

List of County Statutorily Required Boards and Commission Under Certain Circumstances

Board/Commission - Purpose	RCW Citation	Formation	Number of Commissioners/Boards; Qualifications
Board of Adjustment	RCW 36.70.200 and RCW 36.200.210	Whenever a board of commissioners shall have created a planning agency, it shall also by ordinance, coincident with the enactment of a zoning ordinance, create a board of adjustment (Alternate is Hearing Examiner System RCW 36.70.970)	Five or seven members as may be provided by ordinance RCW 36.70.210
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 Sheriff's Office	Ch 41.14 RCW RCW 41.14.030	County of the state, or any counties combined pursuant to RCW 41.14.040	Composed of three persons. The commission members shall be appointed by the board of county commissioners, or boards of county commissioners of each combination of counties. Must be citizen of the United States, a resident of the county, or one of the counties combined, for at least two years immediately preceding his appointment, and an elector of the county wherein he resides. RCW 41.14.030
Community Councils - San Juan County - adopt proposed community comprehensive plans and proposed community zoning ordinances serve as a forum for the discussion of local issues.	Ch 36.105 RCW RCW 36.105.040	Unincorporated areas in counties with a population of over thirty thousand that are made up entirely of islands; formed by petition and election	Five, seven, nine, or eleven members; RCW 36.105.040

<p>Community Renewal Agency</p>	<p>RCW 35.81.050</p>	<p>City, Town, County</p>	<p>Alternative 2(a), board or commission composed of not less than five members, which shall include municipal officials and elected officials, selected by the mayor, with approval of the local governing body of the municipality; otherwise county legislative authority exercises powers. RCW 35.81.050</p>
<p>County Board of Equalization - Equalization of the assessment of the property of the county</p>	<p>Ch. 84.48 RCW</p>	<p>Each county</p>	<p>Not less than three nor more than seven members including alternates. Such members shall be appointed by a majority of the members of the county legislative authority, and shall be selected based upon the qualifications established by rule by the department of revenue and shall not be a holder of any elective office nor be an employee of any elected official: The county legislative authority may itself constitute the board at its discretion.</p>
<p>Hospital Board of Trustees</p>	<p>Ch. 36.62 RCW RCW 36.62.110</p>	<p>Any county, or any county and city jointly, or two or more counties jointly</p>	<p>The county legislative authority of the county in which the institution is located shall appoint thirteen persons as trustees for the institution. The thirteen trustees, together with the additional trustees required by RCW 36.62.130, if any, shall constitute a board of trustees for such hospital. RCW 36.62.110</p>
<p>LEOFF Disability Board</p>	<p>Ch. 41.26 RCW RCW 41.26.110</p>	<p>Each county shall establish a disability board having jurisdiction over all members employed by or retired from an employer within the county and not employed by a city in which a disability board is established</p>	<p>Five members to be chosen as follows: One member of the legislative body of the county to be appointed by the county legislative body; one member of a city or town legislative body located within the county which does not contain a city disability board established pursuant to subsection (1)(a) of this section to be chosen by a majority of the mayors of such cities and towns within the county which does not contain a city disability board; one active fire fighter or retired fire fighter employed by or retired from an employer within the county to be elected by the fire fighters employed or retired from an employer within the county who are not employed by or retired from a city in which a disability board is established and who are subject to the jurisdiction of that board; one law enforcement officer or retired law enforcement officer employed by or retired from an employer within the county to be elected by the law enforcement officers employed in or retired from an employer within the county who are not employed by or retired from a city in which a disability board is established and who are subject to the jurisdiction of that board; and one member from the public at large who resides within the county but does not reside within a city in which a city</p>

			disability board is established, to be appointed by the other four members designated in this subsection. However, in counties with a population less than sixty thousand, the member of the disability board appointed by a majority of the mayors of the cities and towns within the county that do not contain a city disability board must be a resident of one of the cities and towns but need not be a member of a city or town legislative body. Only those active or retired fire fighters and law enforcement officers who are subject to the jurisdiction of the board have the right to elect under this section. All fire fighters and law enforcement officers employed by or retired from an employer within the county who are not employed by or retired from a city in which a disability board is established are eligible for election. RCW 41.26.110
Library Board of Trustees – Library governance	RCW 27.12.190	Cities, towns, counties with libraries	In counties, five trustees shall be appointed by the board of county commissioners. RCW 27.12.190
Local Emergency Management/Services Organization	RCW 38.52.070 Ch.118-30 WAC WAC 118-30-040	Each political subdivision must establish by ordinance or resolution ; two or more political subdivisions may 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.
Planning Commission	RCW 36.70.030 RCW 36.70.070	By ordinance a board of county commissioners may create a planning commission. (Alternate is the creation of a Planning Department	Five, seven, or nine members as may be provided by ordinance: Departments of a county may be represented on the commission by the head of such departments, who shall serve in an ex officio capacity, but such ex officio members shall not exceed one of a five-member commission, two of a seven-member commission, or three of a nine-member commission. At no time shall there be more than three ex officio members serving on a commission: PROVIDED FURTHER, That in lieu of one ex officio member, only, one employee of the county other than a department head may be appointed to serve as a member of the commission. RCW 36.70.070
Planning Commission to Assist Planning Department	RCW 36.70.040	By ordinance a board of commissioners may, as an alternative to and in lieu of the creation of a planning commission as provided in RCW 36.70.030 , create a planning department ...and shall also create a planning commission to assist the department in carrying out its duties	
Veterans' Advisory Boards	Ch 70.08 RCW	The legislative authority for each county must establish a veterans' advisory board. RCW 73.08.035	The county legislative authority must solicit representatives from either local branches of nationally recognized veterans' service organizations or the veterans' community at large, or both, to serve on the board. No fewer than a majority of the board members shall be members from nationally recognized veterans' service organizations and only veterans are eligible to serve as board members. RCW 73.08.035(2)
Volunteer Fire fighter and Reserve Officers Board of Trustees – Reserve Officers Board of Trustees	Ch. 41.24 RCW RCW 41.24.060(1)	If relief provisions extended to reserve officers.	Five members: (a) Two members of the county legislative authority, the county auditor, or designees; (b) the sheriff; and (c) a reserve officer who is elected by reserve officers of the county for an annual one-year term RCW 41.24.460(1)