White Salmon Planning Commission Meeting
A G E N D A
March 11, 2026 – 5:30 PM
119 NE Church Ave and via Zoom Teleconference

Meeting ID: 836 2181 2195
Call in Number: 1 (253) 215-8782 US (Tacoma)

Call to Order/Roll Call

Public Comment

Members of the public attending the meeting, either in person or via Zoom, are welcome to provide general public comment. Each speaker will be allotted three minutes.

Discussion Items

1. Pre-approved building plans
2. Shared Utilities
    - Continuing discussion
    - Workshop topics and outreach for March 25

Adjournment

File Attachments for Item:

1. Pre-approved building plans

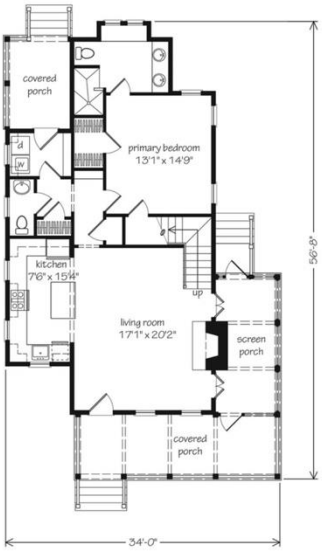
City of White Salmon

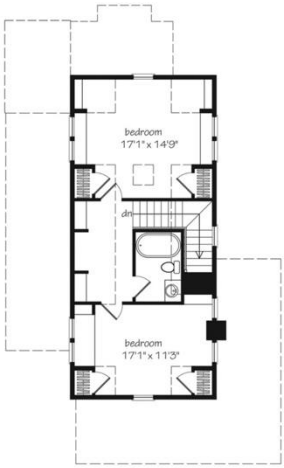
Compendium of Pre-Approved Plans Selected by Public Survey

As of December 2, 2024

Note: the 16 plans in this collection were part of a group of 20 selected by City consultant Michael Mehaffy following input from a previous visual preference survey in which 56 citizens participated. In the follow-up survey, 48 participants selected these 16 and rejected 4, on the basis of positive evaluations (average scores of 5 or greater out of 10) or negative evaluations (average score less than 5 out of 10).

“Sugarberry Cottage”





Specifications

Floors: 2
Bedrooms: 3
Bathrooms: 3
Foundations: Crawlspace

Square Feet

Main Floor: 1,052
Upper Floor: 627
Total Conditioned: 1,679
Front Porch: 204
Rear Porch: 234

Dimensions

Width: 34'-0"
Depth: 57'-0"
Height: 26'-0"
House Levels: Main Floor - 9'-0", Upper Floor - 9'-0"

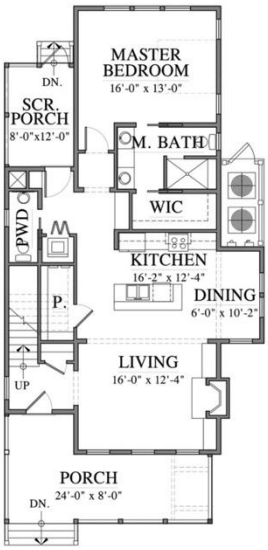
Construction

Wall Construction: 2x6
Exterior Finish: Lap Siding, Shake
Roof Pitch: 12:12, 3:12

Features

Primary Bedroom: Double Sink, Shower, Walk-in Closet
Additional: Fireplace, Porch, Screened Porch

“Canton Row”



Specifications

Floors: 2
Bedrooms: 3
Bathrooms: 3
Foundations: Pier

Square Feet

Main Floor: 1,170
Upper Floor: 453
Total Conditioned: 1,623
Front Porch: 230
Rear Porch: 96

Dimensions

Width: 30'-0"
Depth: 59'-10"
Height: 28'-4"
House Levels: Main Floor - 10'-0", Upper Floor - 9'-0"

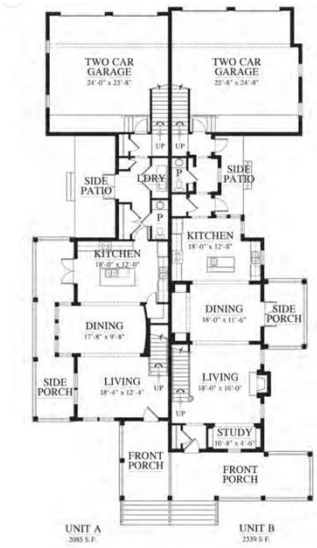
Construction

Wall Construction: 2x6
Exterior Finish: Lap Siding, Shake
Roof Pitch: 12:12, 3:12

Features

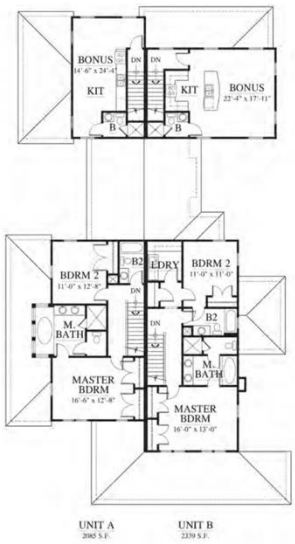
Primary Bedroom: Double Sink, Shower, Walk-in Closet
Additional: Fireplace, Porch, Screened Porch

Farnham Duplex



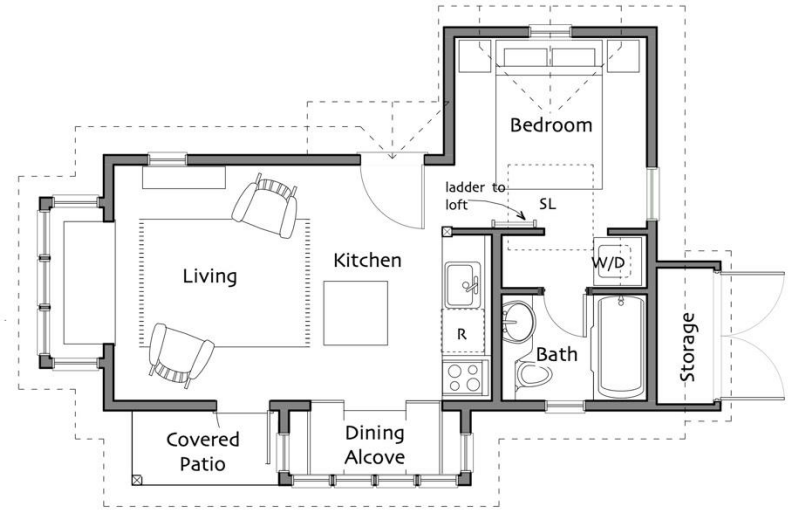
Two side-by-side homes in one. Three bedrooms each, including a flex space above the garage. Use the flex space as a home office or guest suite. Front and side porches, too.

