



White Salmon City Council Meeting A G E N D A

August 05, 2026 – 6:00 PM
119 NE Church Ave and Zoom Teleconference
Zoom Meeting ID: [863 8604 8563](#)
Call In: +1 (669) 444-9171 US

I. Call to Order

- A. Land Acknowledgement Statement
- B. Pledge of Allegiance

II. Roll Call

III. Additions or Corrections to the Agenda

IV. Public Comment

Any member of the public attending the meeting, either in person or via Zoom, will have an opportunity to provide general public comment. No registration is required, and each speaker will be allowed up to three minutes. Written comments may also be submitted by emailing them to public.comment@whitesalmonwa.gov by Wednesday at 12:00 p.m. All submitted comments will be included in the Council packet and the official record.

V. Consent Agenda

- [A.](#) Approval of 2027 Lodging Tax Grant Funding Amount
- [B.](#) Approval of Meeting Minutes — July 22, 2026
- [C.](#) Approval of Meeting Minutes — July 29, 2026
- [D.](#) Acceptance of Bill of Sale — Pucker Huddle Road and Martin Road Waterline Extension
- [E.](#) Confirmation of Mayor's Appointments — Appointments to CityLab Board
- [F.](#) Resolution 2026-08-651 — Ratifying Emergency Proclamation 2026-01
- G. Approval of Vouchers

VI. Public Hearing

- [A.](#) Charters Short Plat Alteration
 - 1. Presentation
 - 2. Public Testimony
 - 3. Discussion
 - 4. Action

VII. Business Items

- [A.](#) Refer Appeal for WS-SPR-2026.002 to the Hearing Examiner
1. Presentation
 2. Discussion
 3. Action

VIII. Reports and Communications

- A. Council Member/Committee Reports
- B. Department Head Reports

IX. Executive Session (if needed)

X. Adjournment



File Attachments for Item:

A. Approval of 2027 Lodging Tax Grant Funding Amount



CITY COUNCIL REPORT



Business Item

Needs Legal Review:
Meeting Date:
Agenda Item:
Presented By:



Consent Agenda

No
August 5, 2026
2026 Lodging Tax Grant Funding Amount
Erika Castro Guzman, City Clerk
Jennifer Niel, Finance Director

Action Required

Set the total funding available for the 2027 Lodging Tax Grant Program.

Motion for Business Item / Proposed Motion for Consent Agenda

Motion to set the total funding available for the 2027 Lodging Tax Grant Program at \$73,675.

Explanation of Issue

The City has established a Lodging Tax Grant Program. Each year, the Lodging Tax Advisory Committee reviews eligible applications and forwards funding recommendations to City Council.

For the 2027 grant cycle, staff recommends setting the total funding amount based on actual lodging tax revenue received in 2025. State law does not specify a required revenue year or formula for setting the total grant-program amount. Using the most recent completed calendar year provides Council with a clear and consistent basis for the grant cycle while avoiding reliance on projected revenue that has not yet been received.

The City received \$73,674.52 in lodging tax revenue during 2025. The Finance Director recommends setting the 2027 funding level at 100 percent of 2025 collections, rounded to the nearest whole dollar, for a total recommended funding amount of \$73,675.

This recommendation reflects administrative discretion and is a staff financial-management recommendation, rather than a formal reserve standard established by state law, City code, or a specific prior Lodging Tax Advisory Committee policy discussion.

At this stage, the Lodging Tax Advisory Committee does not convene to recommend the total amount available for the grant cycle. This action sets the overall funding amount before applications are solicited. The Committee will review eligible applications after they are received and recommend specific applicants and award amounts to City Council for final determination.

City Council Options:

City Council has the following options:

1. Accept the staff recommendation.
2. Revise the staff recommendation.
3. Refer the issue back to staff for additional work.
4. Take no action.
5. Take other action as desired by Council.

Fiscal Analysis:

The City received \$73,674.52 in lodging tax revenue during 2025. The proposed 2027 Lodging Tax Grant funding level of \$73,675 represents 100 percent of those collections, rounded to the nearest whole dollar.

The proposed grant funding would be supported by revenue already received and held in the Lodging Tax Fund. The fund had a net position of \$199,831.33 at the end of 2025, indicating that sufficient funds are available for the proposed funding level.

The recommendation does not establish a formal reserve policy. It preserves a remaining fund balance of approximately \$126,156 after the proposed 2027 grant allocation, before accounting for subsequent revenues, interest earnings, expenditures, or Council-approved commitments.

Diversity Equity Inclusion & Stakeholder Analysis

The proposed action establishes the total amount available for the 2027 Lodging Tax Grant Program. Individual grant applications will be reviewed later in the process, including consideration of eligible tourism-related activities, projected tourism impacts, and stakeholder benefits. The Lodging Tax Advisory Committee will review eligible applications and recommend specific applicants and award amounts to City Council for final determination.

Recommendation of Staff:

Staff recommends that the City Council set the total funding available for the 2027 Lodging Tax Grant Program at \$73,675, representing 100 percent of the lodging tax revenue received in 2025, rounded to the nearest whole dollar.

2025 CASH FLOW - YEAR TO DATE

City Of White Salmon

Time: 15:24:28 Date: 07/20/2026
Page: 1

303 Hotel/Motel Taxes	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
308 31 03 03 Hote/Motel Taxes-Res	183,842.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	183,842.08	182,040.00	101%
308 Beginning Balances	183,842.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	183,842.08	182,040.00	101%
313 31 00 00 Hotel/Motel Tax	3,826.68	3,570.24	5,594.61	4,672.99	6,963.16	5,876.39	9,304.97	7,272.21	7,322.30	8,364.69	5,444.48	5,461.80	73,674.52	97,276.00	76%
310 Taxes	3,826.68	3,570.24	5,594.61	4,672.99	6,963.16	5,876.39	9,304.97	7,272.21	7,322.30	8,364.69	5,444.48	5,461.80	73,674.52	97,276.00	76%
361 10 00 12 Hotel/Motel Tax-Inve	588.27	383.13	586.02	519.11	633.39	522.04	557.25	543.26	516.74	520.28	486.43	487.40	6,343.32	9,212.00	69%
360 Miscellaneous Revenues	588.27	383.13	586.02	519.11	633.39	522.04	557.25	543.26	516.74	520.28	486.43	487.40	6,343.32	9,212.00	69%
FUND REVENUES:	188,257.03	3,953.37	6,180.63	5,192.10	7,596.55	6,398.43	9,862.22	7,815.47	7,839.04	8,884.97	5,930.91	5,949.20	263,859.92	288,528.00	91%
557 30 40 00 Hotel Motel Taxes-Gr	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28,129.34	35,899.25	64,028.59	78,835.00	81%
557 Community Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28,129.34	35,899.25	64,028.59	78,835.00	81%
508 31 03 03 Hotel/Motel Taxes-Re	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	209,693.00	0%
999 Ending Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	209,693.00	0%
FUND EXPENDITURES:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28,129.34	35,899.25	64,028.59	288,528.00	22%
FUND GAIN/LOSS:	188,257.03	3,953.37	6,180.63	5,192.10	7,596.55	6,398.43	9,862.22	7,815.47	7,839.04	8,884.97	-22,198.43	-29,950.05	199,831.33		
FUND NET POSITION:	188,257.03	192,210.40	198,391.03	203,583.13	211,179.68	217,578.11	227,440.33	235,255.80	243,094.84	251,979.81	229,781.38	199,831.33			

2025 FUND TOTALS

City Of White Salmon

Time: 15:24:28 Date: 07/20/2026
Page: 2

REVENUES	January	February	March	April	May	June	July	August	September	October	November	December	Total	Bud Amt	%
303 Hotel/Motel Taxes	188,257.03	3,953.37	6,180.63	5,192.10	7,596.55	6,398.43	9,862.22	7,815.47	7,839.04	8,884.97	5,930.91	5,949.20	263,859.92	288,528.00	91%
	188,257.03	3,953.37	6,180.63	5,192.10	7,596.55	6,398.43	9,862.22	7,815.47	7,839.04	8,884.97	5,930.91	5,949.20	263,859.92	288,528.00	91%
EXPENDITURES	January	February	March	April	May	June	July	August	September	October	November	December	Total	Bud Amt	%
303 Hotel/Motel Taxes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28,129.34	35,899.25	64,028.59	288,528.00	22%
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28,129.34	35,899.25	64,028.59	288,528.00	22%
GAIN/LOSS:	188,257.03	3,953.37	6,180.63	5,192.10	7,596.55	6,398.43	9,862.22	7,815.47	7,839.04	8,884.97	-22,198.43	-29,950.05	199,831.33		
NET POSITION:	188,257.03	192,210.40	198,391.03	203,583.13	211,179.68	217,578.11	227,440.33	235,255.80	243,094.84	251,979.81	229,781.38	199,831.33			

File Attachments for Item:

B. Approval of Meeting Minutes — July 22, 2026



Draft
White Salmon City Council
SPECIAL MEETING MINUTES

July 22, 2026 – 11:30 PM
119 NE Church Ave and Zoom Teleconference

Attendance:

Council Members:

David Lindley (Zoom)
 Doug Rainbolt (Zoom)
 Patty Fink (Zoom)
 Morella Mora (Zoom)

Staff:

Marla Keethler, Mayor (Zoom)
 Shawn MacPherson, City Attorney (Zoom)
 Erika Castro Guzman, City Clerk
 Jennifer Neil, Director of Finance and Operations (Zoom)
 Chris True, Director of Public Works

I. Call to Order (11:30 a.m.)

The White Salmon City Council Special Meeting was called to order at 11:30 a.m. Roll call was delayed briefly while waiting for a quorum. Two members of the public were in attendance.

II. Roll Call (11:36 a.m.)

Roll call was taken. Four Councilmembers were present, constituting a quorum.

III. Consent Agenda (11:37 a.m.)

A. Approval of Meeting Minutes – July 1, 2026

B. Approval of Transportation Improvement Board Grant Application and City Match for the Church Avenue – Tohomish Street Improvement Project

C. Approval of Transportation Improvement Board Grant Application and City Match for the Jewett Boulevard Improvement Project

D. 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 22nd day of July 2026.

Type	Date	Beginning Check	Ending Check	
Claims	07/06/2026	EFT	EFT	\$3,758.03
	07/09/2026	43691	43691	\$3,625.00
	7/10/2026	EFT	EFT	\$7,920.00
	7/15/2026	EFT	EFT	\$260.00
	7/22/2026	EFT	EFT	\$13,213.55
	7/22/2026	43692	43738	\$309,177.93
			Claim Total	\$337,954.51
Payroll	7/20/2026	EFT	EFT	\$91,022.08
	7/17/2026	EFT	EFT	\$19,907.16
			Payroll Total	\$110,929.24
Total Vouchers				\$448,883.75

Moved by David Lindley. Seconded by Doug Rainbolt.

Motion to approve the consent agenda as presented and approval of vouchers totaling \$448,883.75.

Further Discussion

None.

Lindley – Aye, Rainbolt – Aye, Mora – Aye, Fink – Aye.

MOTION CARRIED 4-0

VII. Adjournment

With no other business items for the special meeting, the meeting was adjourned at 11:38 a.m.

Marla Keethler, Mayor

Erika Castro Guzman, City Clerk

File Attachments for Item:

C. Approval of Meeting Minutes — July 29, 2026



Draft
White Salmon City Council
SPECIAL MEETING MINUTES

July 29, 2026 – 5:30 PM
119 NE Church Ave (Fire Hall), In-Person Only

Attendance:

Council Members:

David Lindley
 Doug Rainbolt

Staff:

Marla Keethler, Mayor
 Erika Castro Guzman, City Clerk
 Rowan Fairfield, City Planner
 Jennifer Neil, Director of Finance and Operations

I. Call to Order

The gathering began at approximately 5:30 p.m. with City Council members present attending the *Civic Slices: Housing* event.

II. Purpose of Meeting

A quorum of the City Council was not present at Civic Slices: Housing, the City's educational series on how the City is expanding housing options and planning for the future.

This gathering is solely for educational and networking purposes. No City business was deliberated or acted upon, and no public comment was taken.

III. Agenda Summary / Event Activities

A. 5:30 p.m. – Check-in opens; optional food and drink

Attendees arrive and could network informally while enjoying pizza and light refreshments.

B. 5:45 p.m. – Introduction to Housing Expansion in the City

Overview of White Salmon's evolving housing landscape, including recent code changes, newly allowed housing types, current and approved housing projects, and the City's Housing Action Plan. The overview also covered pre-approved building plans, future housing tools, and recent housing trends to help explain how housing options are being expanded and what these changes mean for the community.

C. 6:20 p.m. – Roundtable and discussion

Informal group discussion allowing participants to share insights, ask questions, and engage in general conversation about housing topics.

VII. Adjournment

Attendance concluded with the adjournment of the event at approximately 7:00 p.m.

Marla Keethler, Mayor

Erika Castro Guzman, City Clerk

File Attachments for Item:

D. Acceptance of Bill of Sale — Pucker Huddle Road and Martin Road Waterline Extension



COUNCIL REPORT



Business Item

Needs Legal Review:

Meeting Date:

Agenda Item:

Presented By:



Consent Agenda

Yes, complete

August 5, 2026

Acceptance of Bill of Sale – Pucker Huddle Road & Martin Road Waterline Extension

Chris True, Public Works Director

Action Required:

Accept the Bill of Sale and waive the standard two-year maintenance bond requirement.

Motion for Business Item / Proposed Motion for Consent Agenda:

I move to accept the Bill of Sale from Matthew J. Marx conveying the Pucker Huddle Road & Martin Road Waterline Extension public water system improvements to the City of White Salmon and waive the standard two-year maintenance bond requirement.

Background of Issue:

The Pucker Huddle Road & Martin Road Waterline Extension was constructed in accordance with plans prepared by Bell Design Company, Job No. 14B178. In 2024, the City transferred existing water services to the new public water main, and the improvements have been operating as part of the City's water distribution system since that time. Although the public water system improvements have been in service for more than two years, the Bill of Sale conveying ownership of the public improvements to the City was never completed. The developer has now executed a Bill of Sale conveying the public water system improvements to the City together with Exhibit A and Exhibit A-1.

Explanation of Issue:

The Bill of Sale provides the formal conveyance of the public water system improvements to the City. Staff recommends waiving the standard two-year maintenance bond because the improvements have been in continuous service since 2024, have demonstrated satisfactory operational performance, and no construction deficiencies requiring correction under a maintenance bond have been identified.

Council Options:

City Council has the following options available currently:

1. Accept the Staff Recommendation and approve the Bill of Sale.
2. Revise the Staff Recommendation.
3. Other action as may be desired by the City Council.
4. Refer this issue back to staff for further work.
5. Take no action on this matter.

Fiscal Analysis:

There is no direct fiscal impact associated with acceptance of the Bill of Sale. The City will assume ownership, operation, and maintenance of the public water system improvements.

Recommendation of Staff/Committee:

Staff recommends that the City Council accept the Bill of Sale from Matthew J. Marx conveying the Pucker Huddle Road & Martin Road Waterline Extension public water system improvements to the City of White Salmon and waive the standard two-year maintenance bond requirement.

Follow Up Action:

Record the executed Bill of Sale, update the City's utility asset records, and formally incorporate the conveyed public water system improvements into the City's infrastructure inventory.

BILL OF SALE – WATER

THE UNDERSIGNED hereby conveys and transfers to THE CITY OF WHITE SALMON (the "City") the following described personal property:

This conveyance is made in consideration of the City's agreement to provide routine maintenance of said property and to provide water services pursuant to the City's ordinances, policies, resolutions and regulations, which may be amended from time to time.

The undersigned, and its successors and assigns, covenants and agrees with the City, its successors and assigns, that the undersigned is the owner of said property and has the right and authority to sell the same, that the property is free of all liens or encumbrances, and that the undersigned will, and does, hereby warrant and agree to defend the title of the City, its successors and assigns, against the claims of all third parties claiming to own the same or claiming any interest therein or encumbrance thereon.

