUARY 2019

**LEGAL DESCRIPTION-TOTAL PARCEL**  
TLs 35, 35A, 36 AND 36A IN THE SE1/4NE1/4 AND TL 77E IN NE1/4SE1/4  
IRR. TRACTS, ALL IN SEC. 24, T 3 N, R 10 E.

We, Owners of the plot of SLUGS END SUBDIVISION shown herein, hereby declare that this division of land has been made with our free consent and in accordance with our desires. Further, we dedicate all roads and easements as shown, not noted as private, and waive all damages against any governmental agency arising from the construction and maintenance of said roads and utilities.

SLUGS END LLC.  
DOUG HOLZMAN, President  
WITNESS MY HAND AND OFFICIAL SEAL the day and year first written. Dated this \_\_\_ day of \_\_\_\_\_, 20\_\_.

Notary Public in and for the State of Washington  
Residing in \_\_\_\_\_  
I hereby certify that this Subdivision has been examined by me and that it contains adequate safe provisions for water supply and access for purposes of fire protection.

White Salmon Fire Chief \_\_\_\_\_ Date \_\_\_\_\_  
I hereby certify that this Subdivision has been reviewed and examined by me and that it conforms with City of White Salmon standards for survey data, layout of roads, alley and easements, road names, and numbers, and other improvements as required, or as applicable.

White Salmon City Administrator \_\_\_\_\_ Date \_\_\_\_\_  
I hereby certify that this Subdivision has been examined by me and that it conforms with the City of White Salmon Zoning Ordinance, Comprehensive Plan and any other applicable laws and/or policies.

White Salmon City Planner \_\_\_\_\_ Date \_\_\_\_\_  
I hereby certify that this Subdivision has been examined by me and that it contains adequate provisions for water supply and sewage disposal for domestic and/or commercial use.

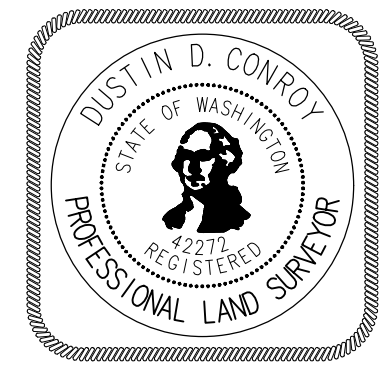
White Salmon Director of Public Works \_\_\_\_\_ Date \_\_\_\_\_  
I hereby certify that all taxes, and compensating taxes and/or penalties and property contained within the plot shown herein have been paid, discharged or satisfied.

Klickitat County Treasurer \_\_\_\_\_ Date \_\_\_\_\_  
Examined and Approved this \_\_\_ day of \_\_\_\_\_, 20\_\_  
White Salmon City Council

Mayor \_\_\_\_\_  
ATTEST: \_\_\_\_\_  
City Clerk

I, Dustin D. Conroy, registered as a land surveyor by the State of Washington, certify that this plat is based on an actual survey of the land described herein, conducted by me or under my supervision, during the period of December, 2018 through May, 2019; that the distances, courses, and angles are shown thereon correctly; and that monuments other than those approved for setting at a later date, have been set and lot corners staked on the ground as depicted on the plat.

Licensed Land Surveyor PLS NO. 42272 \_\_\_\_\_ Date \_\_\_\_\_



**PSE Pioneer Surveying & Engineering, Inc.**  
Civil Engineering and Land Planning  
125 E. Simcoe Drive  
Goldendale, Washington 98620  
Phone (509) 773-4945, Fax (509) 773-5888, E-Mail pse@gorge.net  
Job No 2018-HOLZMAN

SUBDIVISION FILED FOR RECORD AT THE REQUEST OF \_\_\_\_\_ THIS \_\_\_ DAY OF \_\_\_\_\_  
20 \_\_, AT \_\_\_\_\_ AND RECORDED IN VOLUME \_\_\_\_\_  
OF PLATS, PAGE \_\_\_ RECORDS OF KICKITAT COUNTY,  
WASHINGTON.  
Klickitat County Auditor \_\_\_\_\_ Auditors No. \_\_\_\_\_

CRITICAL AREAS EXIST ON SITE AND CANNOT BE DISTURBED WITHOUT REVIEW AND APPROVAL OF CRITICAL AREAS PERMITS BY THE CITY OF WHITE SALMON.

CONSERVATION EASEMENT AREA:  
PRIOR TO ANY WORK OR DISTURBANCE WITH THE CONSERVATION EASEMENT AREA THE APPROVAL SHALL BE RECEIVED FROM THE CITY OF WHITE SALMON

COVENANTS, CONDITIONS AND RESTRICTIONS  
The Declaration of Covenants, Conditions and Restrictions for Slugs End Subdivision, City of White Salmon, is recorded in Auditors File No. \_\_\_\_\_ and shall be considered as part of this plat. It is the responsibility of all parties to be aware of and to conform to said documents.

**STAFF REPORT**

January 8, 2020

City of White Salmon  
Planning Commission

Slug’s End  
Long Plat/Subdivision  
WS-SUB-2019-002

Applicant: Doug Holzman and Rick Bretz  
Representative: Dustin Conroy, Pioneer Surveying & Engineering

**PROPOSAL**

The applicant is requesting preliminary approval to divide 3.02-acres into a 7-lot subdivision. Future development would contain seven detached single-family residences on the seven lots. The subdivision would also contain appurtenant utilities, a public road (Sophie Lane) accessed from NW Michigan Avenue, and area for dedicated Native Growth Protection Easements. The subject parcel is split-zoned with a majority of the overall site zoned Single Family Residential (R-1) and a portion of the site bordering future Michigan Avenue right-of-way zoned as Two-Family Residential (R-2). Five out of the seven lots (1, 2, 5, 6, and 7) have both R-1 and R-2 zoning. There are no existing structures on the project site.

Subdivision applications are subject to a Type III review with a public hearing. Pursuant to Washington Administrative Code (WAC) 365-196-845, the City will conduct a consolidated review of the State Environmental Policy Act (SEPA) checklist (WS-SEPA-2019-002) and the subdivision application (WS-SUB-2019-002). The applicant has not filed critical area reports for impacts to protected Oregon white oak trees, heritage trees, or geologic hazard areas and buffers on the site and is conditioned to provide these reports and obtain all necessary critical areas permits prior to disturbance within these critical areas.

**LOCATION**

White Salmon Parcel Number 03102414001400, described as SE ¼ of the NE ¼ of Section 24, Township 3N, Range 10E, WM, Klickitat County.

**SURROUNDING USES AND ZONING**

- North* – Two parcels, undeveloped (03102414001200) and single-family residential (03102414000900), City of White Salmon, zoned R-1 (undeveloped) and R-2 (single-family home).
- South* – Two parcels (03102478000200 and 03102477000300), both undeveloped, City of White Salmon, both zoned R-2.
- East* – Right-of-way (future extension area of Michigan Avenue), undeveloped, City of White Salmon.
- West* – One parcel, undeveloped, City of White Salmon, zoned R-1.

## **STATE ENVIRONMENTAL POLICY ACT COMPLIANCE**

A completed and signed SEPA checklist was submitted to the City with the preliminary plat submittal. The City issued a mitigated determination of nonsignificance (MDNS) on December 27, 2019. Per White Salmon Municipal Code (WSMC) 18.20.090, mitigation measures incorporated in the MDNS shall be deemed conditions of approval of the permit decision and may be enforced in the same manner as any term or condition of the permit, or enforced in any manner specifically prescribed by the City.

## **CRITICAL AREAS**

The site contains two types of critical areas: fish and wildlife habitat conservation areas and geologically hazardous areas. Oregon white oak trees of 14 inches or greater and other trees of any species of 18 inches or greater are considered heritage trees protected by WSMC 18.10.317. Based on the preliminary plat, there are approximately 25 trees that meet the requirements to be considered heritage trees on or in close proximity to the site and disturbance limits and are considered critical areas (see the preliminary plat, Exhibit C). All heritage trees are required to be protected or, if impacts to the trees or their driplines is unavoidable, impacts must be minimized. A tree protection area of ten times the trunk diameter of the tree or the tree canopy is required (WSMC 18.10.317.A) and a fifteen foot building setback from this protection area is also required (WSMC 18.10.212). In addition, the City's critical areas ordinance (WSMC 18.10.311) designates Oregon white oak woodlands as priority habitat as mapped by the Washington Department of Fish and Wildlife (WDFW).

Per the submitted preliminary plat, at least five oak/heritage tree protection areas will be impacted from the development of Sophie Lane and other disturbance areas. In addition, the proposed building sites on Lots 1-6 are within the fifteen foot building setback from the protection areas, required under WSMC 18.10.212. The required fifteen foot building setbacks from the protection areas have not been delineated on the preliminary plat. A critical areas report addressing these encroachments were not included in the preliminary plat application package.

The site is encumbered by steep slopes exceeding 40 percent. WSMC 18.10.412 prohibits development on slopes 40 percent or greater. Slopes 40 percent or greater are primarily located on the western portion of the property and within the disturbance limits of Lot 1 (see Exhibit D). There are 40 percent or greater slopes adjacent to the proposed road that have less than a 10-foot vertical change; therefore, not meeting the City's definition of steep slopes (WSMC 18.10.800). The slopes on Lots 1 connect to the larger sloped area on the west side of the site, have more than a 10-foot vertical change, and are considered steep slopes. The applicant is proposing to place the steep slope area outside of Lot 1 into a conservation easement. A geotechnical report addressing slopes on site was not included in the preliminary plat application. Prior to development within steep slope areas, the applicant is conditioned to revise the disturbance limits on Lot 1 to exclude all steep slopes or obtain a necessary critical areas permit.

## **PROJECT HISTORY**

The original application was submitted to the City on March 29, 2019. A determination of incompleteness was submitted to the applicant on April 25, 2019. On June 6, 2019, the City received some of the requested information from the original determination of incompleteness, but the application package was still incomplete. As such, a second letter of incompleteness was submitted to the applicant on June 20,

2019. Updated information from the applicant was submitted on June 26, 2019 and the application was deemed complete on July 8, 2019. The application was placed on hold on August 8, 2019, requesting the applicant submit required information to process critical areas permits for impacts to heritage and oak trees and steep slopes for Lot 1. The City received updated information from the applicant on October 16, 2019 and the City sent a letter to the applicant that same day with a determination that the application was ready to continue processing.

## **NOTICE OF APPLICATION**

Joint notice of application for the SEPA review (WS-SEPA-2019-002) and the subdivision (WS-SUB-2019-002) was provided in compliance with the provisions of WSMC 19.10.150 for a Type III application. Notice was provided on July 17, 2019 in the White Salmon Enterprise, posted on the subject property and at City Hall, and mailed to all properties located within the City of White Salmon and within 300-feet of the subject property. Notice was also provided to the City of Bingen, Klickitat County, applicable State agencies, and tribes.

## **NOTICE OF PUBLIC HEARING**

Notice of public hearing was provided in compliance with the provisions of WSMC 19.10.190 for a Type III application. Notice was provided on December 23, 2019 in the White Salmon Enterprise. Notice was also mailed to all property owners within 300-feet of any portion of the subject property and to any person who submitted written comments on the application.

## **REVIEW CRITERIA AND FINDINGS**

### **White Salmon Comprehensive Plan**

The subject parcel is designated Single Family Residential (R-1) and Two Family Residential (R-2) in the White Salmon Comprehensive Plan. The majority of the site is R-1 with the eastern portion of the site designated R-2. These different comprehensive plan designation boundaries match the split-zoning boundaries on site. According to the comprehensive plan, R-1 zones are designated for single-family detached units with minimum lot sizes of 5,000 square feet. R-2 zones are designated for uses consistent with the R-1 zone, but also allow some denser housing types. Minimum lot sizes for single-family detached units in the R-2 zone are also 5,000 square feet. Consistency with all zoning standards are addressed below in Title 17 Zoning.

### **White Salmon Municipal Code (WSMC)**

#### ***TITLE 16 – LAND DIVISIONS***

#### **WSMC Chapter 16.15 Preliminary Procedures**

***WSMC 16.15.030 Site evaluation for critical areas – Prior to preparation of preliminary plans for a proposed subdivision and prior to site disturbing activities, the applicant shall meet with the administrator to assess whether the proposed development site includes one or more critical areas such as a wetland, waterbody, sensitive habitat area or geological hazard area as identified, classified and***

*protected by city ordinance. The Washington Department of Fish and Wildlife (WDFW) shall be notified of all applications to divide land within the city limits prior to determination of completeness. A joint visit to the site may be necessary. If the administrator determines that a critical area is present or likely to be impacted by a proposed development, the applicant shall first complete a critical areas application, review and report, with appropriate protective measures identified, prior to preparation of preliminary development plans. The intent of this section is to minimize design conflicts, unnecessary costs and misunderstandings that could arise later, so that the applicant will be able to proceed with greater certainty about the physical limitations of a particular site.*

**Finding** – WDFW has been notified of the application; according to the Fish and Wildlife Conservation Areas memo from AKS, dated May 31, 2019, a site visit was conducted by WDFW habitat biologist Amber Johnson to observe the site (Exhibit F). As previously mentioned, critical areas have been identified on site, including geologic hazard areas and fish and wildlife habitat conservation areas. Critical areas on site and compliance with the City’s critical areas ordinance (WSMC 18.10) is detailed in depth in that section of this staff report.

***WSMC 16.15.050 Preliminary plat***

*A. Submittal, Acceptance and Distribution of Copies. Preliminary plats are to be submitted to the administrator. When the administrator determines that the items required by the preliminary plat standards of this article have been presented he shall accept the plat for review by the planning commission and date the receipt of the plat. If these items have not been presented the administrator shall inform the subdivider of the omissions. Thereafter, the subdivider shall have sixty days to submit the additional materials or information in writing or the submission shall be considered withdrawn by the subdivider. Eight copies of the preliminary plat are required. Additional copies may be requested by the administrator. The time periods set forth in RCW 58.17.140(1) shall not commence until the subdivider has fully met all conditions required by this section and [sub]section B below.*

*B. Fees. Upon acceptance of the preliminary plat by the administrator, the subdivider shall pay an application fee and any applicable outside consultant review fees to the city in the amount as established and adjusted from time to time by city council resolution. Fees are not refundable.*

*C. Hearing. A public hearing shall be scheduled before the planning commission when the preliminary plat, accompanying application materials and payment of fees to the clerk-treasurer, the administrator has deemed the application complete per Chapter 19 procedures for a Type III process for subdivisions and a Type II process for short plats.*

*D. Distribution of Copies. The administrator shall promptly forward copies of the preliminary plat to the public works director, public utility district, district health officer and other relevant agencies.*

**Finding** – The preliminary plat application was deemed complete on July 8, 2019. All fees have been paid for review of the plat. Applicable fees for critical areas ordinance review for the geologic hazards and oak/heritage trees on site will be required prior to engineering approval and ground disturbance (see critical areas section of this staff report). A public hearing before the planning commission is scheduled for January 8, 2020. Copies of the preliminary plat were forwarded to all relevant agencies on December 24, 2019.

**WSMC Chapter 16.20 Planning Commission Hearing and Report to Council**

**WSMC 16.20.010 Scope and continuance** – At the public hearing the planning commission shall consider all relevant evidence to determine whether to recommend that the preliminary plat be approved or disapproved by the council. Any hearing may be continued at the discretion of the commission, within the time limits allowed by law.

**WSMC 16.20.020 Recommendations by agencies** –The administrator, public works director, the district health officer, the public utility district and any other appropriate official shall certify to the planning commission their respective recommendations as to the specific adequacy of the proposed road system, sewage disposal and water supply systems, utility systems and fire protection facilities within the subdivision. Additionally, they may make recommendations affecting public health, safety and general welfare in regards to the proposed subdivision. The recommendations of the administrator, the public works director, the district health officer and the public utility district shall be attached to the commission's report for transmittal to the council.

**Finding** – The Planning Commission will review the application and related materials on January 8, 2020, and prepare a recommendation for City Council.

**WSMC 16.20.030 Planning commission considerations and recommendation**

*A. Facility and Improvement Considerations. The planning commission shall determine whether the proposal includes appropriate provisions for drainage, roads, alleys and other public ways, water supplies, sanitary wastes, parks, playgrounds, fire protection facilities, school sites and grounds and other public and private facilities and improvements.*

*B. Hearing Records. The administrator is responsible for keeping records of the planning commission hearings on preliminary plats. These records shall be open to public inspections.*

*C. Report to Council. In accordance with Chapter 19 Administrative Procedures, the commission shall submit its written report and recommendations to the White Salmon City Council. The commission may recommend that the proposed plat be approved, conditionally approved or disapproved. Any conditions of approval shall be specified in the commission's report and shall include recommended protective improvements. It shall be the responsibility of the administrator to convey this report to the council.*

**Finding** – The Planning Commission will review the application and related materials on January 8, 2020, and prepare a written report and recommendations for City Council.

**WSMC 16.20.040 Resubmittal allowed** –A preliminary plat disapproved by the planning commission may be revised and resubmitted to the administrator. If the number of lots has increased, an additional fee shall be required.

**Finding** – If the Planning Commission does not approve the preliminary plat, the applicant shall have the option of revising and resubmitting the preliminary plat to the City Administrator, in accordance with the WSMC.

**WSMC Chapter 16.25 Council Hearing, Considerations and Decision**

**WSMC 16.25.010 Date** – Upon receipt of the planning commission's preliminary plat recommendation the council shall, at its next public meeting, set the date for the public meeting at which the council shall consider the planning commission recommendation.

**WSMC 16.25.020 Council action on commission recommendation** – At the meeting scheduled for considering the preliminary plat the council shall, after reviewing the recommendations of the planning commission, the administrator, the public works director, the district health officer, the public utility district and any other relevant evidence presented to it, either concur in or reject the planning commission's recommendation.

**WSMC 16.25.030 Rejected preliminary plat—Public hearing** – If the council does not summarily approve the planning commission recommendation on any preliminary plat, it shall set a date for a public hearing at which all interested persons may appear before the council and be heard on the proposal to approve, conditionally approve or disapprove the preliminary plat or a revised version thereof. At the conclusion of such public hearing or any continued hearing the council may approve, conditionally approve, or disapprove the preliminary plat or a revised version thereof.