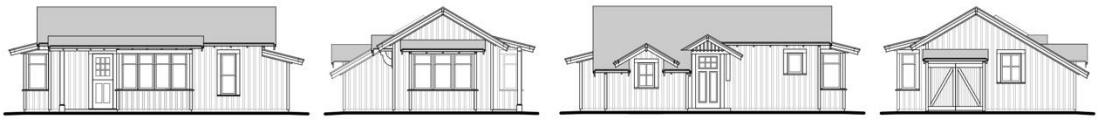
- Unit A: 3 bedrooms - 3.5 baths (2,085 s.f.)
- Unit B: 3 bedrooms - 3.5 baths (2,339 s.f.)
- 56'''6'' W x 108'8'' D
- 4,424 square feet total



Geoffrey Mouen Architect

First Floor	
Living/Kitchen	11' x 16'
Dining	3' x 8'
Bedroom	9' x 9'
Bath	full w/Laundry
Total Heated Area	449 sf plus 21 sf unheated shed spac
Footprint	32' x 22'





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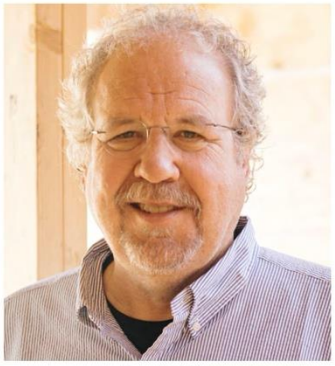
Backyard Cottage

Greenwood Cottage

An easy-to-build Craftsman cottage with two bedrooms, one bath, and a private front porch

- 2 bedrooms - 1 bath
- 24' W x 36' D x 20' H
- 1 story
- 725 square feet

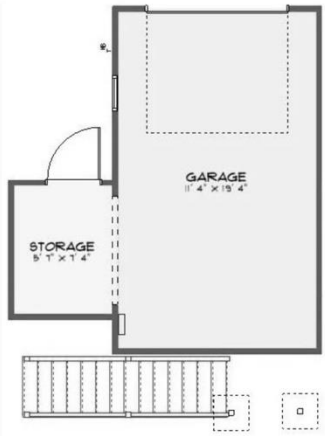


Bruce B. Tolar

One Car Carriage House

Carriage house style, wide eaves, and exposed rafter tails make this handsome design a welcome neighbor. One-car garage with workshop. Upstairs apartment with separate entrance for home office, studio, or guest suite.

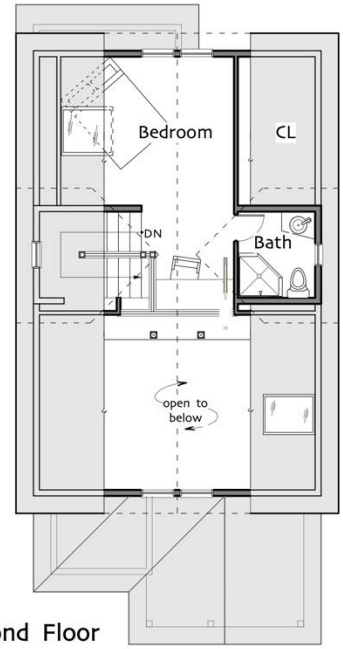
- 0 bedrooms - 1 bath
- 18' W x 20' D x 20' H
- 2 stories
- 240 square feet living area; 528 total



Jo-Ann Peck

First Floor	
Kitchen/Living	14' x 21'
Dining Alcove	7' x 5'-6"
Bedroom	12'-4" x 11'-4"
Bathroom	full
Second Floor >5'	
Bedroom	11'-4" x 11'-4"
Bathroom	three-quarter
Total Heated Area	1168 sq ft
Footprint	22' x 46'

First Floor



Second Floor

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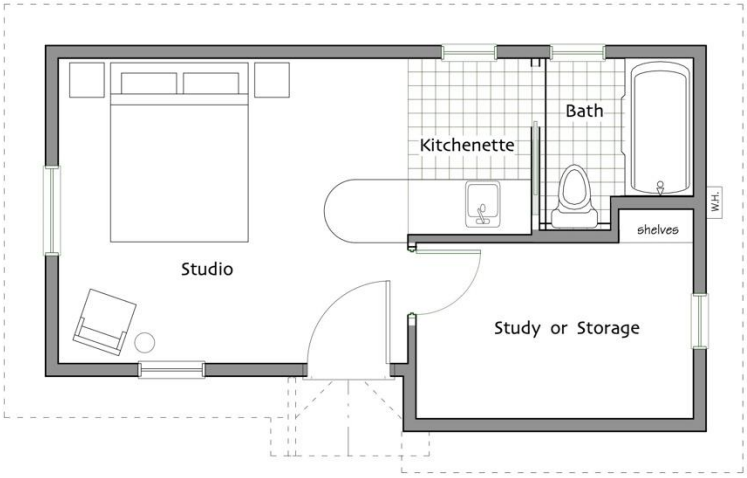
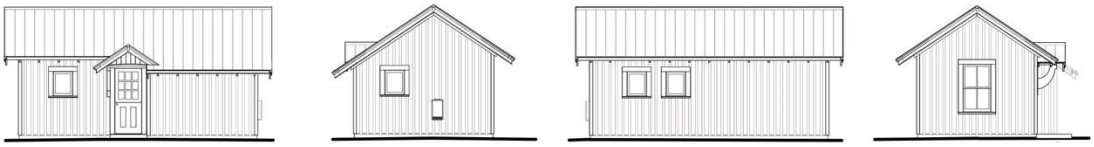
Coho B

Bedroom	11' x 12'-3"
Storage	8' x 6'-6"
Kitchenette	6' x 4'-10"
Bath	full
Total Area:	307 sf
Footprint:	24' x 14'





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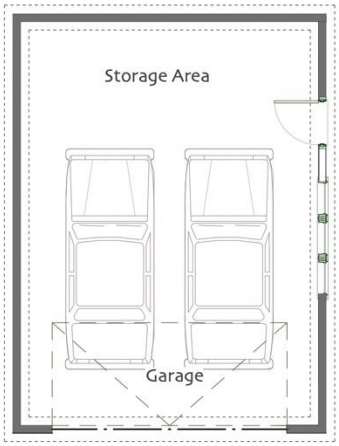
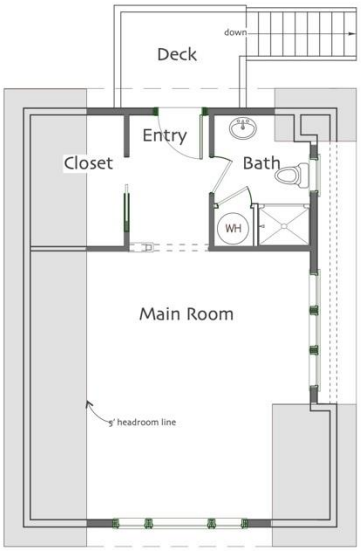
Blue Sky Cabin

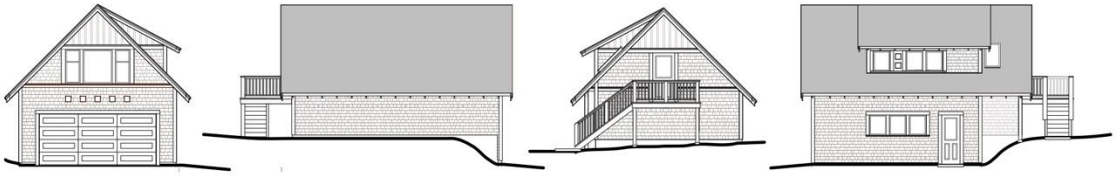
First Floor Garage	**21′ x 27′-6″**
Total Area	607 sq ft
Second Floor	
Main Room	15′-6″x 27′-6″
Bathroom	three-quarter
Total Area >5′	415 sq ft
Total Combined Area	**1022 sq ft**
Deck	7′ x 8′-6″
Footprint (includes deck)	22′ x 36′