The undersigned warrants that all bills and taxes relating to the construction and installation of the water main and appurtenances have been paid in full and that there are no lawsuits pending involving this project. The undersigned further warrants that in the event any lawsuit is filed as a result of, or involving, this project the undersigned will undertake to defend the lawsuit and will accept responsibility for all costs of litigation, including costs on appeal, and will pay and hold the City harmless on any judgment rendered against the City.

The undersigned further warrants that all laws, ordinances and regulations respecting construction of this project have been complied with, and that the property is in proper working condition, order and repair and fit for purposes intended; i.e., for use as a water distribution system including distribution and supply lines adequate for the service intended and has been constructed in accordance with the conditions, standards and specifications of the City.

The undersigned covenants and agrees with the City to replace, repair and correct any defect in materials or workmanship in respect to the personal property subject to this Bill of Sale arising during a period of two (2) years from the date hereof, without cost to the City. The undersigned shall further warrant the corrected work for two (2) years after acceptance of the corrected work by the City.

DEVELOPER:

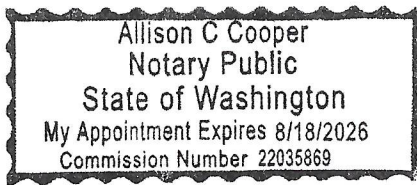
By Matt J. May 6-4-2026

Its _____

INDIVIDUAL

STATE OF WASHINGTON)
)ss.
 COUNTY OF KICKITAT)

I certify that I know or have satisfactory evidence that Matthew J. Marx
 is the person who appeared before me, and said person acknowledged that he signed this instrument and
 acknowledged it to be his free and voluntary act for the uses and purposes mentioned in the instrument.



Dated 06/04/2026

Allison Cooper

Notary Public in and for the State of Washington,
 residing at

White Salmon My Appointment
 Expires 08-18-2026.

CORPORATE / PARTNERSHIP

STATE OF WASHINGTON)
)ss.
 COUNTY OF KICKITAT)

I certify that I know or have satisfactory evidence that _____
 is the person who appeared before me, and said person acknowledged that _____
 signed this instrument, on oath stated that _____ was authorized to execute the
 instrument and acknowledged it as the _____ of
 _____ to be the free and voluntary act of such corporation for the uses and
 purposes mentioned in the instrument.

Dated _____

 Notary Public in and for the State of Washington,
 residing at

_____. My Appointment
 Expires _____.

EXHIBIT A

Description of Water System Improvements Conveyed

This Exhibit A is attached to and incorporated into the Bill of Sale executed by Matthew J. Marx ("Grantor") in favor of the City of White Salmon ("Grantee").

Grantor hereby conveys, transfers, assigns, and delivers to the City of White Salmon all right, title, and interest in the public water system improvements constructed as part of the Pucker Huddle Road & Martin Road Waterline Extension Project, as depicted on the approved construction plans entitled "Pucker Huddle Road & Martin Road Waterline Extension – Plans Prepared for Matt Marx," prepared by Bell Design Company, Job No. 14B178, dated October 16, 2015, with Record Drawing revisions dated November 11, 2015, attached hereto as Exhibit A-1.

The conveyed improvements include all public water system facilities shown on the attached plans, including but not limited to:

- Public water mains
- Gate valves and valve boxes
- Fire hydrants
- Water service stubs intended for future public water service
- Fittings, bends, tees, reducers, adapters, and couplings
- Tracer wire and locating materials
- Water sampling station
- Blow-offs, if installed
- Air release assemblies, if installed
- All other public water system appurtenances shown on the attached plans

This conveyance includes all public water system improvements located within the public rights-of-way and recorded easements necessary for operation and maintenance of the public water distribution system as shown on the attached plans.

This conveyance includes only the public water system improvements described herein and does not include privately owned water service lines located downstream of the water meter, private plumbing, or any other privately owned improvements.

Exhibit A-1, consisting of the approved Bell Design Company plan set identified above, is incorporated herein by this reference as though fully set forth.

EXHIBIT A-1

Attach the complete seven-sheet signed Bell Design Company plan set titled "Pucker Huddle Road & Martin Road Waterline Extension – Plans Prepared for Matt Marx" (Job No. 14B178) behind this exhibit.

PUCKER HUDDLE ROAD & MARTIN ROAD WATERLINE EXTENSION

PLANS PREPARED FOR MATT MARX
WHITE SALMON, WASHINGTON

OWNER/APPLICANT

MATTHEW J. MARX
225 SW MARTIN RD
WHITE SALMON, WA. 98672
PHONE: (509) 774-8040

ENGINEER/SURVEYOR

BELL DESIGN COMPANY
900 WEST STEUBEN STREET,
P.O. 308, BINGEN, WA. 98605
PHONE (509) 493-3886
FAX (509) 493-3885

REQUESTED DESIGN EXCEPTIONS

THE FOLLOWING DESIGN EXCEPTION ARE REQUIRED TO MAXIMIZE TRENCH WIDTH IN THE NARROW AREA BETWEEN THE PAVEMENT AND THE PROPERTY LINE. THIS WILL MINIMIZE IMPACT TO EXISTING UTILIZES AND THE EXISTING PAVEMENT.
-MIN TRENCH WIDTH OF 17.05", WITH 4" BETWEEN EDGE OF PIPE AND TRENCH WALL ALONG PUCKER HUDDLE ROAD.

ABBREVIATIONS

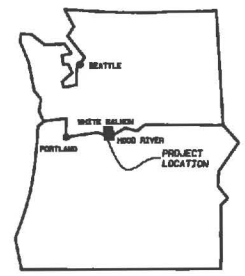
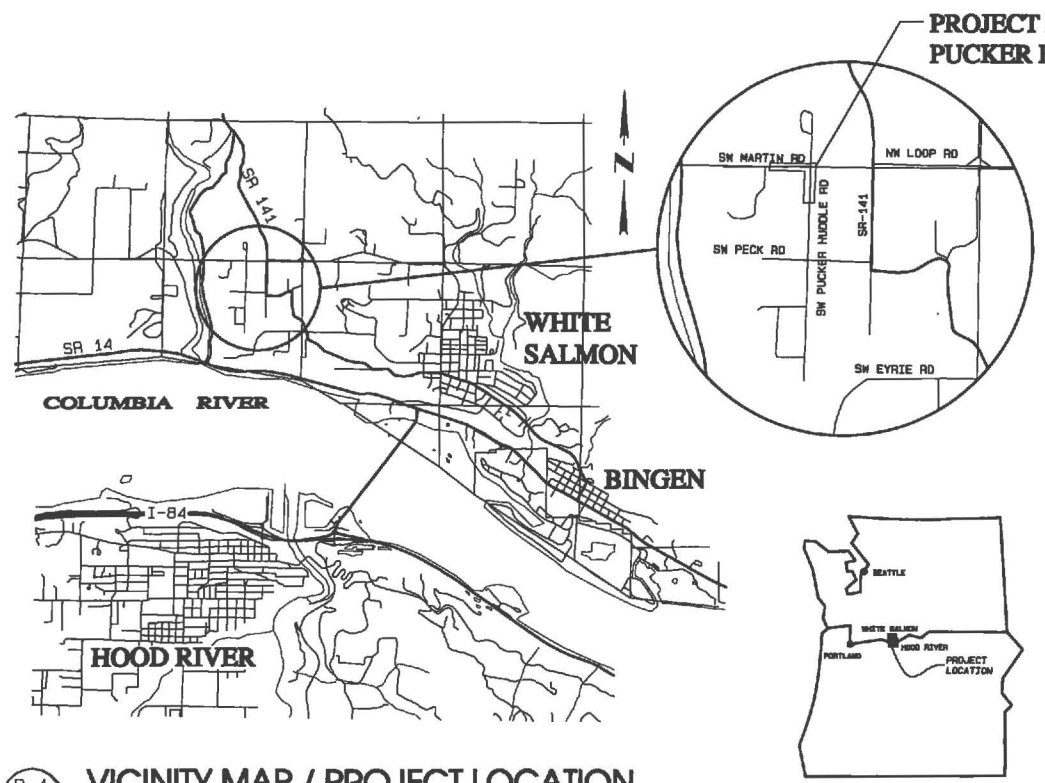
NTS = NOT TO SCALE
STA = STATION
TB = TOP OF BANK
UNO = UNLESS NOTED OTHERWISE
YPC = YELLOW PLASTIC CAP
CDF = CONTROLLED DENSITY FILL
RW GV = RESILIENT WEDGE GATE VALVE
CML = CEMENT MORTAR LINED
RPC = RED PLASTIC CAP
TYP = TYPICAL
OC = ON-CENTER
WS = WHITE SALMON
CL = CENTERLINE

SYMBOL/LINETYPE LEGEND

- PROPERTY LINE
- ROAD EASEMENT
- WATERLINE
- GAS UNDERGROUND
- TELEPHONE UNDERGROUND
- POWER OVERHEAD
- POWER UNDERGROUND
- FENCE
- RETAINING WALL
- FIRE HYDRANT
- VALVE
- PIPE MARKER
- MANHOLE COVER
- MONUMENT
- CALCULATED CORNER - NOTHING FOUND OR SET
- WATER METER
- SIGN POST
- MAIL BOX
- UTILITY POLE

SHEET LEGEND

- C 1.0 COVER SHEET
- C 1.1 NOTES
- C 2.1 PLAN & PROFILE (PUCKER HUDDLE ROAD)
- C 2.2 PLAN & PROFILE (MARTIN ROAD)
- C 2.3 DETAILS
- C 2.4 DETAILS AND CITY STANDARD DETAILS
- C 2.5 CITY STANDARD DETAILS



THIS LINE IS 1" LONG. IF THIS LINE IS NOT 1" LONG, ADJUST SCALE ACCORDINGLY

CALL BEFORE YOU DIG

ONE CALL UTILITY LOCATE (WASHINGTON) - (800) 424-5555
ATTENTION EXCAVATORS: WASHINGTON LAW REQUIRES THE CONTRACTOR TO FOLLOW RULES ADOPTED BY THE UTILITY AND TRANSPORTATION COMMISSION. THOSE RULES ARE SET FORTH IN RCW 19.122. THE CONTRACTOR MUST NOTIFY THE CENTER AT LEAST 2 BUSINESS DAYS, BUT NOT MORE THAN 10 BUSINESS DAYS, BEFORE COMMENCING AN EXCAVATION CALL 811.

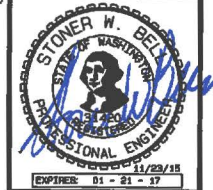
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BELL DESIGN COMPANY
CIVIL ENGINEERING LAND SURVEYING
900 WEST STEUBEN STREET, P.O. BOX 308, BINGEN, WA. 98605
PHONE: (509) 493-3886 FAX: (509) 493-3885
belldesigncompany.com



COVER SHEET
WATERLINE EXTENSION
PUCKER HUDDLE - MARTIN ROAD
WHITE SALMON WASHINGTON

JOB NO. 14B178	DATE 10/16/2015
DRAWN BY KRP	CHECKED BY SWB
REVISIONS	DATE 11/11/15
RECORD DRAWINGS	DATE



SHEET NO. **C10**
1 OF 7 SHEETS

0:\2014\B178\14b178.pro

D.

1

2

3

4

5

6

HYDROSTATIC TESTS

PERFORM PRESSURE AND LEAKAGE TESTS ON ALL NEWLY LAID PIPE. FURNISH ALL NECESSARY EQUIPMENT AND MATERIAL. MAKE ALL TAPS IN THE PIPE AS REQUIRED AND CONDUCT THE TESTS. THE TESTS SHALL BE CONDUCTED BETWEEN VALVED SECTIONS OF THE PIPELINE, OR AS APPROVED BY THE ENGINEER. THE ENGINEER WILL MONITOR THE TESTS.

FURNISH THE FOLLOWING EQUIPMENT AND MATERIALS FOR THE TESTS:

AMOUNT	DESCRIPTION
2	GRADUATED CONTAINERS
2	PRESSURE GAUGES
1	HYDRAULIC FORCE PUMP
1	SUITABLE HOSE AND SUCTION PIPE AS REQUIRED

CONDUCT THE TESTS AFTER THE TRENCH HAS BEEN BACKFILLED OR PARTIALLY BACKFILLED WITH THE JOINTS LEFT EXPOSED FOR INSPECTION, OR WHEN COMPLETELY BACKFILLED AS PERMITTED BY THE ENGINEER. WHERE ANY SECTION OF PIPE IS PROVIDED WITH CONCRETE REACTION BLOCKING, DO NOT MAKE THE PRESSURE TEST UNTIL AT LEAST 5 DAYS HAVE ELAPSED AFTER THE CONCRETE THRUST BLOCKING IS INSTALLED. IF HIGH-EARLY CEMENT IS USED FOR THE CONCRETE THRUST BLOCKING, THE TIME MAY BE CUT TO 2 DAYS.

CONDUCT THE PRESSURE TEST IN THE FOLLOWING MANNER IN ACCORDANCE WITH A.W.W.A. C605-05 AND C600-99, UNLESS OTHERWISE APPROVED BY THE ENGINEER. AFTER THE TRENCH HAS BEEN BACKFILLED OR PARTIALLY BACKFILLED AS HEREINBEFORE SPECIFIED, FILL THE PIPE WITH WATER, EXPELLING ALL AIR DURING THE FILLING.

1. THE TEST PRESSURE SHALL BE: 150% OF STATIC PRESSURE OR 150 PSI WHICHEVER IS GREATER

2. DURATION: THE DURATION OF EACH PRESSURE TEST SHALL BE 2 HOURS, UNLESS OTHERWISE DIRECTED BY THE ENGINEER.

3. PROCEDURE: SLOWLY FILL THE PIPE WITH WATER AND ALLOW TO STAND FOR 24 HOURS. EXPEL ALL AIR FROM THE PIPE. APPLY AND MAINTAIN THE SPECIFIED TEST PRESSURE BY CONTINUOUS PUMPING IF NECESSARY FOR THE ENTIRE TEST PERIOD. THE TEST PRESSURE SHALL BE CALCULATED FOR THE POINT OF LOWEST ELEVATION, OR AS SPECIFIED BY THE ENGINEER. THE PUMP SUCTION SHALL BE IN A BARREL OR SIMILAR DEVICE, OR METERED SO THAT THE AMOUNT OF WATER REQUIRED TO MAINTAIN THE TEST PRESSURE MAY BE MEASURED ACCURATELY.

4. TESTING ALLOWANCE: TESTING ALLOWANCE SHALL BE DEFINED AS THE QUANTITY OF MAKEUP WATER NECESSARY TO HOLD THE PRESSURE WITHIN 5 PSI OF THE SPECIFIED TEST PRESSURE FOR THE DURATION OF THE TEST PERIOD. NO PIPE INSTALLATION WILL BE ACCEPTED IF THE QUANTITY OF MAKEUP WATER IS GREATER THAN THE NUMBER OF GALLONS PER HOUR AS DETERMINED BY THE FOLLOWING FORMULA:
$$Q = (L \times D \times \sqrt{P}) / C$$

IN THE ABOVE FORMULA:
Q = QUANTITY OF MAKEUP WATER, IN BALLONS PER HOUR
L = LENGTH OF PIPE SECTION BEING TESTED, IN FT
D = NOMINAL DIAMETER OF PIPE, IN INCHES
P = AVERAGE TEST PRESSURE DURING THE HYDROSTATIC TEST, IN POUNDS PER SQUARE INCH
C = 148,000

5. CORRECTION OF EXCESSIVE LEAKAGE: SHOULD ANY TEST OF PIPE LAID DISCLOSE LEAKAGE GREATER THAN THAT ALLOWED, LOCATE AND REPAIR THE DEFECTIVE JOINTS OR PIPE UNTIL THE LEAKAGE OF A SUBSEQUENT TEST IS WITHIN THE SPECIFIED ALLOWANCE.

