

**DRAFT**

State of Oregon

<b>Agenda Item I.D.</b>
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**Manufactured Structures and Parks  
Advisory Board**

**Regular meeting minutes**

March 12, 2009

**Member present:** Bill Peterson, Vice-chair  
Peter Bride  
John Caul  
Michael Erb  
Warren Jackson  
Sandi Kadash  
Roger Kirschner  
Paul Klay  
Michael Mrkonic  
Jeremy Page

**Members absent:** Patricia Schwoch

**Staff present:** Chris Huntington, policy and technical services manager  
Richard Baumann, policy analyst  
Shauna Parker, rules coordinator  
Debi Barnes-Woods, boards coordinator

**Guests present:** Don Miner, Oregon Manufactured Housing Association (OMHA)

**I. Board business**

**A. Call to order**

Vice-chair Bill Peterson called the Manufactured Structures and Parks Advisory Board to order at 9:30 a.m. The meeting was held at Building Codes Division, Conference Room A, 1535 Edgewater Street NW, Salem, Oregon.

**B. Roll call**

Patricia Schwoch was absent excused.

**C. Approval of amended meeting agenda and order of business**

Vice-chair Peterson **RULED** the agenda approved.

**D. Approval of the regular meeting minutes of September 11, 2008**

Vice-chair Peterson **RULED** the minutes of September, 2008 approved.

**E. Date of the next regularly scheduled meeting: September 10, 2009**

**F. Vote for Chairperson and Vice-chairperson**

Manager of Policy and Technical Services Chris Huntington briefly explained the roles and responsibilities of Chairperson and Vice-chairperson then nominations were opened.

Michael Erb nominated Peter Bride for Chairperson of the Manufactured Structures and Parks Advisory Board. Roger Kirschner nominated Bill Peterson for Chairperson. Hearing no other nominations, the nominations were closed for Chairperson.

Peter Bride noted that he is willing to serve as Chairperson or Vice-chairperson. Bill Peterson noted that he is willing to serve in either positions, although he prefers to serve as Vice-chairperson.

Roger Kirchner withdrew his nomination for Bill Peterson as Chairperson.

**Motion by Michael Erb** to elect Peter Bride to serve as Chairperson of the Manufactured Structures and Parks Advisory Board.

**Motion carried unanimously**

Paul Klay nominated Bill Peterson for Vice-chairperson of the Manufactured Structures and Parks Advisory Board. Hearing no other nominations, the nominations were closed.

**Motion by Roger Kirschner** to elect Bill Peterson to serve as Vice-chairperson of the Manufactured Structures and Parks Advisory Board.

**Motion carried unanimously**

*(Board took a short break in order for Peter Bride to position himself as Chairperson)*

## **II. Public comment - None**

## **III. Reports**

### **A. Building Codes Division report**

Manager Huntington discussed the [BCD Update](#) informational packet. He briefly discussed the process of the local code amendment request rule along with the electric vehicle charging station permit and inspection protocol.

Manager Huntington said that the division is taking a different approach for energy efficiency in commercial buildings. A specific group has been developed to seek out energy efficiency opportunities for all Oregon-adopted building codes. The first meeting of the Oregon Commercial Energy Conservation Advisory Committee is scheduled for March 31, 2009. Manager Huntington noted that energy efficiency proposals specific to a board will be brought to that board for review.

**Legislative overview:**

Senate Bill 79 is an energy efficiency bill that will require the division to adjust the commercial and residential codes to improve energy efficiency by 10 to 15-percent for residential conservation and 15 to 25-percent in commercial construction by 2012. The bill also includes a concept for a “reach code” which will set optional energy efficiency standards above the adopted code.

House Bill 2200 would make the aspects of the elevator program and the boiler program consistent for administrative processes. The bill also increases the boiler inspection fees to ensure the division has enough resources to regularly inspect boilers for safety.

Manager Huntington discussed a broader plan for a full-service system for ePermitting. The new on-line service will continue to supply access for ordering permits but it will also include streamlined plan-review by construction plans, along with on-line submissions of project approval of inspection tracking services. The system is expected to be fully functional by late 2009.

**B. Program update**

Manager Huntington noted that there is a 60-percent reduction in producing manufactured homes versus what was produced last fiscal year. He also noted that recreational vehicle insignia sales are at a 76-percent lower rate than last fiscal year.

**IV. Communications**

**A. Adoption of minimum safety standards for recreational vehicles update**

Manager Huntington explained that this rule updates the minimum safety standards for the construction, conversion, alteration, and repair of recreational vehicles and recreational park trailers with Oregon amendments.

**B. Discussion of Oregon Manufactured Housing Association (OMHA) fire sprinkler inspection proposal**

Don Miner, Oregon Manufactured Housing Association (OMHA), discussed the industry’s proposal to amend the code adding fire sprinklers to be inspected in another way besides a cover inspection. Mr. Miner noted that with “covered inspections” the process is subject to a wait for the inspector before the home goes through the inspection process. The proposal details a quality assurance process.

Vice-chair Peterson asked if this proposal only applies to factory-built homes.

Manager Huntington added that if the requirement were to come into place, it would be available through a local amendment and limited to new construction.

**V. Appeals - None**

**VI. Unfinished business** – None

**VII. New business** - None

**VIII. Announcements**

All Manufactured home installation licensing and continuing education classes are held at Building Codes Division, 1535 Edgewater Street NW, Salem OR 97309. Registration begins at 7:30 a.m., class begins at 8:00 a.m., and ends at noon, with testing beginning at 1:00 p.m. for licensees. Class schedule: March 24, May 27, June 23, July 28, August 25, and September 23, 2009.

**IX. Adjournment**

Chairman Bill Peterson adjourned the meeting at 11:15 a.m.

Respectfully submitted by,

Debi Barnes-Woods  
Division Boards Coordinator