



**White Salmon Planning Commission Meeting**  
**A G E N D A**  
**February 26, 2025 – 5:30 PM**  
**119 NE Church Ave and Zoom Teleconference**

**[Meeting ID: 862 4409 4764](#)**

**Call in Number: 1 (253) 215-8782 US (Tacoma)**

**Call to Order/Roll Call**

**Nominate Vice Chair**

- 1.** Election of Officers

**Public Hearing**

A public hearing, with a virtual/telephonic attendance option, will be held during this Planning Commission meeting or as soon thereafter as possible. Any individual who wishes to testify in person or via teleconference will be allowed to do so.

- 2.** Unit Lot Subdivision Ordinance
  - a. Presentation
  - b. Public Testimony
  - c. Discussion
  - d. Action

**Adjournment**

**File Attachments for Item:**

. Election of Officers



# CITY OF WHITE SALMON

## MEMORANDUM

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**TO:** White Salmon Planning Commission

**SUBJECT:** Election of Officers and Duties of Chairperson & Vice-Chairperson

Pursuant to Resolution 2024-05-591, which adopts the White Salmon Planning Commission By-laws and Rules of Procedure, this memorandum outlines the election process for officers and the responsibilities of the Chairperson and Vice-Chairperson.

### **ELECTION OF OFFICERS**

- The Planning Commission shall elect a Chairperson and Vice-Chairperson annually by a majority vote of its members.

### **DUTIES OF OFFICERS**

#### **Chairperson:**

- Presides over Planning Commission meetings and exercises all powers associated with the role.
- Works with city staff to review and set meeting agendas.
- May establish standing or temporary committees to investigate matters relevant to the Commission.

#### **Vice-Chairperson:**

- Assumes the duties of the Chairperson in their absence.
- In the absence of both the Chairperson and Vice-Chairperson, the members present may elect a temporary Chairperson for the meeting.

### **ACTION REQUIRED**

The following motions may be used to facilitate this process:

**1. Motion to Elect a Chairperson:**

*"I move to nominate [Nominee's Name] as Chairperson of the White Salmon Planning Commission for the term of one year."*

*(After nominations, a vote is held. The nominee with the majority vote is elected.)*

**2. Motion to Elect a Vice-Chairperson:**

*"I move to nominate [Nominee's Name] as Vice-Chairperson of the White Salmon Planning Commission for the term of one year."*

*(After nominations, a vote is held. The nominee with the majority vote is elected.)*

**3. Motion to Confirm Election Results:**

*"I move to confirm the election of [Chairperson's Name] as Chairperson and [Vice-Chairperson's Name] as Vice-Chairperson of the White Salmon Planning Commission."*

These procedures ensure structured leadership and governance of the White Salmon Planning Commission. Please direct any questions to the city attorney for further clarification.

**CITY OF WHITE SALMON  
RESOLUTION 2024-05-591**

**A RESOLUTION OF THE CITY OF WHITE SALMON, WASHINGTON REGARDING  
THE MATTER OF ADOPTING PLANNING COMMISSION BYLAWS AND RULES  
OF PROCEDURE FOR THE CITY OF WHITE SALMON.**

**WHEREAS**, the City of White Salmon has created a Planning Commission pursuant to authority granted by Ch 35.63 RCW, and by ordinances establishing such commission as set forth in Chapter 2.20.020 of the White Salmon Municipal Code, and

**WHEREAS**, the White Salmon Municipal Code gives the Planning Commission the power to adopt their own rules, and

**WHEREAS**, the Planning Commission reviewed and created bylaws governing the organization and procedures of the commission, and

**WHEREAS**, the City Council desires to adopt the bylaws as policy; and

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WHITE SALMON, WASHINGTON**, as follows:

**SECTION 1.** The City Council for the City of White Salmon hereby adopts the following by-laws and rules of procedure as described in Exhibit "A", attached hereto and incorporated by reference, for the benefit of the city.


**SECTION II.** This resolution will be effective immediately upon passage.

PASSED by the Council of the City of White Salmon, Washington. Dated this 1<sup>st</sup> day of May, 2024.