**WSMC 16.25.040 Preliminary plat hearing recording procedures** – The council's proceedings concerning preliminary plats shall be recorded by the city clerk and shall be open to public inspection. A copy of the proceedings shall be forwarded to the administrator for his files.

**Finding** – Following the Planning Commission's submittal of a recommendation to City Council, the City Council shall act in accordance with the above provisions.

### **WSMC Chapter 16.30 Preliminary Plat Approval**

**WSMC 16.30.010 Effect of Approval** – Preliminary plat approval by the council shall constitute authorization for the subdivider to develop the subdivision's facilities and improvements in strict accordance with standards established by this article and any conditions imposed by the city. Preliminary plat approval DOES NOT permit land to be further subdivided, sold, leased, transferred, or offered for sale, lease or transfer.

**WSMC 16.30.020 Expiration of approval—Forfeiture of fees** – Preliminary plat approval shall be effective for five years from date of approval by the city, or such longer period as required by state law. If, during this period, a final plat is not filed with the administrator, the preliminary plat shall be null and void. Fees paid to the city clerk shall be forfeited

**Finding** – As a **Condition of Approval**, the applicant shall submit to the City a final plat application within five years of the preliminary plat approval (January 10, 2020). If at such time a final plat application has not been submitted to the City, the preliminary plat shall be null and void and all fees paid will be forfeited.

### **WSMC Chapter 16.45 Design Standards**

**WSMC 16.45.010 General standards** – All roads, bridges, drains, culverts, sidewalks, curbs, storm sewers, fire protection systems, and related structures or devices shall be constructed in accordance with

*standards currently in effect at the time of construction. These standards shall be those contained in this article or those promulgated by the council or may be other than a city standard if accepted by the city engineer.*

**Finding** – All aforementioned infrastructure and systems will be reviewed for conformance with City standards during engineering review and require City approval prior to construction of any of these facilities.

**WSMC 16.45.020 Protective improvements** – *Land on which exist any topographic conditions hazardous to the safety or general welfare of persons or property in or near a proposed subdivision shall not be subdivided. Such land may be subdivided only if the construction of protective improvements will eliminate the hazards or if the land subject to the hazard is reserved for uses that will not expose persons or property to the hazards. Such protective improvements and restrictions on use shall be required as conditions of approval and clearly noted on the final plat.*

**Finding** – Geologically hazardous areas are present on the subject property in the form of steep slope landslide hazards. Such land is proposed to be placed in a conservation easement, which is included on the preliminary plat. All critical areas on site, including conditions of approval, are discussed in the critical areas ordinance review section of this staff report.

**WSMC 16.45.030 Access**

*A. Public Roads.*

- 1. All subdivisions shall be served by one or more public roads providing ingress and egress to and from the subdivision at not less than two points, unless approved otherwise by the planning commission.*
- 2. Major roads within every subdivision shall conform with the comprehensive plan and shall provide for the continuation of major roads serving property contiguous to the subdivision.*
- 3. Road intersections shall be as nearly at right angles as is practicable and in no event shall be less than sixty degrees.*
- 4. Cul-de-sacs shall be designed so as to provide a circular turnaround right-of-way (ROW) at the closed end with a minimum radius of forty-five feet.*
- 5. Road networks shall provide ready access for fire and other emergency vehicles and equipment, and routes of escape for inhabitants.*
- 6. The road pattern shall conform to the general circulation of the area and provide for future roads and connections.*
- 7. If topographical features warrant, the public works director may require wider rights-of-way than specified in this chapter.*

**Finding** – The subdivision will be served by an extension of NW Michigan Avenue, which fronts the site to the east. A proposed public street (Sophie Lane) will intersect NW Michigan Avenue at 42 degrees



(inside angle). The public street will cul-de-sac within the subdivision and has a 45 foot radius. Fire and emergency access requirements of the street, as well as proper rights-of-way widths, will be reviewing during engineering review. As the public street is a cul-de-sac surrounded by proposed developable lots, no future road connections would be made.

*B. Lot Access. Every lot shall be provided with satisfactory access by a public road connecting to an existing public road, or by an easement permanent and inseparable from the lot served. Lots adjacent to a road designated an arterial by the public works director shall be provided with access other than the arterial unless a variance is granted to this requirement. The plat of a subdivision containing lots adjacent to a designated arterial shall not be approved unless the plat recites a waiver of the right to direct access to the arterial, or a variance is granted to this requirement.*

**Finding** – Every lot will be accessed from a new public road (Sophie Lane), inseparable from the lots served, that will connect to a public road (NW Michigan Avenue). NW Michigan Avenue is not developed.

*C. Street Right-of-Way Widths. When an area within a subdivision is set aside for commercial uses or where probable future conditions warrant, the planning commission may require street (ROW) dedication of a greater width than required. The street ROW in or along the boundary of a subdivision may be half the required width when it is apparent that the other half will be dedicated from adjacent properties.*

**Finding** – No commercial uses are proposed within the subdivision.

*D. Blocks. Blocks shall be so designed as to assure traffic safety and ease of traffic control and circulation. Blocks shall be wide enough to allow for two tiers of lots unless the topography or other factors make this impractical.*

**Finding** – The Applicant is not proposing the creation of any blocks. Therefore this provision is not applicable.

*E. Reverse Frontage Lots.*

*1. Limitations. No residential lots shall have road frontage along two opposite boundaries unless topographical features or the need to provide separation of the lots from arterials, railways, commercial activities or industrial activities justify the designing of reverse frontage lots.*

*2. Easements On. Reverse frontage lots shall be designed with an easement at least ten feet wide to be dedicated along the lot lines abutting the traffic arterial, or other disadvantageous use, across which there shall be no right of access for the general public or adjoining property owners.*

**Finding** – No reverse frontage lots are proposed. All lots will front Sophie Lane.

#### **WSMC 16.45.045 Lot size and dimensions**

*C. Lots with Public Water and Sewer. Where adequate public water supply and adequate public sewer lines are used, the minimum lot size shall comply with WSMC Title 17 Zoning for each zoning district or use.*

**Finding** – The Applicant is proposing connections to the City’s public water and sewer supplies. The proposed lot sizes are consistent with the minimum lot sizes allowed under the R-1 and R-2 zoning standards established in WSMC 17.24 and 17.28 (see Title 17 section of this staff report).

***WSMC 16.45.100 Water, sewer, utilities and drainage***

*A. Water and Sanitary Sewer Systems. Where a public water supply is the source of water, a potable water connection shall be provided for each lot within a subdivision by the subdivider. Where a public sanitary sewer is installed, a connection shall be provided for each lot within a subdivision by the subdivider. All facilities and devices of water supply and sanitary sewer systems shall meet the standards of the Southwest Washington Health District and any local or state regulations.*

*B. Utility Easement. Easement for electric, telephone, water, gas and similar utilities shall be of sufficient width to assure maintenance and to permit future utility installations.*

*C. Underground Utility Installations. In areas designated by the public utility district, underground utility installation is required.*

*D. Drainage and Storm Sewer Easements. Easements for drainage channels and ways shall be of sufficient width to assure that the same may be maintained and improved. Easements for storm sewers shall be provided and shall be of sufficient width and proper location to permit future installation.*

**Finding** – All proposed lots will connect to public water and sewer systems, which will be reviewed for compliance with standards during engineering review. The systems will be placed under the proposed public street and stub to the individual lots. A 10-foot stormwater easement is proposed along the eastern portion of the site.

**WSMC Chapter 16.50 Tests**

***WSMC 16.50.010 Standards*** – Tests required by this article shall be in accordance with the standards of the applicable agency performing the tests. Such agency may be the Southwest Washington Health District or a soil and water conservation district.

***WSMC 16.50.020 Requirements*** – The administrator and/or the Southwest Washington Health District may require tests whenever there is a question relating to the suitability of any land for subdivision.

**Finding** – No percolation tests were required for the proposed subdivision.

**WSMC Chapter 16.55 Survey Requirements and Standards**

***WSMC 16.55.010 Certified professional required*** – The survey of every proposed subdivision and the preparation of preliminary and final plats thereof shall be made by or under the supervision of a registered professional land surveyor who shall certify on the plat that it is a true and correct representation of the lands actually surveyed. All surveys shall conform to standard practices and principles for land surveying.

**Finding** – The preliminary plat documents were compiled by a professional surveyor licensed in the State of Washington.

**WSMC 16.55.040 Monumentation** – *A. Location. Permanent control monuments shall be established at: 1. All controlling corners on the boundaries of the subdivision; 2. The intersections of centerlines of roads within the subdivision; a. Permanent control monuments within the streets shall be set after the roads are graded. b. In the event that a final plat is approved before roads are graded, the surety deposited to secure grading shall be sufficient to pay the costs estimated by the public works director covering such monuments. 3. The beginning and ends of curves on centerlines; 4. All block corners; 5. All meander corners. B. Notation and Construction. The position and type of every control monument shall be noted on all plats of the subdivision. Permanent control monuments shall be set in two-inch pipe, twenty-four inches long, filled with concrete or shall be constructed on an approved equivalent.*

**Finding** – As a **Condition of Approval**, the applicant shall comply with all provisions regarding monumentation outlined in WSMC 16.55.040.

**WSMC Chapter 16.60 Plat Standards and Specifications**

**WSMC 16.60.010 Preliminary plat**

*A. Standards. Every preliminary plat shall consist of one or more maps, the horizontal scale of which shall be a minimum of one hundred feet to the inch on standard sheets. Plans, profiles and sections of streets and roads to be dedicated as public highways and sewers shall be prepared at convenient scale on standard sheets.*

*B. Map. Maps, drawings and written data are to be in such form that when considered together shall clearly and fully disclose the information listed as follows:*

- 1. Proposed subdivision name;*
- 2. The names, addresses and telephone numbers of all persons, firms and corporations holding interests in such land;*
- 3. If a field survey has been made, the name, address, telephone number and seal of the registered land surveyor who made it or under whose supervision it was made;*
- 4. The date of such survey;*
- 5. All existing monuments and markers located by such survey;*
- 6. The boundary lines of the proposed subdivision along with the bearings and lengths of these lines;*
- 7. The boundaries of all blocks and lots within the subdivision together with the numbers proposed to be assigned each lot and block and the bearings and lengths of these lines;*
- 8. The location, names and width of all proposed and existing streets, roads and easements within the proposed subdivision and adjacent thereto;*
- 9. The location, and where ascertainable, sizes of all permanent buildings, wells, watercourses, bodies of water, high and low water marks, all overhead and underground utilities, railroad*

*lines, municipal boundaries, section lines, township lines, and other important features existing upon, over or under the land proposed to be subdivided;*

*10. Plans of proposed water distribution systems, sewage disposal systems and drainage systems, indicating locations;*

*11. Contour lines of at least five-foot intervals to show the topography of the land to be subdivided referenced to either the United States Coast and Geodetic Survey datum, county datum or other datum acceptable to the public works director;*

*12. A layout of proposed streets, alleys, utility easements and parcels proposed to be dedicated or reserved for public or community, school, park, playground or other uses, including grades (direction and slope);*

*13. A sketch of the general vicinity in which the land proposed for subdivision lies; upon which are identified owners of land adjacent to the subdivision, the names of any adjacent subdivisions, section corners and section boundaries;*

*14. A copy of all restrictive covenants proposed to be imposed upon land within the subdivision;*

*15. In subdivisions requiring percolation tests, the location of test holes, together with data regarding percolation rates;*

*16. Indication of minimum lot sizes in acreage or square feet, whichever is more appropriate and the total amount of lots and acreage within the subdivision.*

**Finding** – The application package submitted by the applicant includes all of the aforementioned information. This standard is met.

## **TITLE 17 - ZONING**

### **WSMC Chapter 17.16 Use Districts and Boundaries**

**17.16.030 - Boundaries dividing property in single ownership.** – *Where a district boundary line, as shown on the zoning map, divides a lot or other unit of property in a single ownership on August 19, 1992, the time of passage of the ordinance codified in this title, the use permitted on the least restrictive portion of the lot may extend to the portion lying in the more restrictive district, a distance of not more than fifty feet beyond the district boundary line.*

**Finding** – Zoning boundaries divide the site with the majority of the site zoned as R-1 and a portion zoned R-2, which will abut the future NW Michigan Ave street extension that will serve the site. Five of the seven lots have portions of both zones. However, both zones allow for the future proposed detached single-family homes. Conformance with both zones is included below.

### **17.24 - R1 Single-Family Residential Development**

**17.24.010 - Principal uses permitted outright.** - *Principal uses permitted outright in the R1 district include: A. One single-family detached dwelling structure per lot, including manufactured homes, but excluding mobile homes;*

**Finding** – Each future lot is intended to be utilized for a single-family detached dwelling unit; this standard is met.

**17.24.020 - Accessory uses.** – *Accessory uses permitted in the R1 district include: A. Uses customarily incidental to a principal use permitted outright, such as private garages, or parking areas for commercial vehicles, but not including any vehicles of over twelve thousand pounds gross weight; B. Home occupations; see Section 17.08.230; C. Nonflashing residential nameplates not exceeding two square feet, bearing only the name and address of the occupant; nonflashing bulletin boards or signs not exceeding sixteen square feet for quasi-public institutional buildings; D. Accessory dwelling units; subject to conditional use review and Chapter 17.64; operable motor vehicles equal to the number of licensed drivers plus two per household, provided that no boat or RV with an overall length of more than thirty feet shall be stored or parked in the R1 zone without special permission from the city to do so. E. Other accessory uses may be authorized by the board of adjustment in this district are those customarily incidental to permitted and conditional uses allowed.*

**Finding** – None of the listed accessory uses have been identified in this subdivision application. Future building permit applications upon the lots may include accessory uses and will be reviewed at such time.

**17.24.025 - Prohibited uses.** – *A. Outside storage of wrecked, dismantled or partially dismantled, inoperable, or unlicensed (vehicle licensing plates and current tabs) and uninsured vehicles. B. Use of mobile homes, trailers, motor homes or campers. C. Parking or storage of industrial or agriculture vehicles and equipment on lots. D. Outside collections of automobile, truck or other motor vehicle parts or paints, fuels, and lubricants. E. Outside accumulations of garbage, trash, household goods, yard trimmings, or other materials which create a public nuisance or fire hazard. F. On premise storage of flammable, toxic, corrosive, or explosive chemicals, gases, or materials other than reasonable amounts of normal household paints, cleaners, solvents, fuels. G. Possession of non-household animals including, but not limited to, horses, cows, sheep, goats, ponies, swine, fowl, and poisonous insects, reptiles kept unless approved by the city.*

**Finding** – None of the listed uses have been identified in this subdivision application.

As a **Condition of Approval**, none of the outlined uses in WSMC 17.24.023 shall be allowed on any of the subdivided lots in the R-1 zone.

**17.24.035 - Property development standards.** – *A. Dwelling standards: 1. A single-family residential dwelling shall have a minimum floor area of six hundred square feet excluding porches, carports, garages, and basement or other rooms used exclusively for the storage or housing of mechanical or central heating equipment. 2. All single-family dwellings shall be placed on permanent foundations. 3. All dwellings shall be not less than twenty feet in width at the narrowest point of its first story. 4. All manufactured homes must be new on the date of installation and comply with applicable siting standards in Section 17.68.130. 5. Maximum building height shall not exceed twenty-eight feet in single-family residential zones. 6. No business signs shall be erected or displayed on residential lots or adjacent street*

*right-of-way buffer strips, except as provided in Sign Ordinance, Chapter 15.12 of this code. 7. No contour or existing topography shall be substantially altered by fill, excavation, channeling or other device that would cause flooding, inundation, siltation, or erosion by storm water on adjoining lots, open spaces, or rights-of-way.*

**Finding** – None of the listed information has been identified in this subdivision application.

As a **Condition of Approval**, all individual dwelling units in the R-1 zone shall conform to the property development standards outlined in WSMC 17.24.035.A prior to approval of a building permits.

*B. Accessory use, accessory buildings and garages. 1. Any plumbing and/or sewer facilities in any accessory building or garage shall be subject to International Building Code requirements and limited to the exclusive private use of the residents of the principal building. 2. Sewer stub-out facilities shall not be provided in or adjacent to any garage or accessory building for use within that building unless the building contains an approved ADU. 3. Garages and all accessory buildings used as studios, workshops or for home occupations shall conform to International Building Code requirements and to the setback requirements for principal buildings except that such structures may be located up to five feet from the rear lot line if the rear lot line abuts a dedicated alleyway of at least fifteen feet in width.*

**Finding** – None of the listed information has been identified in this subdivision application.

As a **Condition of Approval**, all accessory buildings and garages to the main dwelling unit in the R-1 zone shall conform to the standards outlined in WSMC 17.24.035.B prior to approval of building permits.

*C. Fences. 1. Fence heights shall not exceed six feet along rear or side lot lines. 2. Fence heights shall not exceed five feet along front lot lines. 3. On corner lots the fence height along the side yard adjacent to the street shall not exceed four feet for the first twenty-five feet from the lot corner to ensure adequate view clearance per Section 17.68.090. 4. Fences shall not be constructed or kept in any manner which could constitute a safety hazard to the person or property of adjoining landowners or to the general public.*

**Finding** – No fences have been identified in this subdivision application.

As a **Condition of Approval**, all future fences on individual lots in the R-1 zone shall conform to the standards outlined in WSMC 17.24.035.C.

**17.24.040 - Density provisions.** – *Density provisions for the R1 district are as follows: A. Maximum number of primary dwelling structures per lot: one; B. Maximum height of building: two stories, but not to exceed twenty-eight feet; C. Minimum area of lot: five thousand square feet for each single-family structure; D. Minimum depth of lot: eighty feet; E. Minimum width of lot: fifty feet; F. Maximum percentage of lot coverage: fifty percent; F. Minimum front yard depth: twenty feet; G. Minimum side yard width: five feet; H. Minimum side yard width along flanking street of corner lot: fifteen feet; I. Minimum rear yard required: fifteen feet. NOTE: accessory structures allowed within rear yards subject to five-foot setback from rear lot lines subject to development standards in this zone.*

**Finding** – Conformance with some of the listed standards can be addressed in this subdivision review while others will be reviewed during building permit approval. The applicant is proposing one dwelling

structure per lot. All of the proposed lot areas are greater than 5,000 square feet and every lot meets the required minimum and depth and width standards.