First Floor



Second Floor



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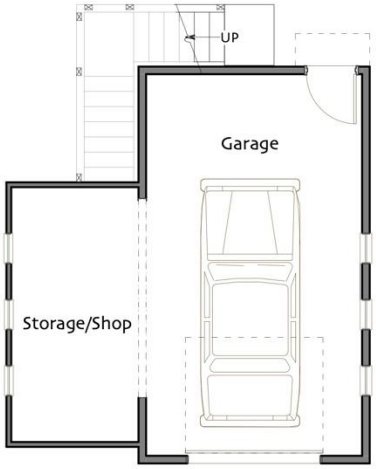
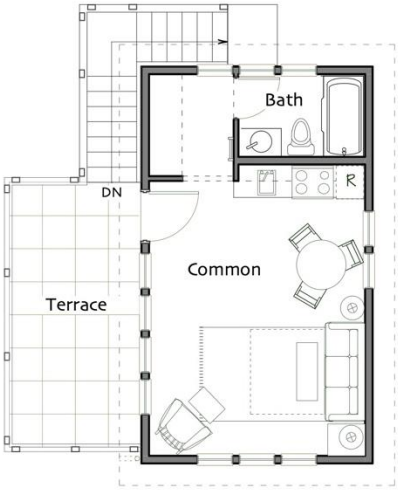
Strawbridge Garage & Studio

First Floor	
Garage	14′ x 24′
Shop	16′ x 8′
Total Area	464 sf
Second Floor	
Studio	11′-4″ x 14′-6″
Bathroom	three-quarter
Closet	5′-1″ x 6′-1″
Total Area	336 sf
Total Combined Area	800 sf
Terrace	15′-8″ x 7′-10″
Footprint	22′ x 28′



First Floor



Second Floor

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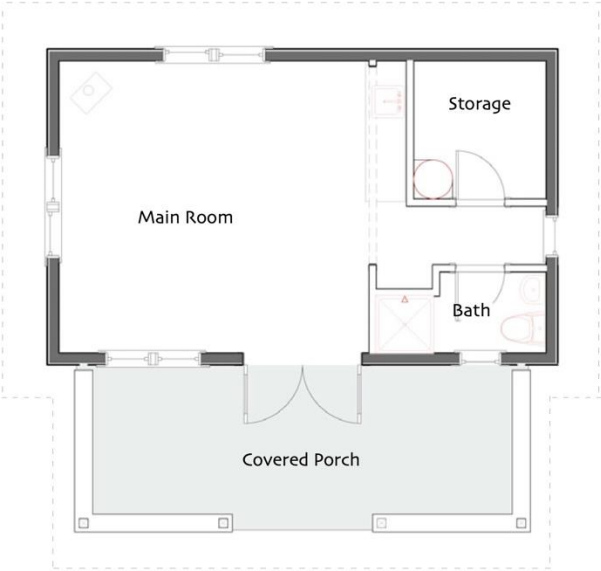
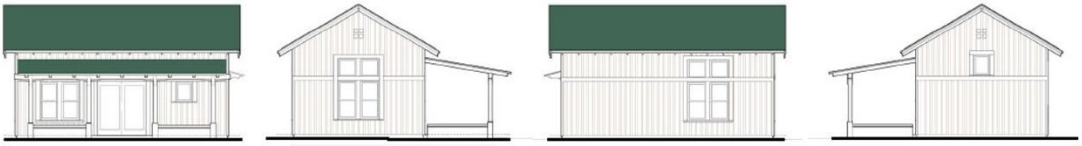
Justenuf ADU

Main Room	17'-9" x 15'-1"
Storage	7'-2" x 6'-8"
Bath	three-quarters
Total Area	416 sf
Front Porch	190 sf
Footprint: (with porch)	26' x 16 26' x 24'-7"





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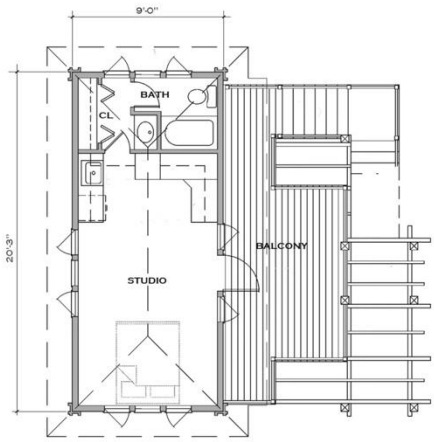
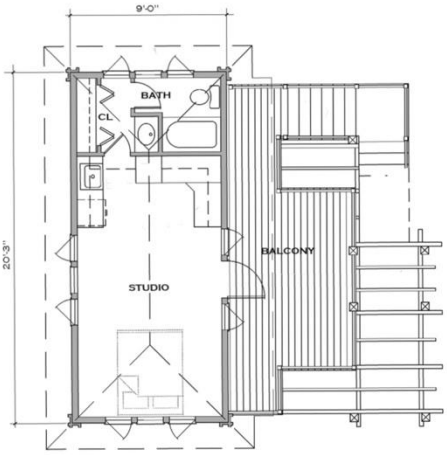
BackBay Studio v. A

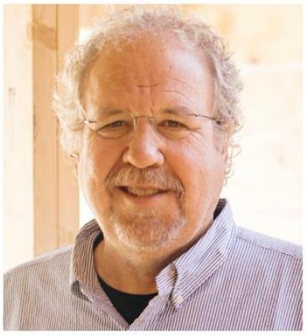
Tucker Carriage House

This single-bay carriage house with studio apartment lives larger with a second-story porch that doubles as a carport. The traditional style makes it an appropriate pairing for Southwestern, Usonian, and Craftsman-style homes.

- 0 bedrooms - 1 bath
- 1-car garage with carport
- 9' W x 20'-3" D
- 2 stories
- 182 square feet living area, 331 total

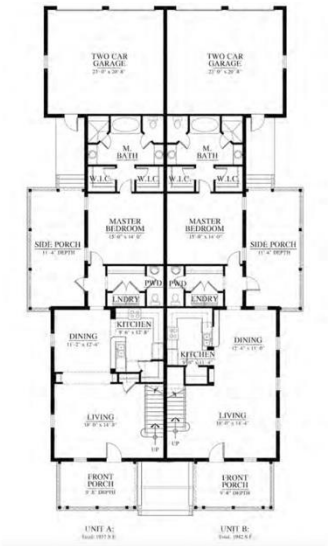






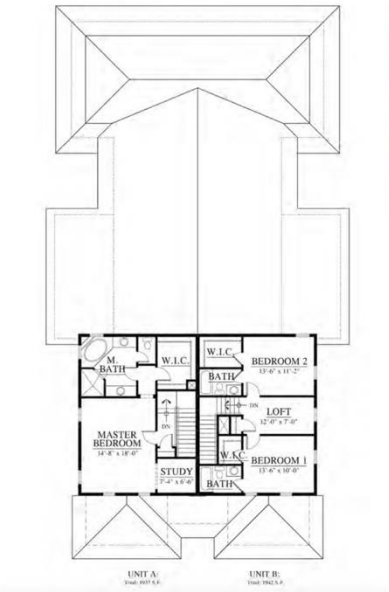
Bruce B. Tolar

Summerland Duplex



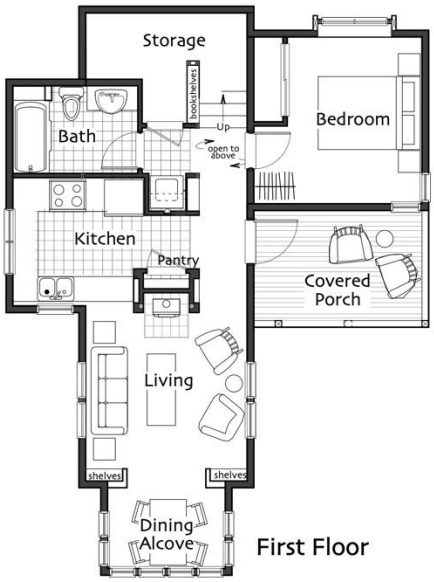
Live comfortably indoors and out with the spacious front and side porches of this side by side duplex.