**CITY OF WHITE SALMON, WASHINGTON**

DocuSigned by:  
  
381DCEFE8E84421...  
**Marla Keethler, Mayor**

**ATTEST:**

DocuSigned by:  
  
F5160DB8A85C4B3...  
**Stephanie Porter, Clerk/Treasurer**

**APPROVED AS TO FORM:**

DocuSigned by:  
  
8D43A75E83504E9...  
**Shawn MacPherson, City Attorney**

**PLANNING COMMISSION OF THE CITY OF WHITE SALMON**

By-laws and Rules of Procedure

**I. NAME**

The official name shall be "The Planning Commission of the City of White Salmon."

**II. MEETINGS**

**A. Location:**

1. All meetings shall be held at White Salmon City Council Chambers located in the Fire Hall at 220 NE Church Avenue, White Salmon, WA 98672, unless otherwise directed by City staff and appropriate notification to the media and public is provided.

**B. Date and Time:**

1. The Commission will have one regular monthly meeting date upon which it will convene to do business as necessary in response to citizen or city council requests. Regular meetings shall be held on the first Wednesday after the first City Council meeting of the month at 5:30 p.m.

**C. Special Meetings and Workshops:**

1. Special meetings and workshops (outside of a regular meeting) may be held at the discretion of the Commission after consultation with City staff regarding availability. Workshops shall be held for the development of long-range plans, updating ordinances, and other work programs deemed necessary by the Planning Commission or City Council.
2. Action may be taken at a special meeting, provided that appropriate public notice requirements are met.

**D. Joint Meetings:**

1. The Planning Commission will be available for joint meetings with the City Council at least once annually to gather information and generally discuss topics related to the development and growth of the City.

**E. Meeting Notices and Agenda:**

1. Written notice of all regular and special meetings or workshops shall be provided twenty-four (24) hours in advance of the meeting date.
2. An agenda of the matters to be considered by the Planning Commission at the meeting shall be available no fewer than five (5) days before the meeting.

**F. Attendance:**

1. Commission members are expected to attend all regular and special meetings in person.
2. Any member anticipating absence from an official meeting shall notify the Chairperson and City Staff in advance.
3. Any absence may be excused by a majority vote of the Commission.

Unexcused absences from three consecutive regular meetings shall be reported to the City Council for appropriate action.

**G. Remote Attendance:**

1. Remote attendance shall be allowed via audio or video conferencing as allowed by law and subject to the conditions as set forth herein. There is no limit to the number of times a commission member may attend a meeting by remote attendance and no limit to the number of commission members who may participate by remote attendance in a meeting. Remote attendance by any member shall be considered an appearance towards a quorum. Remote attendance is for the benefit of the City of White Salmon and not for the benefit of an individual member or the membership as a whole.
  - i. Commission members shall notify the Chair of the Planning Commission (or Vice-Chair if the Chair is the member), on or before the day of the meeting that such member is unable to attend the meeting in person.
  - ii. Public hearings—Commission members must attend in person to vote on any matter at a public hearing unless remote attendance is excused by a majority vote of the Commission.
2. To participate in remote attendance, the member(s) must be able to hear everything that is spoken by any member(s) or individual (s) who are participating in the meeting, either in person or by remote attendance, and all members and individual(s) attending the meeting in person or remotely must be able to hear everything spoken by the member(s).
3. Remote attendance by commission members shall be announced by the Chair or Chair pro tempore in the chair's absence and reflected in the meeting minutes.

**III. ORGANIZATION OF THE PLANNING COMMISSION**

**A. Membership:**

1. The Planning Commission shall consist of five members appointed by the Mayor and confirmed by the City Council. All members shall live within the White Salmon Urban Area. At least three members of the White Salmon Planning Commission shall be residents of the City of White Salmon.

**B. Election of Officers:**

1. The officers of the Planning Commission shall consist of a Chairperson and Vice-Chairperson elected annually from the members of the Planning Commission by a majority vote of the members.
2. Any officer may be removed at any time by a majority vote of the Planning Commission, with the officer in question not voting and not present. Four members of the commission shall be present to have a vote.

3. A member of the city staff shall serve as secretary to the commission.

C. Duties of the Chairperson and Vice-Chairperson:

1. Chairperson: The Chairperson shall preside over the meetings of the Planning Commission and will exercise all the powers usually incident to the office. The Chairperson will work with staff to review meeting agendas. The Chairperson may create standing or temporary committees to examine, investigate, and inquire into subjects of interest to the Planning Commission. No standing or temporary committee shall have the power to commit the Planning Commission to endorse any plan or program.
2. Vice-Chairperson: The Vice-Chairperson shall, in the absence of the Chairperson, perform all duties of the Chairperson at a regular or special meeting. In the absence of the Chairperson and Vice-Chairperson, the members present may elect a temporary Chairperson to preside at the meeting.