PIPE AND FITTINGS DISINFECTION

FOLLOWING COMPLETION OF NEW FACILITIES AND REPAIRS TO EXISTING FACILITIES, THOSE PORTIONS OF THE FACILITIES WHICH WILL BE IN CONTACT WITH THE WATER DELIVERED TO USERS SHALL BE DISINFECTED WITH CHLORINE BEFORE THEY ARE PLACED INTO SERVICE. DISINFECTION PROCEDURES SHALL CONFORM TO AWWA C651 THROUGH C654 AS HEREINAFTER MODIFIED OR EXPANDED AND THE REQUIREMENTS OF ANY GOVERNING AGENCY HAVING JURISDICTION. PROTECTION OF PIPE AND APPURTENANCES: ALL PIPE, PIPE FITTINGS, VALVING, AND ASSOCIATED APPURTENANCES WHEN DELIVERED TO THE WORK SITE SHALL BE PLACED IN A SUITABLE STORAGE AREA WITH THE CONSIDERATION TO EFFECT MAXIMUM PROTECTION FROM ANY SOURCES OF CONTAMINATION. PIPE STORED AT THE WORK SITE SHOULD NEVER BE STORED IN A MANNER THAT SURFACE WATER POOLING COULD OCCUR ALLOWING ANY PORTION OF THE PIPING, FITTINGS, VALVING OR OTHER APPURTENANCES TO BECOME PARTIALLY OR WHOLLY FLOODED WITH EXTRANEOUS WATER SOURCES. PIPE, PIPE FITTINGS, VALVING AND ASSOCIATED APPURTENANCES TO BE STORED AT THE JOB SITE FOR MORE THAN 24 HOURS SHALL BE SUITABLY PROTECTED FROM ANIMALS AND/OR RODENTS FROM ENTERING THE INTERIOR OF SAME. IF IN THE JUDGMENT OF THE PROJECT ENGINEER ANY PIPE, PIPE FITTINGS, VALVING, AND ASSOCIATED APPURTENANCES ARE FOUND TO BE SO CONTAMINATED, THE CONTRACTOR SHALL NOT USE SUCH FACILITIES UNTIL PROPER FLUSHING AND/OR DISINFECTION HAS BEEN AFFORDED SAME AND APPROVED BY THE ENGINEER FOR USE. FLUSHING: PRIOR TO DISINFECTION, FLUSH ALL FOREIGN MATTER FROM THE PIPELINE USING ONLY POTABLE WATER. PROVIDE HOSES, TEMPORARY PIPES, DITCHES, OTHER SUITABLE CONVEYANCE AS MAY BE REQUIRED TO DISPOSE OF THE FLUSHING WATER WITHOUT DAMAGE TO ADJACENT PROPERTIES OR THE ENVIRONMENT. FLUSHING VELOCITIES SHALL BE AT LEAST 2.5 FPS. FOR LARGE DIAMETER PIPE WHERE IT IS IMPRACTICAL OR IMPOSSIBLE TO FLUSH THE PIPE AT 2.5 FPS VELOCITY, CLEAN THE PIPELINE IN PLACE FROM THE INSIDE BY BRUSHING AND SWEEPING, THEN FLUSH THE LINE AT A LOWER VELOCITY. CONTAMINATED PIPE FITTINGS, VALVING, AND OTHER RELATED FACILITIES SHALL BE PROPERLY CLEANED, FLUSHED PRIOR TO PROJECT USE.

DISINFECTANT:

1. THE DISINFECTANT MIXTURE SHALL BE A CHLORINE-WATER SOLUTION HAVING A FREE CHLORINE RESIDUAL OF 50 MG/L. THE DISINFECTANT MIXTURE SHALL BE PREPARED BY INJECTING:

A. A LIQUID CHLORINE GAS-WATER MIXTURE:.

B. A DRY CHLORINE GAS;.

C. A CALCIUM OR SODIUM HYPOCHLORITE AND WATER MIXTURE INTO THE PIPELINE AT A MEASURED RATE WHILE FRESH WATER IS ALLOWED TO FLOW THROUGH THE PIPELINE AT A MEASURED RATE TO PROVIDE THAT THE CHLORINE-WATER SOLUTION IS OF THE SPECIFIED STRENGTH:.

2. THE LIQUID CHLORINE GAS-WATER MIXTURE SHALL BE APPLIED BY MEANS OF AN APPROVED SOLUTION FEED CHLORINATING DEVICE. DRY CHLORINE GAS SHALL BE FED THROUGH PROPER DEVICES FOR REGULATING THE RATE OF FLOW AND PROVIDING EFFECTIVE DIFFUSION OF THE GAS INTO THE WATER WITHIN THE PIPE BEING TREATED. CHLORINATING DEVICES FOR FEEDING SOLUTIONS OF THE CHLORINE GAS OR THE GAS ITSELF MUST PROVIDE MEANS FOR PREVENTING THE BACKFLOW OF WATER INTO THE CHLORINE CYLINDER.

3. IF THE CALCIUM HYPOCHLORITE PROCEDURE IS USED, I.E. (HTH, PERCHLORON, HEPTACHLOR, OR SIMILAR PRODUCT), FIRST MIX THE DRY POWER GRANULES WITH WATER TO MAKE THE THICK PASTE THEN DILUTE TO A 1.0% SOLUTION (10,000 MG/L CHLORINE). IF THE SODIUM HYPOCHLORITE (CLOROX, PUREX, HILEX) IS USED TO PREPARE THE DISINFECTANT SOLUTION, DILUTE THE LIQUID WITH POTABLE WATER TO OBTAIN A 1.0% SOLUTION. NOTE: IT IS NOT PERMISSIBLE TO USE OR PLACE "CHLORINE TABLETS" WITHIN ANY PIPELINE AS THE PRODUCT FOR DISINFECTION. NEVER PLACE CONCENTRATED QUANTITIES OF COMMERCIAL DISINFECTANTS IN ANY PIPELINE BEFORE IT IS FILLED WITH WATER.

PRODUCT	QUANTITY	WATER
CALCIUM HYPOCHLORITE (1) (65%-70% CL)	1 LB.	7.5 GAL.
SODIUM HYPOCHLORITE (2) (5.25% CL)	1 GAL.	4.25 GAL.

(1) COMPARABLE TO COMMERCIAL PRODUCTS KNOWN AS HTH, PERCHLORON, HEPTA-CHLOR AND PETTCHLOR

(2) KNOWN AS LIQUID LAUNDRY BLEACH, CLOROX, PUREX, HILEX ETC.

POINT OF APPLICATION.

1. EQUIPMENT TO BE SUPPLIED BY THE CONTRACTOR FOR DISINFECTION PROCEDURE IS AS FOLLOWS:

A. EQUIPMENT TO MEASURE FLOW IN THE MAINLINE

B. CHEMICAL METERING PUMP

C. EQUIPMENT TO MEASURE FLOW FROM THE METERING PUMP.

D. GRADUATED CONTAINERS WITH KNOWN VOLUMES FOR CHEMICAL MIXING

2. INJECT THE CHLORINE MIXTURE INTO THE PIPELINE TO BE TREATED AT THE BEGINNING OF THE LINE THROUGH A CORPORATION STOP OR SUITABLE TAP IN THE TOP OF THE PIPELINE. USING ONLY POTABLE WATER, APPLY CHLORINE SOLUTION INTO ONE END OF THE PIPE TO BE DISINFECTED WHILE BLEEDING OFF AT THE DISCHARGE END UNTIL THE DESIRED CHLORINE RESIDUAL IS OBTAINED AT THE BLEED-OFF POINT. THE CHLORINE DOSAGE RATE AND THE BLEED-OFF RATE MUST BE SYNCHRONIZED AS BEST CAN BE AFFORDED. A "DRY RUN", WITHOUT CHLORINATION SOLUTION MUST BE MADE TO DETERMINE THE RATES AND SETTING THAT THE EQUIPMENT MUST BE PLACED ON TO ACHIEVE THE TARGETED CHLORINE SOLUTION. CHLORINATION AND WATER FLOW ARE THEN CUT OFF WITH THE HIGHLY CHLORINATED WATER BEING PERMITTED TO STAND FOR A MINIMUM OF 24 HOURS OF CONTACT-DISINFECTION TIME. TO DO THIS APPLICATION PROPERLY, CARE MUST BE EXERCISED TO ELIMINATE ALL AIR FROM THE LINE, FITTINGS AND VALVE BONNETS TO ACHIEVE COMPLETE DISINFECTION.

3. FOR PIPES, VALVES, SERVICE CONNECTIONS AND ASSOCIATED APPURTENANCES, A CHLORINE DISINFECTING SOLUTION WITH A FREE CHLORINE RESIDUAL OF 50 MG/L SHALL BE USED. THIS SOLUTION SHALL REMAIN IN PLACE FOR A MINIMUM OF 24 HOURS DISINFECTANT CONTACT TIME. AFTER THE 24 HOUR PERIOD, THE FREE CHLORINE RESIDUAL SHALL BE CHECKED USING AN APPROVED CHLORINE ANALYZER OR COMPACTOR.

4. OPERATE ALL VALVES, HYDRANTS, AND OTHER APPURTENANCES DURING DISINFECTION TO ASSURE THAT THE DISINFECTION MIXTURE IS DISPERSED INTO ALL PARTS OF THE LINE, INCLUDING DEAD ENDS, NEW SERVICES AND SIMILAR AREAS THAT OTHERWISE MAY NOT RECEIVE THE TREATED WATER.

5. IF THE FREE CHLORINE RESIDUAL IS FOUND TO BE 10 MG/L OR MORE, THE CHLORINE SOLUTION SHALL BE DRAINED, THE PIPELINE FACILITY FLUSHED WITH POTABLE WATER UNTIL THE WATER DISCHARGING FROM THE LINE IS CHEMICALLY, PHYSICALLY, AND BACTERIOLOGICALLY THE SAME AS THE NORMAL POTABLE WATER SUPPLY. THEN A MINIMUM OF TWO CONSECUTIVE SAMPLES SHALL BE COLLECTED AT LEAST 24 HOURS APART FROM THE NEW FACILITY FOR BACTERIOLOGICAL ANALYSIS BY A STATE OF WASHINGTON CERTIFIED LABORATORY. SAMPLES SHALL BE TAKEN FROM EVERY LOCATION AS DETERMINED BY THE CITY FROM EACH BRANCH AS APPLICABLE. IF THE RESULTS OF BOTH BACTERIOLOGICAL ANALYSIS INDICATE THAT THE WATER IS FREE OF NON-SPORE FORMING ORGANISMS (COLIFORMS), THE PIPELINE MAY BE PUT INTO SERVICE.

6. REDISINFECTION: IF THE CHECK MEASUREMENT TAKEN AFTER THE 24 HOUR CHLORINE CONTACT PERIOD INDICATES A FREE CHLORINE RESIDUAL OF LESS THAN 10 MG/L, THE FACILITIES SHALL BE FLUSHED, RECHLORINATED FOR A 24 HOUR PERIOD, RECHECKED UNTIL A 10 MG/L FREE CHLORINE RESIDUAL OR MORE IS ACHIEVED. LIKEWISE, IF EITHER LABORATORY BACTERIOLOGICAL ANALYSIS INDICATES THE PRESENCE OF NON-SPORE FORMING ORGANISMS (COLIFORMS), THE FLUSHING AND DISINFECTION PROCEDURES MUST BE REPEATED UNTIL A SAMPLE FREE OF SUCH ORGANISMS IS OBTAINED.

7. IN ANY CASE, THE PIPELINE SHALL NOT BE PLACED INTO SERVICE UNTIL THE RESULTS OF A BACTERIOLOGICAL TEST IS NEGATIVE.

8. CHLORINE MAY BE MEASURED WITH A HACH MODEL CN-21P TEST KIT OR OTHER APPROVED METHOD.

DISPOSAL OF DISINFECTED WATER:

1. USE SULFUR DIOXIDE, ASCORBIC ACID, OR OTHER PRE-APPROVED METHODS TO NEUTRALIZE ALL CHLORINE AS THE WATER IS DISCHARGED FROM DISINFECTED PIPES. DETERMINE THE INJECTION RATE ADEQUATE TO NEUTRALIZE THE DISINFECTION WATER AS IT IS DISCHARGED FROM THE NEW LINE.

2. THE METHOD FOR DISINFECTION MUST BE RELIABLE AND AUTOMATED, OR THE CONTRACTOR MUST SUPPLY ENOUGH PERSONNEL DURING DISINFECTION TO GUARANTEE CONTINUOUS ADEQUATE DECHLORINATION. IF, IN THE OPINION OF THE ENGINEER, THE METHOD OF DECHLORINATION IS HAPHAZARD OR INTERMITTENT, THE ENGINEER WILL STOP THE DISPOSAL PROCESS UNTIL ACCEPTABLE CONTROL OF THE DECHLORINATION PROCESS CAN BE DEMONSTRATED BY THE CONTRACTOR.

3. IT IS THE CONTRACTOR'S RESPONSIBILITY TO SEE THAT THE CONCENTRATED DISINFECTANT SOLUTION IS DISPOSED OF IN A MANNER THAT IS SAFE TO THE PUBLIC, DOES NOT DAMAGE NEIGHBORING PROPERTIES, AND DOES NOT HAVE A DAMAGING OR DEGRADING EFFECT ON THE ENVIRONMENT, STREAMS, OR FISH HABITAT. OBTAIN ALL NECESSARY PERMITS FOR THE DISPOSAL OF THE CONCENTRATED DISINFECTANT SOLUTION.

1. ALL TRENCH EXCAVATION AND PIPE INSTALLATION SHALL CONFORM TO CITY OF WHITE SALMON (WS) STANDARD SPECIFICATIONS. ALL EXCESS MATERIAL FROM THE TRENCH EXCAVATION SHALL BE DISPOSED OF ON AN APPROVED SITE.

2. PIPE BEDDING SHALL BE AN APPROVED GAS SAND OR APPROVED EQUAL. THE PIPE ZONE AREA ABOVE THE SPRING LINE OF THE PIPE SHALL BE EITHER GAS SAND OR CRUSHED SURFACING TOP COURSE PER WSDOT SPEC 9-03.9(3)

3. TRENCH COMPACTION SHALL BE PER WS STANDARD SPECIFICATIONS CONTRACTOR TO DETERMINE THE TYPE OF EQUIPMENT AND METHOD TO USE TO ACHIEVE THE REQUIRED COMPACTION. EACH LIFT SHALL BE COMPACTED TO A MINIMUM OF 95 PERCENT OF THE MAXIMUM DENSITY AS DETERMINED BY THE A.A.S.H.T.O. T-180 TEST METHOD.

4. SETTLEMENT OF THE FINISHED SURFACE WITHIN THE TWO YEAR WARRANTY PERIOD SHALL BE CONSIDERED TO BE A RESULT OF IMPROPER COMPACTION AND SHALL BE PROMPTLY REPAIRED BY THE CONTRACTOR AT NO EXPENSE TO THE CITY.

5. ALL VALVES 10 INCHES OR LESS IN DIAMETER SHALL BE RESILIENT WEDGE GATE VALVES, BUBBLE TIGHT AT 250 PSI, HAVE NON RISING STEMS, AND OPEN BY TURNING TO THE LEFT. PROVIDE A 2 INCH SQUARE NUT TO CONFORM TO AWWA C-504. ALL VALVES 12 INCHES OR LARGER IN DIAMETER SHALL BE BUTTERFLY VALVES. CONFORMING TO AWWA UNLESS OTHERWISE SPECIFIED ON THE PLANS.

6. IF NOT SPECIFIED ON THE DRAWINGS, ALL WATER PIPE 12 INCHES TO 4 INCHES IN DIAMETER SHALL BE PVC ASTM C900 CLASS 200 PIPE. ALL WATER PIPE 14 INCHES IN DIAMETER AND LARGER SHALL BE PVC ASTM C905 CLASS 200 PIPE. ALL FITTINGS SHALL BE DUCTILE IRON OR CAST IRON AND SHALL CONFORM TO THE A.W.W.A. STANDARD C-153 & C-111. PIPE SIZES SMALLER THAN 4 INCHES ARE AS SPECIFIED ON DRAWING.