- 2 units
- Unit A: 2 bedrooms - 2.5 baths
- Unit B: 3 bedrooms - 3.5 baths
- 54'-8" W x 99'-10" D (overall)
- 2 stories
- 2-car garage - attached (one per unit)
- 5,787 square feet (overall)

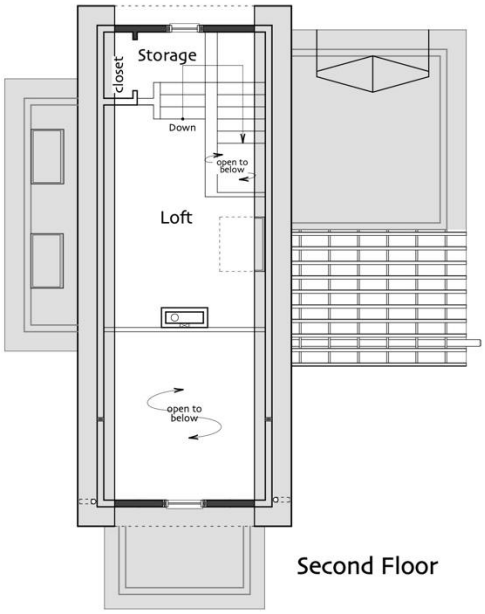


Geoffrey Mouen Architect

First Floor	
Living Room	11′-0″ x 12′-0″
Kitchen	8′-9″ x 9′-0″
Dining Alcove	5′-6″ x 8′-0″
Bedroom	9′-7″ x 11′-6″
Bathroom	full
Second Floor >5′	
Loft	20′-0″ x 9′-6″
Total Heated Area	881 sq ft
Footprint	29′ x 39′



First Floor



Second Floor

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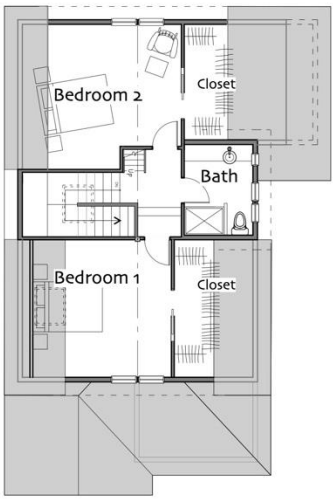
Lavatera

First Floor	
Living Room	13′-6″ x 12′
Kitchen	13′-6″ x 11′-2″
Dining Room	7′-6″ x 11′- 6″
Bedroom	11′-6″ x 10′-6″
Laundry	8′-9″ x 7′
Bath 1	full
WC	half
Second Floor >5′	
Bedroom 1	13′-6″ x 13′-9″
Bedroom 2	14′-4″ x 14′-8″
Bathroom	three-quarter
Total Heated Area	1817 sf
Covered Porch	9′-6″ x 11′
Garage	21′ x 25″
Footprint	30′ x 67′

First Floor



Second Floor

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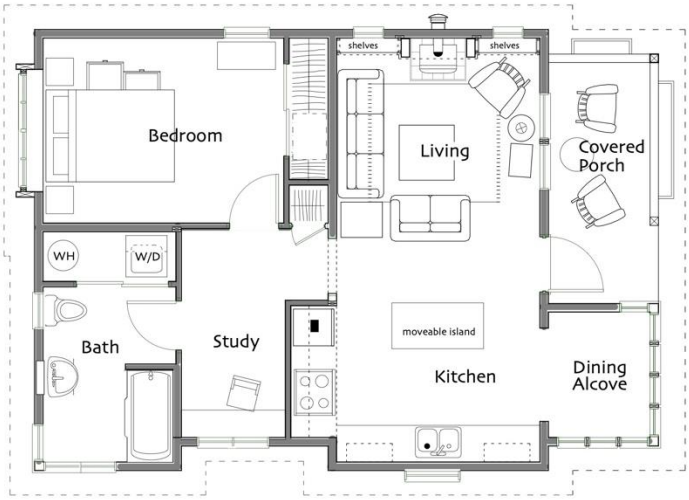
Madison

First Floor	
Living/Kitchen	11′ x 23′
Dining Alcove	6′-10″ x 6′
Bedroom 1	10′ x 15′-6″
Study	5′-8″ x 11′-4″
Bath	full w/Laundry
Total Heated Area	708 sq ft
Footprint	24′ x 34′



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Betty Lu

City of White Salmon

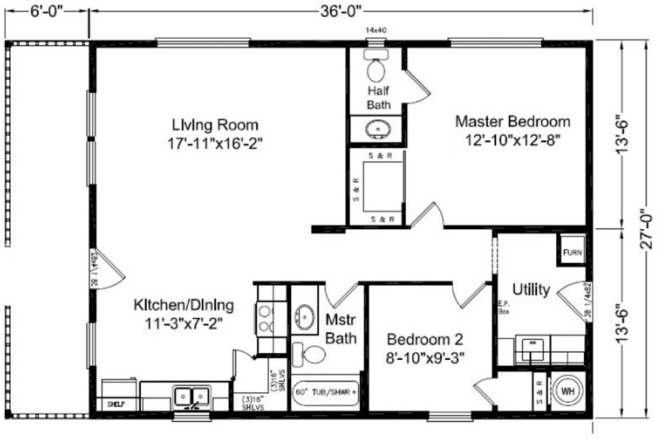
Compendium of Pre-Approved Plans Selected by Public Survey

As of December 2, 2024

Note: the 6 homes in this collection were part of a group of 10 selected by City consultant Michael Mehaffy following input from a previous visual preference survey in which 56 citizens participated. In the follow-up survey, 64 participants selected these 6 and rejected 4, on the basis of positive evaluations (average scores of 5 or greater out of 10) or negative evaluations (average score less than 5 out of 10).