As a **Condition of Approval**, every subsequent dwelling unit in the R-1 zone shall meet the setback standards outlined in WSMC 17.24.040.F.-I., have a maximum lot coverage of 50 percent, and shall not exceed twenty-eight (28) feet in height with all standards verified prior to issuance of building permits.

**17.24.050 - Off-street parking space.** – *In the R1 district, at least two permanently maintained off-street parking spaces or a private garage shall be on the same lot as the dwelling, or be attached thereto or made a part of the main building. Each parking space shall be not less than ten feet wide and twenty feet long. The size of the garage shall not exceed the size of the dwelling.*

**Finding** – No parking spaces or garages have been identified in this subdivision application.

As a **Condition of Approval**, every R-1 zoned lot shall conform to the off-street parking requirements outlined in WSMC 17.24.050 prior to issuance of building permits.

**17.24.060 - Utility requirements.** – *In the R1 district, all new structures shall be serviced by underground utilities.*

**Finding** – Underground utilities are proposed to be stubbed to every lot and future structure.

As a **condition of approval**, the applicant shall submit engineering plans for all improvements including grading and utilities meeting applicable City standards.

### **Chapter 17.28 - R2 Two-Family Residential District**

**17.28.010 - Principal uses permitted outright.** – *Principal uses permitted outright in the R2 district include: A. Principal uses permitted outright in residential district R1.*

**Finding** – The R-2 zone encompasses portions of proposed lots 1, 2, 5, 6, and 7, which will house future single-family homes. Single-family detached dwelling units are permitted outright in the R-2 zone. This standard is met.

**17.28.020 - Accessory uses.** – *Accessory uses in the R2 district include: A. Uses customarily incidental to private uses permitted outright, such as private garages or parking areas for non-commercial vehicles only, but not including any business, trade or industry; B. Home occupations; see Section 17.08.230; C. Nonflashing residential nameplates not exceeding two square feet, bearing only the name and address of the occupant; nonflashing bulletin boards or signs not exceeding sixteen square feet for quasi-public institutional buildings; D. Accessory dwelling units; subject to conditional use review and Chapter 17.64; E. Outdoor parking of fully licensed and operable motor vehicles equal to the number of licensed drivers plus two per household, provided that no boat or RV with an overall length of more than thirty feet shall be stored or parked in the R2 zone without special permission from the city to do so; F. Other accessory uses may be authorized by city council; those customarily incidental to permitted and conditional uses allowed.*

**Finding** – None of the listed accessory uses have been identified in this subdivision application. Future building permit applications upon the lots may include accessory uses and will be reviewed at such time.

*17.28.025 - Principal uses permitted subject to site plan review. – A. One two-family attached dwelling structure (duplex) per lot; B. Townhouse buildings containing not more than two townhouses. Residential developments of duplex or townhouse units are subject to site plan review pursuant to Chapter 17.81, Site and Building Plan Review of this title, in addition to general development guidelines listed in [Chapter 17.81.]*

**Finding** – The intention of the future lots is to build one single-family detached unit per lot.

As a **Condition of Approval**, if future owners of the lots that are zoned R-2 propose to build a duplex or a townhouse building containing no more than two townhouses, development shall be subject to WSMC Chapter 17.81 Site and Building Plan Review.

*17.28.032 - Prohibited uses. – A. Outside storage of wrecked, dismantled or partially dismantled, inoperable, or unlicensed (vehicle licensing plates and current tabs) and uninsured vehicles. B. Use of mobile homes, trailers, motor homes or campers. C. Parking or storage of industrial or agriculture vehicles and equipment on lots. D. Outside collections of automobile, truck or other motor vehicle parts or paints, fuels, and lubricants. E. Outside accumulations of garbage, trash, household goods, yard trimmings, or other materials which create a public nuisance or fire hazard. F. On premise storage of flammable, toxic, corrosive, or explosive chemicals, gases, or materials other than reasonable amounts of normal household paints, cleaners, solvents, fuels. G. Possession of non-household animals including, but not limited to, horses, cows, sheep, goats, ponies, swine, fowl, and poisonous insects, reptiles kept without city approval.*

**Finding** – None of the listed uses have been identified in this subdivision application.

As a **Condition of Approval**, none of the outlined uses in WSMC 17.28.032 shall be allowed on any of the subdivided lots in the R-2 zone.

*17.28.034 - Property development standards. – A. Dwelling standards: 1. A single-family residential dwelling shall have a minimum floor area of six hundred square feet excluding porches, carports, garages, and basement or other rooms used exclusively for the storage or housing of mechanical or central heating equipment. 2. All single-family dwellings shall be placed on permanent foundations. 3. All dwellings shall be not less than twenty feet in width at the narrowest point of its first story. 4. All manufactured homes must be new on the date of installation and comply with applicable siting standards in Section 17.68.130. 5. Maximum building height shall not exceed twenty-eight feet in residential zones. 6. No business signs shall be erected or displayed on residential lots or adjacent street right-of-way buffer strips, except as provided in Sign Ordinance, Chapter 15.12 of this code. 7. No contour or existing topography shall be substantially altered by fill, excavation, channeling or other device that would cause flooding, inundation, siltation, or erosion by storm water on adjoining lots, open spaces, or rights-of-way.*

**Finding** – None of the listed information has been identified in this subdivision application.

As a **Condition of Approval**, all individual dwelling units in the R-2 zone shall conform to the property development standards outlined in WSMC 17.28.034.A prior to issuance of building permits.



*B. Accessory use, accessory buildings and garages. 1. Any plumbing and/or sewer facilities in any accessory building or garage shall be subject to International Building Code requirements and limited to the exclusive private use of the residents of the principal building. 2. Sewer stub-out facilities shall not be provided in or adjacent to any garage or accessory building for use within that building unless the building contains an approved ADU. 3. Garages and all accessory buildings used as studios, workshops or for home occupations shall conform to International Building Code requirements and to the setback requirements for principal buildings except that such structures may be located up to five feet from the rear lot line if the rear lot line abuts a dedicated alleyway of at least fifteen feet in width.*

**Finding** – None of the listed information has been identified in this subdivision application.

As a **Condition of Approval**, all accessory buildings and garages to the main dwelling unit in the R-2 zone shall conform to the standards outlined in WSMC 17.28.034.B prior to issuance of building permits.

*C. Fences. 1. Fence heights shall not exceed six feet along rear or side lot lines. 2. Fence heights shall not exceed five feet along front lot lines. 3. On corner lots the fence height along the side yard adjacent to the street shall not exceed four feet for the first twenty-five feet from the lot corner to ensure adequate view clearance per Section 17.68.090. 4. Fences shall not be constructed or kept in any manner which could constitute a safety hazard to the person or property of adjoining landowners or to the general public.*

**Finding** – No fences have been identified in this subdivision application.

As a **Condition of Approval**, all future fences on individual lots zoned R-2 shall conform to the standards outlined in WSMC 17.28.034.C.

*17.28.040 - Density provisions. Density provisions for the R2 district are as follows: A. Maximum number of primary dwelling structures permitted per lot: one; B. Minimum area of lot: five thousand square feet per single-family structure, six thousand [square] feet per two-family structure, three thousand square feet per townhouse; C. Minimum depth of lot: eighty feet; D. Minimum width of lot: fifty feet; twenty-five feet for townhouses; E. Maximum percentage of lot coverage: fifty percent; F. Minimum front yard depth: twenty feet; G. Minimum side yard width: five feet; zero for townhouse common wall; H. Minimum side yard width along flanking street of corner lot: fifteen feet; I. Minimum rear yard required: fifteen feet.*

**Finding** – Conformance with some of the listed standards can be addressed in this subdivision review while others will be reviewed during building permit approval. The applicant is proposing one dwelling structure per lot. All of the proposed lot areas are greater than 5,000 square feet and every lot meets the required minimum and depth and width standards.

As a **Condition of Approval**, every subsequent dwelling unit in the R-2 zone shall meet the setback standards outlined in WSMC 17.28.040.F.-I. and have a maximum lot coverage of 50 percent prior to issuance of building permits.

*17.28.050 - Off-street parking space. In the R2 district, at least two permanently maintained off-street parking spaces or a private garage for two cars for each dwelling unit shall be on the same lot as the two-family dwelling, or be attached thereto or made a part of the main building. Each parking space shall*

*not be less than ten feet wide and twenty feet long. The size of the garage is not to exceed the size of the dwelling.*

**Finding** – No parking spaces or garages have been identified in this subdivision application.

As a **Condition of Approval**, every R-2 zoned lot shall conform to the off-street parking requirements outlined in WSMC 17.28.050 prior to issuance of building permits.

**17.28.060 - Utility requirements.** *In the R2 district, all new structures shall be serviced by underground utilities.*

**Finding** – Underground utilities are proposed to be stubbed to every lot and future structure. The applicant has been conditioned to submit engineering plans for all utilities meeting applicable City standards.

## **TITLE 18 – ENVIRONMENT**

### **WSMC 18.10.113 – Designation of critical areas.**

*A. The city has designated critical areas by defining their characteristics. The applicant shall determine and the city shall verify, on a case-by-case basis, in accordance with the definitions in this Section 18.10.1[13], whether a critical area exists and is regulated under this chapter, on or in close proximity to, the subject property that would require a setback or buffer required under this chapter.*

*B. The following resources will assist in determining the likelihood that a critical area exists. These resources may not identify all critical areas and should only be used as a guide. Actual field observations shall supersede information in these resources.*

**Finding** – There are two types of critical areas that have been identified on site, regulated under the White Salmon Municipal Code (WSMC): Fish and Wildlife Habitat Conservation Areas and Geologically Hazardous Areas. Oregon white oak trees of 14 inches or greater and other trees of any species of 18 inches or greater are considered heritage trees protected by WSMC 18.10.317. Based on the preliminary plat, there are approximately 25 trees that meet the requirements to be considered heritage trees on or in close proximity to the site and disturbance limits and are considered critical areas. All heritage trees are required to be protected or, if impacts to the trees or their driplines is unavoidable, impacts must be minimized. A tree protection area of ten times the trunk diameter of the tree or the tree canopy is required (WSMC 18.10.317.A) and a fifteen foot building setback from this protection area is also required (WSMC 18.10.212). In addition, the City's critical areas ordinance (WSMC 18.10.311) designates Oregon white oak woodlands as priority habitat as mapped by the Washington Department of Fish and Wildlife (WDFW).

Per the submitted preliminary plat, at least five oak/heritage tree protection areas will be impacted from the development of Sophie Lane and other disturbance areas. In addition, the proposed building sites on Lots 1-6 are within the fifteen foot building setback from the protection areas, required under WSMC 18.10.212. The setback areas has not been included in the submitted preliminary plat. A critical areas report addressing these encroachments were not included in the preliminary plat application package.

The site is encumbered by steep slopes exceeding 40 percent. WSMC 18.10.412 prohibits development on slopes 40 percent or greater. Slopes 40 percent or greater are primarily located on the western portion of the property and are also within the disturbance limits of Lot 1. There are 40 percent or greater slopes adjacent to the proposed road that have less than a 10-foot vertical change, not meeting the City's definition of steep slopes (WSMC 18.10.800). The slopes on Lots 1 connect to the larger sloped area on the west side of the site, have more than a 10-foot vertical change, and are considered steep slopes. The applicant is proposing to place the steep slope area into a conservation easement.

As a **Condition of Approval**, prior to ground disturbance or issuance of engineering plans for the site within oak/heritage tree and geologic hazard critical areas, the applicant shall apply for and receive approval of a critical areas permit from the City. If the critical areas permit requires different lot dimensions and patterns, this preliminary plat approval shall be invalid and the applicant shall apply for preliminary plat approval in compliance with critical areas requirements in WSMC 18.10 showing how all impacted critical areas will be mitigated.

**WSMC 18.10.114 – Applicability.**

*B. The city of White Salmon shall not approve any development proposal or otherwise issue any authorization to alter the condition of any land, water, or vegetation, or to construct or alter any structure or improvement in, over, or on a critical area or associated buffer, without first assuring compliance with the requirements of this chapter.*

*C. Development proposals include proposed activities that require any of the following, or any subsequently adopted permits or required approvals not expressly exempted from these regulations [...]*

**Finding** – This section of the staff report reviews the proposed subdivision application as it pertains to critical areas and it's consistency with the purpose and requirements of Chapter WSMC 18.10, Critical Areas Ordinance. This critical areas review is associated with the proposed Slug's End subdivision application (WS-SUB-2019-02).

**WSMC 18.10.116 – Submittal requirements.**

*In addition to the information required for a development permit, any development activity subject to the provisions of this chapter may be required to submit a critical areas report as described under Section 18.10.200 General Provisions. These additional requirements shall not apply for an action exempted in Section 18.10.125.*

**Finding** – Critical areas reports for geologic hazards and fish and wildlife habitat conservation areas were not submitted in the application package. The applicant is being conditioned later in this staff report to include all required material for developing within critical areas.

**WSMC 18.10.117 – Bonds of performance security.**

*A. Prior to issuance of any permit or approval which authorizes site disturbance under the provisions of this chapter, the city shall require performance security to assure that all work or actions required by this chapter are satisfactorily completed in accordance with the approved plans, specifications, permit or approval conditions, and applicable regulations and to assure that all work or actions not satisfactorily completed will be corrected to comply with approved plans, specifications, requirements, and regulations*

*to eliminate hazardous conditions, to restore environmental damage or degradation, and to protect the health safety and general welfare of the public.*

*B. The city shall require the applicant to post a performance bond or other security in a form and amount acceptable to the city for completion of any work required to comply with this code at the time of construction. If the development proposal is subject to mitigation, the applicant shall post a performance bond or other security in a form and amount deemed acceptable by the city to cover long term monitoring, maintenance, and performance for mitigation projects to ensure mitigation is fully functional for the duration of the monitoring period.*

*C. The performance bond or security shall be in the amount of one hundred twenty-five percent of the estimated cost of restoring the functions and values of the critical area at risk.*

*D. The bond shall be in the form of irrevocable letter of credit guaranteed by an acceptable financial institution, with terms and conditions acceptable to the city or an alternate instrument or technique found acceptable by the city attorney.*

*E. Bonds or other security authorized for mitigation by this section shall remain in effect until the city determines, in writing, that the standards bonded have been met. Bonds or other security for required mitigation projects shall be held by the city for a minimum of five years to ensure that the mitigation project has been fully implemented and demonstrated to function. The bond may be held for longer periods upon written finding by the city that it is still necessary to hold the bond to ensure the mitigation project has meet all elements of the approved mitigation plan.*

*F. Depletion, failure, or collection of bond funds shall not discharge the obligation of an applicant or violator to complete required mitigation, maintenance, monitoring, or restoration.*

*G. Any failure to satisfy critical area requirements established by law or condition including, but not limited to, the failure to provide a monitoring report within thirty days after it is due or comply with other provisions of an approved mitigation plan shall constitute a default, and the city may demand payment of any financial guarantees or require other action authorized by the law or condition.*

*H. Any funds recovered pursuant to this section shall be used to complete the required mitigation.*

**Finding** – No mitigation has been proposed for the development within the oak/heritage tree protection areas or the proposed site development within the 40% slope on Lot 1. The applicant will be required later in this staff report to mitigate for these encroachments.

As a **Condition of Approval**, prior to site disturbance, the applicant shall post a performance bond or other security measure to the City for completion of any mitigation work required to comply with this code and any conditions of this report at the time of construction. The bond or security shall be in the amount of 125 percent of the estimated cost of implementing the required mitigation. The bond shall be in the form of an irrevocable letter of credit.

**WSMC 18.10.118 – Native growth protection easement/critical area tract.**

*A. As part of the implementation of approved development applications and alterations, critical areas and their buffers that remain undeveloped pursuant to this chapter, in accordance with the Section 18.10.200*

*General Provisions shall be designated as native growth protection easements (NGPE). Any critical area and its associated buffer created as compensation for approved alterations shall also be designated as an NGPE.*

*B. When the subject development is a formal subdivision, short subdivision (short plat), binding site plan, site plan/design review, master site plan, or planned unit development (PUD), critical areas and their buffers shall be placed in a critical areas tract in addition to being designated as a NGPE, as described in the Section 18.10.200, General Provisions, of these regulations.*

*C. The requirement that a critical area tract be created may be waived by the city if it is determined that all or the critical majority of a NGPE will be contained in a single ownership without creation of a separate tract.*

**Finding** – The applicant is proposing to place the 40% slope critical area on Lots 1-4 in a conservation easement. WSMC 18.10.118.B. states that when the subject development is a subdivision, critical areas would need to also be placed in a critical areas tract. However, per 18.10.215.A., the responsibility for maintaining tracts shall be held by a homeowners association (HOA). Staff finds that it would be unreasonable for four future property owners to create an HOA to maintain a critical areas tract; therefore, staff finds that an NGPE will sufficiently protect the 40% slope critical area in this case. In addition, heritage trees/Oregon oak trees and their protection areas, not with the conservation easement area of Lots 1-4, will be required to be placed in NGPEs. NGPEs, including required conditions of approval, are addressed further in that section of this report (WSMC 18.10.214).

***WSMC 18.10.119 - Notice on title.***

*A. To inform subsequent purchasers of real property of the existence of critical areas the owner of any real property containing a critical area or buffer on which a development proposal is submitted and approved shall file a notice with the city for review and approval as to form and content prior to recording the notice with the county.*

*The notice shall state:*

- 1. The presence of the critical area or buffer on the property;*
- 2. The use of this property is subject to the "Title"; and*
- 3. That limitations on actions in or affecting the critical area and/or buffer may exist.*

*The notice shall run with the property and will be required whether the critical area is kept in a single ownership or is isolated in a separate critical area tract.*

*C. The applicant shall submit proof that the notice has been filed for public record prior to building permit approval or prior to recording of the final plat in the case of subdivisions.*

**Finding** – As a **Condition of Approval**, the applicant is required to place notice on the final plat and all deed documents that critical areas exist on site and cannot be disturbed without review and approval of critical areas permits by the City of White Salmon. The applicant shall file notice with the City for review and approval of content prior to recording the notice with Klickitat County. The notice shall address all criteria highlighted in WSMC 18.10.119.A.1-3.

