

DRAFT

State of Oregon

**Agenda
Item
I.D.**

Manufactured Structures and Parks Advisory Board

Regular meeting minutes

September 11, 2008

- Member present:** Bill Peterson, Vice-chair
Peter Bride *(New member)*
John Caul
Michael Erb
Warren Jackson
Sandi Kadash
Roger Kirschner
Paul Klay *(Arrived at 9:45 a.m.)*
Michael Mrkonic *(New member)*
Jeremy Page *(New member)*
- Members absent:** Patricia Schwoch
- Staff present:** Pat Allen, deputy administrator
David Galati, regional services manager
Chris Huntington, policy analyst
Liz Browder, statewide services manager
Albert Endres, manufactured structures chief
Monte Taylor, RV inspector
Richard Baumann, policy analyst
Celina Patterson, policy analyst
Aeron Teverbaugh, policy analyst
Shauna Parker, rules coordinator
Debi Barnes-Woods, boards coordinator
- Guests present:** Don Miner, Oregon Manufactured Housing Association (OMHA)
Bill Eames, past board chair
Steve McKinley
Lana Butterfield, NW Propane Gas

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, unexcused, Paul Klay arrived 9:45 a.m.

C. Approval of amended meeting agenda and order of business

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

D. Approval of the regular meeting minutes of March 13, 2008

Vice-chair Peterson **RULED** the minutes of March 13, 2008 approved.

E. 2009 board meeting dates: March 12, 2009, and September 10, 2009

Agenda Items F and G were discussed together

F. Formal farewell to board members John W. “Bill” Eames III, Charles Lynch, and Jeff Payne

G. Welcome new board members Peter Bride, Michael Mrkonic, and Jeremy Page

Deputy Director Pat Allen welcomed the new members as he formally said good-bye to the members whose terms have expired.

H. Potential election of Chairperson and Vice-chairperson

Vice-chair Peterson suggested that the voting be deferred to the next scheduled meeting due to the number of new members.

II. Public comment

Don Miner, OMHA, said that because HUD does not cover the installation of fire sprinklers in manufactured homes, the installation of fire sprinklers would be governed by the Building Codes Division. Mr. Miner noted that the code requires the home to be inspected before cover. He said that in the manufacturing of manufactured homes, that process would be disruptive. The division has sent Mr. Miner a [letter](#) outlining suggested steps as he moves forward with his concept of proposing a change to the code and inspection requirements.

III. Reports

A. Building Codes Division report

Deputy Administrator Allen discussed the [BCD Update](#) informational packet. He noted that the division is in the process of reviewing the NFPA 225 Code against the current Manufactured Home Installation Code, and the division is reviewing HUD’s State Installer Program Certification Form assessing and analyzing all information to make recommendation on how to move forward. A timeline has not been set for the adoption of the new code.

Deputy Administrator Allen discussed green building initiatives as a major focus for 2009. Because of the efforts in Oregon to conserve water, the Building Codes Division has approved the use of rainwater harvesting systems and the reuse of

wastewater or “gray water” for flushing toilets as alternate methods to the state plumbing code.

Deputy Administrator Allen also noted that the division has started to provide consistent Web based training to inspectors on code issues.

Online services were discussed noting that the division has recently signed a contract with Accela Citizen Access (ePortal Web page). The “COTS” program will allow jurisdictions to use the Accela Automation System for plan review, permitting, and inspection purposes.

Deputy Administrator Allen directed the discussion towards a document called “[board authority matrix](#)”. This document gives new board members a general idea of their specific board’s responsibility.

Included in the BCD Update packet is “[Public Officials Contact Guidelines](#)”. The document highlights political communications do’s and don’t for public officials.

B. Program update

Deputy Administrator Allen noted that there has been a 20-percent reduction in producing manufactured homes versus what was produced last fiscal year. He also noted that recreational vehicle insignia sales are at a 70-percent lower rate than last fiscal year.

IV. Communications - None

V. Appeals - None

VI. Unfinished business – None

VII. New business

A. Board review and approve penalty matrix and rules

Manager of Enforcement and Licensing Jon Hills, and Policy Analyst Aeron Teverbaugh reviewed the rules and changes to the penalty matrix. Manager Hills explained that the current penalty matrix was created to bring consistency for civil penalties, permit violators, and license violators. Because the current penalty matrix does not allow for flexibility to make accurate decisions on certain cases, the matrix was revised defining specific types of violations and what type of penalty should be assessed. The time-period for who is considered a "repeat violator" has been expanded to better fit with specific violations.

Ms. Teverbaugh reviewed the new rules that align with the changes in the new matrix.

Motion by John Caul to approve the penalty matrix and rules for subsequent hearing and adoption providing no substantial changes occur as a result of the hearing.

Motion carried unanimously

B. Board reviews the Recreational Vehicle Code Review Committee's recommendations and approves the minimum safety standards for the construction, alteration and repair of recreational vehicles and recreational park trailers

Policy Analyst Richard Baumann explained all the documents included in the board packet related to this agenda item. He noted that the Recreational Vehicle Code Committee met June 18, 2008 with three board members serving on the committee that reviewed the minimum safety standards with Oregon amendments identified in OAR 918-525-0040, for construction, conversion, alteration and repair of recreational park trailers. The hearing is scheduled for October 21, 2008 with a proposed effective date November 1, 2008. Mr. Baumann explained that three of the proposed amendments are existing code amendments and were brought forward from existing rules dealing with: 1) solid fuel burning appliances in recreational vehicles and recreational park trailers; 2) fuel dispensing systems in park trailers; and 3) power cords in recreational park trailers. The fourth amendment is new and addresses a life/safety concern with the NFPA 1192 regarding minimum means of escapes from designated sleeping areas in recreational vehicles.