$101,621*

972	2	2	27x42	2	1	1
SQFT	BEDROOMS	BATHROOMS	AREA	SECTIONS	LIVING AREA	DINING AREA



Palm Harbor Homes

River's Edge

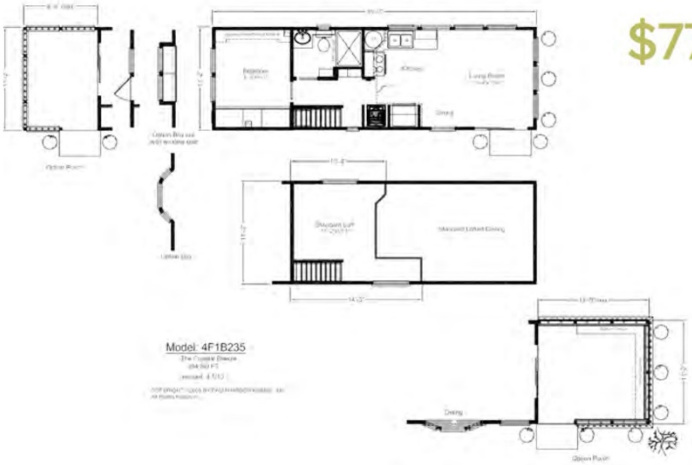
4P36S58

$69,900*

CHAMPION CALIFORNIA

Athens Park 516

APH516



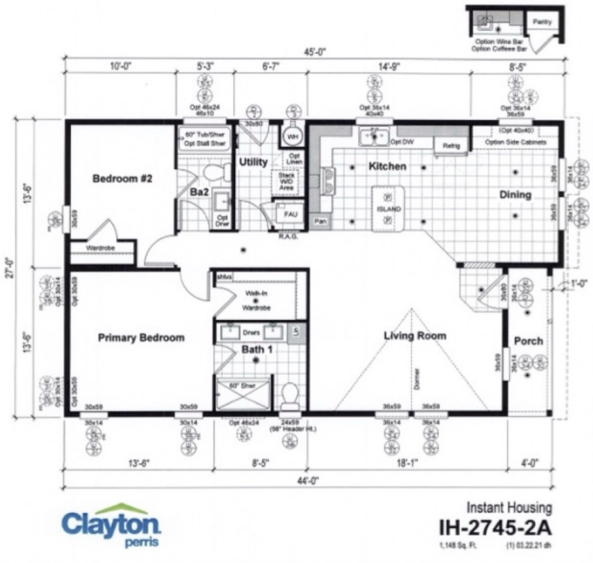
$77,500*

Palm Harbor Homes

Coastal Breeze Lodge

4F1B235

1148	2	2	27x45	2	1	1
SQFT	BEDROOMS	BATHROOMS	AREA	SECTIONS	LIVING AREA	DINING AREA



$179,992*

Golden West
CALIFORNIA

Perris
IH2745

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391.11 sq.ft.
Model: 4H2CB2

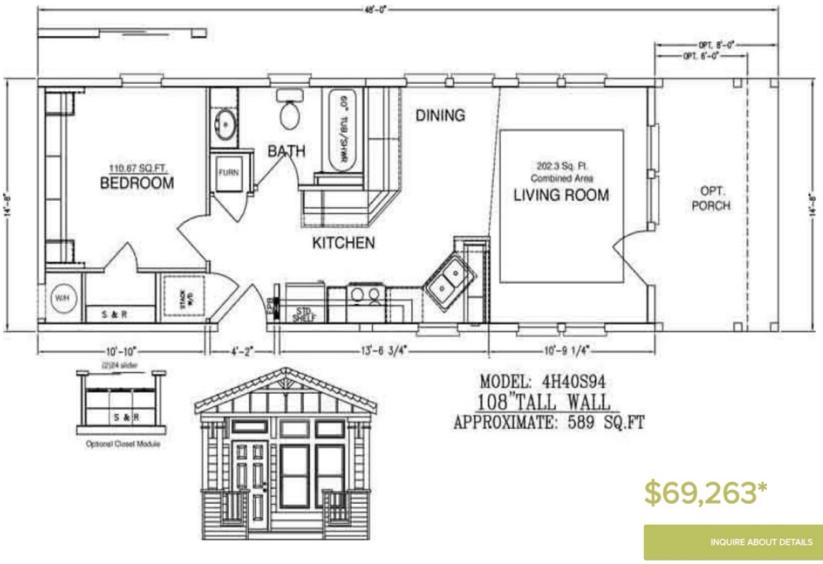
$76,500*

Palm Harbor Homes

Black Bear Cabin

4H2CB2

586	1	1	15x48	1	1	1
SQFT	BEDROOM	BATHROOM	AREA	SECTION	LIVING AREA	DINING AREA



MODEL: 4H40S94
108"TALL WALL
APPROXIMATE: 589 SQ.FT

$69,263*

INQUIRE ABOUT DETAILS

Palm Harbor Homes

Paradise

N4H40S94

MY KABIN

APPROACH | MODELS | PORTFOLIO | ABOUT | CONTACT |

Olympic Traditional

$177,000 +tax

Model shown here may include additional upgrades

LEVELS	BEDROOMS	BATHROOMS	AREA
1 story	Studio	0.75	255 Sq. Ft.

NOTE: This price is delivered and installed.

A cozy backyard studio with a full kitchen, bath, and 40 sq. ft. covered front porch.

- Full kitchen with a stainless steel appliance package and multiple upgrade options
- Common room with vaulted living area to maximize space, plus attic storage space over bathroom
- Adjustable interior layouts
- Customizable window sizes and locations
- Constructed to Built Green's 4-star standards
- Exterior dimensions: 12' x 22'

Structura Naturalis Inc.
Michael W. Mehaffy, Ph.D.
Planning * Design * Strategic Consulting
P.O. Box 2579 * White Salmon, WA 98672 * 503-250-4449

MEMO

TO: Mayor Marla Keethler
City of White Salmon, Washington
CC: Mark Van Voast, Luke, Franz, Chad Lindley, Paul Koch
SUBJECT: Pre-approved plan review process
DATE: February 26, 2025

As discussed, I met with Mark Van Voast and colleagues (copied) at Hood River County, following a meeting with Dev Bell of Bell Design. The following points emerged:

- We discussed the incentives for applicants to use the citizen pre-approved plans, and the benefits we could provide through the review process. The actual review in this case would be similar to that of any new application, with the main difference being the certainty of a plan that had already been screened by Planning (City of WS or Skamania County) and Building (HR County). In either case, HR County's review time would likely be within two weeks.
- The actual routing would likely be:
    - The applicant would select a plan, and draw (or have drawn) a site plan for their own site
    - The City would review for conformance with the zoning code (after collecting the application fee)
    - The applicant would order and pay for the full plan set from the provider
    - The plan would then go to Bell Design for any upgrades needed to meet local conditions, at the Applicant's expense (This could be reduced over time as most conditions would be repeats, e.g. similar additions of hold-downs, etc.)
    - The set with any revisions would go to HR County for building review, and after any corrections needed, a permit would be issued
- It was noted that this is not much more streamlined than any other plan set would be, except that the use of repeat plans could allow a fixed lower review fee, and/or a rebate to the applicant.
- The other major incentive would be an acceleration of the overall review time, including planning review (assuming the Applicant used a typical layout, which we could provide in schematic form).
- It was noted also that this program is targeted especially at lot owners who are reluctant to move forward on infill projects because of the uncertainty, potential delay and risk of the regulatory process. A more formalized process with increased certainty and speed could be very helpful motivations.

In addition, we discussed the City's fee structure which has been reviewed recently by Facet. HR County is undergoing a process of equalizing the fee structures across their county, City of Hood River, and Wasco County.

We discussed the desirability of a follow-up meeting with the Mayor, Paul, and other staff to discuss the process more generally, particularly once a permanent planner comes on board.

Structura Naturalis Inc.
Michael W. Mehaffy, Ph.D.
Planning * Design * Strategic Consulting
P.O. Box 2579 * White Salmon, WA 98672 * 503-250-4449

MEMO

TO: Rowan Fairfield, City of White Salmon
CC: Mayor Marla Keethler, City of White Salmon
SUBJECT: Pre-Approved Plans – Background Info
DATE: March 3, 2026

I did a bit of background research on this issue, and below are some conclusions as reflected in the experiences of other early adopters.

1. Core Benefits Identified

A. Regulatory Efficiency and Reduced Friction

For applicants (builders, homeowners, small developers):

- **Faster approvals:** Pre-approved plans cut weeks or months from permitting because the architectural/design review work is already done. Builders can submit designs that are ready to be permitted as-is, eliminating repetitive review cycles.
- **Lower soft costs:** Standardized plans reduce the need to hire architects repeatedly or pay for bespoke designs for every site. Permits that are essentially "by-right" save on professional fees and avoid drawn-out negotiations with staff and boards.