**WSMC 18.10.120 - Inspection and right of entry.**

*The city or its agent may inspect any development activity to enforce the provisions of this chapter. The applicant consents to entry upon the site by the city or its agent during regular business hours for the purposes of making reasonable inspections to verify information provided by the applicant and to verify that work is being performed in accordance with the approved plans and permits and requirements of this chapter.*

**Finding** – As a **Condition of Approval**, the applicant shall consent to allow entry by the City or City’s agent, during regular business hours, for any inspection purposes relating to the proposed development activity to ensure accordance with any approved plans and permits of WSMC Chapter 18.10.

**WSMC 18.10.121 - Enforcement.**

*A. The provisions of White Salmon Municipal Code shall regulate the enforcement of these critical areas regulations.*

*B. Adherence to the provisions of this chapter and/or to the project conditions shall be required throughout the construction of the development. Should the city or its agent determine that a development is not in compliance with the approved plans, a stop work order may be issued for the violation.*

*C. When a stop work order has been issued, construction shall not continue until such time as the violation has been corrected and that the same or similar violation is not likely to reoccur.*

*D. In the event of a violation of this chapter, the city or its agent shall have the power to order complete restoration of the critical area by the person or agent responsible for the violation. If such responsible person or agent does not complete such restoration within a reasonable time following the order, the city or its agent shall have the authority to restore the affected critical area to the prior condition wherever possible and the person or agent responsible for the original violation shall be indebted to the city for the cost of restoration.*

**Finding** – As a **Condition of Approval**, if a violation occurs and a stop work order has been issued, construction shall not continue until said violation has been corrected and assurances have been put into place that the same or similar violation is not likely to reoccur.

As a **Condition of Approval**, if a violation occurs, the City or its agent shall have the power to order complete restoration of the critical area by the party responsible for the violation. If said responsible party does not complete the restoration within a reasonable time following the order, as established by the City, the City or its agent shall restore the affected critical area to the prior condition and the party responsible shall be indebted to the City for the cost of restoration.

**18.10.122 - Fees.**

*A. At the time of application for land use review or critical areas review, the applicant shall pay a critical areas review fee, adopted by the city council and amended from time to time.*

*B. The applicant shall also be responsible for cost of city or peer review of:*

- 1. Initial proposal and reports;*
- 2. Development performance;*

*3. Monitoring and maintenance reports;*

*as deemed necessary by the city during review of the proposed action.*

**Finding** – The applicant has not applied but paid one fee for one critical areas permit review. The applicant has also not applied for nor paid fees for a variance for an encroachment into tree protection areas and/or the required fifteen foot building setback (see WSMC 18.10.125 below).

As a **Condition of Approval**, all applicable fees for critical areas ordinance review for the geologic hazards and oak/heritage trees on site and variances for the building encroachment into the fifteen foot setback under WSMC 18.10.112 and development within tree protection areas will be required prior to ground disturbance within critical areas and issuance of engineering plans from the City.

**WSMC 18.10.125 - Exceptions.**

*D. Variance Criteria to Provide Reasonable Use. Where avoidance of the impact in wetlands, streams, fish and wildlife habitat and critical aquifer recharge areas is not possible, a variance may be obtained to permit the impact. Variances will only be granted on the basis of a finding of consistency with all the criteria listed below. The hearing examiner shall not consider the fact the property may be utilized more profitably [...]*

**Finding** – The proposed building sites on Lots 1-6 will encroach into the fifteen foot building setback from the tree protection areas, required under WSMC 18.10.212. In addition, the tree protection areas of various heritage/oak trees are within the proposed disturbance limits. Tree protection areas have been delineated on the submitted preliminary plat, but not the building setbacks (the applicant is conditioned to include this information of the final plat). Development within a tree protection area, regulated as a critical area, as well as building within the fifteen foot building setback require the applicant to apply for variances for these encroachments.

As a **Condition of Approval**, prior to any ground disturbance or issuance of engineering plans for disturbance within tree protection areas and/or the required fifteen foot building setbacks, the applicant shall apply for and obtain variances for these encroachments in conformance with the critical areas variance criteria of WSMC 18.10.125.D.

*E. Mitigation Required. Any authorized alteration to a wetland or stream or its associated buffer, or alteration to a fish and wildlife habitat conservation area, as approved under subsections A, B, or C and D of this section, shall be subject to conditions established by the city and shall require mitigation under an approved mitigation plan per [Section 18.10.221].*

**Finding** – Impact to critical areas and required mitigation will be addressed at the time of critical areas permit review (conditioned later in this staff report).

**WSMC 18.10.210 – General approach.**

*Protection of critical areas shall observe the following sequence, unless part of a restoration plan for a significantly degraded wetland or stream buffer, described under [Section 18.10.211], below:*

*A. Confirm presence and continued function of critical areas. Information about type and location of identified fish and wildlife conservation areas is the most frequently updated information affecting the city. Fish and wildlife inventory maps also contain sensitive information and will not be provided for broad public review. The city will work with the regional WDFW representative to confirm the presence*

*or absence of significant fish and wildlife conservation areas. Timely response by WDFW is expected in accordance with Section 18.10.113;*

*B. Avoid the impact by refraining from certain actions or parts of an action;*

*C. Where impact to critical areas or their buffers will not be avoided the applicant shall demonstrate that the impact meets the criteria for granting a variance or other applicable exception as set forth in Sections 18.10.124 and 18.10.125;*

*D. Minimize the impacts by limiting the degree or magnitude of the action by using affirmative steps to avoid or reduce impacts or by using appropriate technology;*

*E. Rectify the impact by repairing, rehabilitating, or restoring the affected environment;*

*F. Reduce or eliminate the impact over time by preservation and maintenance operations;*

*G. Compensate for the impacts by creating, replacing, enhancing, or providing substitute resources or environments.*

**Finding** – Impact to critical areas and required mitigation will be addressed at the time of critical areas permit review (conditioned later in this staff report).

***18.10.212 - Building set back line (BSBL).***

*Unless otherwise specified, a minimum BSBL of fifteen feet is required from the edge of any buffer, NGPE, or separate critical area tract, whichever is greater.*

**Finding** – As mentioned, the proposed building sites on Lots 1-6 will encroach into the fifteen foot building setback of the tree protection areas. The applicant has been conditioned to apply for a variance to account for this encroachment.

As a **Condition of Approval**, prior to engineering plan approval, the applicant shall show the fifteen foot setbacks from the tree protection areas on the final plat document.

***18.10.214 - Native growth protection easements.***

*A. As part of the implementation of approved development applications and alterations, critical areas and their buffers shall remain undeveloped and shall be designated as native growth protection easements (NGPE). Where a critical area or its buffer has been altered on the site prior to approval of the development proposal, the area altered shall be restored using native plants and materials.*

*B. The native growth protection easement (NGPE) is an easement granted to the city for the protection of a critical area and/or its associated buffer. NGPEs shall be required as specified in these rules and shall be recorded on final development permits and all documents of title and with the county recorder at the applicant's expense. The required language is as follows:*

*"Dedication of a Native Growth Protection Easement (NGPE) conveys to the public a beneficial interest in the land within the easement. This interest includes the preservation of existing vegetation for all purposes that benefit the public health, safety and welfare, including control of surface water*



*and erosion, maintenance of slope stability, visual and aural buffering, and protection of plant and animal habitat. The NGPE imposes upon all present and future owners and occupiers of land subject to the easement the obligation, enforceable on behalf of the public of the city of White Salmon, to leave undisturbed all trees and other vegetation within the easement. The vegetation in the easement may not be cut, pruned, covered by fill, removed, or damaged without express permission from the city of White Salmon, which permission must be obtained in writing."*

**Finding** – The applicant proposes to place the 40 percent steep slope area on the western portion of Lots 1-4 into a conservation easement. In addition, all heritage/oak trees and their protection areas outside of this steep slopes area shall be designated as NGPEs. According to the preliminary plat, there are heritage trees wholly within the steep slopes easement area that do not have tree protection areas delineated. However, if they did, the protection area would extent east of the proposed steep slopes easement area.

As a **Condition of Approval**, all undeveloped steep slope areas, as well as tree protection areas on site not connected to the steep slope area, shall be designated as native growth protection easements (NGPE) and recorded on the final plat document and the deeds for each property. The NGPE shall state the presence of the critical area on the properties, the application of the White Salmon Critical Areas Ordinance to the properties, and the fact that limitations on actions in or affecting the critical area exist. The NGPE shall “run with the land.” No alterations including grading, vegetation clearing, planting of lawns or gardens, or other yard improvements may occur within the NGPE unless a critical areas permit is approved.

As a **Condition of Approval**, prior to final plat approval, the applicant shall update the steep slopes NGPE area on Lots 1-4 to include tree protection areas that connect with, or extend out of, the preliminary plat steep slopes conservation easement area.

**WSMC 18.10.216 – Marking and/or fencing.**

*A. Temporary Markers. The outer perimeter of a wetland, stream, fish and wildlife conservation areas, steep slopes and their associated buffer and the limits of these areas to be disturbed pursuant to an approved permit or authorization shall be marked in the field in a manner approved by the city so no unauthorized intrusion will occur. Markers or fencing are subject to inspection by the city or its agent or his designee prior to the commencement of permitted activities. This temporary marking shall be maintained throughout construction and shall not be removed until directed by the city or its agent, or until permanent signs and/or fencing, if required, are in place.*

*B. Permanent Markers. Following the implementation of an approved development plan or alteration, the outer perimeter of the critical area or buffer that is not disturbed shall be permanently identified. This identification shall include permanent wood or metal signs on treated wood or metal posts, or affixed to stone boundary markers at ground level. Signs shall be worded as follows:*

**CRITICAL AREA BOUNDARY**

*"Protection of this natural area is in your care. Alteration or disturbance is prohibited. Please call the city of White Salmon for more information. Removal of this sign is prohibited."*

*C. Sign Locations. The city or its agent shall approve sign locations during review of the development proposal. Along residential boundaries, the signs shall be at least four inches by six inches in size and spaced one per centerline of lot or every seventy-five feet for lots whose boundaries exceed one hundred fifty feet. At road endings, crossings, and other areas where public access to the critical area is allowed, the sign shall be a minimum of eighteen inches by twenty-four inches in size and spaced one every seventy-[five] feet. Alternate sign type and spacing may be approved by the city if the alternate method of signage is determined to meet the purposes of this section.*

*D. Permanent Fencing. The city or its agent shall require permanent fencing where there is a substantial likelihood of the intrusion into the critical area with the development proposal. The city or its agent shall also require such fencing when, subsequent to approval of the development proposal; intrusions threaten conservation of critical areas. The city or its agent may use any appropriate enforcement actions including, but not limited, to fines, abatement, or permit denial to ensure compliance. The fencing may provide limited access to the stream or wetland but shall minimize bank disturbance.*

**Finding** – As a **Condition of Approval**, temporary fencing shall be placed along the outer perimeter of the steep slope area and tree protection areas prior to commencement of any permitted development activities. Inspection by the City or its agent shall occur prior to commencement of any permitted development activities. Fencing shall remain throughout construction and shall not be removed until directed by the city or its agent.

**WSMC 18.10.217 – Critical areas reports/studies.**

*A. Timing of Studies. When an applicant submits an application for any development proposal, it shall indicate whether any critical areas or buffers are located on or adjacent to the site. The presence of critical areas may require additional studies and time for review. However, disclosure of critical areas early will reduce delays during the permit review process. If the applicant should disclose there are no known critical areas, further studies may be required for verification.*

*B. Studies Required.*

*1. When sufficient information to evaluate a proposal is not available, the city or its agent shall notify the applicant that a critical areas study and report is required. The city or its agent may hire an independent qualified professional to determine whether a critical areas report is necessary.*

**Finding** – The applicant is proposing to develop within the tree protection areas of heritage/oak trees and within the 40 percent or greater steep slope area on Lot 1, both regulated critical areas under WSMC 18.10. Critical areas reports discussing work within these areas were not included into the preliminary plat submittal package. Required critical areas reports and conditions of approval are addressed in the fish and wildlife conservation areas section (WSMC 18.10.300) and geologically hazardous areas section (WSMC 18.10.400). The general critical areas report requirements of this section (WSMC 18.10.217.C.) will also be conditioned for the required critical areas reports.

**18.10.224 - Habitat management plans.**

*A habitat management plan shall be required by the city when the critical area review of a development proposal determines that the proposed activity will have an adverse impact on wetland, stream, and fish and wildlife habitat conservation area critical areas.*

*A. A habitat management plan, prepared by a qualified biologist in consultation with WDFW, shall address the following mitigation measures:*

- 1.Reduction or limitation of development activities within the critical area and buffers;*
- 2.Use of low impact development techniques or clustering of development on the subject property to locate structures in a manner that preserves and minimizes the adverse effects to habitat areas;*
- 3.Seasonal restrictions on construction activities on the subject property;*
- 4.Preservation and retention of habitat and vegetation on the subject property in contiguous blocks or with connection to other habitats that have a primary association with a listed species;*
- 5.Establishment of expanded buffers around the critical area;*
- 6.Limitation of access to the critical area and buffer; and*
- 7.The creation or restoration of habitat area for listed species.*

**Finding** – The applicant is being conditioned in the fish and wildlife habitat conservation areas section of this staff report (WSMC 18.10.300) to compile a habitat study and, if necessary, a habitat management plan, as part of the required critical areas report.

### ***18.10.300 - FISH AND WILDLIFE HABITAT CONSERVATION AREAS.***

#### ***18.10.311 - Designation.***

*A. For purposes of these regulations fish and wildlife conservation areas are those habitat areas that meet any of the following criteria:*

- 3. Priority habitats mapped by WDFW including:*
  - d. Pine Oak/Oak woodlands—Oregon White Oak woodland;*
- 5. Heritage tree sites.*

*B. All areas within the city meeting one or more of the above criteria, regardless of any formal identification, are designated critical areas and are subject to the provisions of this chapter. The approximate location and extent of known fish and wildlife habitat conservation areas are shown on the critical area maps kept on file at the city. Wildlife data is sensitive, changes, and protection requirements vary depending on specific site and area characteristics. WDFW will be consulted to verify the presence of critical habitat areas. Access to the maps will be limited to a need to know basis for individual project proposals, due to the sensitivity of the information in the maps.*

**Finding** – Oregon white oak trees of 14 inches or greater and other trees of any species of 18 inches or greater are considered heritage trees protected by WSMC 18.10.317. Based on the preliminary plat, there are approximately 25 trees that meet the requirements to be considered heritage trees on or in close proximity to the site and disturbance limits and are considered critical areas. WSMC 18.10.311.3.d. also designates Oregon white oak woodlands as priority habitat as mapped by WDFW. Oregon white oak

woodlands are stands of pure oak or oak/conifer associations where canopy coverage of the oak component of the stand is >25 percent; or where total canopy coverage of the stand is <25 percent, but oak accounts for at least 50 percent of the canopy coverage present. It has not been determined whether Oregon white oak woodland exists on site.

**18.10.313 - General performance standards.**

*The requirements provided in this subsection supplement those identified in Section 18.10.200 General Provisions. All new structures and land alterations shall be prohibited from habitat conservation areas, except in accordance with this chapter. Additional standards follow:*

*A. No development shall be allowed within a habitat conservation area or any associated buffer with which state or federally endangered, threatened, or sensitive species have a primary association.*

*B. Whenever development is proposed adjacent to a fish and wildlife habitat conservation area with which state or federally endangered, threatened, or sensitive species have a primary association, such areas shall be protected through the application of protection measures in accordance with a critical areas report prepared by a qualified professional and approved by the city or its agent. WDFW should be consulted to provide a technical review and an advisory role in defining the scope of the habitat study.*

*C. Habitat Study. Development proposals or alterations adjacent to and within three hundred feet of a fish and wildlife habitat conservation area shall prepare, and submit, as part of its critical areas study, a habitat study which identifies which, if any, listed species are using that fish and wildlife habitat conservation area. If one or more listed species are using the fish and wildlife habitat conservation area, the following additional requirements shall apply:*

*1. The applicant shall include in its critical areas study a habitat management plan which identifies the qualities that are essential to maintain feeding, breeding, and nesting of listed species using the fish and wildlife habitat conservation area and which identifies measures to minimize the impact on these ecological processes from proposed activities. The applicant shall be guided by the document Management Recommendations for Washington's Priority Habitats and Species, issued by the Washington Department of Wildlife, May 1991, and as may be amended, and by any recovery and management plans prepared by the Washington Department of Wildlife for the listed species pursuant to WAC 232-12-297(11).*

*2. Conditions shall be imposed, as necessary, based on the measures identified in the habitat management plan.*

*4. Approval of alteration of land adjacent to the habitat conservation area, buffer or any associated setback zone shall not occur prior to consultation with the state department of fish and wildlife and the appropriate federal agency.*

*F. The city or its agent shall condition approval of activities allowed adjacent to a fish and wildlife habitat conservation area or its buffer, as necessary, per the approved critical area report and habitat management plan to minimize or mitigate any potential adverse impacts. Performance bonds as defined by this chapter may also be made a condition of approval in accordance with the provisions of this chapter.*

**Finding** – As a **Condition of Approval**, as part of the oak/heritage trees critical areas report required under this staff report, the applicant shall include a habitat study which identifies, if any, listed species that are utilizing the Oregon oak trees on site as habitat area. If one or more listed species are using the oak trees as habitat area, the critical areas report shall include a habitat management plan in accordance with WSMC 18.10.224 (Habitat Management Plans) and WSMC 18.10.313.C.1.