D. Code of Conduct

1. It is the constant duty of each Commission member to maintain respect for each other, the staff, consultants, and the public. Likewise, the Commission shall require corresponding respectful behavior from all persons who attend a meeting, whether in-person or via video.
2. Conflict of Interest: Commission members are expected to comply with RCW 42.23.070.
3. Appearance of Fairness: Commission members are expected to comply with RCW 42.36.
4. Ex Parte Communication: Commission members are expected to comply with RCW 42.36.060.

#### **IV. OPERATIONS AND CONDUCTING BUSINESS**

A. Quorum:

1. A quorum is required for the Planning Commission to conduct business. It shall consist of at least three Planning Commission members of record at the call for a vote on a question. If members leave during the course of a meeting, reducing the attendance below three members, the quorum will have ceased. Action shall be by majority of those present and voting, when those present constitute a quorum, at any regular or special meeting of the Planning Commission.

B. Motions and Voting:

1. All members of the Planning Commission may make and vote on motions to recommend approval, approval with conditions, or denial of any development proposal or amendment to a long-range plan or city ordinance. All motions shall be made in the affirmative. For matters requiring a public hearing, motions may be accompanied by an oral statement, by the person making the motion, of reasons and findings

supporting the motion. This statement may include reference to any part or all of the planning staff's report and to testimony or evidence submitted at the hearing.

2. Motions addressing development proposals may be acted on by a majority of the Planning Commission present at the time of a vote on the question, provided there is a quorum present. Recommendations for approval on amendments to the text or maps of long-range plans and city ordinances require an affirmative vote by a majority of the Planning Commission.
3. Planning Commission members must be present to vote on motions; proxy votes are not valid votes. A tie vote means the motion fails. A member may abstain from voting.
4. Where not otherwise specified in these rules of procedure, the meetings of the White Salmon Planning Commission and the manner of conducting business shall be governed by the latest edition of Robert's Rules of Order.

## **V. WORKSHOPS**

- A. Workshops shall be held for the development of long-range plans, updating ordinances, and other work programs deemed necessary by the Planning Commission or City Council.

## **VI. PUBLIC HEARING PROCEDURES**

### **A. Rules of Procedure for Legislative Hearings**

1. Chair – Opens the hearing:
2. Initial Presentation:
  - i. Staff
3. Chair – Opens the hearing for public testimony:
  - i. Proponents (those testifying in support or neutral).
  - ii. Opponents (any party in opposition to the application).
  - iii. City staff rebuttal and/or clarifications.
4. Chair – Closes the public testimony portion of the hearing.
5. Chair - Asks the Commissioners if there are questions for staff or for other persons who testified.
6. Commissioner proposes a motion.
7. Another Commissioner seconds the motion, and then the Chair states the motion to the assembly.
8. Chair - Calls for deliberation and/or discussion of the motion.
  - i. Discussion must be confined to the motion before the commission.
  - ii. If there is no further discussion, the Chair calls for a vote on the motion and restates the motion.
9. Chair - Closes the hearing upon a motion being passed by a majority of the Planning Commission.



Note: Each member of the public is limited to three (3) minutes per person for public testimony. At the onset of the meeting, the Chair has the authority to increase the per-person time for public comment at his or her discretion based on the nature and attendance of the meeting. The Chair may use his or her discretion to accept additional testimony or evidence after the close of the public testimony portion of the hearing, providing that all members of the public who gave previous testimony are still present. The Chair should reopen the public testimony portion of the hearing and may limit the testimony to a specific issue and timeframe.

The Planning Commission is the hearings body. It gathers information and makes recommendations, and does not make decisions. The recommendations, together with all the information and testimony from the hearing (record), are sent to the City Council, which then makes a decision based on the record.