Before the board took action on code proposals, they discussed two items of concern:

Item #7, Section #1-2

Mr. Baumann explained that Lana Butterfield, NW Propane Gas, was present to discuss Item #7, Section #2-1, which prohibits recreational park trailers from having fuel dispensing systems. Mr. Baumann noted that this is an existing Oregon amendment that has been in place for over 10 years. He noted that Item #7 relates to a park trailer being over 8 ½ feet wide. The division recommended that fuel dispensing devices be prohibited for recreational park trailers. Fuel dispensing units are gasoline/diesel fuel dispensing systems used for refueling ATV's, quads, or motorcycles etc. that are typically installed in special transportation units. The NW Propane Gas Association suggested that the division clarify that the system is not for propane gas. The division's intent is to clarify that this specific provision in code applies to gasoline and diesel fuel dispensing systems as it applies in NFPA 1192.

Lana Butterfield, representing NW Propane Gas Association, discussed the review of the proposed rules related to Item #7. She noted that when contacting the division for clarification, Mr. Baumann volunteered to write language clarifying that the intent of the existing language is meant to apply to gasoline and

diesel, not propane.

Roger Kirchner questioned the OAR 918-525-0005 Definitions, page 4 and 5 (22). He noted that the definition may be confusing to some. He did not want confusion on whether toy-haulers are part of this definition because those types of trailers are required to carry fuel dispensing systems.

Don Miner suggested including a specific reference to 8 ½ feet in width to OAR 918-525-005 Definitions, page 4 and 5 (22).

Item #4, Section #6.2.1.3

Sandi Kadash suggested that the division petition NFPA for a temporary interim code amendment to meet Oregon's concerns about additional egress in the 2008 NFPA 1192 RV Standard 6.2.1.3. Ms. Kadash noted that the State of Oregon would require something different for RV manufacturers than the national code.

Board reviewed and took action on items in order listed on the 2008 Recreational Vehicle Code Adoption Matrix:

Item #1, OAR 918-525 & 530

No board concerns or comments for general editorial/housekeeping changes.

Item #2, Adopt the 2008 Edition of NFPA 1192 RV Standard

No board concerns or comments.

Item #3, Section #5.4

No board concerns or comments for prohibiting solid fuel burning appliances unless specifically allowed in these rules.

Item #4, Section #6.2.1.3

Sandi Kadash was agreeable to moving the code forward as is for this item, and asked that the division petition NFPA separately.

Pat Allen, deputy director, noted that the division would review the process and take into consideration petitioning NFPA for an interim code amendment suggested by board member Sandi Kadash.

Item #5, Adopt the 2005 ANSI 119.5 RV Park Trailer Standard

No board concerns or comments for this item.

Item #6, Section #1-5

No board concerns or comments on adding requirements for a light fixture in a loft and the light switch is a three-way switch in the 2005 ANSI 119.5 RV Park Trailer Standard.

Item #7, Section #2-1

Roger Kirchner noted that he would accept this amendment if the language included a specific reference to 8 ½ feet in width to OAR 918-525-005 Definitions, page 4 and 5 (22).

Mr. Baumann said that the division will be clarifying this issue at the hearing under OAR 918-525-0042 Amendments to the Adopted Minimum Safety Standards (2) (A) (B) “Recreational park trailers shall not be equipped with fuel storage, transfer or dispensing equipment” that this applies to gasoline or diesel dispensing systems.

Mr. Kirchner accepted what the division would be recommending at the public hearing process.

Motion by Peter Bride to strike Item #7, Section #2-1 prohibiting recreational park trailers from having fuel dispensing systems for allowing one type of RV to be equipped with fuel storage systems and not another.

Mr. Baumann directed the board to pages 10 through 13 where existing administrative rules is being recommended for deletion. The rule refers to recreational vehicles equipped with fuel transfer/dispensing systems in Oregon, stating that they shall conform to a long list of requirements. Mr. Baumann noted that if there is a need for these types of recreational vehicles to be equipped with the fuel transfer/dispensing systems in Oregon, then that process needs to occur.

Mr. Bride withdrew his motion.

Item 8, Section #2-6.1

No board concerns or comments for addressing solid fuel burning appliances in the 2005 ANSI 119.5 RV Park Trailer Standard.

Item 9, Adopt the 2008 NFPA 70 National Electrical Code

No board concerns or comments for this item.

Item 10, Section #552-43(a) allowing two listed factory supplied power cords for recreational park trailers

Mr. Baumann added that this would give existing recreational park trailers over 8 ½ feet in width an option to upgrade to convert from gas appliances to 120-volt appliances by adding the additional power cord.

Item 11, Adopt the 2008 ANSI/RVIA Standard for Low Voltage Systems

No board concerns or comments for this item.

Motion by Peter Bride to approve the committee's recommendation to adopt the minimum safety standards with amendments for rulemaking and subsequent adoption, with the finding that the added cost, if any, is necessary to the health and safety of the occupants or the public or necessary to conserve scarce resources.

Motion carried unanimously

VIII. Announcements - None

IX. Adjournment

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

Respectfully transcribed and submitted by,

Debi Barnes-Woods
Division Boards Coordinator