

FINAL

State of Oregon

Manufactured Structures and Parks Advisory Board

Regular meeting minutes

September 15, 2005

Members present: Bill Eames, chairman
John Caul
Michael Erb
Bob Netter
Jeff Payne

Members absent: Bill Peterson, vice-chairman
Wallace Fort
Sandi Kadash
Charles Lynch
Bob Schriever

Staff present: Mark Long, administrator of Building Codes Division
Andrea Simmons, policy and technical services manager
Mark Champion, board secretary
Albert Endres, project manger, SB 468
Monty Taylor, RV inspector
Sherry Mitchell, manufactured structures ownership
program specialist
Debi Barnes-Woods, division boards coordinator

Guests present: Don Miner, Oregon Manufactured Housing Association (OMHA)
Robert A. Rambo, investigator, Construction Contractors Board

I. Board Business

A. Call to order.

Chairman Bill Eames called the Manufactured Structures and Parks Advisory Board to order at 9:30 a.m. The meeting was held without a quorum. The meeting was held at Building Codes Division, conference room "A," 1535 Edgewater NW, Salem, Oregon.

B. Roll call.

Vice-Chairman Bill Peterson, and Sandi Kaddash were absent, excused. Wallace Fort, Charles Lynch, Bob Schriever were absent, unexcused.

C. Approval of agenda and order of business.

Chairman Eames **RULED** the agenda approved.

D. Approval of the regular board meeting minutes of November 19, 2004.

Chairman Eames **RULED** the minutes of November 19, 2004 approved.

E. Date of the next regularly scheduled meeting.

March 9, 2006.

F. Board review 2006 calendar meeting dates.

(Agenda item III.A. and B., heard out of order before agenda item II.)

III.A. Building Code Division administrator's report.

Administrator of Building Codes Division, Mark Long, distributed *Exhibit "A,"* construction industry bill tracking report.

HB 2078. This bill appoints a nine-member task force to look at issues of construction defects in Oregon. The first meeting is scheduled for September 21, 2005, 1:30 p.m., at the Labor and Industry Building.

HB 2352. The bill eliminates the inspection of used recreational vehicles. Currently the division inspects RV's for sale that has been build within the last five years. The new law goes into effect January 1, 2006.

HB 2527. Changes the annual meting requirement of the Manufactured Structures and Parks Advisory Board from one meeting to two.

HB 2579. This bill fixed a transitional renewal requirement for manufactured housing dealer licenses.

HB 3016. This bill creates consistent procedures for local fee adoptions.

HB 3097. Expands the pilot program for E-permitting statewide.

HB 3273. Provides additional compliance tools when a license is revoked. It prevents an individual from reapplying for a period not to exceed 5-years.

SB 421. The bill creates regions throughout the state to assist in the administration of the state building code. It also makes the permit surcharge consistent across program areas.

HB 3238. This bill requires all agencies to provide additional fiscal impact analysis for new administrative rules.

Consistency processes with division boards. “The Life of a Code in Oregon” was distributed. *Exhibit “B.”* Board chair/vice-chair meetings have focused on consistent code interpretation processes, alternate methods, and code appeals. The committee will now review the code adoption process for consistency.

BCD’s budget. Exhibit “C.” The division collects revenue from permits, surcharges and licensing fees. The document provides a breakdown of revenue versus expenses for each program area.

- B. Senate Bill 468 update and E-government update.** Communication & Public Affairs Manager, Reese Lord, explained the process for E-permitting during a brief presentation. *Exhibit “D.”*

The first system is an on-line permitting system. Once a licensed contractor enters certain information into the computer, an authorization to begin work can be printed and used as the permit at the work-site until the jurisdiction sends the actual permit number. The permit number is normally sent by the next business day. <http://buildingpermits.oregon.gov>

My License/License 2000 can be viewed at <http://licenses.bcd.oregon.gov>. This system will allow licensed individuals to renew on-line.

The tracking system for manufactured home ownership documents can be viewed at <http://bcd.oregon.gov/lois>. The database maintains site and ownership information. The system allows registered system users to have “real time” look up. The county’s can enter information into the system through the internet.

II. Public Comment – None.

III. Reports

C. Program updates.

Program Chief for Manufactured Structures and Parks, Albert Endres, reported on six issues.

- 1. Upcoming changes in the recreational vehicle parks program:** As the Administrator reported in his update, the state will no longer inspect used recreational vehicles effective January 1, 2006.
- 2. Implementation requirements of Senate Bill 468:** This bill transferred the manufactured structures ownership document program from Department of Motor Vehicles to the Building Codes Division. It also transferred dealer licensing and trip permits to the division. The program went into effect May 1, 2005.

3. **Status of the manufactured dwelling and parks specialty code:** The code went into effect April 1, 2003. At this time the division is not planning to update the code although there are no significant changes to be made.
4. **National installation program:** This program will be effective January 1, 2006 with very little change.
5. **National dispute resolution program:** Oregon's program will be used as a model nationwide.
6. **Senate Bill 421:** The division is currently reviewing all programs too ensure the surcharges are applied and collected. The bill added a 1 – percent surcharge for fees for inspections/permits the division can collect to some permits, creating consistency across all program areas. As of January 1, 2006 the program will be assessing the 8- percent surcharge for inspections/permits of manufactured structures.

VI. New Business – None.

VIII. Adjournment

Chairman Bill Eames adjourned the meeting at 11:09 a.m.

Debi Barnes-Woods
Division Boards Coordinator

Exhibits:

- A. Construction Industry Bill Tracking report, *Agenda Item III.A.*
- B. "The Life of a Code in Oregon," *Agenda Item III.A.*
- C. Budget document, *Agenda Item III.A.*
- D. E-Government initiatives, *Agenda Item III.B.*

To obtain copies of exhibits, a public record request must be completed by clicking on the link provided.

<http://www.cbs.state.or.us/external/bcd/pdf/2568.pdf>