7. ALL TEES, FLANGES, CAPS, BENDS AND OFFSETS, AS WELL AS ALL OTHER APPURTENANCES WHICH ARE SUBJECT TO UNBALANCED THRUST, SHALL BE PROPERLY BRACED BY ONE OF THE FOLLOWING METHODS:

A. CONCRETE THRUST BLOCKING - AS DETAILED IN THE PLANS, SHALL BE PLACED AT BENDS, TEES, DEAD ENDS AND CROSSES. BLOCKING SHALL BE 3000 PSI CONCRETE POURED IN PLACE. CONCRETE BLOCKING SHALL BE AGAINST SOLID UNDISTURBED EARTH AT THE SIDES AND BOTTOM OF THE TRENCH EXCAVATION AND SHALL BE SHAPED SO AS NOT TO OBSTRUCT ACCESS TO THE JOINTS OF THE PIPE OR FITTINGS. THE FITTING BEING THRUSTED MUST BE ANCHORED TO THE ADJACENT PIPE USING MEGALUGS OR APPROVED EQUAL.

B. MECHANICAL JOINT RESTRAINT - USE "EBAA IRON SERIES 2000 MEGA LUG MECHANICAL JOINT THRUST RESTRAINT" OR APPROVED EQUAL. CONTRACTOR TO RESTRAIN THE MINIMUM REQUIRED PIPE LENGTH WITH "EBAA IRON SERIES 1500, 1600 OR 2800 BELL RESTRAINT HARNESS" OR APPROVED EQUAL. CONTRACTOR TO SUBMIT ENGINEERING DESIGN FOR MINIMUM REQUIRED RESTRAINED LENGTH IF NOT PROVIDED IN THESE DRAWINGS.

8. ALL POTABLE WATER MAINS SHALL BE TESTED AT 150% OF STATIC PRESSURE OR 150 PSI WHICHEVER IS GREATER, IN ACCORDANCE WITH A.W.W.A. AND APWA STANDARD SPECIFICATIONS. WS SHALL BE NOTIFIED 48 HOURS IN ADVANCE FOR TESTING. MOST STRINGENT TO APPLY.

9. CHLORINATION SHALL BE PERFORMED IN ACCORDANCE WITH A.W.W.A. AND APWA STANDARD SPECIFICATIONS. MOST STRINGENT TO APPLY.

10. APPROPRIATE DISPOSAL AND OR DECHLORINATION OF FLUSHED WATER DURING BLOWOFF IS THE RESPONSIBILITY OF THE CONTRACTOR.

11. PIPE TO HAVE A MINIMUM COVER OF 36 INCHES ALONG PUCKER HUDDLE ROAD & 36" MIN COVER AONG MARTIN ROAD.

12. VERIFY BRANDS & MODELS REQ'D BY CITY OF WHITE SALMON (FORD, ROMAC).

13. SUBMIT PIPE RESTRAINT INFO PRIOR TO PURCHASE.

D-1

C1.1

WATERLINE TESTING

THIS LINE IS 1' LONG. IF THIS LINE IS NOT 1' LONG, ADJUST SCALE ACCORDINGLY

D-5

C1.1

WATERLINE CONSTRUCTION NOTES

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NOTES

WATERLINE EXTENSION

PUCKER HUDDLE - MARTIN ROAD

WHITE SALMON WASHINGTON

JOB NO. 14B178

DATE 10/16/2015

DRAWN BY KRP CHECKED BY SWB

REVISIONS DATE 11/11/15

RECORD DRAWINGS DATE

STOKER W. BELL

STATE OF WASHINGTON

REGISTERED

PROFESSIONAL ENGINEER

10/16/2015

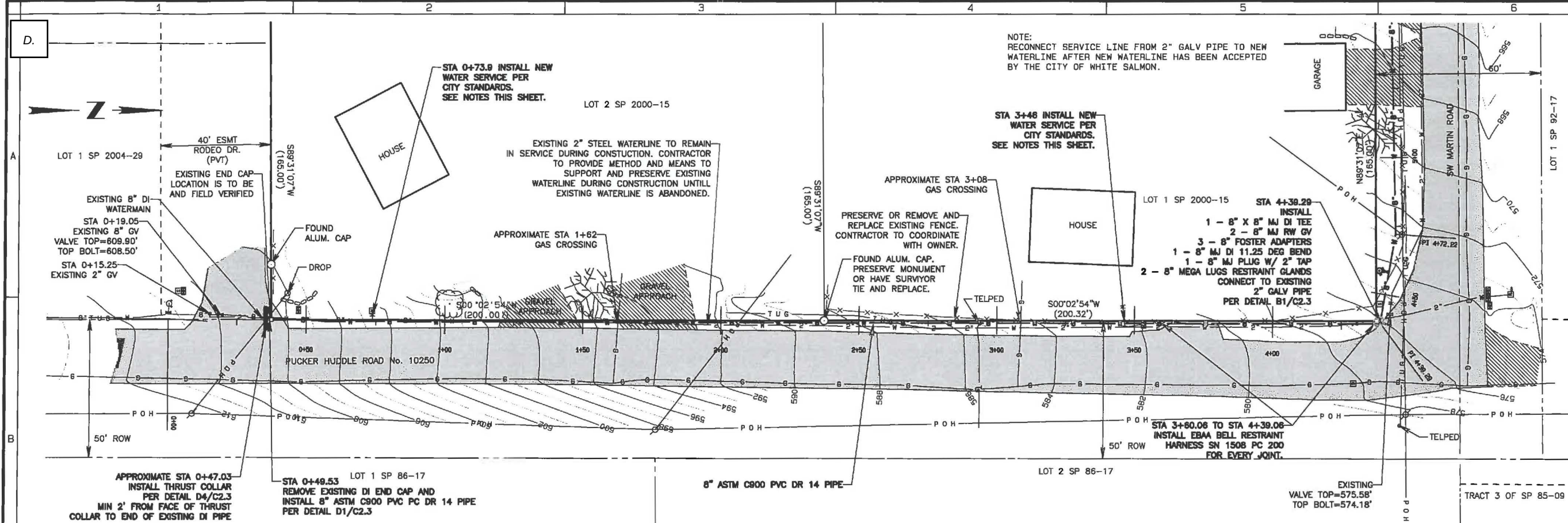
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C1.1

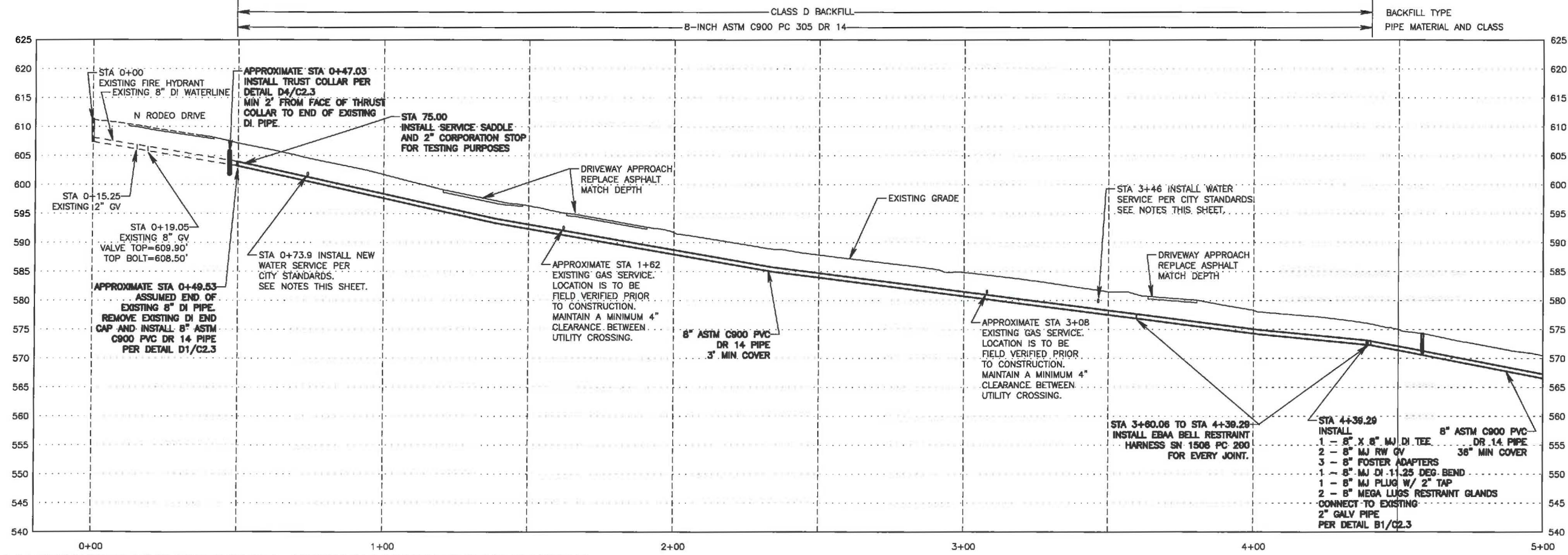
2 OF 7 SHEETS

20



MARX WATER LINE EXTENSION - PUCKER HUDDLE ROAD PLAN VIEW

SCALE 1" = 20'-0" CONTOURS AT 1 FOOT INTERVALS



MARX WATER LINE EXTENSION - PUCKER HUDDLE ROAD PROFILE

HORIZONTAL SCALE 1" = 20'-0" VERTICAL SCALE 1" = 1' THIS LINE IS 1" LONG. IF THIS LINE IS NOT 1" LONG, ADJUST SCALE ACCORDINGLY

NOTE:
RECONNECT SERVICE LINE FROM 2" GALV PIPE TO NEW
WATERLINE AFTER NEW WATERLINE HAS BEEN ACCEPTED
BY THE CITY OF WHITE SALMON.

STA 3+46 INSTALL NEW
WATER SERVICE PER
CITY STANDARDS.
SEE NOTES THIS SHEET.

STA 4+38.29
INSTALL
1 - 8" X 8" MJ DI TEE
2 - 8" MJ RW GV
3 - 8" FOSTER ADAPTERS
1 - 8" MJ DI 11.25 DEG BEND
1 - 8" MJ PLUG W/ 2" TAP
2 - 8" MEGA LUGS RESTRAINT GLANDS
CONNECT TO EXISTING
2" GALV PIPE
PER DETAIL B1/C2.3

STA 3+60.06 TO STA 4+38.29
INSTALL EBAA BELL RESTRAINT
HARNES SN 1508 PC 200
FOR EVERY JOINT.

STA 4+38.29
INSTALL
1 - 8" X 8" MJ DI TEE
2 - 8" MJ RW GV
3 - 8" FOSTER ADAPTERS
1 - 8" MJ DI 11.25 DEG BEND
1 - 8" MJ PLUG W/ 2" TAP
2 - 8" MEGA LUGS RESTRAINT GLANDS
CONNECT TO EXISTING
2" GALV PIPE
PER DETAIL B1/C2.3

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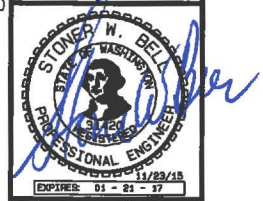


PLAN AND PROFILE

**WATERLINE EXTENSION
PUCKER HUDDLE ROAD**

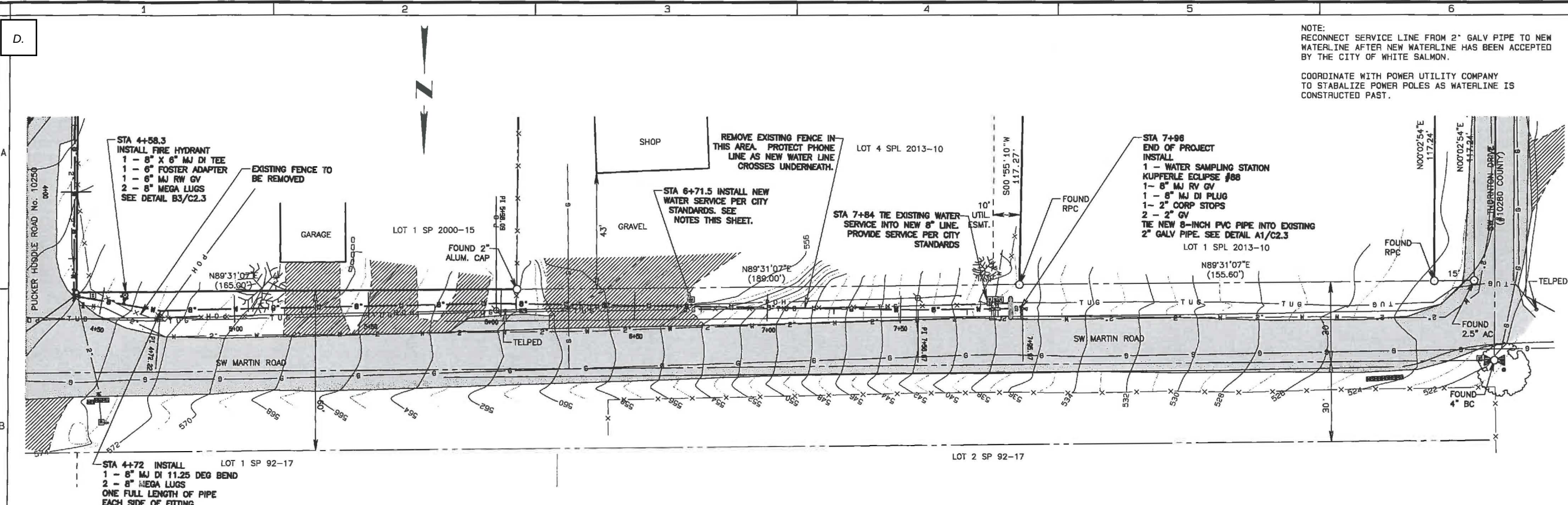
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JOB NO.	148178
DATE	10/16/2015
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11/11/15	
RECORD DRAWINGS	DATE



SHEET NO.
C2.1
3 OF 7 SHEETS

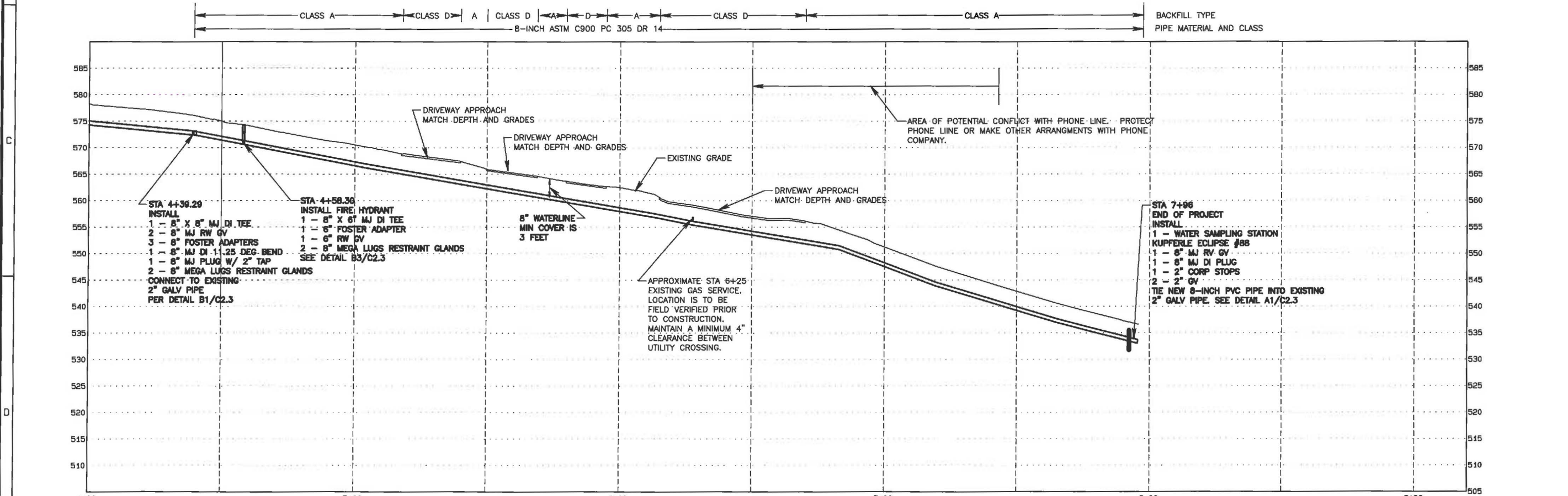
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NOTE:
RECONNECT SERVICE LINE FROM 2" GALV PIPE TO NEW WATERLINE AFTER NEW WATERLINE HAS BEEN ACCEPTED BY THE CITY OF WHITE SALMON.