**18.10.317 - Special provisions—Heritage trees.**

*A. The requirements provided in this section supplement those identified in Section 18.10.200 General Provisions. All heritage trees qualifying for protection provide valuable local habitat and shall be protected as critical areas. The tree protection area shall be equal to ten times the trunk diameter of the tree or the average diameter of the area enclosed within the outer edge of the drip line of the canopy, whichever is greater.*

*B. Heritage trees include:*

- 1. Oregon White Oaks with a trunk diameter larger than fourteen inches,*
- 2. All other tree species with a trunk diameter greater than eighteen inches, or [...]*

**Finding** – Based on the preliminary plat, there are approximately 25 trees that meet the requirements to be considered heritage trees on or in close proximity to the site and disturbance limits. The preliminary plat highlights 15 heritage trees and their tree protection areas in relation to the approximate disturbance limits. The disturbance limits encroach within five of those tree protection areas. In addition, there are two trees, a 24-inch oak tree on Lot 3 and a 28-inch Douglas fir on Lot 4 that do not have tree protection areas delineated. However, if they did, they may be within the disturbance limits as well.

As a **Condition of Approval**, the applicant shall include the tree protection areas of the 24-inch oak tree on Lot 3 and a 28-inch Douglas fir on Lot 4 on the final plat.

*E. Maintenance and preservation of heritage trees is required.*

*1. Any owner or applicant shall use reasonable efforts to maintain and preserve all heritage trees located thereon in a state of good health pursuant to the provisions of this chapter. Failure to do so shall constitute a violation of this chapter. Reasonable efforts to protect heritage trees include:*

*a. Avoidance of grading, excavation, demolition or construction activity within the heritage tree protection area where possible. The city shall consider special variances to allow location of structures outside the building setback line of a heritage tree whenever it is reasonable to approve such variance to yard requirements or other set back requirements.*

*b. Grading, excavation, demolition or construction activity within the heritage tree protection area shall require submittal of a tree protection plan, prepared in accordance [with] applicable guidelines for a critical area report and habitat management plan per Section 18.10.200, General Provisions.*

*c. Consideration of the habitat or other value of mature trees in the request for a variance or other modification of land use standards may require listing of the tree as a heritage tree. Once listed*

*for protection approval of variances or modification of standards are considered reasonable actions and not the result of a self-created hardship.*

**Finding** – The applicant is proposing construction activity within the tree protection area of a minimum five heritage trees on site. Requirements and a condition for a tree protection plan are addressed in WSMC 18.10.317.E.2. below.

*2. The critical area report for purpose of this section shall include a heritage tree protection plan and shall be prepared by a certified arborist. The plan shall address issues related to protective fencing and protective techniques to minimize impacts associated with grading, excavation, demolition and construction. The city may impose conditions on any permit to assure compliance with this section. (Note: Some provisions in section 18.10.200, such as 18.10.211 Buffers, 18.10.214 Native growth protection easement, 18.10.215 Critical areas tracts, and 18.10.216 Marking and/or fencing requirements; may not be applicable to protection areas for heritage trees.)*

**Finding** – As a **Condition of Approval**, as part of the oak/heritage trees critical areas report required under this staff report, the applicant shall include a tree protection plan in conformance with WSMC 18.10.317.E.2.

*3. Building set back lines stipulated by subsection 18.10.212 shall be measured from the outer line of the tree protection area for heritage trees.*

**Finding** – Building set back lines have not been included on the preliminary plat; the applicant has been conditioned to update the preliminary plat to include the fifteen foot setbacks from the tree protection areas prior to final plat approval.

*4. Review and approval of the critical areas report and tree protection plan by the city is required prior to issuance of any permit for grading or construction within the heritage tree protection area.*

**Finding** – The applicant will be conditioned in WSMC 18.10.318 to compile a critical areas report that will be required to be approved by the City prior to any ground disturbance within the tree protection areas.

*5. In lieu of the NGPE required in subsection 18.10.214, a heritage tree protection easement (HTPE) shall be required [...]*

**Finding** – Along with the steep slopes on site, all tree protection areas have been conditioned to be protected under NGPEs, rather than have two types of easements on the lots (NGPEs and HTPEs). For the tree protection areas that overlap with the steep slopes NGPE, the applicant has been conditioned to extend the steep slopes NGPE on site to include these areas.

*F. Heritage tree removal and major pruning is prohibited. It is unlawful for any person to remove, or cause to be removed any heritage tree from any parcel of property in the city, or prune more than one-fourth of the branches or roots within a twelve-month period, without obtaining a permit; provided, that in case of emergency, when a tree is imminently hazardous or dangerous to life or property, it may be removed by order of the police chief, fire chief, the director of public works or their respective designees.*

*Any person who vandalizes, grievously mutilates, destroys or unbalances a heritage tree without a permit or beyond the scope of an approved permit shall be in violation of this chapter.*

**Finding** – As a **Condition of Approval**, no heritage tree on site shall be removed without obtaining a tree removal permit from the City.

*G. Exceptions to the provisions in this section include:*

*1. A heritage tree can be removed if it is dead, dangerous, or a nuisance, as attested by an arborist's report, submitted to the city and paid for by the tree owner or by order of the police chief, fire chief, the director of public works or their respective designees.*

*2. A heritage tree in or very close to the "building area" of an approved single family residence design can be replaced by another tree. A heritage tree can be removed if its presence reduces the building area of the lot by more than fifty percent after all potential alternatives including possible set backs to minimum yard depth and width requirements have been considered.*

*3. Any person desiring to remove one or more heritage trees or perform major pruning (per subsection 18.10.316 F, above) shall apply for an exception pursuant to procedures established by this section rather than subsection 18.10.125 Exceptions, which generally applies elsewhere in this chapter.*

*4. It is the joint responsibility of the property owner and party removing the heritage tree or trees, or portions thereof to obtain exception. The city may only issue a permit for the removal or major pruning of a heritage tree if it is determined that there is good cause for such action. In determining whether there is good cause, the city shall consult with a certified arborist, paid for by the applicant, as appropriate. The city shall also give consideration to the following:*

*a. The condition of the tree or trees with respect to disease, danger of falling, proximity to existing or proposed structures and interference with utility services;*

*b. The necessity to remove the tree or trees in order to construct proposed improvements to the property;*

*c. The topography of the land and the effect of the removal of the tree on erosion, soil retention and diversion or increased flow of surface waters;*

*d. The long-term value of the species under consideration, particularly lifespan and growth rate;*

*e. The ecological value of the tree or group of trees, such as food, nesting, habitat, protection and shade for wildlife or other plant species;*

*f. The number, size, species, age distribution and location of existing trees in the area and the effect the removal would have upon shade, privacy impact and scenic beauty;*

*g. The number of trees the particular parcel can adequately support according to good arboricultural practices; and*

*h. The availability of reasonable and feasible alternatives that would allow for the preservation of the tree(s).*

**Finding** – The condition of the heritage trees on site are unknown at this time. There are various heritage trees and their associated protection areas close to and encroaching within the proposed building areas.

As a **Condition of Approval**, if the applicant proposes to remove any heritage tree on site, along with the required permit, the City shall consult with a certified arborist, paid for by the applicant, and will issue a decision dependent on the considerations outlined in WSMC 18.10.317.G.4.a-h.

*H. City enforcement of heritage tree protection regulations may include:*

*1. Stop work on any construction project which threatens a heritage tree until it is shown that appropriate measures have been taken to protect the tree or an exception is granted for its removal; and/or*

*2. As part of a civil action brought by the city, a court may assess against any person who commits, allows, or maintains a violation of any provision of this chapter a civil penalty in an amount not to exceed five thousand dollars per violation. Where the violation has resulted in removal of a tree, the civil penalty shall be in an amount not to exceed five thousand dollars per tree unlawfully removed, or the replacement value of each such tree, whichever amount is higher. Such amount shall be payable to the city. Replacement value for the purposes of this section shall be determined utilizing the most recent edition of the Guide for Plant Appraisal, published by the Council of Tree and Landscape Appraisers.*

**Finding** – As a **Condition of Approval**, a stop work order on construction will be issued for any work that threatens a heritage tree until protective measures are in place or an exception has been granted by the City for heritage tree removal.

As a **Condition of Approval**, the City shall assess against any person who commits, allows, or maintains a violation of any provision of WSMC 18.10.317 a civil penalty in an amount not to exceed five thousand dollars per violation. Where the violation has resulted in removal of a tree, the civil penalty shall be in an amount not to exceed five thousand dollars per tree unlawfully removed, or the replacement value of each such tree, whichever amount is higher. Such amount shall be payable to the City. Replacement value for the purposes of this section shall be determined utilizing the most recent edition of the Guide for Plant Appraisal, published by the Council of Tree and Landscape Appraisers.

**18.10.318 - Critical areas report.**

*A critical areas report for fish and wildlife habitat conservation areas shall be prepared by a qualified biologist with experience analyzing aquatic and/or wildlife habitat and who has experience preparing reports for the relevant type of critical area. The city will ask the applicant to provide a scope describing the methodology of the study and the expected content of the report and mitigation plan. If provided, the scope will be forwarded to WDFW to help ensure the adequacy of work done relative to the extent of the habitat concerns present. WDFW will respond as they are able. City will not rely solely on WDFW review of report scope. Notice will be provided in the interest of ensuring consultant work proposed is in line with agency expectations.*

**Finding** – As a **Condition of Approval**, the applicant shall provide a critical areas report for heritage/oak trees on site, compiled by a qualified biologist, prior to any ground disturbance within heritage/oak tree protection areas, that addresses the general requirements for critical areas reports (WSMC 18.10.217), fish and wildlife critical areas reports standards (WSMC 18.10.318), general mitigation requirements (WSMC 18.10.219), mitigation plans (WSMC 18.10.221), monitoring (WSMC 18.10.222),



contingencies/adaptive management (WSMC 18.10.223), habitat study (WSMC 18.10.313.C.), habitat management plan ([if necessary] – WSMC 18.10.224 and WSMC 18.10.313.C.1), and a tree protection plan (WSMC 18.10.317.E.2.).

#### **18.10.400 - GEOLOGICALLY HAZARDOUS AREAS.**

##### ***18.10.411 - Designation.***

*Geologically hazardous areas include areas susceptible to erosion, sliding, earthquake, or other geological events. They pose a threat to the health and safety of citizens when incompatible development is sited in areas of significant hazard. Such incompatible development may not only place itself at risk, but may also increase the hazard to surrounding development and uses. Areas susceptible to one or more of the following types of hazards shall be designated as geologically hazardous areas:*

*B. Landslide hazard (including steep slopes). Landslide hazard areas are areas potentially subject to landslides based on a combination of geologic, topographic, and hydrologic factors. They include areas susceptible because of any combination of bedrock, soil, slope (gradient), slope aspect, structure, hydrology, or other factors.*

**Finding** – The western portion of Lots 1-4 are encumbered by steep slopes at or greater than 40 percent (see slope map, Exhibit D). Steep slopes also extend within the disturbance limits of Lot 1. There are 40 percent or greater slopes adjacent to the proposed road that have less than a 10-foot vertical change and don't meet the City's definition of steep slopes under WSMC 18.10.800. The slopes on Lots 1 connect to the larger sloped area on the west side of the site, have more than a 10-foot vertical change, and are considered steep slopes.

##### ***18.10.412 - Prohibited development and activities.***

*C. Slopes between fifteen and forty percent are generally considered buildable, however, the city or its agent may require an applicant to provide substantial evidence that a slope between fifteen and forty percent is geologically stable if there is evidence that similarly situated slopes have demonstrated substantial instability in the past.*

*D. Lands with slopes of forty percent or greater are considered unbuildable and development is not allowed.*

**Finding** – As mentioned, the 40 percent or greater slopes are located within the proposed disturbance limits of Lot 1. The applicant will be conditioned later in this section to account for this encroachment.

##### ***18.10.413 - Performance standards.***

*A. All projects shall be evaluated to determine whether the project is proposed to be located in a geologically hazardous area, the project's potential impact on the geologically hazardous area, and the potential impact on the proposed project. The city or its agent may require the preparation of a critical area report to determine the project's ability to meet the performance standards.*

*B. Alterations of geologically hazardous areas or associated buffers may only occur for activities that:*

1. *The city determines no other feasible alternative route or location exists.*
2. *Will not increase the threat of the geological hazard to or need for buffers on adjacent properties beyond pre-development conditions;*
3. *Will not adversely impact other critical areas;*
4. *Are designed so that the hazard to the project is eliminated or mitigated to a level equal to or less than pre-development conditions; and*
5. *Are certified as safe as designed and under anticipated conditions by a qualified geotechnical engineer or geologist, licensed in the state of Washington.*

*C. Vegetation shall be retained unless it can be shown that the removal will not increase the geologic hazards, and a vegetation management plan is submitted with the request.*

*D. Approved clearing shall only be allowed from May 1st to October 1st of each year provided that the city may extend or shorten the dry season on a case-by-case basis depending on the actual weather conditions, except that timber harvest, not including brush clearing or stump removal, may be allowed pursuant to an approved forest practices permit issued by WDNR.*

**Finding** – The applicant will be conditioned later in this report, if necessary, to compile a steep slopes critical areas report that will need to comply with the performance standards of WSMC 18.10.413.

**18.10.414 - Special provisions—Erosion and landslide areas.**

*Activities on sites containing erosion or landslide hazards shall meet the following requirements:*

*A. Buffers required. A buffer shall be established for all edges of erosion or landslide hazard areas. The size of the buffer shall be determined by the city or its agent to eliminate or minimize the risk of property damage, death, or injury resulting from erosion and landslides caused in whole or part by the development, based upon review of and concurrence with a critical areas report prepared by a qualified professional.*

*B. Minimum buffers. The minimum buffer shall be equal to the height of the slope, or fifty feet, whichever is greater.*

*C. Buffer reduction. The buffer may be reduced to a minimum of ten feet when a qualified professional demonstrates to the city or its agent's satisfaction that the reduction will adequately protect the proposed development, adjacent developments and, uses and the subject critical area.*

*D. Increased buffer. The buffer may be increased when the city or its agent determines a larger buffer is necessary to prevent risk of damage to proposed and existing development.*

*E. Alterations. Alterations of an erosion or landslide hazard area and/or buffer may only occur for activities for which a geotechnical analysis is submitted and certifies that:*

1. *The development will not increase surface water discharge or sedimentation to adjacent properties beyond the pre-development condition;*

2. *The development will not decrease slope stability on adjacent properties; and*

3. *Such alteration will not adversely impact other critical areas.*

**Finding** – A buffer along the steep slopes area on the western portion of Lots 1-4 was not included on the preliminary plat. Alterations to a landslide hazard area and/or buffer is addressed below.

As a **Condition of Approval**, prior to engineering document approval and ground disturbance of the site, the applicant shall show the minimum required slope buffers per WSMC 18.10.414 for the steep slopes in the critical areas permit application.

**18.10.415 - Design standards—Erosion and landslide hazard areas.**

*Development within an erosion or landslide hazard area and/or buffer shall be designed to meet the following basic requirements unless it can be demonstrated that an alternative design that deviates from one or more of these standards provides greater long-term slope stability while meeting all other provisions of this chapter. The requirements for long-term slope stability shall exclude designs that require regular and periodic maintenance to maintain their level of function. The basic development design standards are:*

*A. Structures and improvements shall be clustered to avoid geologically hazardous areas and other critical areas;*

*B. Structures and improvements shall minimize alterations to the natural contours of the slope and foundations shall be tiered where possible to conform to existing topography;*

*C. Structures and improvements shall be located to preserve the most critical portion of the site and its natural landforms and vegetation;*

*D. The proposed development shall not result in greater risk or a need for increased buffers on neighboring properties;*

*E. The use of a retaining wall that allows the maintenance of existing natural slopes are preferred over graded artificial slopes; and*

*F. Development shall be designed to minimize impervious lot coverage.*

**Finding** – Conditions have been included below if development is proposed in steep slopes or buffer to comply with the design standards listed above.

**18.10.416 - Native growth protection easement/critical area tract.**

*As part of the implementation of approved development applications and alterations, geologically hazardous areas and any associated buffers that remain undeveloped pursuant to the critical areas regulations, in accordance with Section 18.10.200 General Provisions, shall be designated as native growth protection easements (NGPE) and critical area tracts as applicable.*

**Finding** – The applicant has been conditioned to place the steep slopes area in an NGPE.

As a **Condition of Approval**, the steep slopes NGPE shall include the associated steep slopes buffer area that remains undeveloped.

**18.10.417 - Critical areas report.**

*A. When required, a critical areas report for a geologically hazardous area shall be prepared by an engineer or geologist, licensed in the state of Washington, with experience analyzing geologic, hydrogeologic, and ground water flow systems, and who has experience preparing reports for the relevant type of hazard.*

*B. In addition to the requirements of Section 18.10.200 General Provisions, critical area reports are required for geologically hazardous areas shall include the following additional information [...]*

**Finding** – A critical areas report was not submitted with the application package.

As a **Condition of Approval**, the applicant shall update the slope map/preliminary plat to exclude the 40 percent or greater steep slopes and associated buffer from the proposed disturbance limits prior to any ground disturbance within Lots 1-4 or approval of engineering plans from the City.

As a **Condition of Approval**, if the applicant cannot demonstrate that the steep slopes and associated buffers on Lots 1-4 will not be encroached upon by the disturbance limits of the proposed project, than the applicant shall provide a geotechnical critical areas report that addresses the general requirements for critical areas reports (WSMC 18.10.200), geologic hazard critical areas reports standards (WSMC 18.10.417), performance standards (WSMC 18.10.413), landslide area special provisions (WSMC 18.10.414), and design standards (WSMC 18.10.415) prior to any ground disturbance within Lots 1-4 or approval of engineering plans from the City.

**Chapter 18.20 - ENVIRONMENTAL PROTECTION (SEPA REVIEW)**

**Finding** – The proposed subdivision is subject to SEPA review and a SEPA checklist was submitted by the applicant to the City on September 2018. The City, acting as Lead Agency, reviewed the checklist and issued a Mitigated Determination of Non-significance (MDNS) on December 27, 2019 in accordance with WAC 197-11-350. Public notice of the MDNS was issued on January 1, 2019 in the public newspaper and using the City’s SEPA distribution list. Required mitigations in the form of conditions of approval are outlined in the summary conditions section below.

**TITLE 19 – ADMINISTRATION OF LAND DEVELOPMENT REGULATIONS**

**Chapter 19.10 Land Development and Administrative Procedures**

**19.10.040 Project permit application framework.**

*Table 1 – Permits/Decisions: Preliminary Plat for Subdivision - Type III*

*Table 2 – Action Type: Type III — Planning commission makes a recommendation to city council. City council makes the final decision. Notice and public hearings will be held both before the planning commission to make recommendations to city council, and before city council for final decision.*

**Finding** – This subdivision application will be processed in accordance with the procedures set forth for a Type III application.