## B. Rules of Procedure for Quasi-Judicial Hearings

1. Chair - Opens the hearing with the following:
  - i. The case number, applicant name, and address of the property;
  - ii. Identify that the applicable approval criteria are addressed in the staff report.
  - iii. Explain how to testify (name, address, and relevancy to approval criteria)
  - iv. Ask Planning Commission Members of any conflict of interest or ex-parte contact.
  - v. Ask for any public challenge to the partiality of any member.
  - vi. Summarize the sequenced events to be followed at the hearing as follows:
2. The hearing begins in the following order
  - i. Staff presentation
  - ii. Applicant presentation
3. Chair – Opens the hearing for public testimony:
  - i. Proponents (those testifying in support or neutral).
  - ii. Opponents (those testifying in opposition).
  - iii. Applicant rebuttal
  - iv. City staff rebuttal or clarifications
  - v. Applicant’s closing argument.
4. Chair – Closes the public testimony portion of the hearing.
5. Planning Commission deliberates on the case. They may question staff or the applicant.
  - i. Commissioner proposes a motion.
  - ii. Another Commissioner seconds the motion, and then the

- Chair states the motion to the assembly.
- iii. Chair calls for deliberation and/or discussion of the motion.  
(NOTE: Discussion must be confined to the motion before the commission).
  - iv. If there is no further discussion, the Chair calls for a vote on the motion and restates the motion.
6. The Chair closes the hearing (stating, "This hearing is now closed.") upon a motion being passed by a majority of the Planning Commission.

NOTE: Each member of the public is limited to three (3) minutes per person for public testimony. At the onset of the meeting, the Chair has the authority to increase the per-person time for public comment at his or her discretion based on the nature and attendance of the meeting. In the event the Chair uses his or her discretion to accept additional testimony or evidence after the close of the Public Testimony portion of the hearing, the Chair should reopen the Public Testimony portion of the hearing and may limit testimony to a specific issue and timeframe.

## **VII. AMENDMENTS**

- A. The By-laws and Rules of Procedure of the Planning Commission of the City may be amended at any meeting of the Planning Commission by a majority vote of the entire membership. Any amendments approved by the Planning Commission must also be approved by the City Council before they become effective.

## **VIII. PERIODIC REVIEW**

- A. These By-laws and Rules of Procedure of the Planning Commission of the City of White Salmon are subject to periodic review and should be reviewed by the commission annually.

**File Attachments for Item:**

2. Unit Lot Subdivision Ordinance



MEMO

TO: Mayor Marla Keethler  
City of White Salmon, Washington  
SUBJECT: Unit lot Subdivision Ordinance, and Citizen Testimony  
DATE: February 11, 2025

Please see attached the revised draft unit lot subdivision ordinance for consideration at Planning Commission and Council hearings.

As discussed, a previous version of this ordinance was submitted and subsequently tabled following critical comments contained in a letter from Peter Wright and several other co-signers. I believe the updated draft addresses their comments, with the exception of a call for a roundtable session of interested stakeholders. However, in the interest of time, I recommend that we proceed with the hearings, which will give ample time for further input from them or others.

To summarize their comments, and our approach in response (in bold italics):

1. The ULS process should be approved in a one-step process, not a preliminary and final plat as is the case with short plats. ***The revised ordinance uses a one-step process.***
2. The ordinance does not comply with State law. ***Dave Osaki from Commerce has provided guidance in this process including an ordinance template, and he assures that this is the appropriate process under State law. The ordinance has also been reviewed by the City Attorney.***
3. The ordinance appears to be a copy of an ordinance by the City of Port Townsend. ***The Port Townsend ordinance was provided by the Department of Commerce as a suitable model. However, following Peter Wright's letter, the Department of Commerce issued its own model language which has been used here instead.***
4. The ULS process should be separate from the short plat process. ***The revised ordinance is a stand-alone process.***
5. Condominium ownership structures introduce additional barriers. ***The question of condominium ownership structure is not addressed in the draft ordinance.***
6. Shared utilities should be allowed. ***This is a separate issue from the ULS ordinance, and given the irregular conditions city-wide, will need to be resolved with Public Works on a case-by-case basis.***

I look forward to discussing these issues further in the hearing.