For jurisdictions (cities/staff):

- **Predictable workload:** Planning and building departments see more standardized submissions rather than highly variable bespoke packages, making reviews smoother and consistent.
- **Fewer discretionary decisions:** With pre-approved plans aligned to local codes, fewer decisions hinge on subjective review, lowering political risk and increasing transparency.

Shared benefits:

- **Supports infill development:** Especially in legacy cities with many small vacant lots, pre-approved plans make inner-city development more viable by matching common lot geometries and regulatory frameworks.
- **Preserves vernacular and design quality:** A curated set of plans can ensure context-sensitive architecture that fits existing neighborhood character, addressing common opposition to new housing.

B. Cost Reductions and Market Impacts

- **Reduced regulatory drag translates into economic savings:** Reports from multiple cities find per-unit cost savings (e.g., >$10,000 per home) when fast-tracking permits and reducing architectural/design costs.
- **More attainable housing without direct subsidies:** Instead of tax incentives or subsidized units, streamlining regulatory processes lowers costs indirectly, making homes more accessible to small builders and future owners.

C. Systemic and Policy Benefits

- **Encourages housing variety:** By including duplexes, townhouses, ADUs, and other small-scale types in plan libraries, communities expand missing-middle options without structural zoning battles.
- **Leverages existing infrastructure:** Because the focus is on infill, pre-approved plans help fully utilize legacy city infrastructure rather than promoting sprawl.
- **Aligns with broader reforms:** When tied to zoning reforms (e.g., permitting smaller lots, right-sizing parking), pre-approved plans become part of a coherent housing strategy rather than a stand-alone tactical fix.

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2. Pitfalls and Key Implementation Challenges

A. Early Adoption and Market Uptake

Real-world barriers:

- **Builders still want tweaks:** Plans that are too rigid can be unattractive because builders and buyers often want personalization; too many tweaks can remove the advantage of "pre-approved."
- **Psychological resistance:** Even when plans are approved, small developers sometimes hesitate because of unfamiliarity with designs or fear they won't sell.

B. Design and Code Alignment

- **Generic plans vs. local codes:** Statewide plan catalogs risk not maximizing buildable space under local zoning; they must be tuned to the most prevalent local regulations to be economically compelling.
- **Regulatory alignment is essential:** Approving plans alone isn't sufficient; zoning, parking, lot sizes, housing type permissions, and permitting rules must be aligned so that approved plans can actually be built without extra variances or exceptions.

C. Administrative Investment and Commitment

- **Initial cost and capacity:** Developing pattern books and expanding plan libraries requires upfront design work and staff time. Smaller jurisdictions may lack capacity without external assistance.
- **Training and systems integration:** E-permitting systems, clear process guides, checklists, and staff training are necessary so the theoretical benefits translate into real practice.

3. Steps to Ensure Real Incentives and Success

A. Match Plans to Local Context

- Curate a portfolio of plans that reflect the *vernacular architecture* and typical lot dimensions of the community, increasing their appeal and feasibility.
- Engage builders early to validate that the plans are "sellable" and buildable in the local market.

B. Streamline the Entire Regulatory Pipeline

- Update zoning codes to permit the housing types represented in the plan library without special exceptions.
- Optimize permit processes with e-submissions, clear checklists, and fast-track pathways tied explicitly to the plan catalog.

C. Institutionalize Incentives

- Offer *actual incentives* such as reduced fees, expedited reviews, or tax abatements tied to using approved plans to make the choice financially rewarding relative to the status quo.
- Create public-private partnerships to sustain and update the plan library and associated outreach, keeping designs fresh and relevant.

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4. How to Frame These Benefits to Stakeholders

Stakeholder	Key Advantage	Real Incentive Mechanism
Local Builders/Developers	Certainty in approvals; lower soft costs	Expedited permits; reduced plan review fees
Small Homeowners / DIY Builders	Affordable entry to home construction	Free/downloadable plans; support guides
Planning/Building Departments	Predictability; reduced review burden	Clear codes; integrated e-permitting
Elected Officials / Community	Context-sensitive growth; infill activation	Demonstrable housing starts; affordable options

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Summary

Pre-approved housing plans don't *magically* solve affordability or supply challenges on their own, but when implemented with supporting code reform, technical assistance, and outreach, they offer:

- **Reduced regulatory friction**
- **Faster and cheaper housing delivery**
- **Design predictability and quality assurance**

- **Meaningful incentives for builders and jurisdictions**

The value becomes *real* when jurisdictions calibrate these plans to their context, institutionalize fast-track pathways, and combine them with procedural and financial incentives that matter in practice.

File Attachments for Item:

2. Shared Utilities

Continuing discussion

Workshop topics and outreach for March 25

Shared Utility thoughts:

The city only has jurisdiction over Water & Sewer. Other utilities (gas, electricity, phone/internet/TV) are not within the jurisdiction of the city.

In our last meeting we came to an understanding that shared Sewer lines were feasible, but shared Water was more challenging.

How much could a homeowner save with shared utilities?

- Water Base fee = $61.88/month, Water Rights fee = $6.25/month and Sewer Base fee is $67.04/month. With fully shared city utilities this would save a homeowner $67.58/month. Sharing Sewer only would save them $33.52/month. Water Base fee is increasing by 8%/year. Sewer Base fee is increasing $5%/year.

How much will construction cost be reduced by sharing utilities?

- ¾" Water line cost $5287. This will serve one home. Sharing between 2 homes would necessitate a 1" line to provide adequate flow which costs $7705. Sharing between 3 or more homes would require a 2" line which costs $24,289. It is less expensive to install three 1" lines than one 2" line. One 1" line rather than two ¾" lines would save the contractor $1435. How much of that savings would be passed along to the homeowners? I could not find installation costs for sewer line on the City website.

Questions for workshop:

- Do the contractors propose sharing both Sewer and Water?
- Do the contractors propose using a sub-meter to track water usage per household so they can split the cost appropriately?
- How do the contractors propose the homeowner deal with the cost of repairs on shared lines?
- Sewer and Water are typically billed on one statement. If ULS is used to divide a lot into two separate individually owned properties with shared Sewer and separate Water how would that be billed?

CITY OF WHITE SALMON
ORDINANCE NO. 2022-11-1116

AN ORDINANCE OF THE CITY OF WHITE SALMON, WA, AMENDING WHITE SALMON MUNICIPAL CODE 13.16.020 HOOKUP CHARGES AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE

WHEREAS, the city council has reviewed municipal code providing for hookup charges and has determined that an amendment is necessary as the city will no longer install 1-1/2 inch water meters; and

NOW THERFORE, THE CITY COUNCIL OF THE CITY OF WHITE SALMON DO ORDAIN AS FOLLOWS: by the City Council of the City of White Salmon that the following amendments be made to White Salmon Municipal Code Chapter 13.16.025:

SECTION 1 – Amendment to WSMC 13.16.020

Section 13.16.020 is hereby amended to read:

Key: **Underlined** = added language
~~**Strikethrough**~~ = deleted language

13.16.020 Hookup charges.

A. The charges for hooking up to the city's water system include the impact fee, connection fee and installation costs.

B. Impact Fees Based Upon Meter Size.

Meter Size	In City	Outside City
¾ inch	$ 5,287.00	$ 7,464.00
1 inch	7,705.00	9,883.00
~~**1½ inch**~~	~~**14,615.00**~~	~~**16,792.00**~~
2 inches	24,289.00	26,466.00
3 inches	51,927.00	54,105.00
4 inches	91,166.00	93,888.00
6 inches	202,265.00	205,531.00

C. Connection Fees. The city will facilitate the water tap if needed and supply, install and connect the water meter valves and service piping not to exceed a distance of thirty feet

from the line connection to the meter. The connection fees for this work are actual cost plus 17%.