COORDINATE WITH POWER UTILITY COMPANY TO STABILIZE POWER POLES AS WATERLINE IS CONSTRUCTED PAST.

B-1
C2.2 **MARX WATER LINE EXTENSION - MARTIN ROAD PLAN VIEW**
SCALE 1" = 20'-0" CONTOURS AT 1 FOOT INTERVALS



D-1
C2.2 **MARX WATER LINE EXTENSION - MARTIN ROAD PROFILE**
HORIZONTAL SCALE 1" = 20'-0" VERTICAL SCALE 1" = 1' THIS LINE IS 1" LONG. IF THIS LINE IS NOT 1" LONG, ADJUST SCALE ACCORDINGLY

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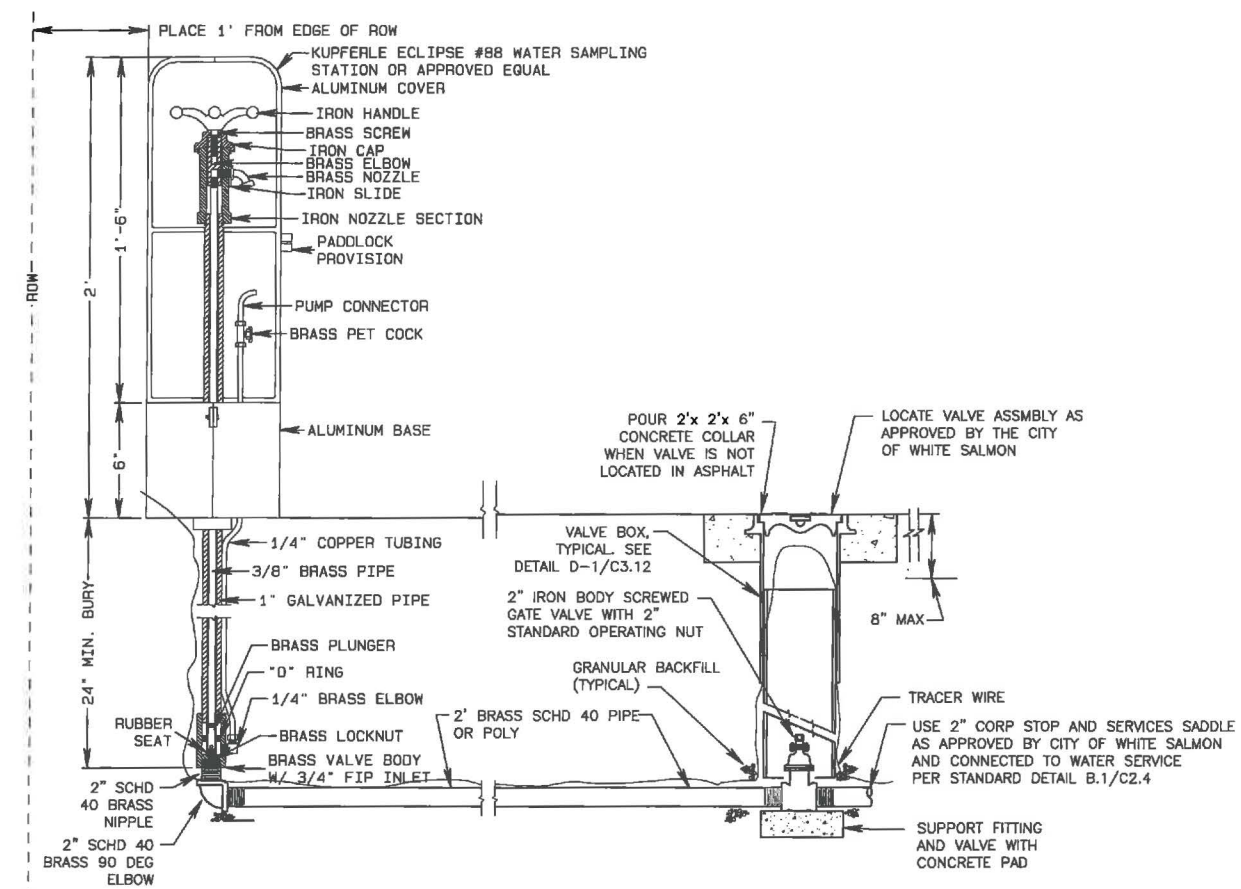
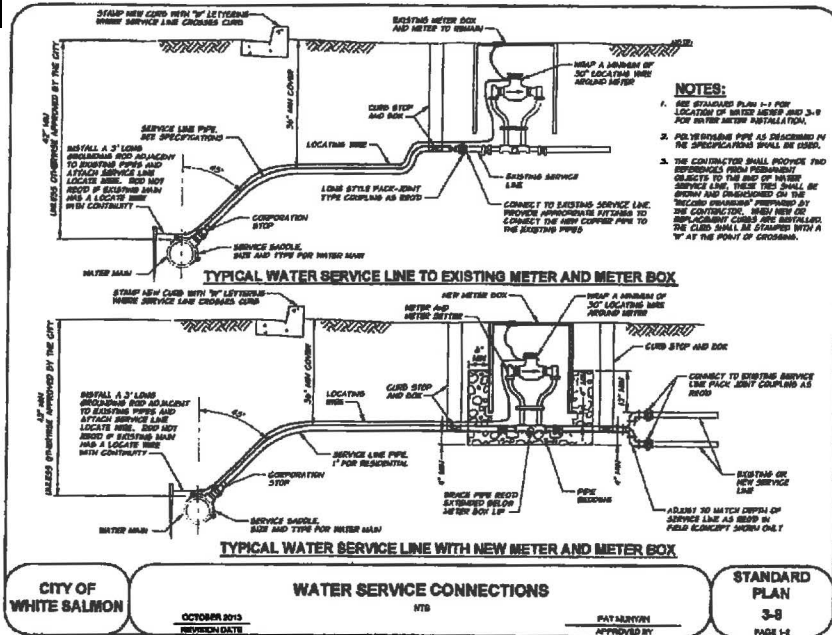
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PLAN AND PROFILE
WATERLINE EXTENSION
MARTIN ROAD
WHITE SALMON WASHINGTON

JOB NO. 14B178
DATE 10/16/2015
DRAWN BY KRP CHECKED BY SWB
REVISIONS 11/11/15
RECORD DRAWING DATE

SHEET NO.
C2.2
4 OF 7 SHEETS

D.



B-3 C2.4 WATER SAMPLING STATION DETAIL NTS

B-1 C2.4 WATER SERVICE CONNECTIONS NTS

THIS LINE IS 1" LONG. IF THIS LINE IS NOT 1" LONG, ADJUST SCALE ACCORDINGLY

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CITY STANDARD DETAILS
WATERLINE EXTENSION
PUCKER HUDDLE - MARTIN ROAD
WHITE SALMON WASHINGTON

JOB NO. 14B178
DATE 10/16/2015
DRAWN BY KRP CHECKED BY SWB
REVISIONS DATE 11/11/15
RECORD DRAWINGS DATE

C2.4
8 OF 7 SHEETS

File Attachments for Item:

E. Confirmation of Mayor's Appointments — Appointments to CityLab Board



COUNCIL REPORT



Business Item

Needs Legal Review:
Meeting Date:
Agenda Item:
Presented By:



Consent Agenda

No
August 5, 2026
Appointments to Planning Commission
Marla Keethler, Mayor

Action Required

Confirm City Lab Board appointments.

Motion for Business Item / Proposed Motion for Consent Agenda

Move to confirm City Lab Board appointments as presented.

Explanation of Issue

The City solicited applications to fill vacant seats on the City Lab Board. After staff review of the submitted materials, I am recommending the following appointments:

- Barbara Bailey
- Peter Johnson

The nominees' applications are attached for reference.

Council Options:

1. Confirm the City Lab Board appointments as presented.
2. Defer action and request additional information.
3. Take other action as desired by Council.

Fiscal Analysis:

There is no direct fiscal impact associated with confirming these appointments. Staff support for boards and commissions is an existing operational function.

Diversity Equity Inclusion & Stakeholder Analysis:

Consideration was given to a balance of professional skills, lived experience, and fresh perspectives while maintaining complementary expertise on the City Lab Board.

Recommendation of Staff:

It is recommended that City Council confirm the City Lab Board appointments of Barbara Bailey and Peter Johnson as presented.

Committee & Board Appointments Application

Citizen boards, committees and commissions are critical to the effective functioning of city government. We appreciate your interest in wishing to serve White Salmon and ask that you complete this brief application. If you wish, please feel free to attach a resume or additional documentation to this application to speak to your prior experience. This application form is considered a public document and is subject to public disclosure.

Email *

[REDACTED]

REDACTED - RCW 42.56.250(1)(d)

Name *

First and last name

Barbara Bailey

Mailing Address

[REDACTED]

REDACTED - RCW 42.56.250(1)(d)

Physical Residence Address *

[REDACTED]

REDACTED - RCW 42.56.250(1)(d)

Phone number *

[REDACTED]

REDACTED - RCW 42.56.250(1)(d)

E.

For which Board(s), Committee(s) or Commission(s) would you like to be considered *

- ☐ Board of Appeals
- ☒ City Lab Board
- ☐ Civil Service Commission
- ☐ Personnel & Finance Committee
- ☐ Planning Commission
- ☐ Tree Board
- ☐ Lodging Tax Advisory Committee
- ☐ Wildfire & Emergency Preparedness Committee

Education (HS, name and location of college or university, year graduated and degree) *

Millikan High, Long Beach, CA; UC Santa Cruz, BA Literature 1979; Loyola Univ of Chicago, MS Industrial Relations (HR) 1984; Northwestern University MM (MBA) Finance, 1986

Current Employment (Job Title, Employer)

Retired

Special reasons for wishing to serve on selected board(s) or committee(s)?

I have a deep interest in conservation, as demonstrated by my service as Supervisor (now Chair) of the volunteer board of Underwood Conservation District since 2017. My interest led me to build my house (finished in 2022) as a passive house with active solar. It has been net zero energy each full year, and has perhaps the first permitted graywater system in White Salmon. I believe the education/outreach and grant focused work of UCD has overlap with initiatives that may help address some of the priorities of CityLab, so I would like to help make those connections.

E.

Have you previously served on any advisory boards, committees, or commissions for the city? If * so, please provide details.

No.
.....

Please list any training or experience you have that would be beneficial to serving on the stated board, committee, or commission.

I have undergone training from the State Conservation Commission on the Open Public Meetings Act (not 100% relevant given the advisory nature of CityLab, but helpful), have served on the board of the Washington Association of Conservation Districts and as its Secretary, have attended training sessions over the years relevant to my duties there and as a UCD Supervisor. I have taken Indian Country 101 (TWG Trainings/Whitner Group) regarding working with tribal entities. My professional background and education has provided me with research, analytical, and teamwork skills that may be useful. As part of the UCD board, I recently took the Gallup Strengths test(?) and received one-on-one counseling to help incorporate learnings into my leadership role there.
.....

Are you able to attend board meetings during the day or evenings M-F? If no, please explain. *

Mostly. Tuesdays are out, Monday and Friday mornings also, but otherwise have a good deal of flexibility.

To send additional information:

Please email any resumes or additional information you would like included with your application to: **mayor@ci.white-salmon.wa.us** and include your name in the subject line. Thank you!

You application will be placed with others interested in serving on the same board, committee or * commission. When a vacancy occurs on the board, committee, or commission in which you have indicated an interest, the Mayor may desire to conduct an interview. We will retain your application for 3 years from the date it was received. Please check the box below to confirm acknowledgement of these terms.

☒ I acknowledge.

Committee & Board Appointments Application

Citizen boards, committees and commissions are critical to the effective functioning of city government. We appreciate your interest in wishing to serve White Salmon and ask that you complete this brief application. If you wish, please feel free to attach a resume or additional documentation to this application to speak to your prior experience. This application form is considered a public document and is subject to public disclosure.

Email *

[REDACTED]

REDACTED - RCW 42.56.250(1)(d)

Name *

First and last name

Peter Johnson

Mailing Address

[REDACTED]

REDACTED - RCW 42.56.250(1)(d)

Physical Residence Address *

[REDACTED]

REDACTED - RCW 42.56.250(1)(d)

Phone number *

[REDACTED]

REDACTED - RCW 42.56.250(1)(d)

E.

For which Board(s), Committee(s) or Commission(s) would you like to be considered *

- ☐ Board of Appeals
- ☒ City Lab Board
- ☐ Civil Service Commission
- ☐ Personnel & Finance Committee
- ☐ Planning Commission
- ☐ Tree Board
- ☐ Lodging Tax Advisory Committee
- ☐ Wildfire & Emergency Preparedness Committee

Education (HS, name and location of college or university, year graduated and degree) *

CU Boulder, 1982, BS

Current Employment (Job Title, Employer)

Self

Special reasons for wishing to serve on selected board(s) or committee(s)?

Interested in the future of WS, our brand identity, economic development and cultural tourism potential.

E.

Have you previously served on any advisory boards, committees, or commissions for the city? If * so, please provide details.

City of Portland: Board Chair and Managing Director, Portland Waterfront Alliance
(portlandwaterfrontpavilion.com)

Please list any training or experience you have that would be beneficial to serving on the stated board, committee, or commission.

Founder International Outdoor Festival, International Outdoor Group, Captured52.com, heldone.com and Portland Waterfront Alliance

Are you able to attend board meetings during the day or evenings M-F? If no, please explain. *

yes

To send additional information:

Please email any resumes or additional information you would like included with your application to: **mayor@ci.white-salmon.wa.us** and include your name in the subject line. Thank you!

You application will be placed with others interested in serving on the same board, committee or * commission. When a vacancy occurs on the board, committee, or commission in which you have indicated an interest, the Mayor may desire to conduct an interview. We will retain your application for 3 years from the date it was received. Please check the box below to confirm acknowledgement of these terms.

☒ I acknowledge.

This form was created inside of City of White Salmon.

Google Forms

File Attachments for Item:

F. Resolution 2026-08-651 — Ratifying Emergency Proclamation 2026-01



COUNCIL REPORT



Business Item



Consent Agenda

Needs Legal Review:

Yes

Meeting Date:

August 5, 2026

Agenda Item:

Ratification of May 2026 Storm Emergency Proclamation

Presented By:

Chris True, Public Works Director

Action Required: Adopt the resolution ratifying Emergency Proclamation 2026-01 and the emergency actions taken in response to the May 28, 2026 storm event.

Motion for Business Item / Proposed Motion for Consent Agenda: I move to adopt Resolution No. 2026-08-651 ratifying Emergency Proclamation 2026-01 and the emergency actions taken to address storm-related damage to City roadways, utilities, drainage facilities, and other public infrastructure.

Background of Issue:

On May 28, 2026, the City experienced a significant storm event that caused erosion, roadway failure, slope instability, flooding, and damage to public infrastructure in multiple locations. The most significant damage occurred near NE Skagit Avenue and NE Scenic Street, where stormwater infiltration undermined the roadway and required its closure. On June 1, 2026, a City water main in the affected area failed due to settlement and roadway instability, further increasing the damage.