**19.10.190 - Notice of public hearing.**

*A. Content of Notice of Public Hearing for All Types of Applications. The notice given of a public hearing required in this chapter shall contain [...]*

*B. Mailed Notice. Mailed notice of the public hearing shall be provided as follows:*

*3.Type III Actions. The notice of public hearing shall be mailed to:*

*a. The applicant;*

*b. All owners of property within three hundred feet of any portion of the subject property; and*

*c. Any person who submits written comments on an application.*

**Finding** – Notice for the Planning Commission hearing was December 23, 2019. The hearing is scheduled for January 8, 2020 to review, make findings, and issue a recommendation to city council for final decision on this application.

**19.10.235 Planning commission review and recommendation (Type III)**

*A. The planning commission shall review and make findings, conclusions and issue recommendations on all Type III permit applications.*

**Finding** – A Planning Commission hearing is scheduled for January 8, 2020 to review, make findings, and issue a recommendation to city council for final decision on this application.

*B. Staff Report. The administrator shall prepare a staff report on the proposed development or action summarizing the comments and recommendations of city departments, affected agencies and special districts, and evaluating the development's consistency with the city's development code, adopted plans and regulations. If requested by the planning commission, the staff report shall include proposed findings, conclusions and recommendations for disposition of the development application. The staff report shall include and consider all written public comments on the application.*

**Finding** – This staff report was prepared in accordance with the procedures identified above and includes findings, conclusions, and recommendations to the Planning Commission.

*C. Planning Commission Hearing. The planning commission shall conduct a public hearing on Type III development proposals for the purpose of taking testimony, hearing evidence, considering the facts germane to the proposal, and evaluating the proposal for consistency with the city's development code, adopted plans and regulations. Notice of the planning commission hearing shall be in accordance with Section 19.10.190 of this code.*

**Finding** – A Planning Commission hearing is scheduled for January 8, 2020.

*D. Required Findings. In addition to the approval criteria listed in this code, the planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:*

- 1. The development is consistent with the White Salmon comprehensive plan and meets the requirements and intent of the White Salmon Municipal Code;*
- 2. The development is not detrimental to the public health, safety and welfare;*
- 3. The development adequately mitigates impacts identified under Chapters 18.10 (Critical Areas Ordinance) and 18.20 (Environmental Protection/SEPA Review) of this code; and*
- 4. For land division applications, findings and conclusions shall be issued in conformance with Sections 19.10.230 Planning commission review and decision (Type II) and 19.10.235 Planning commission review and recommendation (Type III) of this title, and RCW 58.17.110.*

**Finding** – As identified throughout this staff report, and with proposed conditions of approval, this proposal has been reviewed and determined to be consistent with the White Salmon Comprehensive Plan, WSMC, and is not detrimental to the public health, safety, or welfare of the City.

*E. Recommendation. In the planning commission's recommendation decision regarding Type III actions, it shall adopt written findings and conclusions. The planning commission's recommendation following closure of an open record public hearing shall include one of the following actions:*

- 1. Recommend approval;*
- 2. Recommend approval with conditions; or*
- 3. Recommend denial.*

**Finding** – A public hearing is scheduled before the Planning Commission on January 8, 2020, at which time the commission will adopt written findings and conclusions to support their decision. Staff's recommendation is included below.

## **CONCLUSIONS, RECOMMENDATION, AND CONDITIONS OF APPROVAL**

### **City Planner Conclusions:**

1. The actions of the Planning Commission and City Council are subject to the regulations enumerated in WSMC Chapter 16.
2. Subject to WSMC 16.20.040, preliminary plat approval, if the Planning Commission does not approve the preliminary plat, the Applicant shall have the option of revising and resubmitting the preliminary plat to the City Administrator.
3. Subject to WSMC 16.30.010, preliminary plat approval by the council shall constitute authorization for the subdivider to develop the subdivision's facilities and improvements in strict accordance with standards established by this article and any conditions imposed by the city. Preliminary plat approval DOES NOT permit land to be further subdivided, sold, leased, transferred, or offered for sale, lease or transfer.

4. Subject to WSMC 16.30.020, preliminary plat approval shall be effective for five years from date of approval by the city, or such longer period as required by state law. If, during this period, a final plat is not filed with the administrator, the preliminary plat shall be null and void. Fees paid to the city clerk shall be forfeited

**Staff Recommendations and Conditions:**

The above findings support planning commission approval of the proposed subdivision (WS-SUB-2019-002). **Staff recommends approval with the following conditions:**

**Planning Conditions**

1. The applicant shall submit to the City a final plat application within five years of the preliminary plat approval (January 10, 2020). If at such time a final plat application has not been submitted to the City, the preliminary plat shall be null and void and all fees paid will be forfeited.
2. The applicant shall comply with all provisions regarding monumentation outlined in WSMC 16.55.040.
3. None of the outlined uses in WSMC 17.24.023 shall be allowed on any of the subdivided lots in the R-1 zone.
4. All individual dwelling units in the R-1 zone shall conform to the property development standards outlined in WSMC 17.24.035.A prior to approval of a building permits.
5. All accessory buildings and garages to the main dwelling unit in the R-1 zone shall conform to the standards outlined in WSMC 17.24.035.B prior to approval of building permits.
6. All future fences on individual lots in the R-1 zone shall conform to the standards outlined in WSMC 17.24.035.C.
7. Every subsequent dwelling unit in the R-1 zone shall meet the setback standards outlined in WSMC 17.24.040.F.-I., have a maximum lot coverage of 50 percent, and shall not exceed twenty-eight (28) feet in height with all standards verified prior to issuance of building permits.
8. Every R-1 zoned lot shall conform to the off-street parking requirements outlined in WSMC 17.24.050 prior to issuance of building permits.
9. If future owners of the lots that are zoned R-2 propose to build a duplex or a townhouse building containing no more than two townhouses, development shall be subject to WSMC Chapter 17.81 Site and Building Plan Review.
10. None of the outlined uses in WSMC 17.28.032 shall be allowed on any of the subdivided lots in the R-2 zone.
11. All individual dwelling units in the R-2 zone shall conform to the property development standards outlined in WSMC 17.28.034.A prior to issuance of building permits.
12. All accessory buildings and garages to the main dwelling unit in the R-2 zone shall conform to the standards outlined in WSMC 17.28.034.B prior to issuance of building permits.
13. All future fences on individual lots zoned R-2 shall conform to the standards outlined in WSMC 17.28.034.C.

14. Every subsequent dwelling unit in the R-2 zone shall meet the setback standards outlined in WSMC 17.28.040.F.-I. and have a maximum lot coverage of 50 percent prior to issuance of building permits.
15. Every R-2 zoned lot shall conform to the off-street parking requirements outlined in WSMC 17.28.050 prior to issuance of building permits.
16. The applicant shall submit engineering plans for all improvements including grading and utilities meeting applicable City standards.

**Critical Areas Conditions**

17. Prior to ground disturbance or issuance of engineering plans for the site within oak/heritage tree and geologic hazard critical areas, the applicant shall apply for and receive approval of a critical areas permit from the City. If the critical areas permit requires different lot dimensions and patterns, this preliminary plat approval shall be invalid and the applicant shall reapply for preliminary plat approval in compliance with critical areas requirements in WSMC 18.10 showing how all impacted critical areas will be mitigated.
18. Prior to site disturbance, the applicant shall post a performance bond or other security measure to the City for completion of any mitigation work required to comply with this code and any conditions of this report at the time of construction. The bond or security shall be in the amount of 125 percent of the estimated cost of implementing the required mitigation. The bond shall be in the form of an irrevocable letter of credit.
19. The applicant is required to place notice on the final plat and all deed documents that critical areas exist on site and cannot be disturbed without review and approval of critical areas permits by the City of White Salmon. The applicant shall file notice with the City for review and approval of content prior to recording the notice with Klickitat County. The notice shall address all criteria highlighted in WSMC 18.10.119.A.1-3.
20. The applicant shall consent to allow entry by the City or City's agent, during regular business hours, for any inspection purposes relating to the proposed development activity to ensure accordance with any approved plans and permits of WSMC Chapter 18.10.
21. If a violation occurs and a stop work order has been issued, construction shall not continue until said violation has been corrected and assurances have been put into place that the same or similar violation is not likely to reoccur.
22. If a violation occurs, the City or its agent shall have the power to order complete restoration of the critical area by the party responsible for the violation. If said responsible party does not complete the restoration within a reasonable time following the order, as established by the City, the City or its agent shall restore the affected critical area to the prior condition and the party responsible shall be indebted to the City for the cost of restoration.
23. All applicable fees for critical areas ordinance review for the geologic hazards and oak/heritage trees on site and variances for the building encroachment into the fifteen foot setback under WSMC 18.10.112 and development within tree protection areas will be required prior to ground disturbance within critical areas and issuance of engineering plans from the City.
24. Prior to any ground disturbance or issuance of engineering plans for disturbance within tree protection areas and/or the required fifteen foot building setbacks, the applicant shall apply for and obtain variances for these encroachments in conformance with the critical areas variance criteria of WSMC 18.10.125.D.



25. Prior to engineering plan approval, the applicant shall show the fifteen foot setbacks from the tree protection areas on the final plat document.
26. All undeveloped steep slope area, as well as tree protection areas on site not connected to the steep slope area, shall be designated as native growth protection easements (NGPE) and recorded on the final plat document and the deeds for each property. The NGPE shall state the presence of the critical area on the properties, the application of the White Salmon Critical Areas Ordinance to the properties, and the fact that limitations on actions in or affecting the critical area exist. The NGPE shall “run with the land.” No alterations including grading, vegetation clearing, planting of lawns or gardens, or other yard improvements may occur within the NGPE unless a critical areas permit is approved.
27. Prior to final plat approval, the applicant shall update the steep slopes NGPE area on Lots 1-4 to include tree protection areas that connect with, or extend out of, the preliminary plat steep slopes conservation easement area.
28. Temporary fencing shall be placed along the outer perimeter of the steep slope area and tree protection areas prior to commencement of any permitted development activities. Inspection by the City or its agent shall occur prior to commencement of any permitted development activities. Fencing shall remain throughout construction and shall not be removed until directed by the city or its agent.
29. As part of the oak/heritage trees critical areas report required under this staff report, the applicant shall include a habitat study which identifies, if any, listed species that are utilizing the Oregon oak trees on site as habitat area. If one or more listed species are using the oak trees as habitat area, the critical areas report shall include a habitat management plan in accordance with WSMC 18.10.224 (Habitat Management Plans) and WSMC 18.10.313.C.1.
30. The applicant shall include the tree protection areas of the 24-inch oak tree on Lot 3 and a 28-inch Douglas fir on Lot 4 on the final plat.
31. As part of the oak/heritage trees critical areas report required under this staff report, the applicant shall include a tree protection plan in conformance with WSMC 18.10.317.E.2.
32. No heritage tree on site shall be removed without obtaining a critical areas permit from the City.
33. If the applicant proposes to remove any heritage tree on site, along with the required permit, the City shall consult with a certified arborist, paid for by the applicant, and will issue a decision dependent on the considerations outlined in WSMC 18.10.317.G.4.a-h.
34. A stop work order on construction will be issued for any work that threatens a heritage tree until protective measures are in place or an exception has been granted by the City for heritage tree removal.
35. The City shall assess against any person who commits, allows, or maintains a violation of any provision of WSMC 18.10.317 a civil penalty in an amount not to exceed five thousand dollars per violation. Where the violation has resulted in removal of a tree, the civil penalty shall be in an amount not to exceed five thousand dollars per tree unlawfully removed, or the replacement value of each such tree, whichever amount is higher. Such amount shall be payable to the City. Replacement value for the purposes of this section shall be determined utilizing the most recent edition of the Guide for Plant Appraisal, published by the Council of Tree and Landscape Appraisers.

36. The applicant shall provide a critical areas report for heritage/oak trees on site, compiled by a qualified biologist, prior to any ground disturbance within heritage/oak tree protection areas, that addresses the general requirements for critical areas reports (WSMC 18.10.217), fish and wildlife critical areas reports standards (WSMC 18.10.318), general mitigation requirements (WSMC 18.10.219), mitigation plans (WSMC 18.10.221), monitoring (WSMC 18.10.222), contingencies/adaptive management (WSMC 18.10.223), habitat study (WSMC 18.10.313.C.), habitat management plan ([if necessary] – WSMC 18.10.224 and WSMC 18.10.313.C.1), and a tree protection plan (WSMC 18.10.317.E.2.).
37. Prior to engineering document approval and ground disturbance on the site, the applicant shall show the minimum required slope buffers per WSMC 18.10.414 for the steep slopes in the critical areas permit application.
38. The steep slopes NGPE shall include the associated steep slopes buffer area that remains undeveloped.
39. The applicant shall update the slope map/preliminary plat to exclude the 40 percent or greater steep slopes and associated buffer from the proposed disturbance limits prior to any ground disturbance within Lots 1-4.
40. If the applicant cannot demonstrate that the steep slopes and associated buffers on Lots 1-4 will not be encroached upon by the disturbance limits of the proposed project, than the applicant shall provide a geotechnical critical areas report that addresses the general requirements for critical areas reports (WSMC 18.10.200), geologic hazards critical areas reports standards (WSMC 18.10.417), performance standards (WSMC 18.10.413), landslide area special provisions (WSMC 18.10.414), and design standards (WSMC 18.10.415) prior to any ground disturbance within Lots 1-4.

**Engineering Conditions**

41. The proposed public road (Sophie Lane) shall be approved by the City Administrator (or its designee) and constructed to the standards as stipulated by the City Administrator (or its designee).
42. Prior to the issuance of final plat approval and/or with new home(s) building permit approval and prior to occupancy, all driveways shall be constructed to City standards and approved by the City Administrator (or its designee).
43. Prior to final plat approval, all utilities shall be located underground and extended to each lot.

**SEPA (MDNS) Documentation and Mitigation Conditions**

44. All grading and filling of land must utilize only clean fill, i.e., dirt or gravel from an approved source;
45. An erosion control plan utilizing BMPs shall be submitted by the applicant and approved by the City and all erosion control measures shall be in place prior to any clearing, grading, or construction;
46. A City stormwater permit and Stormwater Pollution Prevention Plan (SWPPP) shall be required for the proposed project and shall be approved prior to construction;
47. The applicant shall use vehicles fitted with standard manufacturer’s emission’s control equipment to reduce construction-period emissions. Construction vehicles shall not be permitted to idle when not in use.

48. Construction activities are only permitted during City-approved construction hours. Contractors are required to comply with the maximum noise level provisions of WAC 173-60 during construction.
49. The applicant shall pay the applicable wastewater and water meter connection fees for each residential unit. Applicable fees will be assessed at the time of building permit application and are due prior to issuance of final occupancy for each unit.
50. All proposed outdoor lighting shall meet the standards of WSMC 8.40.
51. The site is located within an areas of high risk for encountering archaeological and/or cultural resources. An archaeological survey shall be completed prior to any ground disturbance to verify any archaeological or historic resources on site.
52. In the event any archaeological or historic materials are encountered during project activity, work in the immediate area (initially allowing for a 100-foot buffer; this number may vary by circumstance) must stop and the following actions taken:
  - Implement reasonable measures to protect the discovery site, including any appropriate stabilization or covering;
  - Take reasonable steps to ensure confidentiality of the discovery site; and,
  - Take reasonable steps to restrict access to the site of discovery.

The applicant shall notify the concerned Tribes and all appropriate county, city, state, and federal agencies, including the Washington Department of Archaeology and Historic Preservation and the City of White Salmon. The agencies and Tribe(s) will discuss possible measures to remove or avoid cultural material, and will reach an agreement with the applicant regarding actions to be taken and disposition of material. If human remains are uncovered, appropriate law enforcement agencies shall be notified first, and the above steps followed. If the remains are determined to be Native, consultation with the affected Tribes will take place in order to mitigate the final disposition of said remains.

See the Revised Code of Washington, Chapter 27.53, "Archaeological Sites and Resources," for applicable state laws and statutes. See also Washington State Executive Order 05-05, "Archaeological and Cultural Resources." Additional state and federal law(s) may also apply.

Copies of the above inadvertent discovery language shall be retained on-site while project activity is underway.

**ATTACHMENTS:**

Exhibit A: Application Form and Noticing Information

Exhibit B: Deed

Exhibit C: Preliminary Plat

Exhibit D: Slope Map

Exhibit E: Critical Areas Letter – Pioneer Surveying and Engineering

Exhibit F: Fish and Wildlife Habitat Conservation Areas Letter – AKS Engineering

Exhibit G: Notice of Application and SEPA Comment Period

Exhibit H: Public Comments Received

Exhibit I: SEPA MDNS



**CITY OF WHITE SALMON**  
**City Council Regular Meeting – Wednesday, January 15, 2020**

**Council and Administrative Personnel Present**

**Council Members:**

Jason Hartmann  
David Lindley  
Amy Martin  
Ashley Post

**Staff Present:**

Marla Keethler, Mayor  
Jan Brending, Clerk Treasurer  
Ken Woodrich, City Attorney  
Pat Munyan, City Administrator  
Russ Avery, Public Works Operations Mgr.  
Bill Hunsaker, Fire Chief/Building Official

**1. Call to Order**

Marla Keethler, Mayor called the meeting to order. There were approximately 7 people in the audience.

**2. Roll Call**

All council members were present.

**3. Comments – Public and Council**

**Lloyd DeKay, White Salmon Valley Pool Metropolitan Park District** said the District has come to an agreement with the White Salmon Valley School District for the use of the property on Loop Road and therefore the District no longer has a use for the property the city owns across the street from Whitson Elementary. DeKay thanked the city for their patience and all that has been done.

**Chris Herron, White Salmon City Limits** said he is interested in “green houses” and affordable housing and has some questions for the city.

Marla Keethler noted that the public comment period is a not a question and answer period but he could contact City Hall.

**4. Changes to the Agenda**

Mayor Keethler said she would like to request adding an item to the agenda – a proposed ordinance that would address a 6-month moratorium on certain types of development.