D. Installation Costs. It shall be the responsibility of the applicant or owner to accomplish all excavation, bedding, backfill, pavement repair and restoration as may be required to make connection from the city's facilities to the service location in accordance with applicable city, county and state requirements. Each applicant or owner may elect to accomplish the necessary work by private contract or by city forces. The minimum fee for installation work by city forces shall be two hundred fifty dollars inside city limits, and three hundred fifty dollars outside city limits. Charges for additional work such as rock blasting will be billed at actual cost for labor, equipment and materials, plus for work performed by city forces.

E. Miscellaneous Fees. Charges for work such as relocation or up-size of existing water meters or service, repair of meter or service damaged by others, or installation of additional meters for existing customers shall be billed at actual cost for labor, equipment and materials, plus 17% percent.

F. Waiver of Impact Fees. The city council may waive all or a part of an impact fee under the following circumstances:

1. The applicant is a local government;
2. The proposed use will serve the public interest; and
3. Residents of the city of White Salmon will benefit from the proposed use.

SECTION 2 - SEVERABILITY.

If any section, sentence, or phrase of this Chapter is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence or phrase of this Chapter.

SECTION 4 - EFFECTIVE DATE.

This ordinance shall become effective following passage and publication as provided by law.

PASSED in regular session this 16th day of November, 2022.

_____
Marla Keethler, Mayor

_____
Stephanie Porter, Clerk/Treasurer

Approved as to form:

_____
Kenneth B. Woodrich, City Attorney

Welcome to the City of White Salmon!

A proud community working together to create and sustain
a desirable place to live, work, play and stay.

CITY UTILITIES

The city bills utilities monthly. Residential rates for inside and outside city limits service for ¾" meters are as follows:

Service	Inside	Outside
Water – Base Fee	$ 61.88	$ 91.08
Sewer – Base Fee	$ 67.04	$ 73.67
Water Rights – Base Fee	$ 6.25	$ 6.25
Minimum Monthly Bill	**$ 135.17**	**$ 171.00**
***Consumption Tiers**	**Cost per Thousand**	
0 – 5 units	$ 1.65 per unit	
6 – 15 units	$ 4.17 per unit	
over 15 units	$ 10.53 per unit	

You are billed for the water used (**the base fee does not include any water usage charges**).

* Each unit in the consumption tier represents 1,000 gallons of water.

Payments are due on the 20th of each month. If the 20th falls on a weekend or holiday, payment is due on the next business day. Payments received after the due date are considered delinquent and are subject to a $10.00 late fee. If payment is not received by the following month's due date, water service may be terminated for non-payment.

The City of White Salmon accepts payment by cash, check, credit card, and debit card with a Discover, Visa, or MasterCard logo. With a signed ACH agreement, payments can be automatically withdrawn from a checking or savings account on the 20th of the month. Payments can also be made online through our secure third-party provider, Xpress Bill Pay, at https://www.xpressbillpay.com/#/. ***Please ensure that only one auto-pay option is active to avoid duplicating monthly payments.***

Senior/ Disabled/ Low Income/ Discount Program - The City offers a Senior, Disabled, and Low-Income Discount Program for those who qualify. Eligibility is verified through WAGAP, and customers wishing to apply can complete the form at https://www.wagap.org/start.

OTHER UTILITY SERVICES

Garbage Service Requirement - Active garbage/refuse service is required for all properties within city limits. Failure to maintain service may result in fees and penalties.

Garbage - Republic Services - (509) 773-5825, or at https://www.republicservices.com/.
Electricity - Klickitat PUD in White Salmon - (509) 493-2255, or at https://klickitatpud.org/.
Natural Gas - NW Natural in The Dalles, OR - (541) 296-2229, or at https://www.nwnatural.com/.

General Information - Visit **www.whitesalmonwa.gov** for information regarding municipal codes, city council meetings and minutes, planning and zoning, volunteer opportunities and community events.

Think you may have a leak? - Turn off all faucets and appliances that use water. Once they are off, look inside the meter box, lift the black cover lid on the meter to reveal the digital display. While looking at the meter display the upper left box will indicate flow and while the upper right will indicate a leak with a tear drop symbol. If you need help after hours, please call the Public Works on-call number at (509) 637-3307. Please note: if Public Works is called out after regular business hours, the property owner will be assessed an After Hour Service Call Out fee per WSMC 13.16.025 G.

Animal License
The City of White Salmon requires animal licensing inside city limits for all animals allowed per WSMC 6.04 Dogs and WSMC 6.08 Other Animals. Dogs, Chickens, Ducks and Rabbits must be licensed with City Hall. Please be prepared to provide documentation for a dog including vaccination report and neuter/spay status. Preview the Animal License Application for full instructions or reach out to City Hall at 509-493-1133 or email utilityclerk@whitesalmonwa.gov.

Water Use Efficiency - W.U.E.
To review the City of White Salmon W.U.E. goals and reports use the following link:
https://www.whitesalmonwa.gov/publicworks/page/wue-water-use-efficincy

Consumer Confidence Report – C.C.R.
To review the City of White Salmon C.C.R. reports which include the test results for each year as well as useful information, use the following link:
https://www.whitesalmonwa.gov/publicworks/page/consumer-confidence-reports

Washington Department of Revenue – D.O.R.
The City of White Salmon has partnered with the Washington Department of Revenue for business licensing, and the city's endorsement is now obtained/renewed online at www.dor.wa.gov. You can also contact D.O.R. by calling (360) 705-6741 if you need help. The new city business license fee is $75.00/$50.00 renewal.