**CITY OF WHITE SALMON  
ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF WHITE SALMON, WASHINGTON, AMENDING TITLE 16  
TO ADD CHAPTER 16.66; SEVERABILITY AND AN EFFECTIVE DATE**

**WHEREAS**, the City of White Salmon (“City”) acknowledges the need to provide legal mechanisms to implement its Housing Action Plan, to provide more infill housing opportunities, and to accommodate more diverse and affordable housing; and

**WHEREAS**, the City recognizes the current barriers to infill development, including the current limitations of its subdivision procedures; and

**WHEREAS**, the City recognizes the State of Washington RCW 58.17.060(3) requires that “All cities, towns, and counties shall include in their short plat regulations procedures for unit lot subdivisions allowing division of a parent lot into separately owned unit lots;” and

**WHEREAS**, the unit lot subdivision process is well-established in a number of other Washington cities, offering effective models for implementation in White Salmon; and

**WHEREAS**, the City has conducted public outreach and gathered public comments in accordance with the City’s Public Participation Plan, sufficient to establish regulations in accordance with RCW 36.70A;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF WHITE SALMON DOES  
ORDAIN AS FOLLOWS:**

That the following amendments be made to White Salmon Municipal Code Title 16:

**SECTION 1. Amendment to Title 16, adding Chapter 16.66, “Unit Lot  
Subdivisions.”**

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**Chapter 16.66**  
**UNIT LOT SUBDIVISIONS**

**16.66.010 Definitions**

The following definitions shall apply to this chapter:

A. “Lot, parent” - means a lot which is subdivided into unit lots through the unit lot subdivision process.

B. “Lot, unit” - means a lot created from a parent lot and approved through the unit lot subdivision process.

C. “Unit lot subdivision” means the division of a parent lot into two or more unit lots within a development and approved through the unit lot subdivision process.

**16.66.020 Purpose.**

The purpose of this chapter is to establish a process which allows greater flexibility in the development of single-family detached and attached housing on lots which do not strictly conform to the development standards of Chapters 16.60 or 16.65. This process may be used as an alternative to a conventional subdivision or short subdivision and shall be permitted in any residential zone allowing for the development of single-family detached dwellings. To use this process, developments shall contain at least two single-family dwellings.

**16.66.030 Applicability.**

- A. Site Plan Approval Required. All developments using the unit lot process are required to submit a site plan for review and approval as part of the land division application. The site plan must demonstrate compliance with the applicable regulations of Chapter 17 and this title.
- B. Conflict. In the event of a conflict between this chapter and any other provisions of Chapters 16 or 17 and this title, the requirements of this chapter shall control.

**16.66.040 Application procedures.**

- A. A lot may be divided into separately owned unit lots, provided the following standards are met.
  - 1. Approval Process. Unit lot subdivisions follow the application procedures for a short subdivision (4 or fewer lots) or subdivision (more than 4 lots), depending on the number of lots.

2. Applicability. . A lot to be developed with middle housing, detached accessory units, or multiple detached single-family residences, in which no dwelling units are stacked on another dwelling unit or other use, may be subdivided into individual lots as provided herein.
3. Development as a whole on the parent lot, rather than individual unit lots, shall comply with applicable design and development standards.
4. Subsequent platting actions, additions, or modifications to the structure(s) may not create or increase any nonconformity of the parent lot.
5. Access easements, joint use and maintenance agreements, and covenants, conditions and restrictions (CC&Rs) identifying the rights and responsibilities of property owners and/or the homeowners' association shall be executed for use and maintenance of common garage, parking and vehicle access areas; underground utilities; common open space; shared interior walls; exterior building facades and roofs; and other similar features shall be recorded with the county auditor.
6. Within the parent lot, required parking for a dwelling unit may be provided on a different unit lot than the lot with the dwelling unit, as long as the right to use the parking is formalized by an easement set forth on the face of the plat and recorded with the county auditor.
7. Portions of the parent lot not subdivided for individual unit lots shall be owned in common by the owners of the individual unit lots, or by a homeowners' association comprised of the owners of the individual unit lots.
8. Notes shall be placed on the face of the plat as recorded with the county auditor to state the following:
  1. The title of the plat shall include the phrase "Unit Lot Subdivision."
  2. Approval of the development on each unit lot was granted by the review of the development, as a whole, on the parent lot.
9. Effect of Preliminary Approval. Preliminary approval constitutes authorization for the applicant to develop the required facilities and improvements, upon review and approval of construction drawings by the public works department. All development shall be subject to any conditions imposed by the city on the preliminary approval.
10. Revision and Expiration. Unit lot subdivisions follow the revision and expiration procedures for a short subdivision.