**Moved by Ashley Post. Seconded by Amy Martin.**

**Motion to add agenda item Ordinance 2020-01-1060, Providing for a Moratorium on Residential Development. CARRIED 4-0.**

**5. Appointment of City Council Member Position #5**

Jan Brending said the city has received three applications for Council Member Position #5 – Joe Turkiewicz, Jim Ransier, and Benjamin Berger. She noted that Benjamin Berger is not present at

the meeting but did provide answers to the questions that were provided to all three candidates prior to the meeting.

Jim Ransier left the room while the city council interviewed Joe Turkiewicz.

The city council asked questions of each candidate.

Jan Brending read Benjamin Berger's responses to the questions.

**At 6:27 p.m. Mayor Keethler announced the city council will meet in Executive Session for 10 minutes pursuant to RCW 42.30.110(1)(g) to discuss the qualifications of candidates for the position of Council Members.**

**At 6:37 p.m., the council resumed regular session and announced it will continue in Executive Session for an additional 5 minutes.**

**At 6:42 p.m., the council resumed regular session.**

The council took a straw vote on paper numbering the candidates 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>. Clerk Treasurer, Jan Brending reviewed the results of the straw vote which was Joe Turkiewicz – 1<sup>st</sup>, Jim Ransier – 2<sup>nd</sup>, and Benjamin Berger – 3<sup>rd</sup>.

**Moved by Jason Hartmann. Seconded by Amy Martin.**

**Motion to appoint Joe Turkiewicz to the Council Member Position 5. CARRIED 4-0.**

Mayor Keethler noted that it is a great thing to have three candidates. She said she hopes to use the remaining candidates in support of the city's committees.

**6. Subdivision Application – Slug's end LLC, WS-SUB-2019-002**

Jan Brending reviewed the agenda memorandum noting that the Council is reviewing the Planning Commission's recommendation for preliminary approval with conditions. She said the Council can do one of three things: preliminarily approve the proposed subdivision accepting the conditions and findings of fact and conclusions of law as presented by the planning commission or amending the conditions and findings of fact and conclusions of law; deny the proposed subdivision with supporting findings of fact and conclusions of law; or remanding the proposed subdivision back to the planning commission with specific reasons.

Jan Brending reviewed the appearance of fairness doctrine with the city council.

Jason Hartmann noted that he attended the public hearing and deliberation by the Planning Commission but feels he is able to make a nonbiased decision on the proposal.

David Lindley asked why a critical areas report was not provided for in the application materials.

Dustin Conroy, Pioneer Engineering, representing the applicant said a critical areas report has been prepared and some of the conditions have already been met.

Pat Munyan said the conservation easement provided for on the plat addresses a number of critical areas issues. He said no variances have been issued that may be required as part of the conditions. Munyan said the applicant has done a good job in addressing and minimizing impacts.

Ken Woodrich noted the property owner cannot sell the lots until the final plat is approved by the city council after all of the conditions of approval are met.

City Council, staff and the applicant's engineer reviewed stormwater drainage.

Ashley Post said she would like the Council to consider table decision on the proposal until the next council meeting as she does not want to make a rushed decision.

Ken Woodrich said he has concerns about tabling the decision as the Council has gone through the appearance of fairness doctrine and has already deliberated. He said tabling the decision put the Council in a precarious position whereby council members could be influenced.

Jason Hartmann said he believes the applicant has gone above and beyond in their proposal and that a lot of concerns have been addressed. He noted that the applicant said he has been working on the plans for almost three years to comply with the city's requirements.

The Council and staff discuss process and policy. It was noted that if the council feels that the process and policy needs to be cleaned up that be done outside of this applicant.

Ken Woodrich said that as the city's legal counsel, he recommends the Council make a decision now and not table to a future meeting.

***Moved by Jason Hartmann. Seconded by Amy Martin.***

***Motion to preliminarily approve Slug's End LLC, WS-SUB-2019-002 with conditions as presented and to adopt the findings of fact and conclusions of law as presented in the staff report. CARRIED 4-0.***

**7. Resolution 2020-01-498, Removing and Designating Signers on Bank Accounts**

Jan Brending reviewed proposed Resolution 2020-01-498 which removes David Poucher and Donna Heimke as signers on the city's financial accounts and adds Marla Keethler and Jason Hartmann.

***Moved by Amy Martin. Seconded by Ashley Post.***

***Motion to adopt Resolution 2020-01-498, Removing Singers and Authorizing Singers on Financial Accounts. CARRIED 4-0.***

**8. Legislative Priorities – City Action Days**

Mayor Keethler reviewed proposed White Salmon 2020 Legislative Priorities. She said it is beneficial to have established priorities in speaking with the state legislature about issues that are important to the city.

The City Council discussed the priorities. Council discussed changing the wording on the “General Government – Increase Purchasing Limits” priority.

The suggested wording is as follows: **Increase Purchasing Limits:** The current purchasing thresholds for equipment, services, and materials unrelated to public works projects on code cites under 20,000 population have not changed in over 30 years. Those limits are \$7,500 requiring multiple quotes and \$15,000 for formal competitive bidding. A consideration of reevaluating current thresholds and instituting a system more in line with economic factors accounting for inflation would ease the burden currently carried by Washington’s smaller municipalities.

**Moved by Jason Hartmann. Seconded by Amy Martin.**  
**Motion to adopt 2020 Legislative Priorities as amended. CARRIED 4-0.**

9. **Memorandum of Understanding – Substitute House Bill 1406 (Chapter 33, Laws of 2019)**

Jan Brending provided an overview of the proposed memorandum of understanding with Klickitat County and the Cities of Goldendale and Bingen. She said Substitute House Bill 1406 provides for a reallocation of states sales tax to be used for affordable housing purposes. She said the four entities have been discussing the best way to move forward with implementing SHB 1406. Brending said that because of the way the legislation is written that if the county is the only implementing body more funding would be available than if the four entities implemented separately. She said the memorandum of understanding provides some guidance as to the priorities for spending the funds when they become available. Brending said the Klickitat County Board of Commissioners has approved the memorandum of understanding and that the Cities of Goldendale and Bingen will review it next week.

**Moved by Amy Martin. Seconded by Jason Hartmann.**  
**Motion to authorize the Mayor to sign the Memorandum of Understanding with Klickitat County and the Cities of Goldendale and Bingen regarding the implementation of Substitute House Bill 1406 (Chapter 33, Laws of 2019).**  
**CARRIED 4-0.**

10. **Resolution 2020-01-499, Declaring the City Does Not Intend to Implement Substitute House Bill 1406**

Jan Brending said the Washington Department of Revenue would like the city to take formal action determining that it does not intend to implement Substitute House Bill 1406.

**Moved by Jason Hartmann. Seconded by Ashley Post.**  
**Motion to adopt Resolution 2020-01-499, Declaring the City Does Not Intend to Adopt Legislation to Authorize a Sales and Use Tax for Affordable and Supportive Housing in**

**Accordance with Substitute House Bill 1406 (Chapter 33, Laws of 2019), and Other Matters Related Thereto. CARRIED 4-0.**

**11. Ordinance 2020-01-1060, Imposing a Temporary Moratorium on Development in Residential Districts**

Jan Brending read proposed Ordinance 2020-01-1060, Imposing a Temporary Moratorium on Development in Residential Districts.

Mayor Keethler said that she feels “affordable housing” is a convenient catch-all phrase used across the nation. She said the city council has expressed a desire to make policies related to affordable housing. Keethler said that many of the residential goals that are included in the current 2012 Comprehensive Plan have not been realized. She said she believes it is important to the city to hit the pause button while it addresses the issue. Keethler said the moratorium does not affect the building of single homes on a single lot. She noted the city used to have 3 mobile home parks and now only has two, one of which is under the eviction of its tenants.

Mayor Keethler said the six-month moratorium would allow staff and the council to review the current zoning code and align it with the city’s current comprehensive plan; evaluate what is going on in the R2 (Two-Family Residential) and R2 (Multi-Family) Districts; consider the tools the council may have at its disposal to make things more attractive to developers; to develop a community driven vision on what is affordable in White Salmon; and to revisit and assess how to use a hearing examiner, the city planning commission and the council. She said she believes that these can be done but that it is difficult if not elevated to a higher level. Keethler said she believes the responsible way to address these issues is to engage and provide for a community lead process.

The City Council discussed the proposed ordinance.

Ken Woodrich noted a public hearing must be held within 60 days.

Mayor Keethler also noted that the council must adopt “affordable housing thresholds” within 30 days from the date of the ordinance. She said her credibility about the process falls on her to achieve the goals. Keethler said she believes the city is setting itself up for failure if the work is not done now.

The City Council discussed when a public hearing would be held. It was determined that if the ordinance is passed the public hearing would be held at the next council meeting on February 5 also inviting the Planning Commission to attend.

Jan Brending noted several corrections to the ordinance:

- 7<sup>th</sup> “Whereas” clause should read “WHEREAS, City’s Comprehensive Plan Housing Policy (H-2.3) states opportunities for all economic income levels shall be encouraged, particularly workforce housing; and”
- 8<sup>th</sup> “Whereas” clause should read “WHEREAS, City’s Comprehensive Plan housing goal (H-2.6) states both site built and manufactured housing shall be recognized as necessary



and functional housing although special standards in placement and locations will apply to each; and”

- Section 4, L should read: “Building Permits for single family residences to be constructed on vacant parcels of land to preserve reasonable use of property as guaranteed by the Fourteenth Amendment of the Constitution.”
- Delete Sections 9 and 10 which are repetitive.

**Moved by Jason Hartmann. Seconded by Amy Martin.**

**Motion to approve Ordinance 2020-01-1060, Adopted Pursuant to RCW 35A.63.220 and RCW 36.70A.390; Imposing a Temporary Six-Month Moratorium on Development in the Mobile Home Residential District (MHR) WSMC Ch. 17.36, Single-Family Residential District (R1) Ch. 17.23, Two-Family Residential District (R2) WSMC Ch. 17.28 and Multi-Family Residential District (R3) WSMC Ch. 17.32; Setting Forth Findings of Fact In Support of This Moratorium; Imposing the Moratorium Stating the Effect on Vested Rights; Providing for Exclusions; Recognizing that Public Hearing Will Be Held Within 60 Days; Authorizing Interpretative Authority; Providing for Severability; Declaring an Emergency Setting the Duration; and Establishing an Immediate Effective Date. CARRIED 4-0.**

Amy Martin noted this is a bold move on the Mayor’s behalf.

**12. Consent Agenda**

- Report of Waived Late Fees
- Change Order 1 – Small Public works Agreement – Klickitat Tree Operations Inc.
- Amendment No. 1 – Personal Services Contract – Bartlett Tree Services
- Change Order No. 1 – Small Public Works Agreement – Artistic Excavation LLC (Skagit Street)
- Change Order No. 1 – Small Public Works Agreement – Artistic Excavation LLC (Concrete Work)
- Approval of Meeting Minutes – January 2, 2020
- Approval of Vouchers

Type	Date	From	To	Amount
Claims	1/15/2019	35784	35800	16,305.89
	12/31/2019	35753	35783	353,411.54
	12/31/2019	EFT	EFT	1,764.01
			<b>Claims Total</b>	<b>371,481.44</b>
Payroll	1/5/2019	35714	35720	1,490.74
	1/5/2019	EFT	EFT	106,380.09
			<b>Payroll Total</b>	<b>107,870.83</b>
Manual Claims				
			<b>Manual Total</b>	<b>0.00</b>
			<b>Total All Vouchers</b>	<b>479,352.27</b>

Vouchers audited and certified as required by RCW 42.24.080 and expense reimbursement claims as required by RCW 42.24.090 as of this 15<sup>th</sup> day of January, 2020.

**Moved by Amy Martin. Seconded by Jason Hartmann.  
Motion to approve consent agenda as presented. CARRIED 4-0.**

**13. Department Head and Council Reports**

**Russ Avery, Public Works Operations Manager** said the department has been dealing with snow and that the new dump truck and snow plow are working.

**Pat Munyan, City Administrator** said there is currently legislation that provides funding to cities who are planning under the Growth Management Act for affordable housing incentives, but that funding is not available to those entities who are not planning under the Growth Management Act. He said he recommends contacting state legislators to make changes to the legislation.

**Marla Keethler, Mayor** said the 2020 Census is now underway. She said a proclamation in support of the census will be provided at an upcoming city council meeting.

**14. Adjournment**

The meeting adjourned at 9:02 p.m.



Marla Keethler, Mayor



Jan Brending, Clerk Treasurer

**File Attachments for Item:**

B. AARP Network of Age-Friendly States and Communities Membership

1. Presentation
2. Discussion
3. Action



---

## AGENDA MEMO

Needs Legal Review: Yes  
Council Meeting Date: February 17, 2021  
Agenda Item: Request to Join AARP Network of Age-Friendly States and Communities  
Presented By: Marla Keethler, Mayor

### **Action Required**

Authorize the city to join AARP Network of Age-Friendly States and Communities.

### **Motion**

Move to authorize the Mayor to submit a letter requesting to join AARP Network of Age-Friendly States and Communities.

### **Explanation of Issue**

I was contacted by Gracen Bookmyer with Aging in the Gorge Alliance regarding an opportunity for the city to join the AARP Network of Age-Friendly States and Communities. This request ties into the city's diversity resolution and the city's desire to create a welcoming, inclusive environment for our elder and aging residents.

Attached is the request from Gracen Bookmyer, information regarding AARP Network of Age-Friendly States and Communities and a draft letter to the State Director of AARP Oregon.

My name is Gracen Bookmyer and I am a Klickitat county community. I am a part of the Aging in the Gorge Alliance and our work is aimed to support healthy aging for older adults in the Columbia River Gorge by encouraging our towns along the Columbia River Gorge to support older adults by making our communities more inter-generational, creating services and spaces for older adults to feel welcomed and raising awareness about the realities of aging.

We are supporting an initiative in collaboration with the AARP "age friendly" movement to create more age friendly communities across the nation. We hope that you will consider joining the AARP Network of Age-Friendly states. There is no fee to join and communities enroll individually, as part of a region or a state.

In order to be a part of the AARP age friendly initiative, you will need to submit a membership application. In addition, the community must provide a letter of commitment signed by the jurisdiction's highest elected official (e.g. a governor, mayor, county executive). I have attached the letter format in this email along with a pdf of AARP's age-friendly nationwide initiative facts sheet. If you are open to signing the letter, you will need to put in your name at the bottom, which is highlighted in yellow.

Here are some of the benefits of becoming an "age friendly" community through AARP:

#### **Membership in the network:**

- Helps local leaders identify and understand community needs
- Serves as an organizing structure for making community improvements
- Fosters partnerships among community groups and local stakeholders
- Provides leadership opportunities for volunteers
- Enables changes that benefit people of all ages
- **Membership provides a community with:**
  - Public recognition for committing to becoming age-friendly
  - Resources for identifying and assessing community needs
  - Access to technical assistance and expert-led webinars
  - Support and best practice materials from AARP

#### **What Membership *Isn't***

- Communities in the AARP age-friendly network are not retirement villages, gated developments, nursing homes or assisted living facilities. Nor are they planned communities or age-restricted housing developments.
- Membership in the network does not mean that the community is, currently, "age-friendly" or a great place to retire.

- Membership in the network does not mean AARP endorses the towns, cities, counties or states as places to live.

Here is some further testimony to the benefits of becoming an "Age-friendly" community

**After enrolling in the network:**

- 60% of member communities achieved a change in public policy, most often by integrating an “age-friendly lens” into community planning
- 34% achieved a private-sector investment or action — such as by local retailers and restaurants securing “age-friendly business” designations, commitments by builders to expand their use of age-friendly design standards, and partnerships with taxi services to provide discounted rides to older adults
- 85% described other successes, such as raising awareness about livability issues, increasing collaborations within the community, and implementing educational and engagement programs



# AARP Network of Age-Friendly States and Communities

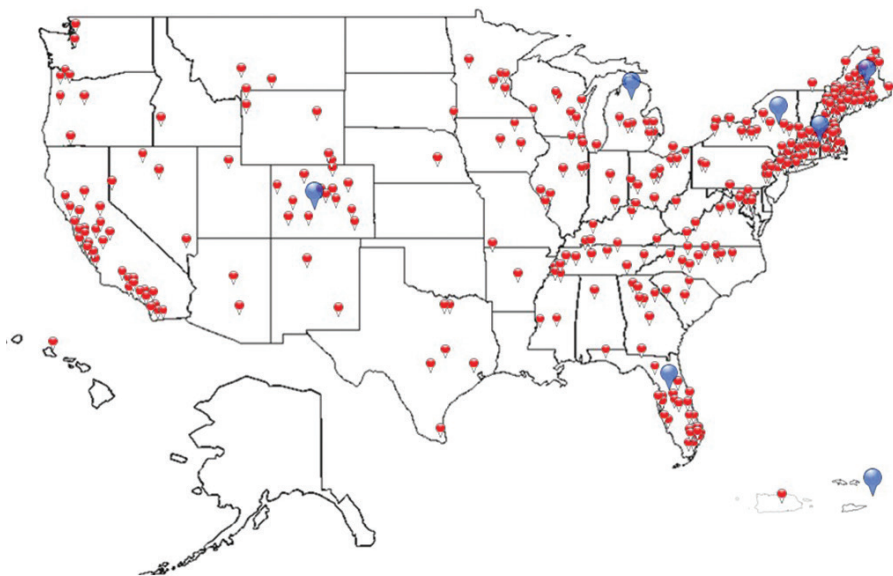
An age-friendly community is livable for people of *all* ages



[AARP.org/AgeFriendly](https://www.aarp.org/AgeFriendly)

**AARP**<sup>®</sup>

Real Possibilities



The AARP Network of Age-Friendly States and Communities reached the 400 member mark in September 2019. The red dots indicate town-, city- and county-level members. The blue pins identify state- and territory-level members. Check out the member list at [AARP.org/AgeFriendly-Member-List](https://www.aarp.org/agefriendly-member-list).