Mayor Marla Keethler issued Emergency Proclamation 2026-01 on June 2, 2026. The proclamation authorized the Public Works Department to enter into contracts and incur obligations necessary to stabilize the roadway, repair utilities, obtain engineering and geotechnical services, provide traffic control, and complete other emergency work needed to protect public health, safety, property, and essential City infrastructure.

Explanation of Issue:

The preliminary engineering estimate for the storm-damage restoration project is \$1,998,500. The City has been awarded \$1,000,000 in emergency funding toward the project, and Council ratification of the emergency proclamation is required for the funding. Ratification will formally confirm the emergency declaration and the authority used to respond to the event.

Council Options:

City Council has the following options available:

- Adopt the resolution as presented.
- Revise the proposed resolution.
- Refer the matter back to staff for additional information.

Fiscal Analysis:

The preliminary project estimate is \$1,998,500. The City has been awarded \$1,000,000 in emergency funding. Final City costs will depend on the completed design, bid results, eligible funding expenses, and any additional funding secured.

Recommendation of Staff/Committee:

Staff recommends adoption of the resolution ratifying Emergency Proclamation 2026-01 and the related emergency response actions.

Follow Up Action:

Following Council action, staff will provide the adopted resolution as required for the emergency-funding documentation and will continue project design, procurement, and funding coordination.

**RESOLUTION NO. 2026-08-651
CITY OF WHITE SALMON**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITE SALMON,
WASHINGTON, RATIFYING EMERGENCY PROCLAMATION 2026-01 REGARDING
STORM-RELATED DAMAGE TO CITY ROADWAYS, UTILITIES, AND PUBLIC
INFRASTRUCTURE.**

WHEREAS, on May 28, 2026, the City of White Salmon experienced a significant storm event that resulted in erosion, roadway failure, slope instability, flooding, and damage to public infrastructure throughout the City; and

WHEREAS, one of the most significant impacts occurred in the vicinity of NE Skagit Avenue and NE Scenic Street, where stormwater infiltration and roadway failure created unsafe conditions requiring closure of the roadway; and

WHEREAS, on June 1, 2026, a City water main located within the affected area failed due to settlement and roadway instability, further undermining the roadway and increasing the extent of the damage; and

WHEREAS, the storm event generated multiple reports of flooding, erosion, sediment deposition, roadway damage, and drainage failures affecting public infrastructure and private property throughout the City; and

WHEREAS, the Mayor of the City of White Salmon declared an emergency as defined by RCW 39.04.280(3) on June 2, 2026, and authorized the City of White Salmon Public Works Department to enter into contracts and incur obligations necessary to address the emergency (Exhibit A); and

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

Section 1.

The City Council hereby ratifies and confirms Emergency Proclamation 2026-01, issued by Mayor Marla Keethler on June 2, 2026, including the finding that a local emergency existed as a result of

the May 28, 2026 storm event and the subsequent failure of the water main on June 1, 2026.

Section 2.

Pursuant to the emergency ratified in Section 1, the City is authorized to waive competitive bidding, enter into contracts, and incur obligations necessary to address storm damage affecting City roadways, utilities, drainage facilities, and other public infrastructure; protect public health, safety, and property; and restore essential City services, pursuant to RCW 39.04.280(1)(g) and (3). The City Council further ratifies and confirms all actions taken under this authority pursuant to Emergency Proclamation 2026-01.

Section 3.

It is hereby declared that efforts will be made to respond to and mitigate the effect of this storm event.

Section 4.

The local emergency ratified in Section 1 shall terminate when, in the Mayor's judgment, the emergency measures authorized herein are no longer required for the protection of the public peace, health, safety, and welfare.

ADOPTED AND ADOPTED by the City Council of the City of White Salmon, Washington, at a regularly scheduled meeting thereof this 5th day of August 2026.

Marla Keethler, Mayor

Attest:

Approved as to Form:

Erika Castro Guzman, Clerk

Shawn MacPherson, City Attorney

City of White Salmon
Office of City Hall



RE: Emergency Proclamation 2026-01

June 2, 2026

On May 28, 2026, the City of White Salmon experienced a significant storm event that resulted in substantial damage to public infrastructure. The storm caused erosion, roadway failure, slope instability, and damage to public utilities in multiple locations throughout the City.

One of the most significant impacts occurred in the vicinity of NE Skagit Avenue and NE Scenic Street. Flooding and stormwater infiltration undermined portions of the roadway, creating unsafe conditions and requiring the closure of the affected roadway. Subsequently, on June 1, 2026, a City water main located within the affected area failed due to settlement and roadway instability, further undermining the roadway and increasing the extent of the damage.

Due to the immediate threat to public health, safety, and property, emergency repairs, engineering evaluations, utility repairs, traffic control measures, and other emergency response actions are necessary to protect public infrastructure and restore safe conditions.

An emergency exists that necessitates the utilization of emergency powers. To obtain the appropriate services, materials, equipment, and contractors in a timely manner, the City may need to waive competitive bidding requirements and award all necessary contracts on behalf of the City to properly address the emergency conditions.

I, Marla Keethler, Mayor of the City of White Salmon, hereby declare an emergency as defined by RCW 39.04.280(3) due to the unforeseen nature of the storm damage described above and the immediate threat posed to public infrastructure, utilities, and public safety.

Pursuant to this declaration, the City Public Works Department is authorized to enter into contracts and incur obligations necessary to address the emergency. Emergency measures may include, but are not limited to, roadway stabilization, utility repairs, engineering and geotechnical services, traffic control, excavation, construction, and the purchase of materials, supplies, equipment, and contractor services required to protect public infrastructure and restore essential services.

This declaration of local emergency shall terminate when, in the Mayor's judgment, the emergency measures contained herein are no longer required to safeguard public infrastructure, property, and public safety.

Signed this 2nd day of June, 2026.

A handwritten signature in blue ink, appearing to read 'M. Keethler', with a stylized, cursive script.

Marla Keethler

Mayor, City of White Salmon

File Attachments for Item:

A. Charters Short Plat Alteration

1. Presentation
2. Public Testimony
3. Discussion
4. Action



CITY COUNCIL REPORT



Business Item

Needs Legal Review:
Meeting Date:
Agenda Item:
Presented By:



Consent Agenda

No
August 5, 2026
Charters Short Plat Alteration
Rowan Fairfield, City Planner

Action Required

Approval of a short plat alteration

Motion for Business Item / Proposed Motion for Consent Agenda

Move that Council approve the short plat alteration with the conditions as recommended in the staff report.

Explanation of Issue

At the meeting on May 20, 2026, Council approved a Developer Agreement to address an unusual situation arising from an approved 2021 short plat for Dan and Veda Charters. This agreement allowed the Charters to utilize a previously-installed but never activated private sewer line within the right-of-way, with some conditions, and allowed the Charters to apply for a short plat alteration to the same effect.

This short plat alteration will not change any lot boundaries. Rather, it formally rescinds those conditions of approval of WS-SP-2021-002 which are related to a public sewer extension, and replaces them with new conditions that align with the Developer Agreement.

City Council Options:

1. Adopt the Staff Recommendation to approve the short plat alteration.
2. Take no action on this request.
3. Other action that may be desired by the Council.

Fiscal Analysis:

There are no cost implications tied to the approval of this MOU.

Recommendation of Staff:

It is recommended by staff that the City Council approve the short plat alteration.



CITY OF WHITE SALMON

100 N. Main Street, White Salmon, WA 98672

(509) 493-1133

STAFF REPORT FOR SHORT PLAT ALTERATION

Date: July 29, 2026

Site Address: 581 NE Spring St

Applicant: Daniel Charters

Owner: Daniel Charters

Agent: N/A

Parcel Number:	03111921020100	03111921020200	03111921020300
Legal Description:	Lot 1 WS-SP 2021-002; 19-3-11	Lot 2 WS-SP 2021-002; 19-3-11	Lot 3 WS-SP 2021-002; 19-3-11

Planning File: WS-SP-2026.008, an alteration to approved plat WS-SP-2021-002

1.0 SUMMARY

- 1.1** Proposal:
Alteration of WS-SP-2021-002. No changes is proposed for the lot boundaries, but for its conditions of approval relating to sewer, to allow lot 2 to hook up sewer to the existing 2 inch line installed in the right-of-way of Spring St.
- 1.2** Staff Recommendation:
Approval
- 1.3** List of Attachments
1. Application packet
 2. Location map
 3. Agency Notice of Application

2.0 AUTHORITY

Per the City's Municipal Code §16.65.080 (B), an alteration to a short plat requires an application, a notice of application/public hearing, and approval by the Council.

Determination of Public Interest. The council shall determine the public use and interest in the proposed alteration and may deny or approve the application for alteration. [...]

WSMC §16.65.080 (B)(2)

A short plat alteration is not covered in WSMC Chapter 19.10 "Land Development Administrative Procedures" and is not assigned a particular procedure type (e.g. Type III). However, Title 19 does give instructions for notices of application and public hearing, and for appeals of Council decisions to the Superior Court. Appeals information can be found at the end of this report.

3.0 PROCEDURE AND TIMELINE

3.1	Application submitted:	4/24/2026
3.2	Application deemed complete:	6/10/2026
	Note: the Developer Agreement signed on this date waives the application fee.	
3.3	Mailed Notice of Application:	7/16/2026
3.4	Posted Notice of Application:	7/16/2026
3.5	Mailed Notice of Public Hearing:	7/20/2026
3.6	Posted Notice of Public Hearing:	7/20/2026
3.7	Published Notice of Public Hearing:	7/22/2026 in the <i>Columbia Gorge News</i>
3.8	Staff Report:	7/29/2026
3.9	Public Hearing:	8/5/2026
3.10	Final Order mailed:	Within five (5) days of the decision
3.11	Appeal deadline:	Within twenty-one (21) days of decision

4.0 PROPERTY CHARACTERISTICS

4.1 Zoning:

4.1.1 Comprehensive Plan: Single-Family Residential R-1

4.1.2 Current Zoning: R1

4.2 Size: 0.98 acres

4.3 Access:

Lots 1 and 2 from Spring Street, and Lot 3 via an easement over Lot 2.

4.4 Previous Land Use Actions:

Three lots created by WS-SP-2021-002

4.5 Current Land Use:

Residence on Lot 1, and accessory outbuildings (barns and sheds) on all 3 lots.

4.6 Neighboring Land Uses:

4.6.1 North: Vacant

4.6.2 East: Residential

4.6.3 South: Residential

4.6.4 West: Residential

4.7 Critical Areas:

4.7.1 Fish and wildlife conservation areas: Oak/pine mixed forest may be present, and the southwest corner of Lot 3 is within the buffer for Dry Creek.

4.7.2 Geologically hazardous areas: No, except “regional lava flows” which are typical of the entire City of White Salmon

4.7.3 Flood hazard areas: No

4.7.4 Critical aquifer recharge areas: No

4.7.5 Wetland critical areas: No

5.0 CONTEXT FINDINGS

The narrative differs slightly from the project description in two ways.

The narrative proposes to allow both Lot 2 and Lot 3 to hook up to sewer, using the previously-installed 2-inch private sewer line. However, the signed Developer Agreement only authorizes Lot 2 to do so. Therefore, this staff report recommends amending those sewer-related conditions of approval for Lot 2 only.

The narrative also proposes to reduce the stream setback to Dry Creek from 200 ft to 150 ft. The Critical Areas Ordinance in WSMC 18.10.313 (A)(2) says:

The one hundred eighty-three-foot buffer from Type F streams may be adjusted down to one hundred fifty feet in specific instances with no additional review and with the concurrence of WDFW.

Staff met with Amber Johnson from Washington Department of Fish and Wildlife (WDFW) on 7/14/2026 to discuss. WDFW determined that there was not enough information submitted to justify a reduction in stream setback, and did not concur. The landowner, or his successor, is welcome to propose a reduced setback when submitting a development application in the future. WDFW recommends submitting a reason why the setback reduction is necessary, and to demonstrate no net loss to the value of the stream habitat. WDFW can provide additional guidance upon request.

Because the Critical Areas Ordinance has been updated since the original short plat approval, the applicant may use the new minimum setback of 183 ft, instead of 200 ft.

6.0 CRITERIA FOR APPROVAL

The following sections of the White Salmon Municipal Code have bearing on this application.

WSMC Chapter 16.65 – Short Plats and Short Subdivisions

16.65.080 - Ancillary proceedings.

WSMC Chapter 19.10 – Land Development Administration Procedures

19.10.150 – Notice of application

19.10.190 – Notice of public hearing

7.0 FINDINGS

7.1 **WSMC 16.65.080 - Ancillary proceedings.**

B. Short Plat Alteration. When any person desires to alter any short plat or the altering of any portion thereof except as provided in Section 16.65.030, that person shall submit an application to request the alteration to the council. Upon receipt of an application for alteration, the council shall provide notice of the application to all owners of property within a short plat, and as provided for in Section 16.65.060(B). The notice shall establish a date for public hearing.

1. Signatures. The application shall contain the signatures of the owner(s) of the lots, tracts, parcels, sites or divisions in the subject short plat or portion to be altered. If the short plat is subject to restrictive covenants which were filed at the time of the approval of the short plat, and the application for alteration would result in the violation of a covenant, the application shall contain an agreement signed by all parties subject to the covenants providing that the parties agree to terminate or alter the relevant covenants to accomplish the purpose of the alteration of the short plat or portion thereof.

Staff Finding: Satisfied

The application was signed by the sole owner, Daniel Charters. No covenants are affected, so no agreement or termination is required.

7.2 *2. Determination of Public Interest. The council shall determine the public use and interest in the proposed alteration and may deny or approve the application for alteration. If any land within the alteration is part of an assessment district, any outstanding assessment shall be equitably divided and levied against the remaining lots, parcels or tracts, or be levied equitably on the lots resulting from the alteration. If any land within the alteration contains a dedication to the general use of persons residing*

within the short plat, such land may be altered and divided equitably between the adjacent properties.

Staff Finding: Satisfied

Council already agreed with the substance of this proposal when it approved the Development Agreement signed on June 10, 2026. It is in the public interest to allow developable land to develop in accordance with the municipal code, and to permit landowners a reasonable use of their property.

The assessment and dedication actions are not applicable and can be waived, because no change to the boundary lines is proposed.

- 7.3** *3. Revision of Final Plat. After approval of the alteration, the council shall order the applicant to produce a revised drawing of approved alteration of the short plat, which after signature of the mayor, shall be filed with the county auditor to become the lawful plat of the property. Prior to the submission of a preliminary plat it shall be the responsibility of the subdivider to inquire to the district health officer in order to ascertain whether larger lot sizes than those called for in this article (see Chapter 16.45, Design Standards) are recommended. The district health officer may require percolation tests or other similar tests. The district health officer's agency may require a fee for this service. If larger lots are recommended, the district health officer shall forward a statement in writing to the subdivider and a copy to the administrator to this effect and specify the lot sizes, reasons and conditions for the recommendation.*

Staff Finding: Not Applicable

This action can be waived, as no changes to the boundaries of the lots are proposed. No percolation tests or similar tests are necessary for development on Lot 2, because it is proposing to connect to the public sewer system via a previously-installed 2-inch private sewer line.

- 7.4** ***WSMC 19.10.150 – Notice of application.***

Staff Finding: Satisfied

Notices of application were mailed out on 7/16/2026 and contained all the required content.

- 7.5** ***WSMC 19.10.190 – Notice of public hearing.***

Staff Finding: Satisfied

Notices of public hearing were mailed out on 7/22/2026 and contained all the required content. Notice was published in the Columbia Gorge News on 7/22/2026 and 7/29/2026.

8.0 PUBLIC COMMENTS

Staff received no public comments.

9.0 STAFF DECISION

Based on the findings above, staff recommends **approval** of this application for short plat alteration, and recommends that the conditions of approval on Short Plat WS-SP-2021-002 are amended as follows.

If Council approves this request, the record for this application shall be appended to the record for the original short plat WS-SP-2021-002.

10.0 CONDITIONS OF APPROVAL

Staff recommends the following conditions of approval.

