

List of City/Town Statutorily Required Boards Under Certain Conditions

Board or Commission	RCW Citation	Conditions	Number of Commissioners/Boards; Qualifications
Building Code Board of Appeals	RCW 19.27.031 ; International Building Code,. 2003 ed., Sec .112	All Cities, Towns, Counties	The board of appeals shall be appointed by the governing body and shall hold office at its pleasure. International Building Code, 2003 ed. Section 112 Board of Appeals
Civil Service for City Firemen	Ch. 41.08 RCW	Fire department with full paid fire fighters	Three persons; US citizen, resident for 3 years; and elector. RCW 41.08.030.
Civil Service for City Police	Ch. 41.12 RCW	Police department with three or more full-time officers	Three persons; US citizen, resident for 3 years; and elector. RCW 41.12.030
Firemen's Relief and Pensions 1947 Act	Ch. 41.16 RCW	A municipal firefighters' pension board is created in each city and town	Five members, ex officio, the mayor, or in 1st class city, the mayor or elected official representative, who shall be chairperson of the board, the city comptroller or clerk, finance chairperson of the city council, or city treasurer, and two regularly employed or retired firefighters elected by secret ballot. <i>RCW 41.16.020</i>
LEOFF Disability Board	Ch 41.26	Each city having a population of twenty thousand or more shall establish a disability board If population is less than 20,000, county disability board is used RCW 41.26.110(1)(b)	Five members: Two members of the city legislative body to be appointed by the mayor; one active or retired fire fighter employed by or retired from the city to be elected by the fire fighters employed by or retired from the city who are subject to the jurisdiction of the board; one active or retired law enforcement officer employed by or retired from the city to be elected by the law enforcement officers employed by or retired from the city who are subject to the jurisdiction of the board; and one member from the public at large who resides within the city to be appointed by the other four members designated in this subsection. RCW 41.26.110 (1)(a)
Library board of Trustees - Library governance	RCW 27.12.190	Cities, towns, counties with libraries	In cities and towns five trustees shall be appointed by the mayor with the consent of the legislative body. RCW 27.12.190
Local Emergency Management/Services (cont.) Organization –	RCW 38.52.070	Each political subdivision must establish an emergency management organization by (cont.) ordinance or resolution; two or more	

Emergency planning	Ch.118-30 WAC (cont.) WAC 118-30-040	political subdivisions my join together	
Lodging Tax Advisory Committee	RCW 67.28.1817	Any county, city or town that has imposed the hotel/motel (lodging) tax and has a population of 5000 or more	At least five members, appointed by the legislative body of the municipality, unless a charter provides for a different appointment authority. The committee membership shall include: (a) At least two members who are representatives of businesses required to collect tax (b) at least two members who are persons involved in activities authorized to be funded by revenue received The number of members who are representatives of businesses required to collect tax shall equal the number of members who are involved in activities authorized to be funded by revenue received under this chapter. One member shall be an elected official of the municipality who shall serve as chair of the committee. An advisory committee for a county may include one nonvoting member who is an elected official of a city or town in the county. An advisory committee for a city or town may include one nonvoting member who is an elected official of the county in which the city or town is located. The appointing authority shall review the membership of the advisory committee annually and make changes as appropriate.
Local Improvement - Board of Equalization Filling and draining lowlands – Waterways Assessment Roll	RCW 35.56.080	1 st and 2 nd class cities	The city council or commission will sit as a board of equalization to equalize said roll and to hear, consider and determine protests and objections against the same.
Planning Commissions	Ch. 35.63 RCW Ch.35A.63 RCW	Mandatory when planning under Growth Management	Number not specified; RCW 35.63.030 . In code cities, there is a “planning agency” which can be a person, body, or organization designated by the city legislative authority. RCW 35A.63.020, RCW 35A.63.010(8)
Volunteer Fire fighter and Reserve Officers board of trustees	Ch. 41.24 RCW RCW 41.24.060	Any county, city, town or combination thereof, fire protection district, local law enforcement agency, or any emergency medical service district or other special district, authorized by law to protect life or property within its boundaries through a fire department, emergency workers, or reserve	The mayor, city clerk or comptroller, and one councilmember, the chief of the fire department, and one member of the fire department to be elected by the members of such fire department. Where a municipality is governed by a board, the chair, one member of the board, and the secretary or clerk thereof shall serve as members of the fire fighter board of trustees in lieu of the mayor, clerk or comptroller, and

		officers not covered by LEOFF	councilmember. RCW 41.24.060
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