**Websites:** [AARP.org](https://www.aarp.org) and [AARP.org/Livable](https://www.aarp.org/livable)

**Email:** [Livable@AARP.org](mailto:Livable@AARP.org)

**Facebook:** [/AARPLivableCommunities](https://www.facebook.com/AARPLivableCommunities)

**Twitter:** [@AARPLivable](https://twitter.com/AARPLivable)

**Free Newsletter:** [AARP.org/LivableSubscribe](https://www.aarp.org/livable/subscribe)

AARP is the nation's largest nonprofit, nonpartisan organization dedicated to empowering people 50 or older to choose how they live as they age. With nearly 38 million members and offices in every state, the District of Columbia, Puerto Rico and the U.S. Virgin Islands, AARP strengthens communities and advocates for what matters most to families: health security, financial stability and personal fulfillment. The AARP Livable Communities initiative works nationwide to support the efforts of neighborhoods, towns, cities, counties, rural regions and entire states to be livable for people of all ages.

Cover photographs (clockwise from top): Washington, D.C., block party, provided by Van Ness Main Street; bike-sharing in Honolulu, by Colby Takeda, Blue Zones Project Hawaii; Age-Friendly Festival, provided by Age-Friendly Sarasota, Florida.

AARP, 601 E Street NW, Washington, D.C. 20049 | [AARP.org](https://www.aarp.org)  
 Copyright © 2020 | AARP is a registered trademark | All rights reserved



- 
- **The population of the United States is rapidly aging.**
  - **By 2030, one of every five people in the U.S. will be 65 or older.**
  - **By 2035, the number of adults older than 65 will be greater than the number of children under 18.**
- 

**T**hat's why AARP staff and volunteers are working throughout the nation to engage and mobilize communities, share expertise, and deliver technical assistance to the towns, cities, counties and states in the **AARP Network of Age-Friendly States and Communities**.

The work that happens within the network — which is a program within the larger **AARP Livable Communities** initiative — is hands-on and locally determined and directed. The common thread among the enrolled communities and states is the belief that the places where we live are more livable, and better able to support people of *all* ages, when local leaders commit to improving the quality of life for the very young, the very old, and everyone in between.

AARP engages with elected officials, partner organizations and local leaders to guide communities through the age-friendly network's assessment, planning, implementation and evaluation processes.

People of all ages benefit from the adoption of policies and programs that make neighborhoods walkable, feature transportation options, enable access to key services, provide opportunities to participate in community activities, and support housing that's affordable and adaptable. Well-designed, age-friendly communities foster economic growth and make for happier, healthier residents of all ages.

Communities and nations around the world are increasingly seeking to grow in a more age-friendly manner. Launched in 2012, the AARP Network of Age-Friendly States and Communities is an organizational affiliate of the World Health Organization Global Network for Age-Friendly Cities and Communities, which was established in 2006 to help prepare for the world's growing population of older adults. (Communities wishing to join that network can do so at [AgeFriendlyWorld.org](http://AgeFriendlyWorld.org).)

This booklet provides an overview of the AARP Network of Age-Friendly States and Communities, the enrollment process and the obligations of member communities. Turn the page to learn more. ▶

## FIRST IN THE NETWORK!

► In April 2012, Macon-Bibb, Georgia, became the first community to join the brand-new **AARP Network of Age-Friendly States and Communities**, thanks to the age-friendly efforts of AARP volunteer Myrtle Habersham, Bibb County Commission Chairman Samuel F. Hart (seated, left) and Macon Mayor Robert A.B. Reichert.



◀ In 2017, grant funds from the **AARP Community Challenge** (see below) helped a Macon neighborhood turn a vacant lot into a community park with outdoor games, seating and tables so people of all ages can visit and play together. “Chess allows people to open their minds,” said Antonio Lewis-Ross, president of South Macon Arts Revitalization Technology (SMART). Outdoor game tables “bring people together and gives them something to do other than just hanging around.”

Learn about the AARP Community Challenge at [AARP.org/CommunityChallenge](http://AARP.org/CommunityChallenge).

# Introducing the Age-Friendly Network

The **AARP Network of Age-Friendly States and Communities** serves as a catalyst to educate local leaders (both elected officials and engaged residents) and encourage them to implement the types of changes that make communities more livable for people of all ages, especially older adults.

The network provides cities, towns, counties and states with the resources to become more age-friendly by tapping into national and global research, planning models and best practices.

Membership in the AARP Network of Age-Friendly States and Communities means that a community's elected leadership has made a commitment to actively work with residents and local advocates to make their town, city, county or state an age-friendly place to live.

## **A community's age-friendly leaders and champions will likely include:**

- Elected officials
- Government agencies
- Nonprofit organizations and foundations
- Academic institutions
- Local businesses and Chambers of Commerce
- Area Agencies on Aging
- Community coalitions
- Residents and lots of volunteers

## **A few important points:**

- Communities in the AARP Network of Age-Friendly States and Communities are not retirement villages, nursing homes or assisted-living facilities. Nor are they planned communities or age-restricted housing developments.
- Membership in the network does not mean AARP endorses the towns, cities, counties or states as places to live. Nor does it mean the member communities and states are currently age-friendly and great places to retire.

# The Benefits of Membership

Members of the **AARP Network of Age-Friendly States and Communities** become part of a network of towns, cities, counties and states that are committed to enhancing the lives of people of all ages and enabling older residents to have rewarding, productive and safe lives.

## Membership in the network:

- Helps local leaders identify and understand community needs
- Serves as an organizing structure for making community improvements
- Fosters partnerships among community groups and local stakeholders
- Provides leadership opportunities for volunteers
- Enables changes that benefit people of all ages

## In addition, membership provides a community with:

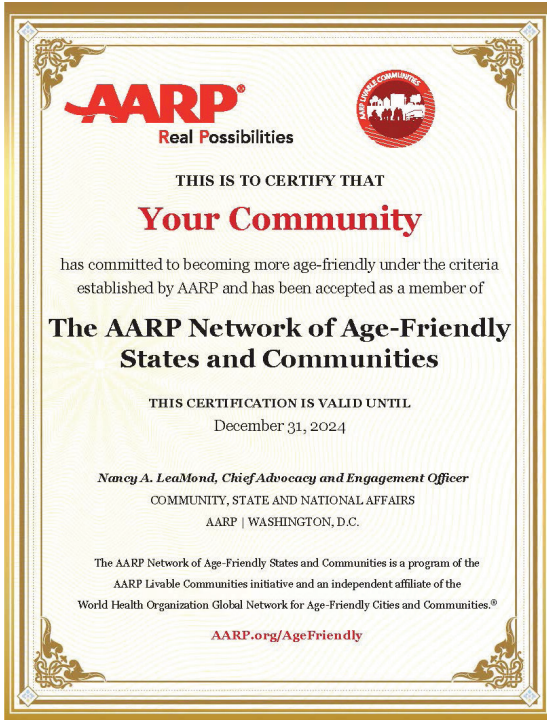
- Public recognition for committing to becoming age-friendly
- Resources for identifying and assessing community needs
- Access to technical assistance and expert-led webinars
- Support and best practice materials from AARP

### **According to a membership survey, after enrolling in the AARP Network of Age-Friendly States and Communities:**

- 60% of member communities achieved a change in public policy, most often by integrating an “age-friendly lens” into community planning
- 34% achieved a private-sector investment or action — such as by local retailers and restaurants securing “age-friendly business” designations, commitments by builders to expand their use of age-friendly design standards, and partnerships with taxi services to provide discounted rides to older adults
- 85% described other successes, such as raising awareness about livability issues, increasing collaborations within the community, and implementing educational and engagement programs

\* Survey distributed to members of the AARP Network of Age-Friendly States and Communities (February 2019)

# Joining the Network



## There is no fee to join the AARP Network of Age-Friendly States and Communities

- Find membership details and an application: [AARP.org/AgeFriendly](https://www.aarp.org/agefriendly)
- Watch informative videos about the program: [AARP.org/AgeFriendlyTraining](https://www.aarp.org/agefriendlytraining)
- Interested communities can contact their AARP state office: [AARP.org/States](https://www.aarp.org/states)
- See the list of enrolled communities: [AARP.org/AgeFriendly-Member-List](https://www.aarp.org/agefriendly-member-list)

Communities enroll individually, as part of a region or as a state.\*

All towns, villages, townships, boroughs, cities, counties and states seeking to enroll in the AARP age-friendly network are required to submit a membership application.

In addition, the community must provide a letter of commitment signed by the jurisdiction's highest elected official (e.g. a governor, mayor, county executive).

Communities with council or commission forms of government typically pass a resolution in support of membership in the network.

An enrollment certificate (pictured) is issued once a community's application has been reviewed and accepted by AARP.

\* State enrollment in the network does not confer automatic membership on that state's local communities.

# What Makes a Community “Age-Friendly”?

The most livable communities are those that enable residents to thrive at every age and every life stage — in other words, they are age-friendly.

However, the availability and quality of certain community features — commonly referred to as the “**8 Domains of Livability**” — do have a particular impact on the well-being of older adults. The domains framework can be used to organize and prioritize a community’s work to become more livable for older residents as well as people of all ages.

While many members of the **AARP Network of Age-Friendly States and Communities** tackle all eight domains at once, others choose to focus on fewer or combined domains.

## 1. Outdoor Spaces and Buildings

People need public places to gather — indoors and out. Green spaces, seating and accessible buildings (elevators, zero-step entrances, staircases with railings) can be used and enjoyed by people of all ages.



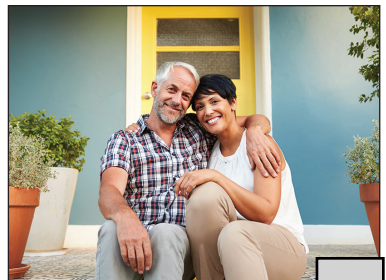
## 2. Transportation

Driving shouldn’t be the only way to get around. Pedestrians need sidewalks and safe, crossable streets. Dedicated bicycle lanes benefit nondrivers and drivers alike. Public transit options can range from the large-scale (trains, buses, light rail) to the small (taxis, shuttles or ride share services).



## 3. Housing

AARP surveys consistently find that the vast majority of older adults want to reside in their current home or community for as long as possible. Doing so *is* possible if a home is designed or modified for aging in place, or if a community has housing options that are suitable for differing incomes, ages and life stages.



## 4. Social Participation

Regardless of a person's age, loneliness is often as debilitating a health condition as having a chronic illness or disease. Sadness and isolation can be combated by having opportunities to socialize and the availability of accessible, affordable and fun social activities.



## 5. Respect and Social Inclusion

Everyone wants to feel valued. Intergenerational gatherings and activities are a great way for young and older people to learn from one another, honor what each has to offer and, at the same time, feel good about themselves.



## 6. Work and Civic Engagement

Why does work need to be an all or nothing experience? An age-friendly community encourages older people to be actively engaged in community life and has opportunities for residents to work for pay or volunteer their skills.



## 7. Communication and Information

We now communicate in ways few could have imagined a decade ago. Age-friendly communities recognize that information needs to be shared through a variety of methods since not everyone is tech-savvy — and not everyone has a smartphone or home-based access to the internet.



## 8. Community and Health Services

At some point, every person of every age gets hurt, becomes ill or simply needs some help. While it's important that assistance and care be available nearby, it's essential that residents are able to access and afford the services required.



---

# The Age-Friendly Process and Program Cycle

---

Members of the **AARP Network of Age-Friendly States and Communities** commit to an assessment process and cycle of continuous improvement, the steps of which typically require the member community to:

1. Establish a way — such as through a commission, advisory panel or focus groups — to include older residents in all stages of the age-friendly planning and implementation process
2. Conduct a community needs assessment (AARP can provide survey examples, templates and an online tool in English and Spanish)
3. Develop an action and evaluation plan based on the assessment results
4. Submit the plan for review by AARP
5. Implement and work toward the goals of the plan
6. Share solutions, successes and best practices with AARP
7. Assess the plan's impact and submit progress reports
8. *Repeat!*

---

## AARP Livable Communities Resources

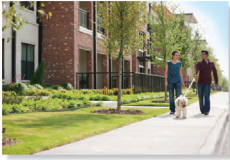
---

- Learn about AARP's livability and age-friendly work: [AARP.org/Livable](https://www.aarp.org/Livable)
- Find network-related information and materials: [AARP.org/AgeFriendly](https://www.aarp.org/AgeFriendly)
- Download or order free publications: [AARP.org/LivableLibrary](https://www.aarp.org/LivableLibrary)
- Read about our "quick-action" grant program: [AARP.org/CommunityChallenge](https://www.aarp.org/CommunityChallenge)
- Follow us on Twitter: [@AARPLivable](https://twitter.com/AARPLivable)
- Like us on Facebook: [@AARPLivableCommunities](https://www.facebook.com/AARPLivableCommunities)
- Calculate your community's livability score: [AARP.org/LivabilityIndex](https://www.aarp.org/LivabilityIndex)

Stay informed! Subscribe to the free, weekly, award-winning  
**AARP Livable Communities e-Newsletter:** [AARP.org/LivableSubscribe](https://www.aarp.org/LivableSubscribe)



# In a livable community, people of all ages can ...



Go for a walk



Cross the streets



Ride a bike



Get around without a car



Live safely and comfortably



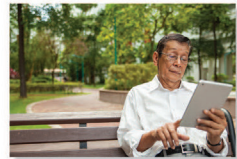
Work or volunteer



Enjoy public places



Socialize



Spend time outdoors



Be entertained



Go shopping



Buy healthy food



Find the services they need



... and make their city, town or neighborhood a lifelong home.



[AARP.org/livable](http://AARP.org/livable)

**AARP**  
Real Possibilities

▲ The handout pictured here is available in five languages — English, Chinese, French, Korean and Spanish — as a free, printable download. Visit [AARP.org/Livable-Poster](http://AARP.org/Livable-Poster).

Learn how your town, village, township, borough,  
 city, county or state can join the  
**AARP Network of Age-Friendly States and Communities.**  
[AARP.org/AgeFriendly](https://www.aarp.org/AgeFriendly)



State of Maine



San Rafael, California



Vicksburg, Mississippi



State of Florida



U.S. Virgin Islands



Ithaca and Tompkins County, New York



Commonwealth of Massachusetts

See the complete list of enrolled communities: [AARP.org/AgeFriendly-Member-List](https://www.aarp.org/AgeFriendly-Member-List)

To locate and connect with your **AARP State Office**,  
 visit [AARP.org/States](https://www.aarp.org/States) or call 1-888-OUR-AARP (1-888-687-2277)

Email **AARP Livable Communities**: [Livable@AARP.org](mailto:Livable@AARP.org)



AARP is a nonprofit, nonpartisan organization that empowers people to choose how they live as they age.

Ruby Haughton-Pitts  
State Director  
AARP Oregon  
9200 SE Sunnybrook Blvd, Suite 410  
Clackamas, OR 97015

Dear Ms. Haughton-Pitts,

On behalf of the people I serve within the Mid-Columbia Gorge region, I am writing this letter of intent to express White Salmon's interest in joining the AARP Network of Age-Friendly States and Communities. Our communities are deeply connected and interdependent. Together we are committed to promoting policies and programs to make the Mid-Columbia Gorge a friendly place to people of all ages and abilities.

According to US Census 2019 estimates, Hood River County in Oregon has a population of 23,382. Of that, 16.3% is over the age of 65 and 5.1% have a disability. Wasco County in Oregon has a population of 26,682. Of that, 21% is over the age of 65 and 12.5% have a disability. Klickitat County, Washington has a total population of 22,425 with 24.5% aged 65 and over and 14% have a disability.

The Mid-Columbia Gorge is a place of enormous disparities. The beauty of the area, the outdoor adventure sports, and the boutiques and bistros in our downtown areas obscure the realities of poverty, prejudice, and unmet basic needs for so many in our community. Due to the rural nature of the counties we serve, access to transportation, healthcare, and social supports continue to be major issues our population faces. Our own 2019 Community Health Assessment reveals that our community members live daily with concerns regarding chronic disease, access to nutrition, preventative care, and social isolation. These needs are even more prevalent amongst the older adult demographic.

The Aging in the Gorge Alliance/Alianza de la Tercera Edad (AGA/ATE), a self-organizing grassroots education and advocacy group, first came together in 2015 to promote the interests and welfare of elders and caregivers in the Mid-Columbia Gorge region. In hosting open meetings for interested individuals and agencies from late 2015 through mid-2017, AGA/ATE identified key needs and interests. Sub-committees on housing, transportation, multigenerational activities, caregiving, and outreach/education were initially formed. Since 2016, AGA has conducted fundraising and grant seeking activities and created project-specific partnerships with area libraries, transportation providers, and other entities including the Alzheimer's Association, Greater Oregon Behavioral Health, The Next Door, Inc., Providence Hood River, Wasco County Senior Center, Hood River Valley Adult Center, Age Plus, RadioTierra, Oregon AARP, Columbia Gorge Community College and others. An AGA Steering Committee was formed and has remained active throughout 2018-present.

Among its successes are the designation of Hood River and Wasco Counties as a Dementia-Friendly Community (the sole designee so far in Oregon) in 2018. The current focus on supporting persons with dementia and their caregivers is of great importance, as Alzheimer's disease is the 6th leading cause of death in Oregon. Nearly 60 percent of people with dementia live in their own communities and one in seven lives alone. Activities are now under way to involve businesses, public agencies, and others in creating welcoming and safe spaces and services for people living with dementia. Joining the Age Friendly Network is a natural progression and expansion of these efforts.

It is not always easy to find the resources to meet the needs we see. That is why our region values collaboration in order to truly make a difference in the lives of those we serve. I am hopeful that you'll support the continued work of AGA towards making sure the older adults in Mid-Columbia Gorge are treated with dignity and have their needs met by accepting our request to join the AARP Network of Age-Friendly States and Communities.

As a Network of Age-Friendly States and Communities member, we look forward to partnering and exchange ideas with AARP to enhance our ability to:

- Practice sound planning
- Establish an age-friendly committee, that includes active engagement of older adults
- Develop an plan of action that responds to the needs identified older adults and other residents and complements other city plans
- Measure activities, review action plan outcomes, and report on them publicly

We appreciate your interest in working with the City of White Salmon and we look forward to our partnership on this important program.

Sincerely,

Marla Keethler, Mayor