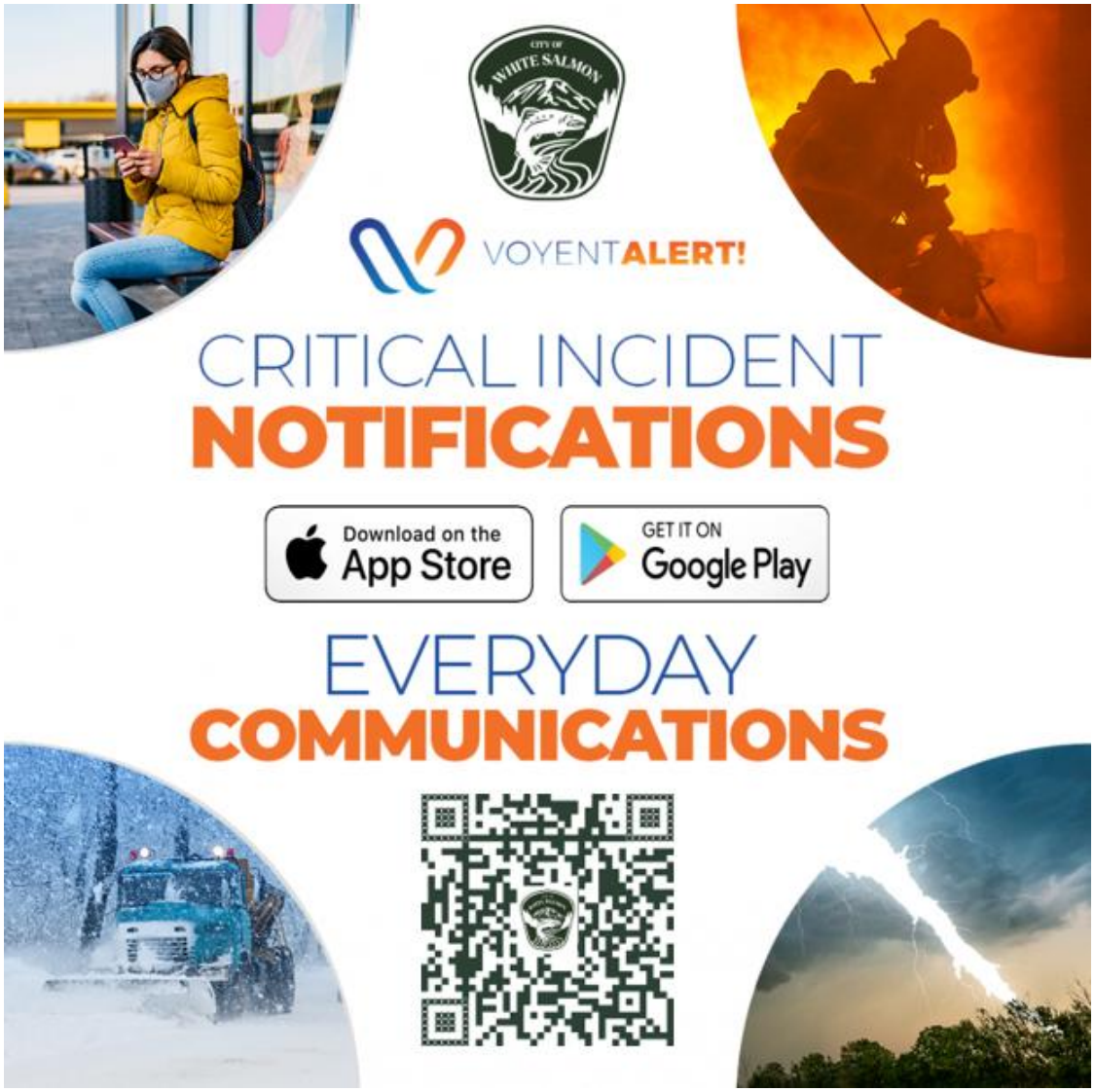
The Easiest Way to Pay Your Bill
Our online bill payment option saves you time and gives you more flexibility in how you pay your bill. If you have internet access and an e-mail address, you can now pay your bill online in the USA. This service also allows you to set up a monthly reoccurring payment with a credit/debit card or bank account.

How to Sign Up

1. Go to the city's website www.whitesalmonwa.gov. Select the tab "I Want to…" then select "Pay my Bill". Click on the provided link (https://www.xpressbillpay.com/#/). This link will take you to the Xpress Bill Pay website for online bill payment service.
2. Click on "Create a new account." If you've already signed up with Xpress Bill Pay, you can log in with your e-mail address and password.
3. Follow the instructions on the screen. You will need a valid e-mail address to create an account. Once you have submitted your information, you will receive a default password by e-mail.
4. Go back to https://www.xpressbillpay.com/#/ and log in using your e-mail address and password. The "Add e-Bills" page will appear. Follow the instructions on the screens to add us to your Xpress Bill Pay account. If you have multiple city utility accounts, you can access all of them with just one login.
5. Once you've created an account, you'll be able to go online at any time to view and pay your bills.
6. **You may now manage your Xpress Bill Pay user account from your mobile device! Scan the QR code to download the app on your phone or tablet.**

For questions regarding setting up or for help in initiating an account, please call Xpress Bill Pay Customer Service Department directly at 1 (800) 768-7295 ext. 1.

To receive notifications and alerts from the City of White Salmon it is suggested that you sign up for one or more of the following:



City of White Salmon E-Notification posted on the city website. Will keep you updated with city wide updates as well as public events and more. To sign up please use the following link: https://www.whitesalmonwa.gov/newsletter/subscriptions or the scan the following QR code:

Brian Hansen, PE, *Senior Engineer at Anderson Perry*

Date: 3/2/2026
Topic: Requesting a general opinion on shared utilities
Interviewed by: Rowan Fairfield, City Planner via telephone

Water –

you must meter water. I haven't seen shared water.

Sewer –

I have done shared side sewers in the Puget Sound area, including City of Seattle. From an engineering standpoint, there's no issue.

From a resident standpoint, the challenge comes for the most upstream people. If the side sewer gets clogged, you can't easily pinpoint who caused the sewer problem.

From a city standpoint, you end up with a lot of calls to the city, and usually angry calls.

For **new development**, there are minimal cost savings, a "drop in the bucket", to share a side sewer, compared to the problems and friction it can create later.

Shared sewer works better when project-specific, for example a public sewer main that cannot be extended such a great distance for a small number of homes, so a shared private sewer is a solution. It's better to do it as a case-by-case basis. Similar to a variance. Need to demonstrate why it is necessary or beneficial.

On **infill projects**, this would have more of a cost benefit, even substantial cost benefits, to the developer. Can also be a benefit to the city because existing infrastructure is not impacted as much, you minimize the trenching and patching of streets and sidewalks. On infill projects, it's a very different discussion. But it's still better to be a case-by-case basis.

Final plat will have some kind of easement that shows up in title reports. It would be good to have a shared side sewer called out on the face of the final plat, so that it's very visible and also shows up on Title Reports (similar to a "Private Road" notice). But whatever else, there's a section of the population, regardless if they knew what they were buying at the time or no, who will call the City and get mad that we won't fix their sewer.

Chris True, *Public Works Director,* and **Jason Kinley,** *Public Works Operations Manager*

Date: 3/5/2026
Topic: A recent example of a shared sewer problem
Interviewed by: Rowan Fairfield, City Planner

(Note: To protect the privacy of these residents, no identifying information is being shared.)

In fall 2025, the Public Works on-call person received a call from a woman that sewage was backing up into her basement. The on-call employee went out to investigate. The manhole was not backed up at all, so we knew it was not an issue with the public sewer main. Because of the health hazard caused by the sewage, Public Works used their equipment to camera the line and find the location of the clog. Normally, this would be an entirely private matter once we learned there was no problem with the public pipe.

She contacted a plumber who discovered that there was a 10-foot root clog in the pipe. This is caused by a joint separation or other break in the pipe, which allows liquid to seep out, which then feeds the roots in the area and allows them to grow and invade the pipe.

Before the clog was pulled, it was conveyed to neighbors that there was a clog and please limit use of plumbing until it was fixed. One individual was very upset about being asked to limit, and did not understand why it was his problem when his house's sewer was fine. The original complainant was the most "downstream", and she suffered the results of the clog. She asked all the neighbors on the shared sewer to chip in for the cost of repair. And he was also upset about sharing those costs, and said he might need an attorney. Apparently, it was never revealed to him when buying the property that the sewer lateral was shared. The sewer was installed in early 1980s. One of the conditions of approval from the short plat in the '80s was to dedicate the sewer line, but it never happened. Because it was a private matter from there, we do not know how this matter was ultimately resolved.

There's at least one other recent incident, where people learned from Public Works that their sewer was shared and they had no idea prior to that.

Public Works only owns and maintains the sewer main, and we do not have any documentation for what sewer lateral situation is on each parcel.