1. No revised plat is required, and this approval does not authorize any change to parcel boundaries.
2. Lot 3 may utilize a 183-foot setback from Dry Creek instead of the original 200 ft, in accordance with the current Critical Areas code in WSMC 18.10.313 – “Buffers”.
3. The following two original conditions of approval (*italicized*) from the staff report and decision for WS-SP-2021-002 (pg. 99 – 100) are rescinded and replaced by conditions 5 through 7, below.

CONDITION OF APPROVAL: *Prior to the issuance of any new development or building permits, Applicant shall extend sewer service from the existing manhole (see Exhibit C for exact location of eastern end of sewer service) at the northeast corner of the Spring Street Mobile Home Park along NE Spring Street to serve parcels 2 and, 3. This extension shall be constructed to City standards at the time a building permit or additional land use action application is deemed complete, inspected prior to acceptance by the City Council and Applicant shall furnish as-built drawings indicating what infrastructure was constructed and installed. Applicant or subsequent owners shall install pumps or similar systems on all parcels as deemed necessary by City Staff or City Engineer to move sewage to point where gravity takes over. Regardless of order of development of any of the proposed lots, at the time public sewer service is extended to serve any one of proposed Lot 2, or Lot 3, the developer of proposed Lots 2, and 3 shall extend public sewer service to and through proposed Lot 2 along NE Spring Street to the east side of proposed Lot 2. For any reason should proposed Lot 1 connect to public sewer service prior to the development of proposed Lots 2 and 3, the Applicant or future owner of proposed Lot 1 shall extend the public sewer line from the existing end of sewer line along NE Spring Street to and through to the eastern boundary of proposed Lot 1.*

CONDITION OF APPROVAL: *Prior to the issuance of a certificate of occupancy, all structures intended for human habitation shall be connect to public water and sewer systems. These improvements include the extension of public sewer from the existing terminus of public sewer at the entrance to the Spring Street Mobile Home Park to the eastern boundary of proposed Lot 2. These improvements shall be made at the time the first of the proposed parcels applies for a development permit and shall be sized to meet the needs of all proposed parcels.*

4. On the condition that the applicant or any successor owner of the property only construct one single-family dwelling, Lot 2 may utilize the private sewer line previously installed and located with the City right of way. The applicant, or his successor, shall be solely responsible for the maintenance, repair, and replacement of the private sewer line. The applicant or successor owner shall have reasonable access to the City right of way for the purpose of maintaining, repairing, or replacing the private sewer line, provided that any work within the right of way shall be timely performed in accordance with applicable City standards and required permits and with advance written notice to the City. Upon completion of any maintenance, repair, or replacement work, the applicant or successor owner shall timely restore the right of way to its prior condition at their sole cost and expense.
5. The applicant or then-current owner of the property agrees that, upon construction of a future public sewer main extension capable of serving the property, and upon written notice from the City that connection to the public system is required, the then-current owner shall, within one hundred eighty (180) days of such written notice and at the then-current owner's sole cost and expense, take all actions necessary to abandon and remove the private sewer line described herein and connect the Property to the public sewer system. All such abandonment, removal, and connection work shall be performed in full compliance with all applicable federal, state, and local laws, regulations, standards, and City requirements in effect at the time of such work.
6. Should proposed Lot 1 connect to public sewer service, the applicant or successor owner of proposed Lot 1 shall extend the public sewer line from the existing end of sewer line along NE Spring Street to and through to the eastern boundary of proposed Lot 1.

Respectfully submitted on July 29, 2026,



Rowan Fairfield, City Planner

APPEALS PROCEDURE

Final decisions by the City Council may be appealed, per WSMC §19.10.320. If no appeal is submitted, the decision becomes final at the expiration of the **21-day appeal period**.

To appeal, the applicant must file a written appeal to the Superior Court within **twenty-one calendar days** after the notice of the decision. All appeals must conform with procedures set forth in Chapter 36.70C of the Revised Code of Washington (RCW).

Notice of the appeal and any other pleadings required to be filed with the court shall be served on the city clerk, and all persons identified in RCW 36.70C.040, within the applicable time period.

The cost of transcribing and preparing all records ordered certified by the court or desired by the appellant for such appeal shall be borne by the appellant. Prior to the preparation of any records, the appellant shall post with the city clerk an advance fee deposit in the amount specified by the city clerk. Any overage will be promptly returned to the appellant.

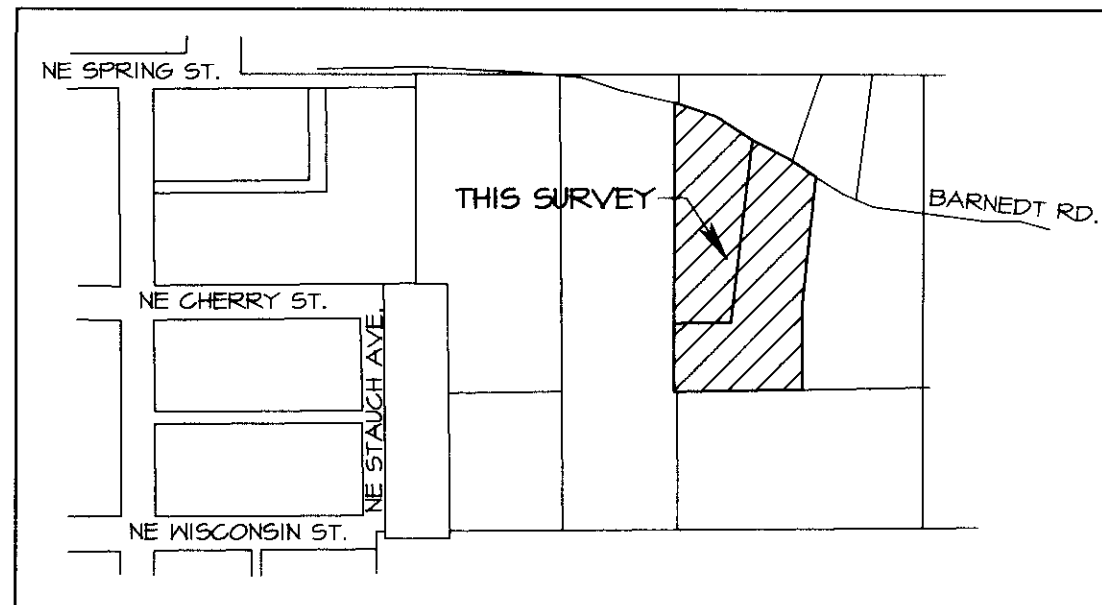
WS-SP-2021-002

Alteration of WS-SP-2021-002, including its conditions of approval relating to sewer. Allow lots 2 and 3 to hook up sewer to the existing 2-inch line installed in the right of way on the north side of Spring St. This line was installed with the Kona Lots sewer lines under the verbal permission of Pat Munyon, City Administrator. Also define the stream setback for lot 3 at the 150 foot set back.

LINE TABLE

LINE	BEARING	DISTANCE
L1	N64°44'32"W	8.51'
L2	S64°44'32"E	74.40'
L3	N60°25'45"W	47.61'
L4	N60°25'45"W	108.07'
L5	N60°25'45"W	64.58'
L6	S69°44'03"E	25.16'
L7	S82°15'40"E	72.21'
L8	N64°44'32"W	8.40'
L9	N64°44'32"W	64.52'
L10	S60°25'45"E	55.06'
L11	N60°25'45"W	108.07'
L12	S60°25'45"E	58.02'
L13	S69°44'03"E	29.95'
L14	S82°05'34"E	72.63'
L15	S00°28'11"W	22.03'
L16	N00°43'42"E	21.98'
L17	S07°17'21"W	21.61'
L18	S07°17'21"W	21.61'
L19	N00°37'14"E	20.02'
L20	N00°28'11"E	2.67'

WS-SP-2021-002
IN LOT 1 OF WS-SP 2003-02 & TL 43A
IN THE NE 1/4 OF THE SE1/4 OF THE NW1/4 OF
SECTION 19, T.3N., R.11E. W.M.
CITY OF WHITE SALMON, WASHINGTON

VICINITY
N.T.S.

OWNERS

DANIEL & VEDA CHARTERS
PO BOX 1987
WHITE SALMON, WA 98672-1987

NOTES

- 1) LAND WITHIN THIS SHORT SUBDIVISION SHALL NOT BE FURTHER DIVIDED FOR A PERIOD OF FIVE (5) YEARS UNLESS A FINAL PLAT IS FILED PURSUANT TO CITY OF WHITE SALMON DEVELOPMENT CODE
- 2) REPORTS MEETING THE WSMC 10.10.217 HAVE BEEN PROVIDED AND ACCEPTED BY CITY STAFF FOR THIS SHORT PLAT
- 3) 20' WIDE PRIVATE DRIVEWAY ACCESS AND UNDERGROUND UTILITIES EASEMENT FOR BENEFIT OF LOT 3 TO BE KEPT FREE OF VEHICLES, OBSTRUCTIONS, ETC. AT ALL TIMES

LEGAL DESCRIPTION

AMENDED LOT 1 OF WS-SP-2002-0004, AFN 1032976 - TAX PARCEL No. 0311921000101

WITH PARCEL BY QUIT CLAIM DEED, AFN 1031905 TAX PARCEL No. 0311924000200

AND WITH TRACTS BY QUIT CLAIM DEEDS 116163 & 116164

MATTERS OF RECORD AS PER TITLE REPORT

- 1) 1913 EASEMENT TO WHITE SALMON WATER CO., BOOK 36, PAGE 618 (SHOWN)
- 2) MATTERS AS SHOWN ON SHORT PLAT WS-SP-2002-0004, BOOK 2, PAGE 551
- 3) BLANKET P.U.D. EASEMENT AFFECTING LOTS 23 & 4, AFN 1036004
- 4) MATTERS AS SHOWN ON SHORT PLAT WS-SP-2003-0002, BOOK 2, PAGE 582
- 5) AGREEMENT, TERMS, AND CONDITIONS AS PER B.L.A. AFN 116162
- 6) 10' UNDERGROUND POWER EASEMENT, AFN 116165 (SHOWN)

REFERENCES

1. 1991 TRANTON SURVEY, AFN 224695
2. 2001 TRANTON SURVEY, AFN 1021448
3. 2001 TRANTON SURVEY, AFN 1022881
4. CITY OF WHITE SALMON SHORT PLAT WS-SP-2003-0002, AFN 1037179
5. CITY OF WHITE SALMON SHORT PLAT WS-SP-2002-0004, AFN 1032976

SURVEY NARRATIVE

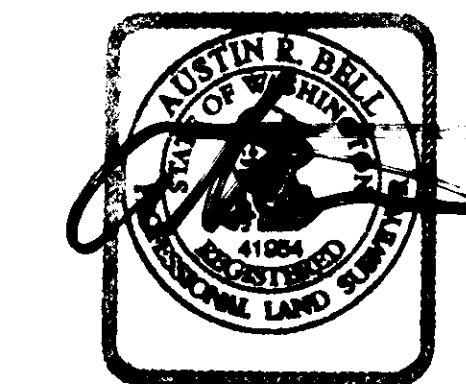
THE PURPOSE OF THIS SURVEY IS TO CREATE A 3 LOT SHORT PLAT. REFERENCE MONUMENTS FOUND AND TIED AS SHOWN.

TRAVERSE AND ACCURACY STATEMENT

DATA WAS COLLECTED USING A FIVE-SECOND TOTAL STATION AND RELATED MEASURING EQUIPMENT, OF WHICH MEET STATE STANDARDS (WAC 332-130-090,100) AT THE TIME OF THIS SURVEY.

LEGEND

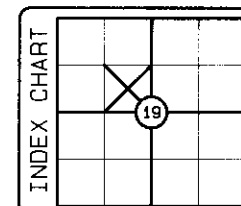
- MARKER FOUND AS NOTED
- SET 5/8" REBAR WITH RED PLASTIC CAP (RPC)
- CALCULATED CORNER, NOT SET.
- ⊠ PLAT CALL
- X- FENCE
- ~ WATER LINE



5/16/23

SHORT PLAT WS-SP-2021-002
FOR DANIEL & VEDA CHARTERS
WHITE SALMON, WASHINGTON

SHEET: 1 OF 1
PROJECT: 20B103
DATE: May 2023



DATE	DESCRIPTION	BY
4/21	DRAFT	HDK
4/21	CHECK	ARB

Bell Design Co. makes no warranty as to matters of unwritten title such as adverse possession, prescriptive rights, easements, estoppel, acquiescence, etc. or to environmental concerns such as hazardous waste/pollution, wet land delineation, riparian changes, flood zones, etc.

\\BDC\Jobs\jobs\2020\B103\20B103.pro

3/12/26, 12:53 PM

Lat: 45.735134
Long: -121.479393
Catalyst

Lat: 45.735060
Long: -121.478872

Catalyst
Lat: 45.734960
Long: -121.478426

Lat: 45.734829
Long: -121.478318

A.



DEVELOPER AGREEMENT

This DEVELOPER AGREEMENT is made and entered into by and between the CITY OF WHITE SALMON, a municipal corporation of the State of Washington, hereinafter referred to as "City", and DANIEL CHARTERS and VEDA CHARTERS, husband and wife, owner of Klickitat County Parcel #03111921020200, hereinafter collectively referred to as "Developer", and shall be effective as of the date of the last signature below.

RECITALS

WHEREAS, Developer is the owner of certain real property which is located in the City of White Salmon, Washington, as more fully described in the attached Exhibit "A", incorporated herein by this reference (hereafter "Property"); and

WHEREAS, the Property was subject to that certain short plat approved by the City under File No. WS-SP-2021-002 and recorded with Klickitat County on August 4, 2023 (hereinafter 'short plat'); and

WHEREAS, the Property adjoins City right of way abutting NE Spring Street in White Salmon within which during the course of construction a private sewer line was installed; and

WHEREAS, the Property would otherwise be prohibited from utilizing City ROW for private sewer line purposes and accordingly Lot 2 of the approved short plat currently lacks otherwise required wastewater service; and

WHEREAS, Developer has been directed, and concurs, that an application to amend the short plat may be submitted wherein the City, on the establishment of conditions as set forth including connection standards, ownership, maintenance, indemnification, and revocability in the event of any non-compliance or public necessity, would agree to allow the private sewer line to occupy City ROW; and

WHEREAS, City and Developer have entered into this Developer Agreement to allow for certain accommodations to be made including the waiver of any short plat filing fee to allow for placement of the private sewer line within the ROW as designated.

NOW, THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

Section 1. Sewer Connection: On the condition that the Developer only construct one single-family dwelling, the Property designated as Lot 2 may utilize the private sewer line located with the City right of way more particularly described in the attached Exhibit B. Developer, or any successor owner of the Property, shall be responsible for the maintenance, repair, and replacement of the private sewer line at Developer's or successor owner's sole cost and expense. Developer or successor owner shall have reasonable access to the City right of way for the purpose of maintaining, repairing, or replacing the private sewer line, provided that any work within the right of way shall be timely performed in accordance with applicable City standards and required permits and with advance written notice to the City.

DEVELOPER AGREEMENT

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Upon completion of any maintenance, repair, or replacement work, Developer or successor owner shall timely restore the right of way to its prior condition at Developer's or successor owner's sole cost and expense. Developer, as a condition of this grant, shall concurrently file with the City an application to amend the short plat subject to the conditions to be established by the City as generally set forth herein. The Developer or then-current owner of the Property agrees that, upon construction of a future public sewer main extension capable of serving the Property, and upon written notice from the City that connection to the public system is required, the then-current owner shall, within one hundred eighty (180) days of such written notice and at the then-current owner's sole cost and expense, take all actions necessary to abandon and remove the private sewer line described herein and connect the Property to the public sewer system. The City shall not unreasonably require abandonment unless a public sewer main extension is actually constructed and operational. All such abandonment, removal, and connection work shall be performed in full compliance with all applicable federal, state, and local laws, regulations, standards, and City requirements in effect at the time of such work.

Section 1A. Transfer and Successor Obligations: The obligations and rights of Developer under this Agreement shall automatically transfer to and be binding upon any successor owner of the Property upon transfer of title, without the need for a separate assignment or assumption agreement. Upon any transfer of the Property, the transferring owner shall provide written notice to the City of the transfer and the identity and contact information of the new owner within thirty (30) days of closing. The transferring owner shall be released from all prospective obligations under this Agreement upon transfer of title, provided the Agreement has been recorded pursuant to Section 4.8.

Section 1B. Access and Emergency Repairs: In the event of a sewer line failure, blockage, or other emergency condition, the then-current owner of the Property may access the City right of way for emergency repair without prior written notice, provided that the owner shall notify the City as soon as practicable and in no event later than twenty-four (24) hours after commencing emergency work. All emergency repair work shall comply with applicable standards and the owner shall restore the right of way to its prior condition promptly following completion of repairs.

Section 1C. Revocation; Relocation; No Property Interest

Developer, for themselves, their heirs, successors, and assigns, acknowledges and agrees that the permission granted herein for the placement and use of a private sewer line within the City right of way is temporary, revocable, and non-exclusive, and does not create any vested right, property interest, or easement of any kind.

Developer, for themselves, their heirs, successors, and assigns, further acknowledges and agrees that the City, its employees, officers, and elected officials, retain the right, in their sole discretion, to require the relocation, modification, or removal of the private sewer line where the City determines such action is necessary for public use, public safety, maintenance, repair, or the construction, installation, or operation of any public infrastructure or utilities whatsoever.

Upon written notice from the City, the Developer, or the then-current owner of the Property, shall, at its sole cost and expense and within the time period specified by the City, take all actions necessary to relocate, modify, or remove the private sewer line and restore the right of way in accordance with applicable City standards. Failure to comply with such notice shall constitute a default under this Agreement and Developer shall be liable for all damages, claims, losses, or expenses which result thereto including all special, incidental, indirect and consequential damages.

Section 2. Short Plat Amendment: City agrees to waive any otherwise applicable application fees to allow Developer to submit an application to amend the short plat consistent with the terms herein by such process as deemed appropriate by the City Planner pursuant to WSMC 19.10.030.

Section 3. Indemnification/Hold Harmless: Developer, for themselves, their heirs and assigns, agrees to indemnify and hold harmless the City, their employees, officers and elected officials, from any and all liability or damages related to the consideration and approval of the short plat or from any post-decision actions or omissions related to the same. Developer, for themselves, their heirs, successors, and assigns, agrees to indemnify and hold harmless the City, its employees, officers, and elected officials, from any and all liability, claims, damages, costs, and expenses (including reasonable attorney fees) arising from the installation, use, maintenance, repair, removal, or failure of the private sewer line within the City right of way, except to the extent caused by the sole negligence or willful misconduct of the City, its employees, or agents.

Section 4. Default:

4.1 A breach of this Agreement whether by action or inaction of a party which continues and is not remedied within thirty (30) days after the other party has given written notice of such breach shall constitute a default, enforceable by action in law or equity. The exercise by either Party of any one or more of such remedies available to it shall not preclude the exercise by it, at the same or different time, of any other such remedy for the same default or breach or of any of its remedies for any other default or breach by the other Party, including, without limitation, the right to compel specific performance.

4.2 Waivers. No covenant, term, or condition of this Agreement shall be deemed to have been waived by any Party, unless such waiver is in writing signed by the Party charged with such waiver. Any waiver of any provision of this Agreement, or any right or remedy, given on any one or more occasions shall not be deemed a waiver with respect to any other occasion.

4.3 Entire Agreement/Modifications. This Agreement constitutes the entire agreement between and among the Parties with respect to the subject matter herein contained and all prior negotiations, discussions, writings and agreements between the Parties with respect to the subject matter herein contained are superseded and of no further force and effect. This Agreement cannot be amended or modified without a writing signed by all of the Parties hereto.

DEVELOPER AGREEMENT

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4.4 Captions. The captions contained in this Agreement were inserted for the convenience of reference only. They do not in any manner define, limit, or describe the provisions of this Agreement or the intentions of the Parties.

4.5 Gender/Singular/Plural. Whenever masculine, feminine, neutral, singular, plural, conjunctive, or disjunctive terms are used in this Agreement, they shall be construed to read in whatever form is appropriate to make this Agreement applicable to all the Parties and all circumstances, except where the context of this Agreement clearly dictates otherwise.

4.6 Severability. If any term or provision of this Agreement or the application thereof to any circumstance shall to any extent be invalid or unenforceable, the remainder of this Agreement and the application of such term or provision to persons other than those as to which it is held invalid or unenforceable shall not be affected thereby and each term or provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

4.7 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

4.8 Recording. This Agreement shall be recorded with the Klickitat County Auditor and run with and be binding upon the Property and inure to the benefit of the parties hereto and their respective heirs, successors and assigns. For purposes of clarity, upon recording, the rights and obligations of "Developer" as used in this Agreement shall be deemed to apply to the then-current owner of the Property, and any reference to "Developer" shall be construed to include successors and assigns.

4.9 Counterparts and Effective Date. This Agreement shall not be effective until the time of full execution by all parties hereto. This Agreement may be executed by facsimile copy and in multiple counterparts, each of which shall be deemed an original, but all of which, together, shall constitute one and the same instrument.

DATED THIS ____ DAY OF _____, 2026.

CITY OF WHITE SALMON

By: _____
MAYOR

STATE OF WASHINGTON)
) ss:
COUNTY OF KLINKITAT)

DEVELOPER AGREEMENT

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On this _____ day of _____, 2026, personally appeared MARLA KEETHLER, to me known to be the Mayor of the municipal corporation that executed the within and foregoing instrument, and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation, for the purposes therein mentioned, and on oath stated that she was authorized to execute said instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

 Notary Public in and for the State of
 Washington, residing at _____
 My commission expires: _____

 , DEVELOPER

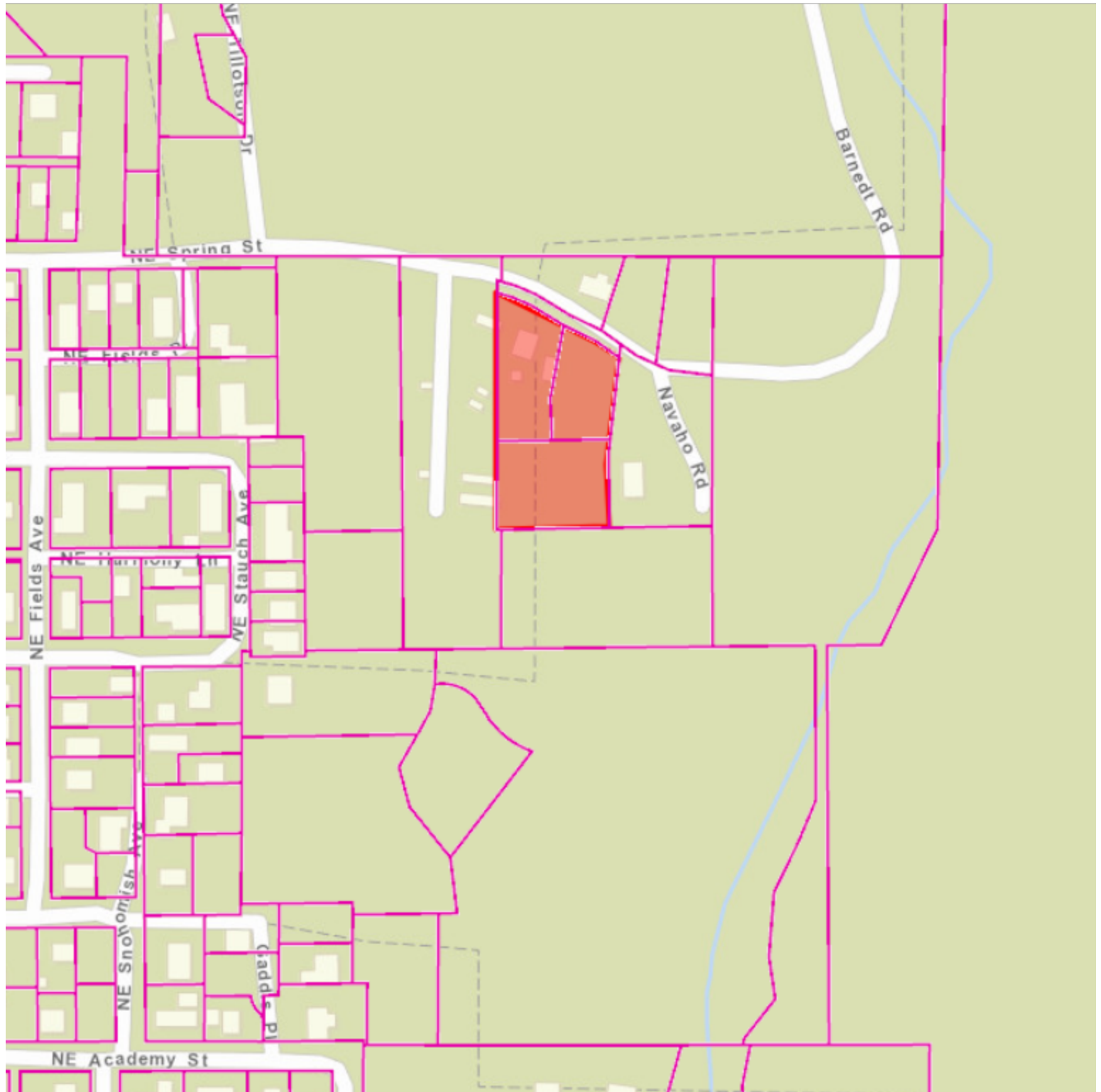
STATE OF WASHINGTON)
) ss:
 COUNTY OF KLIKITAT)

On this day personally appeared before me DANIEL CHARTERS and VEDA CHARTERS to me known to be the individuals described herein and who executed the within and foregoing instrument, and acknowledged that they signed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN under my hand and official seal this _____ day of _____, 2026.

 Notary Public in and for the State of Washington
 Residing at _____
 Commission Expires: _____

A. Quarters' 3 lots of WS-SP-2001-002



Legend

Parcels





CITY OF WHITE SALMON PLANNING DEPARTMENT

NOTICE OF APPLICATION

7/16/2026

Dear Local Agency,

You are hereby notified that the City of White Salmon Planning Department has received an application for a Short Plat Alteration. The City is accepting public comments on the proposed project, described below.

Project Name: Alteration of WS-SP-2021-002
 Description: Request to alter the conditions of approval for WS-SP-2021.002
 Planning File: WS-SP-2026.008

Applicant: Daniel Charters
 Agent/Owner: Daniel Charters
 Project Address: 581 NE Spring St, between NE Fields Ave and Navaho Ln
 Parcel Number: 03111921020100, 03111921020200, 03111921020300

Date of Application: 4/24/2026
 Date of Completeness: 6/10/2026

PUBLIC COMMENT DEADLINE: 5:00 pm on 7/30/2026

- by mail to City of White Salmon, PO Box 2139, White Salmon WA 98672 or,
- in person at City Hall, 100 N. Main, White Salmon WA 98672, or,
- by e-mail to RowanF@WhiteSalmonWA.gov.

The final decision will be made within one hundred twenty (120) days from the date of completeness. A copy of the application, all documents and evidence relied upon by the applicant, applicable Code criteria, and the staff report (when available) are available for inspection at no cost, in person at City Hall and by email request. White Salmon City Hall is located at 100 N. Main, White Salmon, Washington and is open during regular business hours Monday through Friday, 8:00 a.m. to 5:00 p.m. For more information, contact City Planner Rowan Fairfield, 509-493-1133, RowanF@WhiteSalmonWA.gov.

File Attachments for Item:

A. Refer Appeal for WS-SPR-2026.002 to the Hearing Examiner

1. Presentation

2. Discussion

3. Action



CITY COUNCIL REPORT



Business Item

Needs Legal Review:
Meeting Date:
Agenda Item:
Presented By:



Consent Agenda

No
August 5, 2026
Refer Appeal to Hearing Examiner for WS-SPR-2026.002
Rowan Fairfield, City Planner

Action Required

Decide whether to refer an appeal to the Hearing Examiner.

Motion for Business Item / Proposed Motion for Consent Agenda

Move that the Council refers the appeal of the Planning Commission decision for WS-SPR-2026.002 to the Hearing Examiner.

Explanation of Issue

The Planning Commission held a public hearing for a Site and Building Plan Review on May 13 and May 27, and the Notice of Decision was issued on May 29. The applicant and other parties of record submitted a Request for Reconsideration under WSMC 19.10.260, but the Planning Commission declined to grant the request at its June 24 meeting. The applicant and other parties of record then submitted a Notice of Appeal on June 28, paid the appeal fee on July 17, and separately sent a request to refer that appeal to the Hearings Examiner instead of Council, which is authorized by WSMC 2.21.030.

City Attorney Shawn MacPherson advises that this is a strictly procedural question, and Council should not address the substance of the appeal unless and until it holds the appeal hearing.

City Council Options:

1. Refer the appeal to the Hearings Examiner
2. Take no action on this request (and therefore Council would hear the appeal)

Fiscal Analysis:

There are no cost implications.

Recommendation of Staff:

Staff recommends that the City Council refer the matter to the Hearing Examiner in the interest of a timely resolution.

June 28, 2026

To the White Salmon City Council:

We are writing to request that the Council refer the pending appeal of WS-SPR-2026.002 to the City's contracted Hearing Examiner under WSMC 2.21.030, rather than hear the appeal itself. We ask that the Council act on this request by motion at its July 1, 2026 meeting. Because the July 1 agenda already includes renewal of the Hearing Examiner contract, addressing referral at the same meeting would allow the appeal to be scheduled as soon as possible and avoid additional delay.

Our June 28 appeal concerns two burdensome conditions of approval imposed by the Planning Commission on a four-unit residential development at 130 SE Wyers Street. Both issues raise narrow legal questions best suited for review by an independent examiner.

The first question is whether the City provided sufficient evidence to require a single property owner to pave approximately 70 feet of a public alley serving multiple abutting properties, including more intensive downtown commercial uses along Jewett Avenue.

The City's contracted Hearing Examiner previously struck a comparable street improvement condition in a recent short plat appeal, SP-2024-04. Applying RCW 82.02.020 and controlling case law, the examiner determined that the City failed to provide any evidence showing the cost of the improvement was proportionate to the project's impacts. Referral to the same Hearing Examiner would help ensure those standards are applied consistently.

The second question is whether the Planning Commission was required to make an interpretation under WSMC 17.12.030 to determine whether two duplex buildings on one lot are allowed in R2.

WSMC 17.12.030 assigns the Planning Commission authority to decide whether a use not specifically listed as permitted may be interpreted as allowable, provided it is not prohibited and is "in general keeping" with allowed uses. R2 allows up to four rowhouse or multiplex units on one lot. This proposal involved the same number of units, but in two small duplex buildings rather than one multiplex building. Once the Commission concluded that configuration was not expressly listed as a permitted use, we contend it was obligated to apply WSMC 17.12.030 before requiring all four units to be attached in one building.

Because that interpretive authority was delegated to the Planning Commission and because the Commission did not consider WSMC 17.12.030 before imposing Condition 12, our requested remedy is to direct the Commission to apply that provision and revise its decision if warranted. If a future Commission interpretation is challenged on the substantive merits, Council may have a proper role at that stage. For now, the Hearing Examiner is the more appropriate body to decide whether the Commission skipped a required step and, if so, to provide clear instructions for correction.

Referral also protects the appearance and reality of procedural neutrality. Some Council members have personal relationships with the appellants. In addition, the City Attorney who would advise Council previously provided guidance to the Commission on issues now being challenged. Routing the appeal to an independent Hearing Examiner protects all parties and the integrity of the process.

Thank you for your consideration.

Juan Chaves & Janae Papazian
130 SE Wyers St
White Salmon, WA 98672

Peter Wright
420 NE Green St
White Salmon, WA 98672