#### **16.66.050 Approval criteria.**

In addition to the review criteria provided in Title 16 WSMC, the following criteria are the minimum measures by which each proposed unit lot subdivision will be considered:

A. Unit lot subdivisions shall be given preliminary approval, including preliminary approval subject to conditions, upon finding by the city that all the following have been satisfied:

1. The proposed unit lot subdivision conforms to all applicable city, state and federal zoning, land use, environmental and health regulations and plans, including, but not limited to, the following:
  - a. White Salmon comprehensive plan;
  - b. White Salmon zoning code;
  - c. Engineering design standards;
  - d. Critical areas ordinance (Chapter 18.10 WSMC);
2. Utilities and other public services necessary to serve the needs of the proposed unit lot subdivision shall be made available, including open spaces, drainage ways, streets, alleys, and other public ways.
3. Conservation of existing trees, and/or the planting of new trees, shall be provided consistent with Chapter 18.35 – City Tree Ordinance, and Chapter 18.40 – Special Provisions – Heritage Trees;
4. The probable significant adverse environmental impacts of the proposed unit lot subdivision, together with any practical means of mitigating adverse impacts, have been considered such that the proposal will not have an unacceptable adverse effect upon the quality of the environment, in accordance with Title 18 WSMC and Chapter [43.21C](#) RCW;
5. Approving the proposed unit lot subdivision will serve the public use and interest and adequate provision has been made for the public health, safety, and general welfare.

**16.66.060 Unit lot plat review process.**

- A. An application for a unit lot subdivision shall be processed according to the procedures for Type I-B land use decisions established in Chapter 19.10 WSMC, Land Development Administrative Procedures.
- B. The director shall solicit comments from the public works director, fire chief or designee, local utility providers, police chief, building official, school district, adjacent jurisdictions if the proposal is within one mile of another city or jurisdiction, Washington State Department of Transportation if the proposal is adjacent to a state highway, and any other state, local or federal officials as may be necessary.
- C. Based on comments from city departments and applicable agencies and other information, the city shall review the application subject to the criteria of WSMC 16.45 and 16.60, unless superseded by provisions herein. A proposed unit lot subdivision shall only be approved when consistent with all the provisions of



WSMC 16.45 and 16.60, unless superseded by the provisions herein.

- D. An applicant for a unit lot subdivision may request that certain requirements established or referenced by this chapter be modified. Such requests shall be processed according to the procedures for variances in Chapter 16.65.080 WSMC.

**16.66.070 Approval.**

- A. The administrator shall approve, approve with conditions, or deny the unit lot subdivision within the applicable time requirements. The decision shall be in writing and shall set forth findings of fact supporting the decision.
- B. Approval or approval with conditions shall authorize the applicant to proceed with preparation of the final unit lot subdivision, following the applicable procedures of WSMC 16.65.
- C. If the preliminary approval of the unit lot subdivision requires the meeting of conditions, construction of private roads, utilities and/or water systems, or the applicant needs time to obtain required certifications, then the applicant's unit lot subdivision shall be granted conditional approval for up to a two-year period, or as otherwise provided by state law, to provide time to complete the conditions.
- D. Upon fulfillment of the conditions of approval, and upon acceptance of such proof by the administrator, the administrator shall then authorize the recording of the unit lot subdivision.
- E. Recording. It is the responsibility of the unit lot subdivision applicant to record the unit lot subdivision map with the county auditor. The unit lot subdivision applicant shall pay the current recording fee. Upon recording the unit lot subdivision, the administrator shall obtain one copy of the unit lot subdivision for city records. The applicant shall not submit to the county auditor any unit lot subdivision plat that does not bear the city's certificate of approval. Filing a unit lot subdivision plat without the city's certificate of approval shall be a violation of this chapter.

**SECTION 2. Severability / Validity.** The provisions of this ordinance are declared separate and severable. If any section, paragraph, subsection, clause or phrase of this ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portion of this ordinance.

**SECTION 3. Effective Date.** This ordinance shall take effect and be in force five (5) days after its approval, passage and publication as required by law.

**SECTION 4: Transmittal to the State.** Pursuant to RCW 36.70A.106, a complete and accurate copy of this ordinance shall be transmitted to the Department of Commerce within ten (10) days of adoption.

**PASSED** this \_\_\_ day of \_\_\_\_\_ by the City Council of the City of White Salmon, Washington, and signed in authentication of its passage.

\_\_\_\_\_  
Marla Keethler, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk/Treasurer

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney